



ORDER OF BUSINESS

REGULAR MEETING OF CITY COUNCIL

MARCH 3, 2014, AT 6:00 P.M.

1. **Approval of Minutes** of regular meeting held on February 10, 2014.
2. **Public Acknowledgements**
3. **Hearings**
 - a) **Discretionary Use Application - Residential Care Home – Type II**
1006 Whitewood Crescent
Applicant: Delia Mavragani
(File No. CK. 4355-012-2)

The purpose of this hearing is to consider the above-noted Discretionary Use Application.

The City Planner has advised that notification posters have been placed on site and letters have been 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 January 21, 2014, recommending that the application submitted by Delia Mavragani requesting permission to use the property located at 1006 Whitewood Crescent for the purpose of a Residential Care Home – Type II (containing nine residents) be approved subject to the following conditions:
 - a) the applicant obtaining a Development Permit and all other relevant permits

(such as Building and Plumbing Permits) and licenses; and

- b) the final plans submitted being substantially in accordance with the plans submitted in support of this Discretionary Use Application; and
- Letter dated February 13, 2014 from the Secretary of the Municipal Planning Commission advising the Commission supports the above-noted recommendation.

4. Matters Requiring Public Notice

a) Proposed Closure of Right-of-Way Walkway between 569 and 603 Nordstrum Road (File No. CK. 6295-013-003)

The following is a report of the General Manager, Transportation & Utilities Department dated February 25, 2014:

- RECOMMENDATION:**
- 1) that the walkway adjacent to 569 and 603 Nordstrum Road be closed;
 - 2) that upon receipt of the legal land survey documents, the City Solicitor be requested to prepare the appropriate bylaw for consideration by City Council;
 - 3) that upon approval of the bylaw, the City Solicitor be instructed to take all necessary steps to bring the intended closure forward and to complete the closure; and
 - 4) that upon closure of the walkway, the land be sold to Amanda and Jeremy Probe at 569 Nordstrum Road for \$1,000 and Tyler and Michelle Rody at 603 Nordstrum Road, for \$1,000.

TOPIC AND PURPOSE

The purpose of this report is to obtain approval to continue with the closure of the walkway located between 569 and 603 Nordstrum Road.

REPORT HIGHLIGHTS

1. The Administration and Finance Committee, at its meeting May 13, 2013, considered and approved a report of the General Manager, Infrastructure Service Department, recommending that the Administration proceed with Public Notice for closure of the walkway right-of-way adjacent to 569 and 603 Nordstrum Road in the Silverwood Heights Neighbourhood.
2. The required fees have been received from the interested parties allowing the process for closure of the walkway, located between 569 and 603 Nordstrum Road, to proceed to a Public Hearing.

STRATEGIC GOAL

This report supports the City of Saskatoon Strategic Goal of Quality of Life as it deals with the reduction and prevention of crime in neighbourhoods. It also builds capacity within the community to address a broad range of issues and builds consensus around collaborative responses.

BACKGROUND

City Council, at its meeting held September 26, 2011, approved amendments to Policy C07-017 – Walkway Evaluation and Closure. Council also resolved that any outstanding applications have the option to proceed under the former policy. The residents submitting the request for closure of the walkway adjacent to 569 and 603 Nordstrum Road opted to continue with the former policy.

The Administration and Finance Committee, at its meeting May 13, 2013, considered and approved a report of the General Manager, Infrastructure Services Department, recommending that (Attachment 1):

‘the Administration proceed with Public Notice for closure of the walkway right-of-way, adjacent to 569 and 603 Nordstrum Road, in the Silverwood Heights Neighbourhood.’

REPORT

The required fees have been received from the interested parties, allowing the process for closure of the walkway located between 569 and 603 Nordstrum Road to proceed to a Public Hearing. If the closure is approved by City Council, the Administration will proceed with acquiring the legal land survey documents to transfer the title of land. Typically, this

process involves acquiring a plan of consolidation and gathering utility consents to verify easements. This process can take between six and eight months. Once all the documentation has been received, a report will be submitted to City Council to consider the bylaw for closure.

Upon closing the walkway adjacent to 569 and 603 Nordstrum Road, the land will be sold to Amanda and Jeremy Probe at 569 Nordstrum Road for \$1,000 and Tyler and Michelle Rody at 603 Nordstrum Road for \$1,000, this is in addition to the application fee of \$1,000 per adjacent property. The walkway will be divided equally between 569 Nordstrum Road and 603 Nordstrum Road.

Until the title of land has been transferred, the adjacent property owners will not be allowed to build a structure or alter the right-of-way; however, they will be allowed to close the parcel by installing a temporary fence or extending their existing fence line.

All external and internal agencies will be contacted in regard to underground utilities. If any are found, easements will be attached to the title preventing the property owners from constructing any permanent structure on this portion of land at any time, unless the utilities are relocated at the expense of the property owner.

OPTIONS TO THE RECOMMENDATION

An option is to not proceed with the closure of the walkway. The Administration does not recommend this option, as all guidelines within former Policy C07-017 – Walkway Evaluation and Closure have been met.

POLICY IMPLICATIONS

The recommendation to proceed with the closure of the walkway is in accordance with former Policy C07-017 – Walkway Evaluation and Closure.

FINANCIAL IMPLICATIONS

It is estimated that the cost of the closure will be approximately \$6,000. External funding will be received from the adjacent property owners, including \$1,000 each for the application fee and \$1,000 each for the land, for a total of \$4,000. There are sufficient funds within Capital Budget #2234 – Walkway Management for the remaining costs to close the walkway.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
X		\$2,000			\$4,000

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

A public meeting was held on March 12, 2013, at Brownell School. Out of the 49 notices sent to residents in the catchment area, six residents attended the meeting, including the adjacent property owners. Also in attendance was a representative from Saskatoon Police Service and Councillor Donauer for the ward. All of the residents who attended the meeting, as well as the representative from Saskatoon Police Services were in support of the closure, and no concerns were expressed.

COMMUNICATION PLAN

Communication activities are included with the requirements for Public Notice.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

Upon completion of plan of consolidation, a bylaw will be presented to City Council for approval. This process may take from six to eight months.

ENVIRONMENTAL IMPLICATIONS

The recommendations have the potential to alter localized transportation choices resulting from closure of the right-of-way. However, as the overall impact is expected to be minimal, no environmental implications and/or greenhouse gas emissions have been identified at this time.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review was completed in October 2011. The findings were as follows:

- Open, clear view to end of walkway.
- Concrete walkway is in fair/good condition, surface cracks and some lifting throughout walkway.

- Connects Nordstrum Road to grassed area next to sound wall on Wanuskewin Road.
- Clear of garbage and well maintained at time of site check.
- There is a street light adjacent to walkway on Nordstrum Road, however no light at the grassed area.
- No graffiti at time of check.
- Over hanging tree at back of walkway, where there is no light.

PUBLIC NOTICE

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

- Advertised in the *StarPhoenix* on Saturday, February 22, 2014.
- Posted on the City Hall Notice Board on Friday, February 21, 2014.
- Posted on the City of Saskatoon website on Friday, February 21 2014.
- Flyers distributed to affected parties on Thursday, February 20, 2014.

ATTACHMENTS

1. Excerpt from the minutes of the meeting of the Administration and Finance Committee, dated May 13, 2013
2. Copy of Public Notice”

Also attached is a letter dated February 25, 2014, from Heather Raccio, The Gustus Group at RE/MAX, submitting comments on the above matter.

**b) Proposed Closure of Right-of-Way
Closure of Portion of Road Allowance
South of Rosewood Boulevard East in the Rosewood Neighbourhood
(File No. CK. 6295-014-003)**

The following is a report of the General Manager, Transportation & Utilities Department dated February 25, 2014:

- “RECOMMENDATION:** 1) that a portion of Road Allowance south of Rosewood Boulevard East be closed and the land transferred to Casablanca Holdings Inc. 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 9168 – The Street Closing Bylaw, 2014 (Attachment 1).

TOPIC AND PURPOSE

This report is to obtain approval to close a portion of Road Allowance south of Rosewood Boulevard East in the Rosewood Neighbourhood in exchange for dedication of future roads in the area. This closure is required in order to allow development of the Rosewood Neighbourhood.

REPORT HIGHLIGHTS

1. A portion of Road Allowance needs to be closed to allow development of a Village Square in the Rosewood Neighbourhood.
2. If approved, the closed portion of Road Allowance will be transferred to Casablanca Holdings Inc. in exchange for dedication of future roads in the area.

STRATEGIC GOAL

This report supports the City of Saskatoon Strategic Goal of Sustainable Growth as the closure will allow for the future development of the Rosewood Neighbourhood.

BACKGROUND

The Rosewood Neighbourhood Concept Plan, which was adopted at City Council on May 20, 2008, shows that a portion of Road Allowance south of Rosewood Boulevard East needs to be closed in order to accommodate the development of a Village Square.

REPORT

Casablanca Holdings Inc. has requested the closure of a Road Allowance for the development of the Rosewood Neighbourhood. Once the closure is complete, the land will be transferred to Casablanca Holdings Inc. 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.

A public information meeting was held on June 27, 2007, to provide an opportunity for interested individuals to the Rosewood Concept Plan. Approximately 100 people attended this meeting.

COMMUNICATION 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 February 22, 2014 (Attachment 2).
- Posted on the City Hall Notice Board on Thursday, February 20, 2014.
- Posted on the City of Saskatoon website on Thursday, February 20, 2014.

ATTACHMENTS

1. Copy of Bylaw 9168 – The Street Closing Bylaw, 2014
2. Copy of Public Notice”

**c) Proposed Closure of Right-of-Way
Closure of Portion of 64th Street Lying Between
Idylwyld Drive and Faithfull Avenue in the Marquis Industrial Area
(File No. CK. 6295-014-002)**

The following is a report of the General Manager, Transportation & Utilities Department dated February 25, 2014:

- RECOMMENDATION:**
- 1) that a portion of 64th Street be closed and the land remain in the name of City of Saskatoon and be consolidated with the adjacent property;
 - 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 9169 – The Street Closing Bylaw, 2014 (Attachment 1).

TOPIC AND PURPOSE

This report is to obtain approval to close a portion of 64th Street in the Marquis Industrial Area and be consolidated with the adjacent property. This closure is required in order to allow development of the Marquis Industrial Area.

REPORT HIGHLIGHTS

1. A portion of 64th Street needs to be closed to allow development of lots in the Marquis Industrial Area.
2. If approved, the closed portions of 64th Street will remain in the name of City of Saskatoon for future development of the Marquis Industrial Area.

STRATEGIC GOAL

This report supports the City of Saskatoon Strategic Goal of Sustainable Growth as the closure will allow for the future development of the Marquis Industrial Area.

BACKGROUND

The Marquis Sector Plan, which was adopted at City Council on April 16, 2012, shows that a portion of 64th Street needs to be closed in order to accommodate the development of lots. The lots are to be sold to businesses in the Marquis Industrial Area.

REPORT

The City of Saskatoon Asset & Financial Management, Land Development & Real Estate Division has requested the closure of a portion of 64th Street for the development of the Marquis Industrial Area.

Once the closure is complete, the land will remain in the name of City of Saskatoon and be consolidated with the adjacent property for future development in the Marquis Industrial 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.

COMMUNICATION 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 February 22, 2014 (Attachment 2);
- Posted on the City Hall Notice Board on Thursday, February 20, 2014; and
- Posted on the City of Saskatoon website on Thursday, February 20, 2014.

ATTACHMENTS

1. Copy of Bylaw 9169 – The Street Closing Bylaw, 2014
2. Copy of Public Notice”

5. Unfinished Business

6. Reports of Administration and Committees:

- a) Report No. 1-2014 of the Municipal Planning Commission;
- b) Administrative Report No. 4-2014;
- c) Legislative Report No. 3-2014;
- d) Report No. 3-2014 of the Planning and Operations Committee;
- e) Report No. 3-2014 of the Administration and Finance Committee;
- f) Report No. 2-2014 of the Audit Committee; and
- g) Report No. 3-2014 of the Executive Committee.

7. Communications to Council – (Requests to speak to Council regarding reports of Administration and Committees)

8. Communications to Council (Sections B, C, and D only)

9. Question and Answer Period

10. Matters of Particular Interest

11. Enquiries

12. Motions

13. Giving Notice

14. Introduction and Consideration of Bylaws

Bylaw No. 9164 - The Street Closing Bylaw, 2014

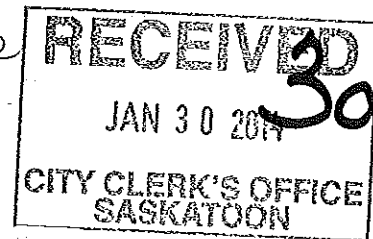
Bylaw No. 9167 - The Sidewalk Clearing Amendment Bylaw, 2014

Bylaw No. 9168 - The Street Closing Bylaw, 2014 (No. 3)

Bylaw No. 9169 - The Street Closing Bylaw, 2014 (No. 4)

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

4355-012-2



TO: Secretary, Municipal Planning Commission
FROM: General Manager, Community Services Department
DATE: January 21, 2014
SUBJECT: Discretionary Use Application - Residential Care Home - Type II -
1006 Whitewood Crescent
FILE NO.: PL 4350 - D10/13

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

TOPIC AND PURPOSE

The purpose of this report is to consider the application from Delia Mavragani to expand an existing Residential Care Home – Type II located at 1006 Whitewood Crescent from seven residents to nine residents.

REPORT HIGHLIGHTS

1. This property has operated as a Residential Care Home – Type II with seven residents since January 2013.
2. Three spaces for required parking for the care home will be provided in the front yard; the maximum allowable in a front yard for Residential Care Homes.
3. The addition of two care home residents is not anticipated to have any significant impact on the surrounding land use.

STRATEGIC GOAL

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

BACKGROUND

1006 Whitewood Crescent is located in the Lakeview neighbourhood and is zoned R1A District under the Zoning Bylaw No. 8770. A Residential Care Home – Type II is considered a discretionary use in the R1A District (see Attachment 1).

On January 21, 2013, City Council approved an application by Delia Mavragani for a Residential Care Home – Type II located at 1006 Whitewood Crescent to provide care for seven senior citizens. Delia Mavragani has submitted an application requesting City Council's approval to expand the existing residential care home from seven residents to nine residents.

REPORT

Introduction

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

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

Parking

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

Plans submitted by the applicant indicate three off-street parking spaces will be provided in the front yard (see Attachment 2). The third parking space requires an expansion of the existing driveway and hard surfacing. The rest of the yard will remain as a landscaped lawn. Residential care homes may not have more than three off-street parking spaces located in a required front yard.

Roadway Access

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

Compatibility with Adjacent Land Uses

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

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

Zoning Bylaw No. 8770 Requirements

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

Comments by Others

The Building Standards Division has no objection to this proposal provided that a building permit is obtained for the expansion of the care home.

No other concerns were noted by other divisions with respect to this proposal. Refer to Attachment 3 – Comments from Other Divisions for full remarks.

Conclusion

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

OPTIONS TO THE RECOMMENDATION

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

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Notices to property owners within a 75 metre radius of the site were mailed out in November 2013 to solicit feedback on the proposal. The Lakeview Community Association was also advised of the proposal.

To date, one phone call has been received from a nearby resident concerned about parking and landscaping. The resident was advised of the parking and landscaping requirements to align with the residential character of the neighbourhood. They were satisfied with the answers provided and expressed no further concerns.

COMMUNICATION PLAN

No further consultation is planned beyond the required notice for the public hearing.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

There are no safety or CPTED impacts related to this proposal.

PUBLIC NOTICE

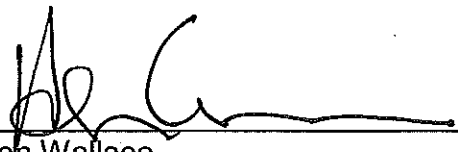
Public Notice is required for consideration of this matter, pursuant to Section 11(b) of Public Notice Policy No. C01-021.

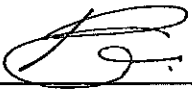
Once this application has been considered by the Municipal Planning Commission, a date for a public hearing will be set and the Community Services Department will give notice by ordinary mail to assessed property owners within 75 metres of the subject site and to the Lakeview Community Association. Notification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

ATTACHMENTS

1. Location Plan – 1006 Whitewood Crescent
2. Site Plan
3. Comments from Other Divisions

Written by: Daniel McLaren, Planner

Reviewed by: 
Alan Wallace
Director of Planning and Development

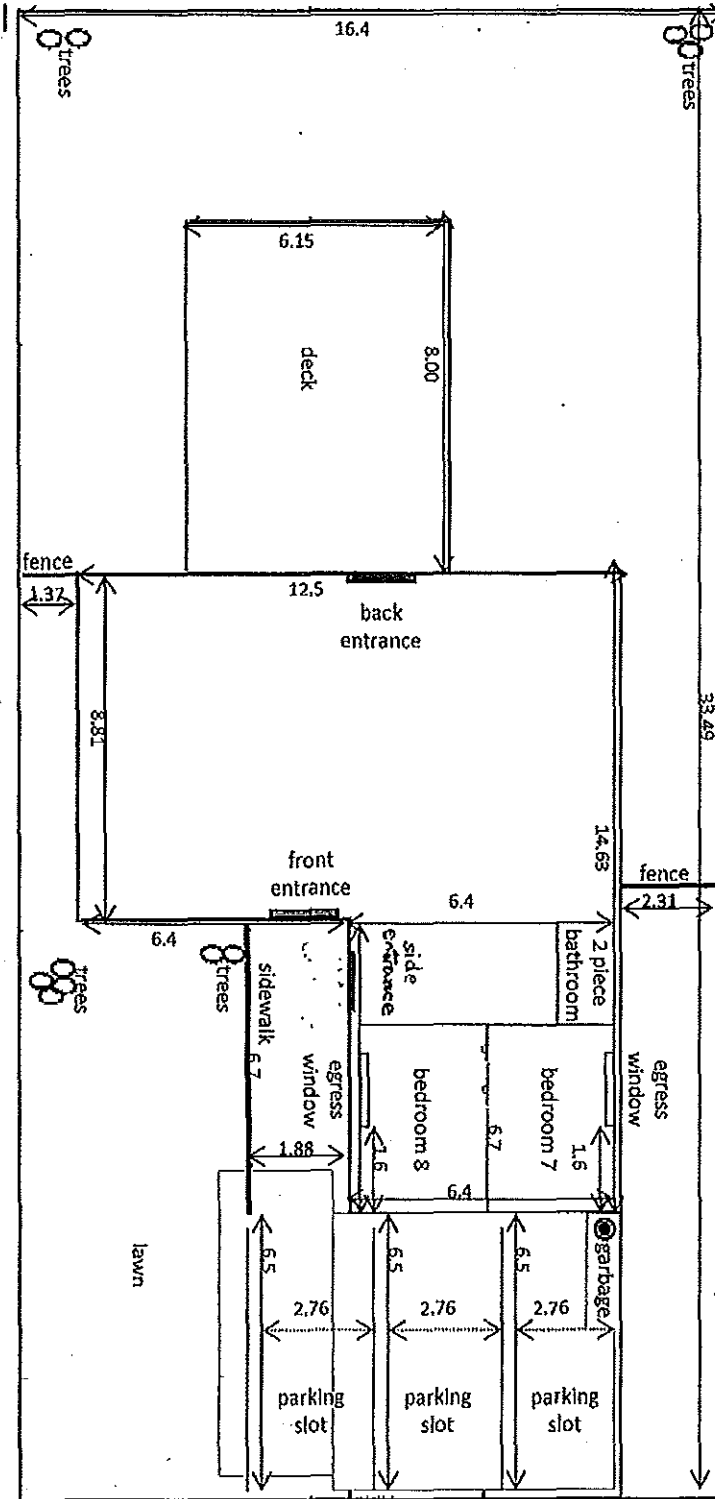
Approved by: 
Randy Grauer, General Manager
Community Services Department
Dated: January 26, 2014

cc: Murray Totland, City Manager

S/Reports/DS/2014/MPC Discretionary Use Application – Residential Care Home – Type II – 1006 Whitewood Crescent/ks

Site Plan

ATTACHMENT 2



1006 Whitewood Cres. S7J 4L1
Site Plan
All measurements are in meters

Comments from Other Divisions

a) Transportation and Utilities Department Comments

The proposed Discretionary Use Application is acceptable to the Transportation and Utilities Department.

b) Saskatoon Transit Division, Transportation and Utilities Department, Comments

Saskatoon Transit Division has no easement requirements regarding the property.

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

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

c) Building Standards Division, Community Services Department, Comments

No objections provided that:

- 1) a building permit is obtained.
- 2) a residential care home is permitted to be classified as a residential occupancy provided the home does not provide sleeping accommodation for more than ten persons including care givers.
- 3) the building shall be protected by an automatic fire suppression system if any occupant is not capable of self preservation.



City of
Saskatoon
Office of the City Clerk

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

February 13, 2014

City Clerk

Dear City Clerk:

**Re: Discretionary Use Application – Residential Care Home – Type II
1006 Whitewood Crescent
(File No. CK. 4355-012-2)**

The Municipal Planning Commission has considered a report of the General Manager, Community Services Department, dated January 21, 2014, with respect to the above Discretionary Use Application and supports the following recommendation:

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

- 1) the applicant obtaining a development permit and all other relevant permits (such as building and plumbing permits) and licenses; and
- 2) the final plans submitted for the proposed Residential Care Home – Type II being substantially in accordance with those plans submitted in support of this Discretionary Use Application.”

Yours truly,

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

Elaine Long, Secretary
Municipal Planning Commission

EL:sj

4.a)

The following is an excerpt from the minutes of meeting of the Administration and Finance Committee (Open to the Public) held on May 13, 2013:

4. Proposed Walkway Closure Between 569 and 603 Nordstrum Road
(File No. CK. 6295-013-003)

The Deputy City Clerk submitted a report of the General Manager, Infrastructure Services dated April 29, 2013 requesting approval to proceed with public notice for closure of the above-noted walkway.

Lana Dodds, Traffic Program Coordinator, Infrastructure Services Department presented the report and answered questions.

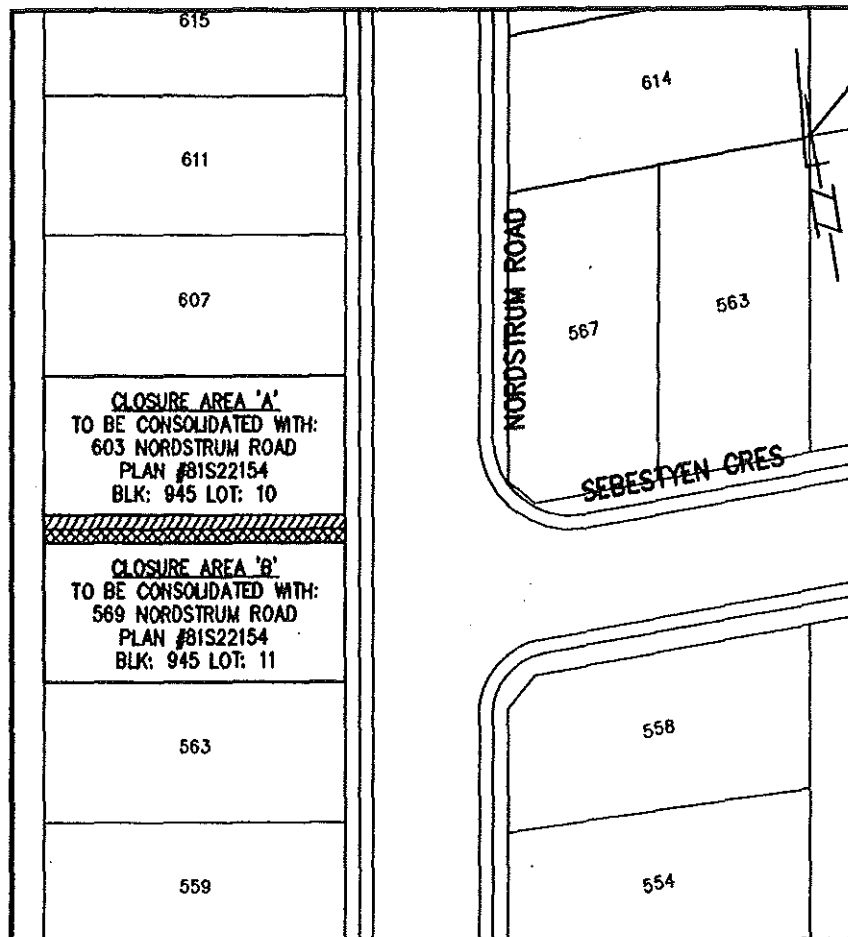
RESOLVED: that the Administration proceed with Public Notice for closure of the walkway between 569 and 603 Nordstrum Road, in the Silverwood Heights Neighbourhood.

PUBLIC NOTICE
PROPOSED WALKWAY CLOSURE
569-603 NORDSTRUM ROAD

In accordance with the City Council Policy Number C07-017 Walkway Evaluation and Closure, City Council will consider and vote on a proposal from Transportation and Utility Services to close the walkway adjacent to 569-603 Nordstrum Road. This closure will restrict all pedestrian movement.

Should this closure be approved by City Council, the walkway will be sold and consolidated with the adjacent properties.

Notices have been sent to parties affected by this closure.



PUBLIC NOTICE INFORMATION - Questions regarding the proposal may be directed to the following:

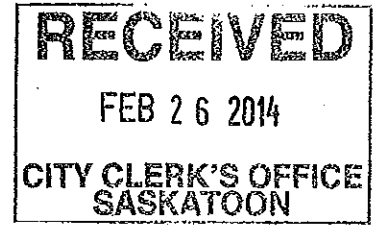
Transportation and Utility Services, Transportation Division
 Phone: 306-975-3698 (Lana Dodds)

PUBLIC MEETING - City Council will consider the above matter and hear all persons present at the City Council meeting and wish to speak on **Monday, March 3, 2014, at 6:00 p.m.** in Council Chambers, City Hall, Saskatoon, Saskatchewan.

All written submissions for City Council's consideration must be received by **10:00 a.m. on Monday, March 3, 2014** to:

His Worship the Mayor and Members of City Council
 c/o City Clerk's Office, City Hall
 222 Third Avenue North, Saskatoon, SK S7K 0J5

From: CityCouncilWebForm
Sent: Tuesday, February 25, 2014 5:24 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Heather Raccio
342 Nordstrum Road
Saskatoon, Saskatchewan
S7K 6Y5

EMAIL ADDRESS:

heatherraccio@sasktel.net

COMMENTS:

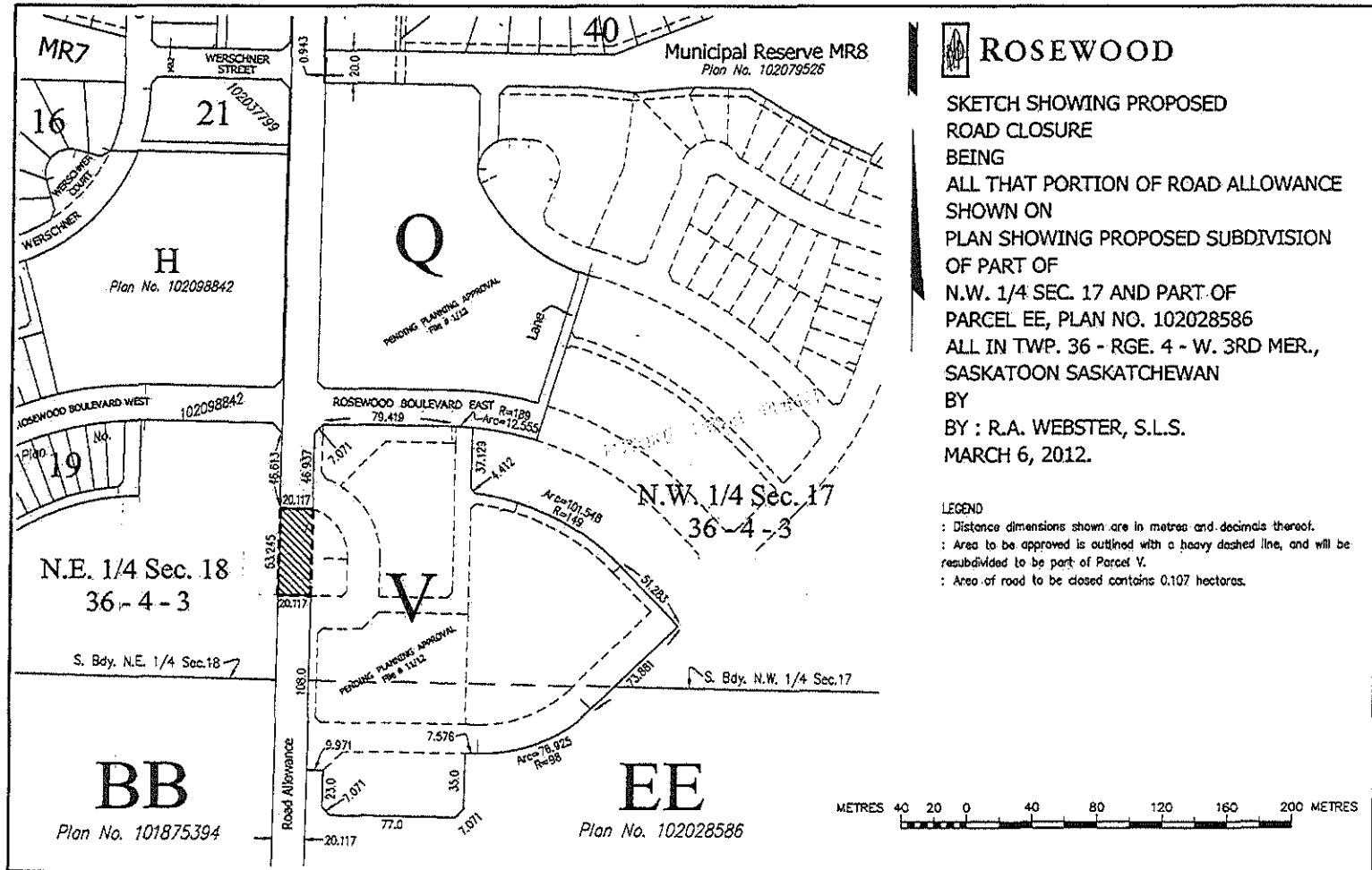
There is public notice for the closure of the sidewalk (that leads to nowhere).

As a resident of Norstrum Road, I am in favour of closing the sidewalk beside 603 Nordstrum Road. At present, the walkway does not connect directly to any other walkway and it not necessary. As a Realtor, I know that it takes away from the curb appeal and overall value when there is a walkway like this that does not lead to a usable walking path or sidewalk. Sidewalks like this are entry ways to potential vandalism and security issues.

At one time, this sidewalk would have served a purpose to connect pedestrians between Nordstrum Road and Waneskewin Road. However, with the beneficial construction of the sound barrier retaining wall, this sidewalk no longer serves that purpose.

Warmest Regards,
Heather Raccio
The Gustus Group at RE/MAX

Schedule "A" to Bylaw No. 9168

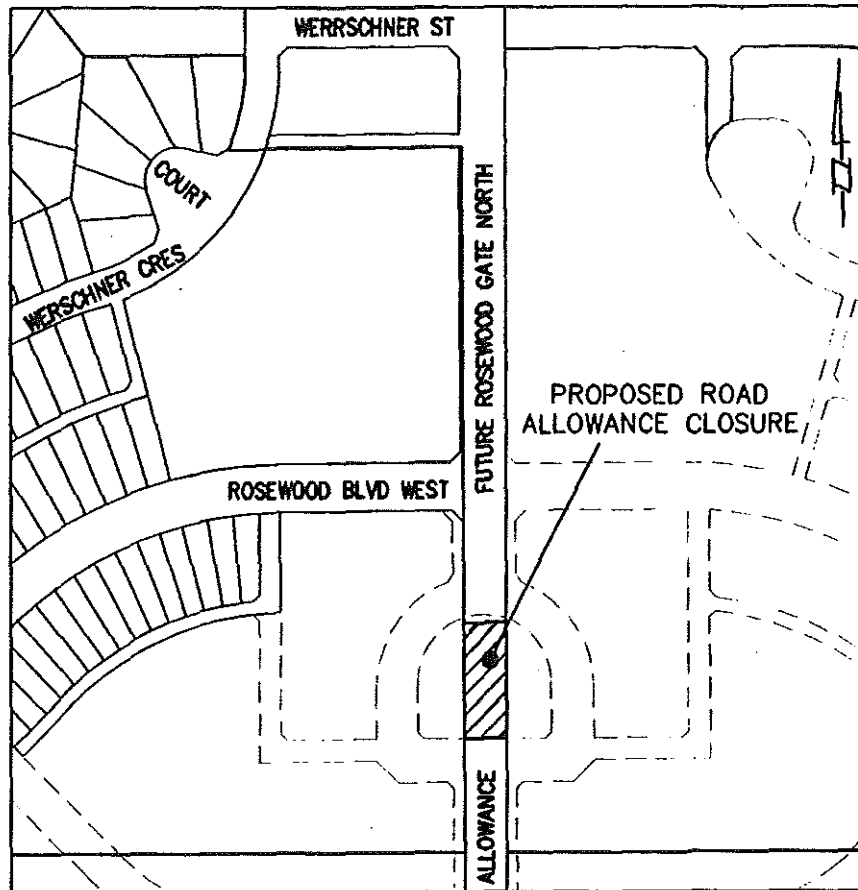


PUBLIC NOTICE

PROPOSED CLOSURE OF RIGHT-OF-WAY 4x104

The City of Saskatoon is proposing the following closure for the continued development of the Rosewood Neighbourhood.

Portion of Road allowance south of Rosewood Boulevard East



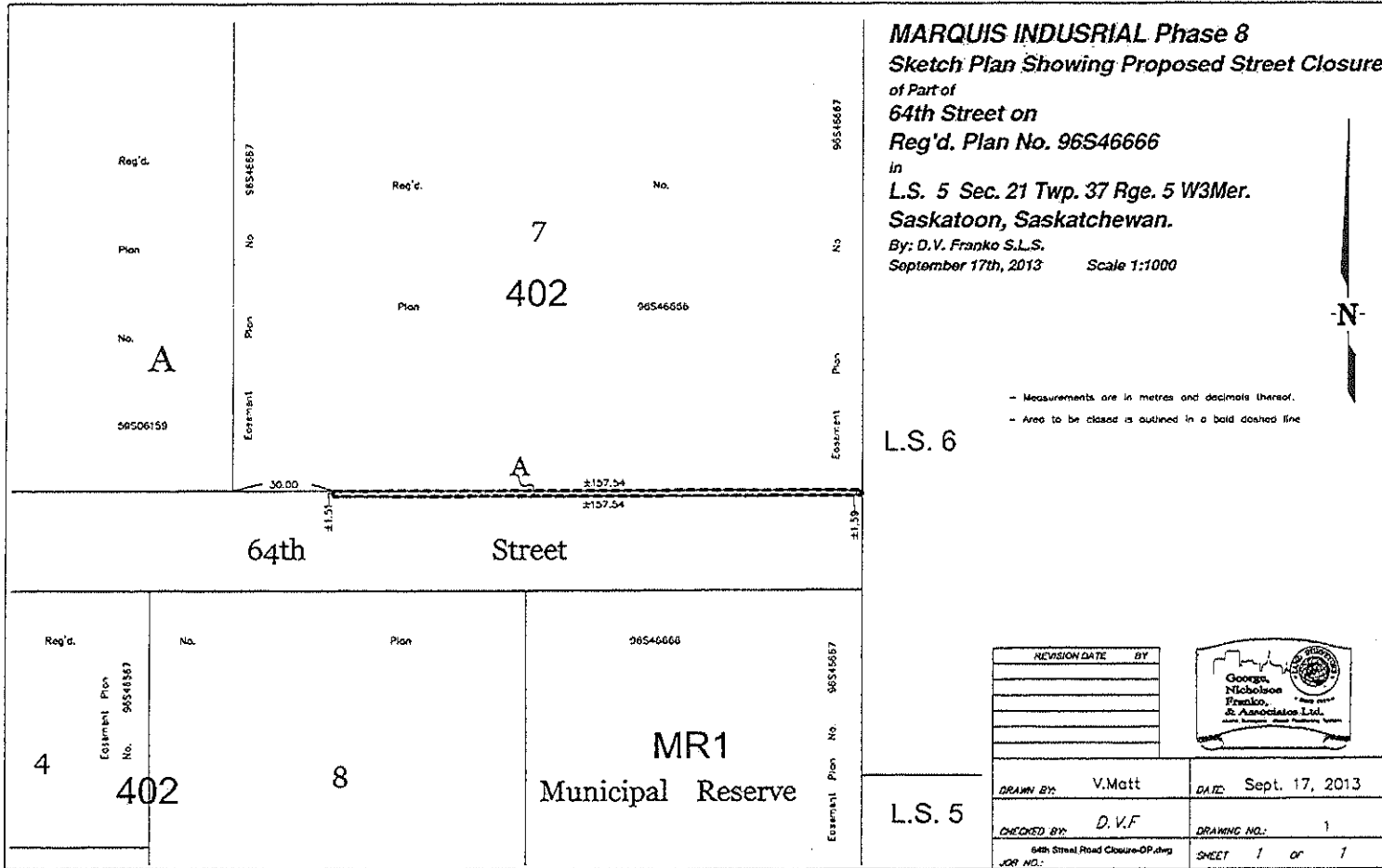
INFORMATION - Questions regarding the proposal may be directed to:
 Transportation and Utility Services, Transportation Division
 Phone: 306-975-3145 (Shirley Matt)

PUBLIC MEETING - City Council will consider the above matter and hear all persons present at the City Council meeting and wish to speak on **Monday, March 3, 2014, at 6:00 p.m.** in the Council Chambers, City Hall, Saskatoon, Saskatchewan.

All written submissions for City Council's consideration must be received by **10:00 a.m. on Monday, March 3, 2014** to:

His Worship the Mayor and Members of City Council
 c/o City Clerk's Office, City Hall
 222 Third Avenue North, Saskatoon, SK S7K 0J5

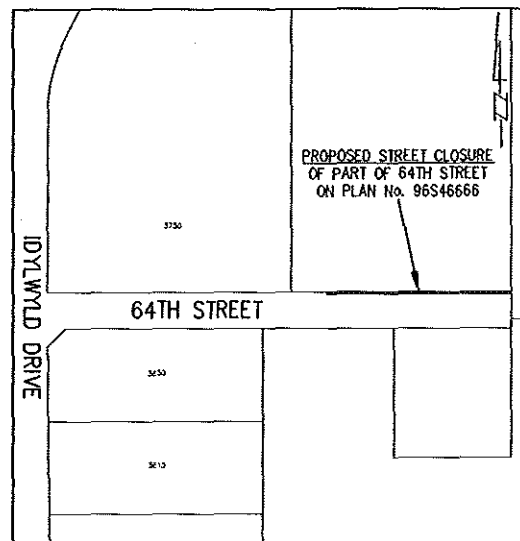
Schedule "A" to Bylaw No. 9169



PUBLIC NOTICE
PROPOSED CLOSURE OF RIGHT-OF-WAY

The City of Saskatoon is proposing the following closure for the continued development of the Marquis Industrial Area.

Portion of 64th Street lying between Idytwyld Drive and Faithfull Avenue



INFORMATION - Questions regarding the proposal may be directed to:

Transportation and Utility Services,
Transportation Division
Phone: 306-975-3145 (Shirley Matt)

PUBLIC MEETING - City Council will consider the above matter and hear all persons present at the City Council meeting and wish to speak on **Monday, March 3, 2014, at 6:00 p.m.** in Council Chambers, City Hall, Saskatoon, Saskatchewan.

All written submissions for City council's consideration must be forwarded to:

All written submissions for City Council's consideration must be received by 10:00 a.m. on Monday, March 3, 2014 to:

His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon, SK S7K 0J5

His Worship the Mayor and City Council
The City of Saskatoon

REPORT

of the

MUNICIPAL PLANNING COMMISSION

Composition of Commission

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

**1. Proposed Zoning Bylaw No. 8770 Amendment
Shipping Container Regulations
(Files CK. 4350-1 and PL. 4350-26)**

- RECOMMENDATION:**
- 1) that City Council approve the advertising respecting the proposal to amend Zoning Bylaw 8770, Section 5.40, Shipping Containers, as outlined in the report of the General Manager, Community Services Department, dated January 23, 2014;
 - 2) that the General Manager, Community Services Department, be requested to prepare the required notice for advertising the proposed amendments;
 - 3) that the City Solicitor be requested to prepare the required bylaw; and

- 4) that at the time of the Public Hearing, City Council consider the Municipal Planning Commission's recommendation that the proposed Zoning Bylaw amendments be approved.

Attached is a report of the General Manager, Community Services Department, dated January 23, 2014, with respect to proposed amendments to Zoning Bylaw 8770 to limit the time a shipping container may be temporarily located on a site, and to add the permanent use of shipping containers to the AG – Agricultural District and FUD – Future Urban Development District.

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

**2. Proposed Rezoning from R1A to RMTN, RMTN1 and RM3
Kensington Phase 4
(Files CK. 4351-014-001 and PL 4350-Z24/13)**

- RECOMMENDATIONS:**
- 1) that City Council approve the advertising respecting the proposal to rezone the properties as outlined in the report of the General Manager, Community Services Department, dated January 21, 2014;
 - 2) that the General Manager, Community Services Department, be requested to prepare the required notice for advertising the proposed amendments;
 - 3) that the City Solicitor be requested to prepare the required bylaw to amend Zoning Bylaw 8770; and
 - 4) that at the time of the Public Hearing, City Council consider the Municipal Planning Commission's recommendation that the proposed amendment to Zoning Bylaw 8770 to rezone the properties identified in the attached Proposed Amendment Map from R1A – One-Unit Residential District to RMTN – Townhouse Residential District; and RM3 – Medium-Density Multiple-Unit Dwelling District, be approved.

Report No. 1-2014
Municipal Planning Commission
Monday, March 3, 2014
Page 3

Attached is a report of the General Manager, Community Services Department, dated January 21, 2014, with respect to an application from Saskatoon Land to rezone a number of properties in Phase 4 of the Kensington neighbourhood to accommodate a variety of housing forms, including a mixture of low and medium density townhouse style developments, and medium density, multiple-unit dwellings.

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

Respectfully submitted,

Ms. Janice Braden, Chair

TO: Secretary, Municipal Planning Commission
FROM: General Manager, Community Services Department
DATE: January 23, 2014
SUBJECT: Proposed Zoning Bylaw No. 8770 Amendment – Shipping Container Regulations
FILE NO.: CK. 4350-1 and PL. 4350-26

- RECOMMENDATION:** that a report be submitted to City Council recommending:
- 1) that City Council be asked to approve the advertising respecting the proposal to amend Zoning Bylaw No. 8770, Section 5.40, Shipping Containers, as outlined in this report;
 - 2) that the General Manager, Community Services Department, be requested to prepare the required notice for advertising the proposed amendments;
 - 3) that the City Solicitor be requested to prepare the required bylaw; and
 - 4) that at the time of the Public Hearing, City Council be asked to consider the Administration's recommendation that the proposed Zoning Bylaw No. 8770 amendments be approved.

TOPIC AND PURPOSE

The purpose of this report is to consider amendments to Zoning Bylaw No. 8770, to limit the time a shipping container may be temporarily located on a site, and add the permanent use of shipping containers to the AG – Agricultural (AG) District and FUD – Future Urban Development (FUD) District.

REPORT HIGHLIGHTS

1. Proposed amendments would limit the temporary use of shipping containers during construction in all zoning districts to not more than one year. The proposed amendment would also provide for the Development Officer to extend the time a shipping container may remain on the site, if it is deemed necessary.
2. Shipping containers are permitted to be used permanently in the Industrial Districts. The proposed amendments would also permit the permanent use of shipping containers in the AG and FUD Districts.

STRATEGIC GOAL

This report supports the City of Saskatoon's (City's) Strategic Goal of Quality of Life by ensuring appropriate maintenance of properties.

BACKGROUND

Zoning Bylaw No. 8770 permits the temporary use of shipping containers for storage during construction on a site. The City has received complaints regarding the length of time shipping containers have remained on some sites resulting from construction projects taking extended periods of time to complete. In response to these issues, during its April 16, 2012 meeting, City Council resolved:

“Would the Administration please report to City Council on possible changes to the Zoning Bylaw No. 8770, to establish reasonable limits for the amount of time a shipping container being used for construction can remain on a property. The current wording ties the shipping container permit to the building permit and there is no limit on a building permit, so shipping containers can remain in neighbourhoods indefinitely.”

REPORT

Current Regulations

Zoning Bylaw No. 8770 prohibits the use of shipping containers in all zoning districts with the exception of Industrial Districts. Shipping containers are permitted to be temporarily placed on a site in any zoning district when utilized solely for the storage of supplies and equipment related to a construction project, provided that a valid building permit has been issued for construction on the site. The shipping container must be removed from the site upon completion of the construction.

Shipping containers are also permitted to be temporarily placed on a site in any zoning district for up to ten days for the purpose of loading and unloading of items associated with the principal use.

Establishing Reasonable Time Limits for Temporary Storage

Current regulations provide for a shipping container to remain on a site as long as the building permit for construction on the site is open. This may result in the shipping container remaining on a site well after substantial construction has been completed. This contravenes the intent of Zoning Bylaw No. 8770, which is to allow for shipping containers to be used for storage during active construction. Extended use of shipping containers in residential and commercial districts negatively affects the aesthetics of the surrounding area, causing neighbourhood concerns.

The proposed amendment to Zoning Bylaw No. 8770, Section 5.40, would limit the temporary use of shipping containers during construction in all zoning districts to not more than one year. One year would provide suitable time for most construction projects to be completed and have the shipping container removed from the site. The proposed amendment would also provide the Development Officer the ability to extend the time the shipping container may temporarily remain on the site, if it is deemed necessary.

This amendment will provide a balance between the needs for short-term storage during construction on a site and the impact shipping containers have on the aesthetics of an area.

Appropriate Districts to Permit Shipping Containers

Zoning Bylaw No. 8770 currently provides for shipping containers to be permanently placed in all Industrial Zoning Districts. Upon review of zoning districts, it has been determined that the permanent use of shipping containers in the AG and FUD Districts would meet the intent and purpose of these districts. Zoning Bylaw No. 8770 states the purpose of the AG District is to provide for certain large-scale specialized land uses, as well as certain rural-oriented uses, on the periphery of the City. The purpose of the FUD District is to provide for interim land uses where the future of land or the timing of development is uncertain due to issues of servicing, transitional use, or market demand.

The proposed amendment to Zoning Bylaw No. 8770, Section 5.40, would permit the use of shipping containers in the AG and FUD Districts, along with the Industrial Districts, provided that the shipping containers are suitably screened from view from public streets.

OPTIONS TO THE RECOMMENDATION

1. City Council may choose not to adopt the Zoning Bylaw No. 8770 amendments for shipping containers and maintain the status quo.
2. City Council may request revisions to the proposed amendments.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder consultations were not required.

COMMUNICATION PLAN

No communication plan is required.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

There are no safety or CPTED impacts related to this proposal.

PUBLIC NOTICE

Once this application has been considered by the Municipal Planning Commission, it will be advertised in accordance with Public Notice Policy No. C01-021 and a date for a public hearing will be set. A notice will be placed in The StarPhoenix two weeks prior to the public hearing.

Written by: Daniel McLaren, Planner

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

Approved by: “Randy Grauer”
Randy Grauer, General Manager,
Community Services Department
Dated: “January 29, 2014”

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

TO: Secretary, Municipal Planning Commission
FROM: General Manager, Community Services Department
DATE: January 21, 2014
SUBJECT: Proposed Rezoning from R1A to RMTN, RMTN1, and RM3 – Kensington Phase 4
FILE NO.: CK. 4351-014-001 and PL. 4350 – Z24/13

- RECOMMENDATION:** that a report be submitted to City Council recommending:
- 1) that City Council approve the advertising respecting the proposal to rezone the properties outlined in this report;
 - 2) that the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed amendments;
 - 3) that the City Solicitor be requested to prepare the required 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 attached Proposed Amendment Map (see Attachment 1) from R1A – One-Unit Residential District to RMTN – Townhouse Residential District; RMTN1 – Medium-Density Townhouse Residential District; and RM3 – Medium-Density Multiple-Unit Dwelling District, be approved.

TOPIC AND PURPOSE

The purpose of this report is to consider the application from Saskatoon Land to rezone a number of properties in Phase 4 of the Kensington neighbourhood. This would accommodate a variety of housing forms in the Kensington neighbourhood, including a mixture of low- and medium-density townhouse style development, and medium-density, multiple-unit dwellings (see Attachment 1).

REPORT HIGHLIGHT

1. This application is consistent with the approved Kensington Neighbourhood Concept Plan (Concept Plan) (see Attachment 2).

STRATEGIC GOAL

Under the Strategic Goal of Quality of Life, this report supports the long-term strategy to encourage a mix of housing types across the city.

BACKGROUND

During its April 16, 2012 meeting, City Council approved the Concept Plan, which identified a neighbourhood that promotes a wide range of housing options along with neighbourhood level commercial opportunities.

REPORT

Kensington Neighbourhood Concept Plan

This proposed amendment will accommodate a variety of residential housing options in the Kensington neighbourhood in a manner that is consistent with the approved Concept Plan.

Official Community Plan Bylaw No. 8769

City Council approved an Official Community Plan (OCP) Bylaw No. 8769 amendment in 2012, which identified the subject area as “Residential” on the OCP – Land Use Map. This application is consistent with that designation.

Comments from Other Divisions

No concerns in relation to this proposal were raised. Please refer to Attachment 3 to review comments received from other divisions.

OPTIONS TO THE RECOMMENDATION

City Council could deny this rezoning application. This option would preclude the implementation of the Concept Plan.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications.

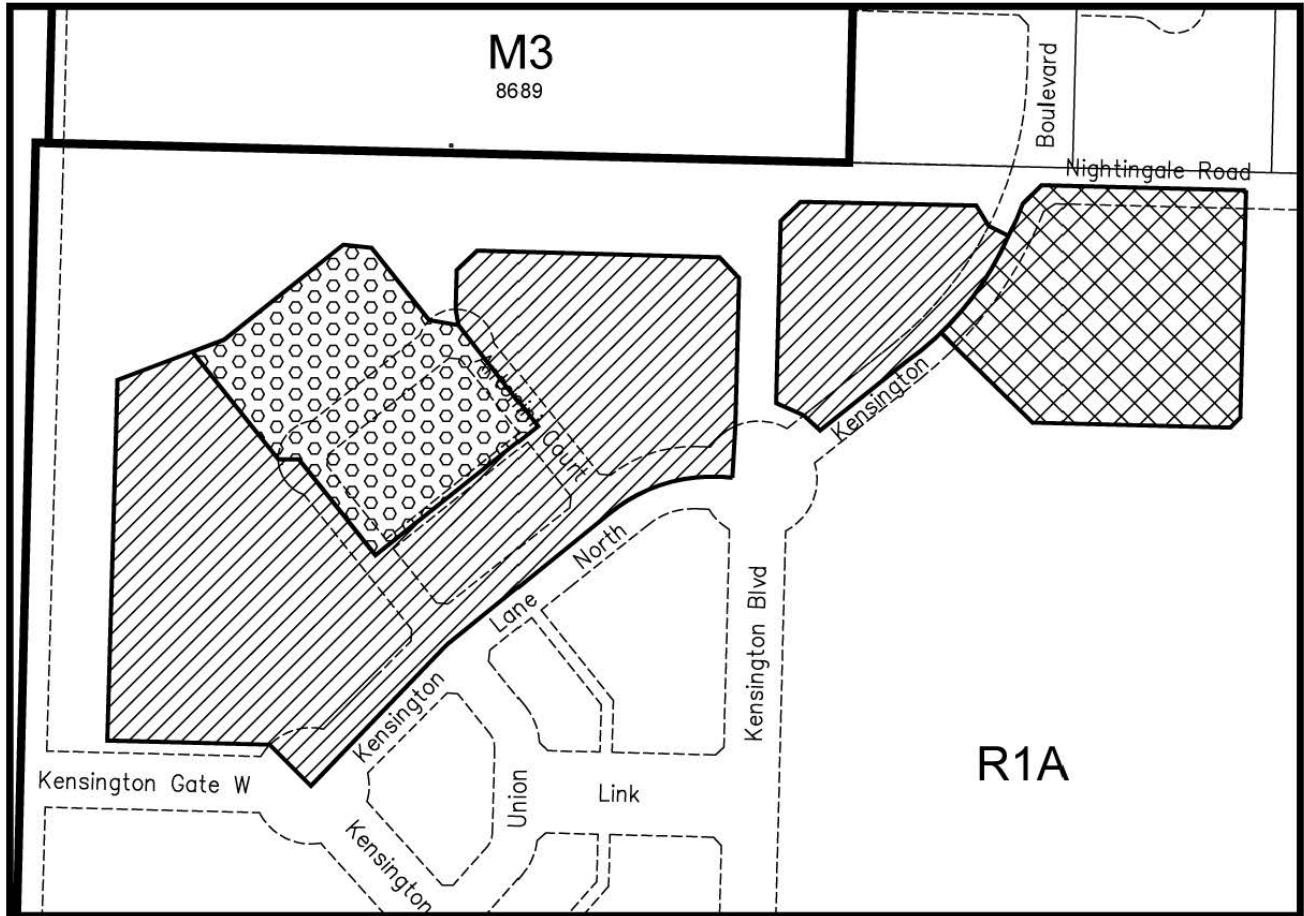
PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Three separate public information meetings were held between 2010 and 2012 in relation to the development of the Concept Plan. At that time, concerns related to land use, traffic movement, and congestion were raised and addressed. As a result of the extensive consultation that occurred in preparation of the approved Concept Plan, further consultation with the adjacent land owners is required. Public notice for the hearing will be undertaken.

Approved by: _____
"Randy Grauer"
Randy Grauer, General Manager
Community Services Department
Dated: _____
"January 26, 2014"

Approved by: _____
"Murray Totland"
Murray Totland, City Manager
Dated: _____
"February 3, 2014"

Location Map



PROPOSED REZONING

- From R1A to RMTN 
- From R1A to RMTN1 
- From R1A to RM3 

File No. RZ24-2013



Kensington Neighbourhood Concept Plan



Land Use Concept Plan
Figure - 3



Comments from Other Divisions

1) **Transportation and Utilities Department**

The proposed Zoning Bylaw No. 8770 amendment is acceptable to the Transportation and Utilities Department.

2) **Saskatoon Transit Division**

Saskatoon Transit has no easement requirements regarding the above referenced properties.

His Worship the Mayor and City Council
The City of Saskatoon

ADMINISTRATIVE REPORTS

Section A – COMMUNITY SERVICES

A1) Request for Encroachment Agreement
339 Avenue A South
(Files CK. 4090-2 and PL. 4090)

- RECOMMENDATION:**
- 1) that City Council recognize the encroachment at 339 Avenue A South (Lot 1 and 2, Block 17, Plan No. CE);
 - 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.

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 339 Avenue A South.

REPORT HIGHLIGHTS

1. Encroachment area is 24.4 square meters.
2. Portions of the balcony extend onto Avenue A South by up to 1.524 meters and onto 19th Street by up to 0.914 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.”

REPORT

The owner of the property located at 339 Avenue A South has requested permission to allow an encroachment (see Attachment 1). As shown on the Site Plan (see Attachment 2), the proposed new balcony will encroach onto Avenue A South by up to 1.524 meters and onto 19th Street by up to 0.914 meters. The total area of encroachment is approximately 24.4 square meters; therefore, will be subject to an annual charge of \$79.

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 October 15, 2013.
2. Copy of Proposed Site Plan

**A2) Quarterly Naming Update – “Aspen Ridge, Central Industrial, Elk Point Street Names; and Evergreen and Rosewood Park Names”
(Files: CK. 6310-1, x CK. 4205-1 and PL 4001-5)**

RECOMMENDATION: that the information be received.

TOPIC AND PURPOSE

The purpose of this report is to advise City Council that names have been applied to roadways in the Central Industrial Area, Aspen Ridge, and Elk Point neighbourhoods; and to parks in the Evergreen and Rosewood neighbourhoods. In all cases, these names have either been selected from the Names Master List, applied as an extension of an existing roadway, or applied as the same name as the adjacent street.

REPORT HIGHLIGHTS

1. The names “Bolstad”, “Dattani”, “Fast”, “Feheregyhazi”, “Kenaschuk”, and “McCrorry” were applied to roadways in the Aspen Ridge neighbourhood.
2. The name “Kettles” was applied to a roadway in the Central Industrial Area.
3. The names “Romanow” and “Yevshan” were applied to roadways in the Elk Point neighbourhood.
4. The name “Evergreen Square” was applied to a park in the Evergreen neighbourhood.
5. The name “Rosewood Square” was applied to a park in the Rosewood neighbourhood.

STRATEGIC GOALS

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

BACKGROUND

According to Naming of Civic Property and Development Areas Policy No. C09-008, all requests for names to be applied from the Names Master List will be selected by His

Worship, the Mayor. All of the names on the Names Master List meet City Council's guidelines for name selection. The names have been previously screened by the Naming Advisory Committee (NAC) and approved for addition to the list by City Council. Name suffixes are circulated through the Administration for technical review.

REPORT

Aspen Ridge Street Names

Saskatoon Land requested that names be selected from the Names Master List to be applied to roadways in the Aspen Ridge neighbourhood (see Attachment 1). His Worship, Mayor Donald Atchison, has selected and assigned the following names:

- a) Bolstad Link, Manor, Turn, and Way – Mr. Wes Bolstad was the first Chief Executive Officer (CEO) of the Meewasin Valley Authority, a Cabinet Secretary and a Deputy to the Premier. He was also Founding Director of the School of Administration, which became the University of Regina where he served as Dean of the department.
- b) Dattani Way – Ms. Chandra Dattani was a Board Member on India Canada Cultural Association, Hindu Society, Saskatoon Zoo Foundation, Lakeview Community Association, and Briarwood Community Association. She also volunteered as Ambassador at the India pavilion at Folkfest. She died of cancer in 2010; her family has since established a cancer fund and the annual Chandra Dattani Walk-a-Thon in her name.
- c) Fast Court, Crescent, Link, and Way – Mr. Raymond Fast was President of the Canadian Organization for Development through Education, and was an Independent Chair of the Saskatchewan Watershed Authority Advisory Committee, and Partners for the Saskatchewan River Basin. He was the recipient of the Canada 125 Medal and Dr. Stanley Stead Health Promotions Award.
- d) Feheregyhazi Boulevard – Mr. Tibor Feheregyhazi was the artistic director of Persephone Theatre for 25 years. He came to Canada from Budapest in 1958 and was involved with many theatre companies before coming to Saskatoon in 1982, where he stayed for the rest of his life. Mr. Feheregyhazi received the Order of Canada in 2005 for his devotion to theatre.

- e) Kenaschuk Crescent, Lane, Link, Union, and Way – Ms. Lorraine Kenaschuk was co-founder of Saskatoon Interval House in 1973 and was awarded Woman of the Year in 1988.
- f) McCrory Link – Mr. Jim McCrory was a well-known local broadcasting figure as weatherman on CTV Saskatoon for many years. He was a volunteer board member for the Saskatoon City Hospital for six years, and a board member of the CJWW Denny Carr's Secret Santa Foundation. He was a member of the Military Museums of Saskatchewan Committee, Veterans Memorial Committee of Saskatoon's Woodlawn Cemetery, and he also worked with Ducks Unlimited for over 30 years.

Central Industrial Area Street Name

The City Real Estate Services Group requested that a name be selected from the Names Master List to be applied to a roadway in the Central Industrial Area (see Attachment 2). His Worship, Mayor Donald Atchison, has selected and assigned the following name:

- a) Kettles Place – Mr. James Kettles was a former Police Chief for Saskatoon Protective Services from 1954 to 1977 and served as president of the Canadian Police Chief's Association. He was member of the Masonic Order, Saskatoon Rotary Club, Saskatoon Board of Trade, and was made a Member of the Order of Canada in 1972.

Elk Point Street Names

Saskatoon Land requested that names be selected from the Names Master List to be applied to roadways in the Elk Point neighbourhood (see Attachment 3). His Worship, Mayor Donald Atchison, has selected and assigned the following names:

- a) McClocklin Road (extension as requested) – Mr. Thomas McClocklin founded OK Economy stores and McClocklin Real Estate in 1910. This roadway is a continuation of the existing road and should keep the same name.
- b) Romanow Road – Mr. Roy John Romanow was a former Premier of Saskatchewan from 1991 to 2001.
- c) Yevshan Bend, Lane, Manor, Mews, and Way – The Yevshan Ukrainian Folk Ballet of Saskatoon (Yevshan) is the oldest Ukrainian Folk Ballet in

Saskatchewan. Yevshan has performed in a number of events in numerous countries including England, Sweden, Ukraine, Cuba, and the United States of America. They have also performed for the Governor General and Her Majesty Queen Elisabeth II.

Evergreen Park Name

Saskatoon Land requested that the name “Evergreen Square” be applied to a park in the Evergreen neighbourhood (see Attachment 4). His Worship, Mayor Donald Atchison, has assigned the following name:

- a) Evergreen Square (as requested) – Applying the same name to the park space as the adjacent street has been standard practice for neighbourhood “squares” in new neighbourhoods. Willowgrove Square and Hampton Village Square both follow this practice.

Rosewood Park Name

Boyчук Investments Ltd. requested that the name “Rosewood Square” be applied to a park in the Rosewood neighbourhood (see Attachment 5). His Worship, Mayor Donald Atchison, has assigned the following name:

- a) Rosewood Square (as requested) - Applying the same name to the park space as the adjacent street has been standard practice for neighbourhood “squares” in new neighbourhoods. Willowgrove Square and Hampton Village Square both follow this practice.

OPTIONS TO THE RECOMMENDATION

There are no options to the recommendation.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There is no financial impact at this time.

ENVIRONMENTAL IMPLICATIONS

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

PUBLIC NOTICE

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

ATTACHMENTS

1. Aspen Ridge Phase 1 Street Naming
2. Central Industrial: Kettles Place
3. Elk Point Phase 2 Street Naming
4. Evergreen Park name – Evergreen Square
5. Rosewood: Rosewood Square

Section B – ASSET AND FINANCIAL MANAGEMENT

B1) Billboard License Agreement for Existing CBS Billboards (File Nos. AF. 290-1, AF. 4225-1 and LA. 4225-01-1)

- RECOMMENDATION:**
- 1) that a License Agreement, with the terms set out in the following report, between the City of Saskatoon and CBS Outdoor Canada (CBS) for a term of five years (September 1, 2013 to August 31, 2018) be approved; and
 - 2) that the City Solicitor be requested to have the appropriate agreements executed by His Worship the Mayor and the City Clerk, under the Corporate Seal.

TOPIC AND PURPOSE

To receive approval for the license of four billboard structures in the Saskatoon area, located on City lands, between the City of Saskatoon and CBS for a period of five years.

REPORT HIGHLIGHTS

1. Billboard license revenues flow into the City's Dedicated Roadways Reserve. The revenues in this account are used to improve the City's road infrastructure.
2. Terms of the License Agreement include a 2.5% yearly fee increase.

STRATEGIC GOAL

Alternative revenue generation from sources such as billboard licenses supports the City's Strategic Goal of Asset and Financial Sustainability. This revenue source allows for alternative ways of financing road improvement projects and the City's ongoing operating expenses.

BACKGROUND

At its November 18, 2013, meeting, when dealing with Clause 3, Report No. 18-2013 of the Administration and Finance Committee, City Council resolved that the matter be referred back to the Administration to consult with the Downtown and Riversdale BIDS and report back in a timely manner.

As requested by Council, the Administration has consulted with the Downtown and Riversdale BIDS regarding billboard licence agreements for existing billboards. The BIDS have advised they have no outright objections to the billboards at these locations.

During conversations, it was noted that the Riversdale BID would like to pursue the implementation of a billboard levy on billboards on public property within their Business Improvement District and review advertising opportunities with upcoming contracts.

The City has been licensing land to the advertising agency of CBS for over a decade. In addition to this proposed license agreement, CBS has other existing license agreements with the City.

REPORT

The City's Real Estate Services group has negotiated a License Agreement with CBS for existing structures on City lands. Significant terms of the Agreement include:

Billboard License Revenues would Flow into the City's Dedicated Roadways Reserve

Revenues from the four billboard structures in 2013 amount to \$19,500. These revenues would flow into the City's Dedicated Roadways Reserve. Real Estate Services has reviewed and compared market values for billboard rates for various cities across Canada and believe the below rates reflect current market values. 2012 revenues were in the amount of \$7,800. It should be noted that the increase from last year is attributed to the increase in license fees and two additional existing sign structures being included in the license agreement.

The license agreement with CBS would be for the following locations at the following 2013 license fees:

- 19th St. E. and 4th Ave. S. — 1 regular size sign (\$3,000)
- 19th St. E. and 4th Ave. S. — 1 large size sign (\$4,500)
- 19th St. E. and Ave. A S. — Tri-Vision and single face (\$9,000)
- Warman Road and Assiniboine Dr. — 1 regular size sign (\$3,000)

2013 fees would be prorated to reflect a September 1, 2013 lease start date.

Yearly License Fee Increase of 2.5%

The 2.5% yearly increase in the license fee is intended to account for inflation.

Either the City or CBS would be able to terminate the Agreement upon 60 days notice. It is also noted in the Agreement that the use of the sites is non-conforming and that additions, enlargements, and reconstruction is not permitted.

OPTIONS TO THE RECOMMENDATION

The only option would be to not approve the License Agreement between the City and CBS. The Administration does not recommend this option as the City would forego \$102,500 in revenues over the term of the Agreement. In this scenario, the existing sign structures which have been in place for 10 + years would need to be removed.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Approving this License Agreement with CBS will contribute approximately \$102,500 to the City's Dedicated Roadways Reserve over the term of the Agreement.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Discussions took place with the Planning and Development Branch in terms of compliance with sign bylaws.

COMMUNICATION PLAN

None required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

If approved, the proposed Agreement will expire on August 31, 2018.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

Administrative Report No. 4-2014
Section B – ASSET AND FINANCIAL MANAGEMENT
Monday, March 3, 2014
Page 4

PUBLIC NOTICE

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

Section D – TRANSPORTATION & UTILITIES

D1) Capital Project #1619 – IS Storm Sewer Trunks Gabriel Dumont Park Storm Sewer Outfall Upgrade Joint Project with Meewasin Valley Authority (File No: CK. 7820-2 and TU. 7820-1)

RECOMMENDATION: that the invoice submitted by Meewasin Valley Authority for engineering and construction of the Gabriel Dumont Storm Sewer Outfall Upgrade, at a total cost of \$149,151.14 (including applicable taxes) be accepted.

TOPIC AND PURPOSE

The purpose of this report is to obtain City Council approval to reimburse the Meewasin Valley Authority (MVA) for the storm sewer outfall upgrade engineering and construction work being completed in conjunction with their pathway upgrade project through Gabriel Dumont Park in Saskatoon.

REPORT HIGHLIGHTS

1. The storm sewer outfall in Gabriel Dumont Park requires upgrade work to avoid loss of the structure.
2. The MVA is completing pathway upgrades through Gabriel Dumont Park in the vicinity of the outfall.
3. The City has the opportunity to partner with MVA's efforts to rehabilitate the City's storm water assets.

STRATEGIC GOAL

The recommendations of this report support the City's Strategic Goal of Asset & Financial Sustainability as it ensures the City's storm water assets are preserved and protected for long-term use.

BACKGROUND

One of the key mandates of the Storm Water Utility is to preserve the City's storm water assets for long-term performance. This includes the preservation of storm water outfalls and the riverbank that surrounds them. These outfalls are the key discharge point for large collection areas of the storm sewer and are vital to ensure efficient and safe storm water management throughout the city. Gabriel Dumont Park has, within it, one of these outfalls that require upgrade work.

REPORT

Gabriel Dumont Park Storm Sewer Outfall

This outfall has experienced serious erosion from its outlet to the river over time. This erosion has threatened the integrity of the concrete structure of the outfall, which is designed to dissipate energy from the flowing storm water. Without remediation, the results would eventually be a complete washout of the outfall structure, which would compromise the overall operation of the storm system and create an expensive emergency repair.

MVA Pathway Upgrade

The MVA has been undertaking pathway upgrades throughout its network. One of the pathways through Gabriel Dumont Park passes in close vicinity to this outfall. The construction work used for the pathway upgrades is similar in scope to what is required for the outfall. This includes excavating and placing appropriate shoreline protection and construction of a proper energy dissipation channel.

Opportunity to Partner with MVA

The MVA approached the City to partner in upgrading this storm sewer outfall during pathway construction under the same contract.

The MVA obtained Stantec Consulting Ltd. (Stantec) to complete the engineering design for the pathway system and the outfall through an open public RFP process. Three proponents submitted proposals and Stantec was chosen. This process is similar to that followed by the City. The construction work was awarded through an open competitive bidding process. Three contractors bid and Wilco Contractors Inc. (Wilco) was the successful low price bidder and was awarded the job.

The total costs of the engineering portion of the outfall upgrade completed by Stantec are \$24,831.90 plus GST. Total costs of the upgrade construction completed by Wilco are \$117,216.80 plus GST.

OPTIONS TO THE RECOMMENDATION

An alternative to the recommendation would be that the City independently hires its own consultant and contractor to complete this outfall upgrade work. This option is not recommended as there is a benefit to coordinating the construction efforts in the area at

the same time, which is more efficiently done under one contractor. Also, there would be incremental administrative costs on the part of the City to duplicate the open tendering processes already completed by the MVA.

POLICY IMPLICATIONS

There are no policy implications with this recommendation.

FINANCIAL IMPLICATIONS

The net cost to the City for the design and construction of the Gabriel Dumont Storm Sewer Outfall Upgrade is as follows:

Engineering	\$ 24,831.90
Construction	117,216.80
GST (5%)	<u>7,102.44</u>
Total Invoice	\$149,151.14
GST Rebate (5%)	<u>(7,102.44)</u>
Net Cost to City	<u>\$142,048.70</u>

There are sufficient funds available within the approved Capital Project #1619 – IS Storm Sewer Trunks to complete this work.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
X		\$149,151.14			

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

There has been no direct public and/or stakeholder involvement identified for this project.

COMMUNICATION PLAN

As there is no expected impact on the public for the City’s portion of the project, a communication plan is not required.

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

This project is expected to be completed in spring of 2014.

ENVIRONMENTAL IMPLICATIONS

There are minimal greenhouse gasses produced by this project due to the construction method and the minimal use of diesel equipment. Work within this proximity of the river is governed by federal and provincial environmental regulators, and they were involved throughout the project to ensure compliance with proper construction practices around the river.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

D2) Proposed Closure of Right-of-Way Portion of Public Right-of-Way Adjacent to 11 and 13 Kusch Crescent (File: CK. 6295-012-008)

RECOMMENDATION: that City Council consider Bylaw 9164, The Street Closing Bylaw, 2014.

TOPIC AND PURPOSE

This report is to obtain City Council approval of Bylaw 9164, The Street Closing Bylaw, 2014 (Attachment 1) in order to close a portion of the public right-of-way adjacent to 11 and 13 Kusch Crescent.

REPORT HIGHLIGHTS

1. City Council approved the closure of the walkway adjacent to 11 and 13 Kusch Crescent at its meeting held on May 6, 2013.

2. Legal land survey documents have been received; therefore, the Administration is requesting permission for approval of Bylaw 9164.

STRATEGIC GOALS

This report supports the City of Saskatoon Strategic Goal of Quality of Life as it provides reduction and prevention of crime in neighbourhoods. It also builds capacity within the community to address a broad range of issues and builds consensus around collaborative responses.

BACKGROUND

City Council, at its meeting held on May 6, 2013, during Matters Requiring Public Notice, considered a request for closure of the walkway adjacent to 11 and 13 Kusch Crescent and resolved:

- "1) that the walkway adjacent to 11 and 13 Kusch Crescent be closed;
- 2) that upon receipt of the legal land survey documents the City Solicitor be requested to prepare the appropriate bylaw for consideration by City Council;
- 3) that upon approval of the bylaw, the City Solicitor be instructed to take all necessary steps to bring the intended closure forward and to complete the closure; and
- 4) that upon closure of the walkway, the land be sold to Barry and Cynthia McEwen at 11 and 13 Kusch Crescent, for \$2,000."

REPORT

The legal land survey documents have now been received, and the Administration is recommending approval of Bylaw 9164.

OPTIONS TO THE RECOMMENDATION

There are no other options.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The total cost of a walkway closure is approximately \$6,000, which will be funded in the amount of \$4,000 by the applicants (\$2,000 for the sale of the property and \$2,000 for the application fee) and the remaining \$2,000 from Capital Project #2234 – Walkway Management.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Utility agencies have been contacted with respect to the closure. Transportation & Utilities Department will require an easement for the sanitary and storm sewer pipes over the entire walkway being consolidated. No other utilities require easements, and all support the closure.

COMMUNICATION PLAN

Communication activities included a Public Notice that was sent to residents in the Hudson Bay Park catchment area and placed in the *StarPhoenix*. In addition, adjacent property owners were consulted as required. These communication activities were completed prior to the May 6, 2013 City Council meeting.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

No further reports are required.

ENVIRONMENTAL IMPLICATIONS

The recommendations have the potential to alter localized transportation choices resulting from maintaining and keeping walkways open; however, as the overall impact is expected to be minimal, no environmental and/or greenhouse gas emissions implications have been identified.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review was completed in October 2011 with the findings included in the report that was submitted to City Council on May 6, 2013.

PUBLIC NOTICE

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

ATTACHMENT

1. Bylaw 9164, The Street Closing Bylaw, 2014

D3) Issuance of Request for Proposals for Civic Operations Centre (File No. CK. 600-27)

RECOMMENDATION: that the Request for Proposals for the procurement of the Civic Operations Centre (Phase One) be issued, in substantially the form attached to this report, subject to non-substantive amendments as reviewed and approved by the Project Director and the City Solicitor's Office.

TOPIC AND PURPOSES

This report is to obtain City Council's approval to issue the Request for Proposals (RFP) seeking a Proponent that will design, build, finance and maintain the Transit Operations Facility, and design, build, finance, maintain and operate a permanent Snow Management Facility, both located at the Civic Operations Centre (COC) Phase One.

REPORT HIGHLIGHTS

1. The City has shortlisted the following three teams to participate in the RFP process: Berry Infrastructure Partners; Integrated Team Solutions (ITS); and Plenary Infrastructure COC.
2. The RFP process for the COC Project will use a Public-Private Partnership (P3) method of procurement.
3. The RFP will be issued in early March 2013, and is expected to close in Fall 2014,

with a final Proponent chosen by December 2014.

4. Substantial completion of Phase One of the COC is anticipated by Fall 2016.

STRATEGIC GOALS

The COC supports many of the goals from the City's Strategic Plan including:

Quality of Life: Relocating Transit from the Caswell Hill neighbourhood supports the four-year priority of directing expenditures towards amenities in neighbourhoods to enhance and protect property values and encouraging private investment.

Environmental Leadership: The new Transit Facility will be LEED Certified and the Snow Management Facility will meet Environment Canada's "Code of Practice for the Environmental Management of Road Salts".

Asset and Financial Sustainability: This project supports the four-year priority of developing funding strategies for capital expenditures and the 10-year strategy of reducing the gap in the funding required to rehabilitate and maintain our infrastructure.

BACKGROUND

City Council, at its meeting held on February 11, 2013, when dealing with Clause G2, Administrative Report No. 3-2013 (Phase One – Civic Operations Centre P3 Funding Approval), adopted the following recommendation:

- "1) that the Public-Private Partnership procurement model be approved for the delivery of the new Transit Facility and permanent Snow Storage Facility at the Civic Operations Centre."

At its May 6, 2013, meeting City Council authorized the Administration to release a Request for Proposals to retain key advisors to support the procurement process and project delivery. During its June 24, 2013, meeting, City Council approved the advisory agreements award (Financial and Business Advisor – Deloitte LLP; Legal Advisor -- Blake, Cassels & Graydon LLP; Fairness Advisor -- P1 Consulting; and Owner's Technical Advisor -- Rebanks Pepper Littlewood Architects/Morrison Hershfield).

On September 23, 2013, City Council approved the issuance of the Request for Qualifications for proponents for the COC. The RFQ was issued on September 24 and closed November 12, 2013. Five submissions were received.

At its December 16, 2013 meeting, City Council received a report identifying three teams shortlisted to participate in the subsequent RFP process: Berry Infrastructure Partners; Integrated Team Solutions (ITS); and Plenary Infrastructure COC.

REPORT

Three teams shortlisted to participate in the RFP process

The City has shortlisted the following three teams to participate in the RFP process: Berry Infrastructure Partners; Integrated Team Solutions (ITS); and Plenary Infrastructure COC

The RFP for the COC will be issued to select the most qualified Proponent based on their demonstration of capacity (both technical and financial) to design, build, finance, and maintain the Transit Operations Facility, and to design, build, finance, maintain, and operate the permanent Snow Management Facility. A copy of the RFP is available on the City's website www.saskatoon.ca under "Reports and Publications", and a copy is available in the City Clerk's office.

RFP process

The RFP process for the COC Project will use a Public-Private Partnership (P3) method of procurement.

The RFP requires the teams to respond to the technical and financial specifications regarding how they will design, construct, finance, operate and maintain the facilities over a 25-year operations/maintenance period. The teams will have to submit information that outlines their team's overall experience and ability in:

- Transit Operations Facility design, construction, and maintenance;
- Snow Management Facility design, construction, and maintenance/operations; and,
- Financial plan and offer.

The RFP will include a draft Project Agreement that will contain all of the terms and conditions related to the design, construction, financing, and maintenance of the Transit Operations Facility, and design, construction, financing, maintenance, and operation of the permanent Snow Management Facility.

The RFP was developed with the City's external consultants, after a review of user

needs and industry best practices. During a normal tender process, the City would provide detailed specifications for construction of the asset. With a P3 (Public-Private Partnership), the City provides performance-based output specifications for the construction, which allows for innovation and creativity from the private sector.

For this Project, the City also needs to detail performance/output specifications for the 25-year maintenance/operations period. For the COC, the Proponent will be doing the maintenance on the Transit Operations Facility, and the maintenance and operations of the Snow Management Facility.

Some highlights of the Civic Operations Centre RFP:

Transit Operations Facility:

- The Facility will be LEED Certified building.
- It will have a capacity of 162 buses for the current fleet, with proposed capacity for future fleet growth up to 200 as additional bus routes get added. This includes regular-sized and articulated buses.
- All bus storage will be inside the Facility.
- The Facility will hold administrative offices; fare collection, quick service, fueling, and wash lanes; maintenance bays utilizing a combination of built-in hoists, mobile hoists and inspection pits for all aspects of bus fleet maintenance; paint booths; tire replacement; upholstery repair; dispatch; and meeting and training rooms.

Snow Management Facility:

- The Facility is proposed to have a capacity of up to 1million m³ of snow.
- The surface of the site will be an all-weather surface to facilitate site operation (movement of heavy trucks, drainage of meltwater), maintenance, and cleaning.
- It will have a meltwater collection site where snow can melt prior to being released into the storm sewer. Monitoring of the meltwater quality will be conducted based on environmental standards.

Other:

- A berm is planned to be built between the CN railway line and the Montgomery Place Neighbourhood to the north of the COC site.
- Utilities will be brought to the site to service not only Phase One, but the future Phase Two operations as well.
- The facilities will be built for future innovations

RFP Timeline

The RFP will be issued in early March 2013, and is expected to close in Fall 2014, with

a final Proponent chosen by December 2014.

The RFP technical submissions will be scored based on the following criteria that will be provided to all Proponents:

Project Approach	10%
Design Functionality	35%
Construction	20%
Maintenance and Rehabilitation - Transit Operations Facility	25%
Operations, Maintenance, and Rehabilitation – Snow Management Facility	10%

The COC Project Team will evaluate each technical submission on a scored pass/fail basis, with a passing threshold of 70% to ensure compliance with the RFP specifications. This means that a Proponent will need to reach at least 70% on their technical submission to proceed to the next stage of the RFP process, which is the submission of the financial submission. The financial submission consists of two components: a financing plan which is scored on a pass/fail basis; and a price submission. Only those Proponents that have an acceptable financing plan will have their price submission evaluated. The price submission includes capital construction costs, operating and maintenance costs, and renewal costs over the 25-year term of the Project. The Preferred Proponent will be the Proponent that, having passed both the technical submission and the financing plan, has the lowest cost price submission, on a net present value basis.

The COC Project Fairness Monitor team will be involved in every step of the RFP process to ensure that the City conducts its RFP process in accordance with the RFP documents. The Fairness Team has reviewed the RFP documents, and will review every interaction the City has with Proponents, including reviewing Requests for Information, reviewing any addenda that will be issued, attending the Commercially Confidential Meetings (CCMs) with Proponents, and assisting with any conflicts of interest that arise, to ensure that there is consistency in the treatment of Proponents.

The RFP and draft Project Agreement that will be released following approval of City Council will be in substantially the form of the documents attached to this report, subject to non-substantive amendments as reviewed and approved by the Project Director and the City Solicitor's Office. PPP Canada is also providing feedback on the RFP/PA.

In addition, during the open period of the RFP process, the COC Project Team will be conducting a series of one-on-one CCMs with the Proponents, where the City will

receive feedback on the draft Project Agreement including the technical specifications. Based on this feedback, the City may amend the draft Project Agreement during the RFP process prior to the submission of proposals by the Proponents. This process of receiving feedback on the terms and conditions of the Project Agreement during the RFP open period is very common in P3 projects and permits the City to ensure that the technical, commercial, and legal terms of the Project are acceptable to the market, including the lenders who will be financing the Project. In addition, this feedback process allows for little or no negotiation following the selection of the Preferred Proponent. As a result of the feedback process and the potential for changes to the technical, commercial, and legal terms and conditions of the Project, the final version of the Project Agreement that will be presented to City Council for award in Fall 2014 may be different than the version that is attached to this report.

Substantial completion of Phase One of the COC is anticipated by Fall 2016.

The Administration believes this project will take approximately 15 to 18 months once construction commences. Transit should be able to move into the new facility in the fall of 2016 and the Snow Management Facility should be ready for the 2016-17 winter season.

OPTIONS TO THE RECOMMENDATION

There are no options to the recommendation.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Phase One of the COC (Capital Project 1584) was approved during the 2013 budget deliberations on December 4, 2012. At this same meeting, the Civic Facilities Funding Plan, which includes the funding required for this project, was also approved. The Plan supports annual payments to the successful Proponent of up to \$11 million over the 25-year term for the: (1) capital payment for the construction of the Transit Operations Facility and Snow Management Facility; (2) maintenance of both facilities, and operations of the Snow Management Facility, and; (3) major rehabilitation for both facilities. PPP Canada will fund 25% of the eligible project capital costs; the annual payment above reflects receipt of this grant.

COMMUNICATION PLAN

Overall communications for the Project will be handled by the Owner's Technical Advisor working with the City's communications consultant. This will include public open houses, project updates, advertising, and regular updates to the existing Civic Operations Centre webpage.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The RFP/Draft PA will be issued once City Council approval is received. The RFP is expected to close in Fall 2014, with a final Proponent chosen and negotiations concluded by December 2014. The Preferred Proponent will be reported to City Council at that time. Substantial completion of Phase One of the COC is anticipated by Fall 2016.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

Once planning of the site gets under way, a Crime Prevention through Environmental Design (CPTED) analysis will be developed.

PUBLIC NOTICE

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

D4) Capital Project Funding Reallocation and Minor Bridge Repair Award (File No: CK. 6050-1, x CK. 1702-1 and IS. 6050-104-1)

RECOMMENDATION: 1) that \$600,000 be transferred from Capital Project #2267 TU – Idylwyld Drive Freeway over Ruth Street to the Bridge Major Repair Reserve;

- 2) that \$600,000 be transferred from the Bridge Major Repair Reserve to Capital Project #2406 - Minor Bridge Repairs;
- 3) that the proposal submitted by CH2M HILL Canada Limited for the Minor Structure Rehabilitation Design and Construction Services, at a total estimated cost of \$286,020 be accepted; and
- 4) that His Worship the Mayor and the City Clerk be authorized to execute the consultant agreement documents, as prepared by the City Solicitor, under the Corporate Seal.

TOPIC AND PURPOSE

This report is to obtain City Council approval to re-allocate funding to allow for additional minor repairs for bridge structures to be completed and award the proposal submitted by CH2M HILL Canada Limited (CH2M HILL) for Minor Structure Rehabilitation Design and Construction Services.

REPORT HIGHLIGHTS

1. The Administration is recommending a transfer of \$600,000 from Capital Project #2267 TU – Idylwyld Drive Freeway over Ruth Street to the Bridge Major Repair Reserve.
2. The Administration is recommending a transfer of \$600,000 from the Bridge Major Repair Reserve to Capital Project #2406 - Minor Bridge Repairs.
3. Internal annual safety inspections identified a concern with the Highway 11 over Highway 11 eastbound and westbound structures, further investigation and anticipated minor rehabilitation is required.
4. There are indications of deterioration on the hinge joints on the Idylwyld Drive over 19th Street and Idylwyld Drive to 1st Avenue. The deterioration has not reduced the hinge joint capacity; however, Stantec Consulting Ltd. (Stantec) recommended that the City prepare for rehabilitation on the hinge joints.
5. The City issued a Request for Proposal (RFP) to provide engineering services for the design and construction of rehabilitation works. The City received six proposals for the engineering services and evaluated them to determine CH2M

HILL would be the best fit for the proposed work, for a total estimated cost of \$286,020.

STRATEGIC GOALS

The recommendations in this report support the City of Saskatoon Strategic Goal of Asset and Financial Sustainability as the reallocation of funds ensures that the City's bridge assets are well-managed and well-maintained.

BACKGROUND

Capital Project #2267 TU - Idylwyld Drive Freeway over Ruth Street includes funding in the amount of \$600,000 in 2014 for engineering services related to the design rehabilitation of Idylwyld Drive over Ruth Street Overpass. The project originally was scheduled for rehabilitation in 2015; however due to other priorities, the Administration is recommending to plan for the rehabilitation in 2016 and transfer the 2014 funding to the Minor Bridge Repair.

REPORT

Capital Budget Transfer

The Administration is recommending the reallocation of funding to better reflect projected expenditures for 2014. The Administration is requesting \$600,000 be transferred from Capital Project #2267 TU – Idylwyld Drive Freeway over Ruth Street to the Bridge Major Repair Reserve. The Administration also requests the transfer of \$600,000 from the Bridge Major Repair Reserve to Capital Project #2406 - Minor Bridge Repairs.

The transferring of funds will provide the funding for the minor structure rehabilitation design and construction services proposal and will include funding for additional anticipated repairs that are recommended from the study.

Minor Structural Rehabilitation Design and Construction Services

The City of Saskatoon's internal annual safety inspections identified a concern with the girder ends on the abutments of the Highway 11 over Highway 11 eastbound and westbound structures, further investigation requiring destructive testing and minor rehabilitation is required.

In addition to the repairs to Highway 16 over Highway 11 Structures, during a Load rating analysis, Stantec noted deterioration on the hinge joint of the Idylwyld Drive over 19th Street and Idylwyld Drive northbound to 1st Avenue. The deterioration has not reduced the hinge joint capacity; however, Stantec recommended that the City prepare for rehabilitation on the hinge joints.

The City issued an RFP for the minor structure rehabilitation design and construction services which closed on February 4, 2014. Six proposals were received. After a comprehensive review, the proposal from CH2M HILL was determined to be the preferred proposal, at a total estimated cost, to an upset limit of \$286,020.

OPTIONS TO THE RECOMMENDATION

An option would be to not accept the transfer and reject the proposal of CH2M HILL to perform the Engineering Services for the minor structure rehabilitation design and construction services, this option is not recommended.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications to the rebalancing and allocation recommended. This funding has been previously approved by Council.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

Project information and traffic restrictions will be communicated to residents through multiple channels including the news media, social media and the City's website (Saskatoon.ca). If necessary, advertising in the City Pages may be used.

ENVIRONMENTAL IMPLICATIONS

The recommendations will result in consumption of resources and associated generation of greenhouse gas emissions, once construction proceeds. The overall impact on greenhouse gas emissions is not known at this time.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

A follow-up report is not required.

PUBLIC NOTICE

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

Section F – SASKATOON FIRE DEPARTMENT

F1) Saskatoon Fire Department Self-Contained Breathing Apparatus Replacement Award of Tender (File No. 1700-3)

- RECOMMENDATION:**
- 1) that the proposal submitted by Rocky Mountain Phoenix, for the purchase of Self-Contained Breathing Apparatus (SCBA), at an estimated cost of \$851,816.81 (taxes excluded), be accepted;
 - 2) that the source of funding is the Fire – Small Equipment Reserve; and
 - 3) that the Finance & Supply Division issue the appropriate Purchase Order.

TOPIC AND PURPOSE

The purpose of this report is to seek Council's approval to purchase self-contained breathing apparatus (SCBA) which are due for replacement and will meet the 2013 National Fire Protection Association (NFPA) Standard.

REPORT HIGHLIGHTS

1. The Saskatoon Fire Department's SCBA are due for replacement in 2014.
2. A Request for Proposal was issued in October 2013 to major manufacturers of self-contained breathing apparatus.
3. Seven bids were received and evaluated.
4. The SFD's recommendation is to award the tender to Rocky Mountain Phoenix, supplier of the MSA mask which is certified to the 2013 NFPA Standard.

STRATEGIC GOAL(S)

This project supports the Strategic Goal of Quality of Life, ensuring the department has the proper equipment to provide a safe work environment for firefighters and adequate fire protection for the community.

BACKGROUND

The Saskatoon Fire Department (SFD) is scheduled for SCBA replacement in 2014. Sufficient funds are established in the Small Equipment Reserve.

REPORT

In October 2013, a Request for Proposal was sent to all major manufacturers of breathing apparatus and seven bids were received.

To determine a manufacturer for SCBA, the Saskatoon Fire Department established a joint labour/management committee to develop an evaluative tool and testing regimen to aid in determining the successful manufacturer. This evaluative process was included in all tender packages to perspective suppliers.

The SCBA is a primary piece of personal protective equipment for the firefighter with safety being the primary consideration. Field tests were conducted while wearing the SCBA and all testing participants completed evaluation forms while participating in the testing. Many comparables were measured such as communications through the SCBA face piece, entanglement concerns, fit and durability, warranty, servicing and repair along with other functional needs. After tabulating the results of these evaluations, the MSA Self-Contained Breathing Apparatus was the unit of choice.

The proposal packages and field tests were evaluated using the criteria outlined below:

ITEM NO.	REQUIREMENT	MAXIMUM POINTS
1	SCBA General Requirements	10
2	Communications / Electronics	10
3	Face-piece Requirements	10
4	Back Plate/Pack Harness Requirements	10
5	Regulator Requirements	8
6	Minimum Service and System Warranties	7
7	Rapid Intervention Team (RIT) Pack Requirements	5
8	Value-added	7
9	Bail-out System Requirements	3
10	Pricing	25
11	References	5
	TOTAL POINTS	100

The proposal with the highest score using the above criteria and field testing was Rocky Mountain Phoenix. The Administration is recommending the tender for self-contained breathing apparatus be awarded to Rocky Mountain Phoenix to supply the MSA mask which is certified to the 2013 National Fire Protection Association (NFPA) Standard.

OPTIONS TO THE RECOMMENDATION

The SCBAs require replacement and Rocky Mountain Phoenix is the best option based on their proposal.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The estimated cost of the SCBA upgrade for 2014 is \$851,816.81, taxes excluded. The Fire – Small Equipment Reserve is sufficient to accommodate this purchase.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

There is no public and/or stakeholder involvement required.

COMMUNICATION PLAN

There is no communication plan required.

DUE DATE FOR FOLLOW UP AND OR PROJECT COMPLETION

Once the supplier is confirmed, the SFD is put in a queue for fulfilling orders. Delivery of the SCBAs is expected to be 30 to 50 days following NFPA certification.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

PRIVACY IMPACT

There is no privacy impact.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

Administrative Report No. 4-2014
Section F – Saskatoon Fire Department
Monday, March 3, 2014
Page 4

PUBLIC NOTICE

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

Respectfully submitted,

Randy Grauer, General Manager
Community Services Department

Marlys Bilanski, General Manager
Asset and Financial Management

Jeff Jorgenson, General Manager
Transportation & Utilities Department

Dave Rumpel, A/Fire Chief
Saskatoon Fire Department

AI)

Request for Encroachment Agreement
Dated October 15, 2013

ENGA-00001/2013

	COMMUNITY SERVICES DEPARTMENT - BUILDING STANDARDS BRANCH ENCROACHMENT AGREEMENT APPLICATION	Page 1 of 1
	February 14, 2012	

REQUEST FOR ENCROACHMENT AGREEMENT

Name of Applicant BRIAN STOREY.

Applicant Mailing Address 123 ALBERT AVE.

Applicant Telephone 306-222-1978

Name of Owner(s) 101094117 SASKATCHEWAN LTD.
(Official Name That Will Be On Encroachment Agreement)

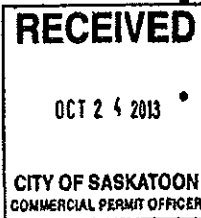
Owner's Mailing Address 123 ALBERT AVE. STN 1E6

Owner's Telephone 306 222 - 1978

Site Address 339 AVE A. S.

Legal Description of Site Lot 1+2 Block 17 Plan CE

Application must include the following documents:



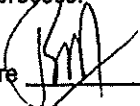
- **Existing Encroachments:** Current Real Property Report/Surveyor's Certificate that clearly outlines the encroaching areas including detailed dimensions of all areas that encroach onto City of Saskatoon Property.

- **Proposed Future Encroachments:** Detailed drawings of the proposed encroaching areas including detailed dimensions of all areas that will encroach onto City of Saskatoon Property. (Once construction is complete, an updated Real Property Report/Surveyor's Certificate will be required to confirm the areas of encroachment).

- A cheque for the \$100.00 Application Fee, made payable to the City of Saskatoon (Fee is to prepare Encroachment Agreement).

Assuming the encroachment is approved, an annual fee will be applied to the tax notice. This fee is based on the area of encroachment, and is calculated at \$3.25 m². The current minimum fee is \$50.00.

Upon receipt of the request, the *Building Standards Branch* of the *Community Services Department* will request approvals from the necessary Departments and Branches, including the *Development Services Branch*, the *Infrastructure Services Departments* and any other Department or Branch as deemed necessary, depending on the type of encroachment. Upon receipt of the various approvals and that there are no objections to the request the application will be forwarded to next available meeting of City Council for their approval. Once City Council has approved, the City Clerks office will advise the applicant of Council's decision, and will prepare the agreement. Please note that requests encroachment agreements may take 6 to 8 weeks to process.

Applicant Signature  Application Date OCT 15/2013
BRIAN STOREY.

Copy of Proposed Site Plan

Citrus Project (101064117 Sk. Ltd)
 339 Ave. A.S.
 Request for encroachment.
 Balcony plan view.

The balcony is planned to cantilever 36" past the wall (property line) on the South wall (19th St.) and 36" on the East wall for 182" increasing to 60" over the entrance (252") and back to 36" for the last 182".
 The height of the railing is 42".
 Clearances:
 The distance to the closest portion on the traffic light pole is 24".

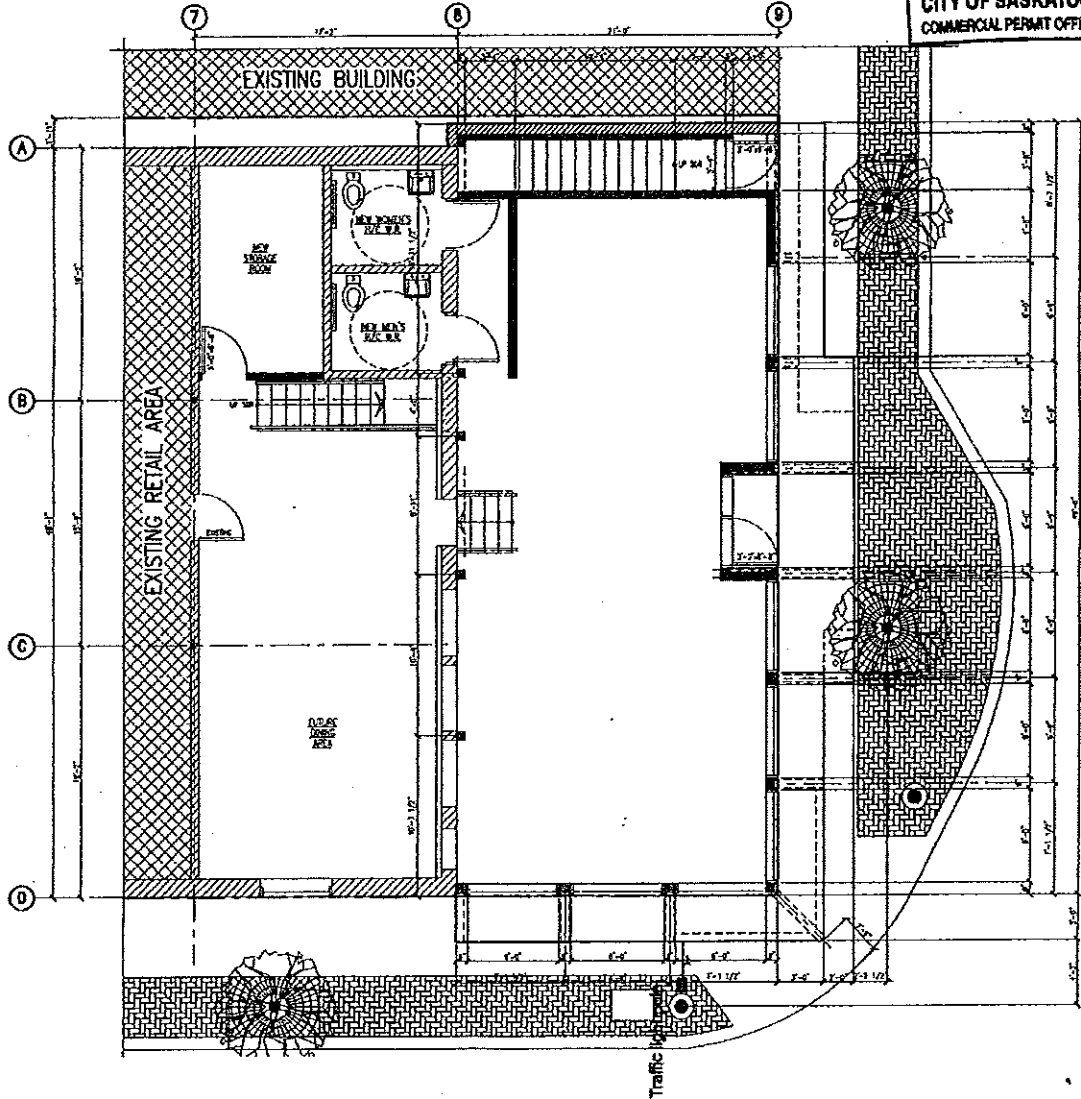
There are 2 trees planted on the East wall. One appears to be an Elm and the other is a Small Leaf Linden.
 In both cases, the trees are shaped in such a way as to not become stiffed by the balcony. It would be our desire that the trees develop limbs that would grow over the balcony to increase the ambience.

The corner of the balcony is positioned 28" away from the curb.

Please feel free to call with questions:
 Brian Storey (506) 222-1578

We have been very encouraged by the help and cooperation we have received at every level for this unusual project.

It is our hope that this building be one that creates a real positive impression for people when they are entering Riverdale and River Landing 2.

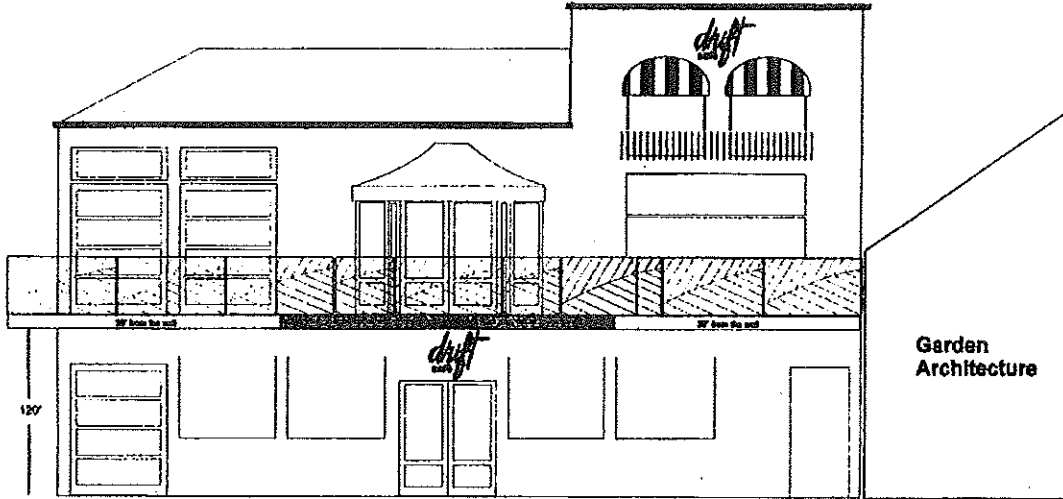


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 CITY OF SASKATOON
 COMMERCIAL PERMIT OFFICER

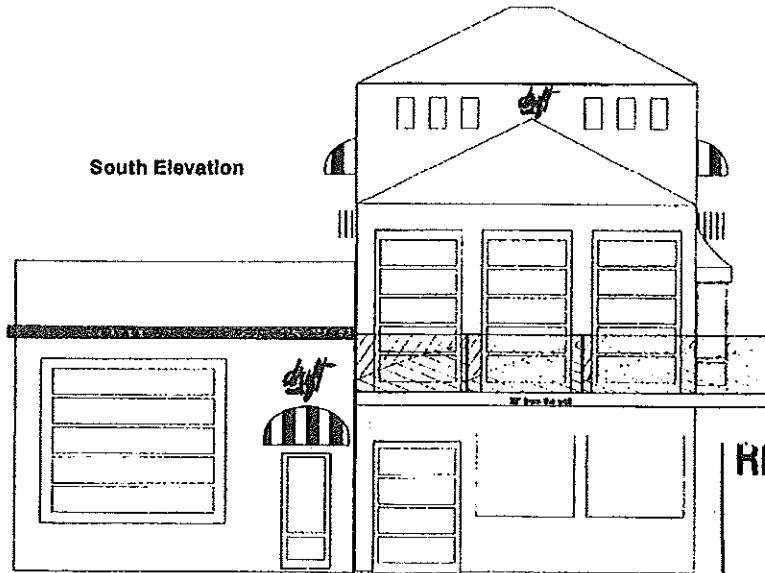
Citrus Project (101094117 Sk. Ltd)

339 Ave. A S.
Request for encroachment.

East Elevation



South Elevation



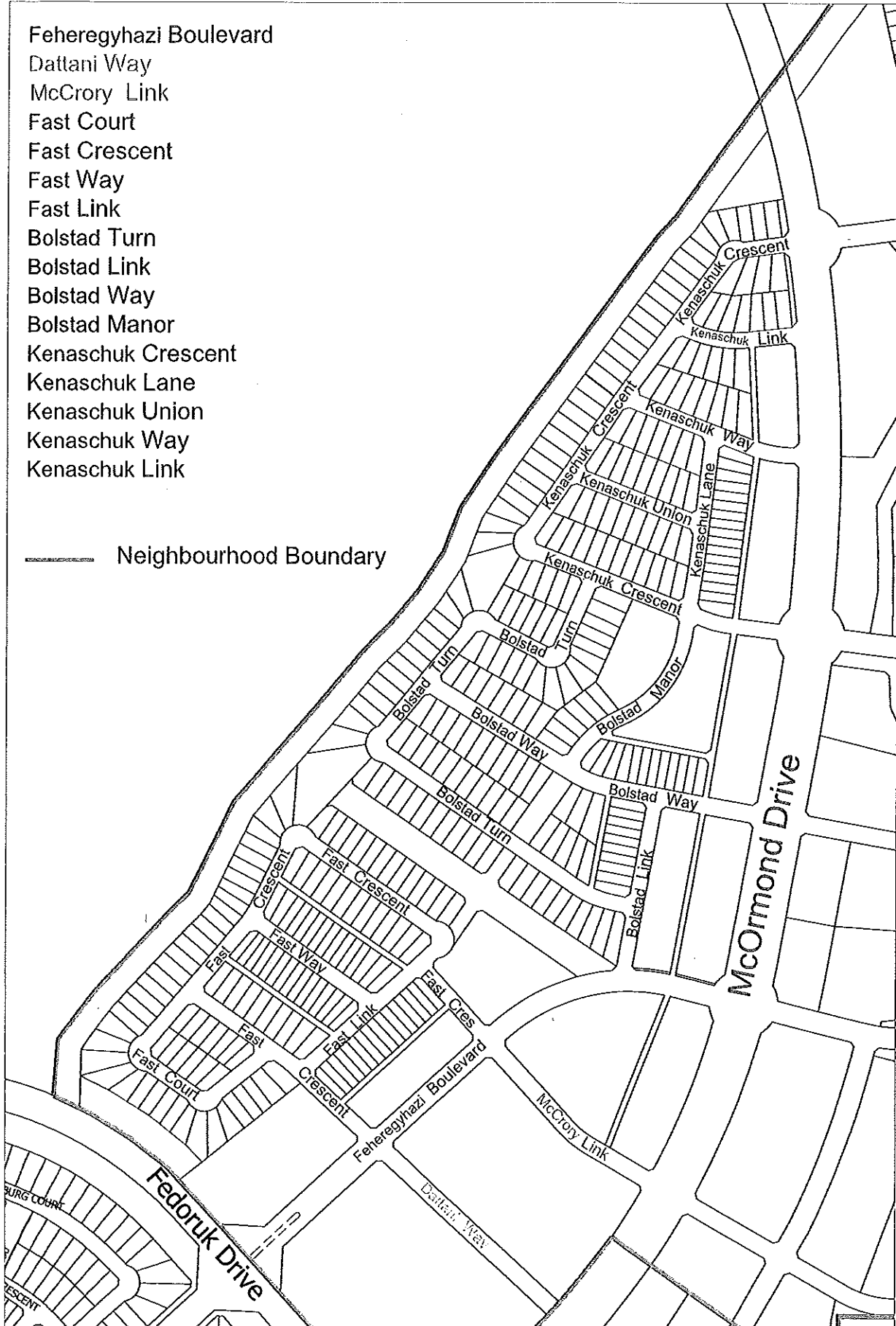
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CITY OF BASKATOON
COMMERCIAL PERMIT OFFICE

Aspen Ridge Phase 1 Street Naming

A2)



Elk Point Phase 2 Street Naming

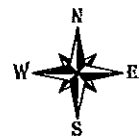
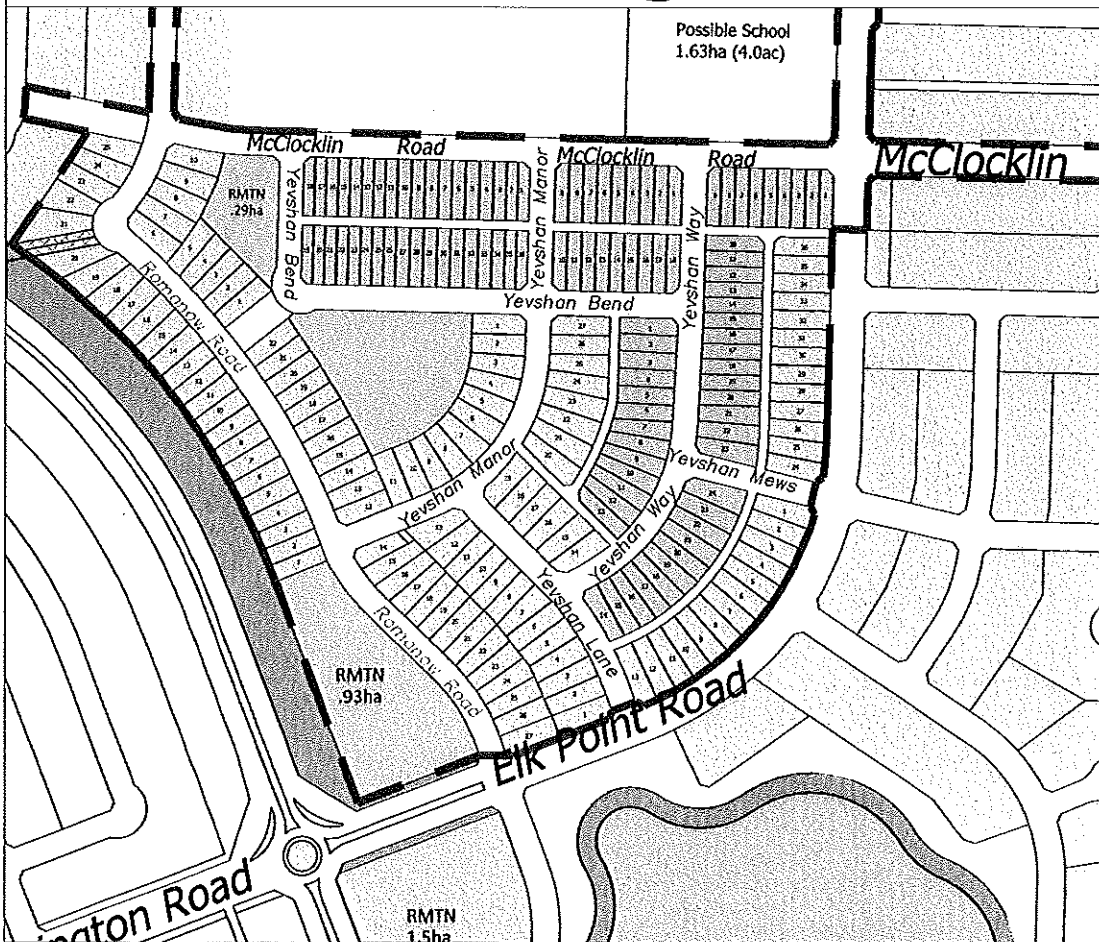
Legend

Yevshan Lane
Yevshan Manor
Yevshan Bend
Yevshan Way
Yevshan Mews

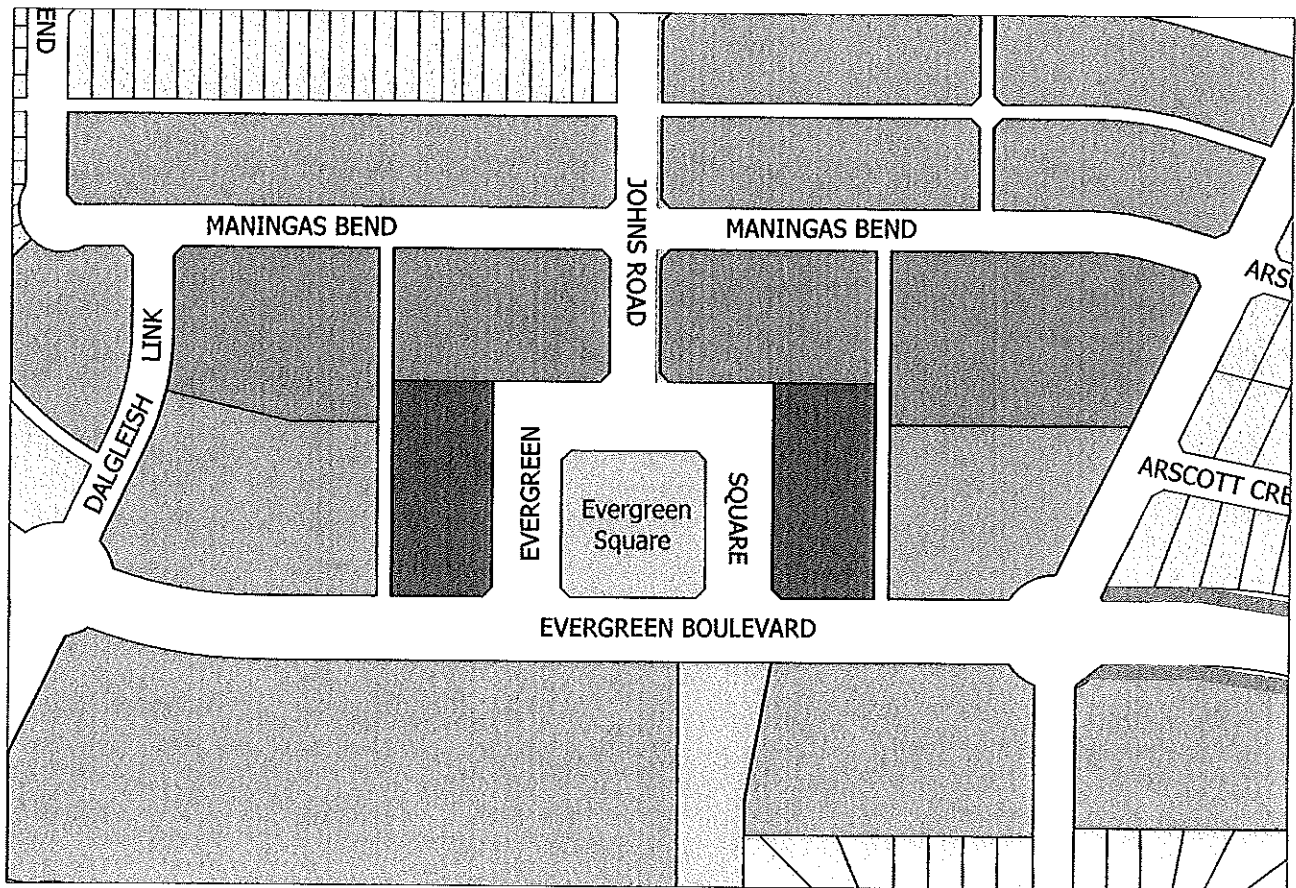
Romanow Road

Name Extension

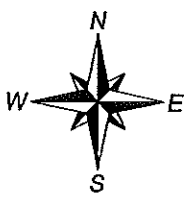
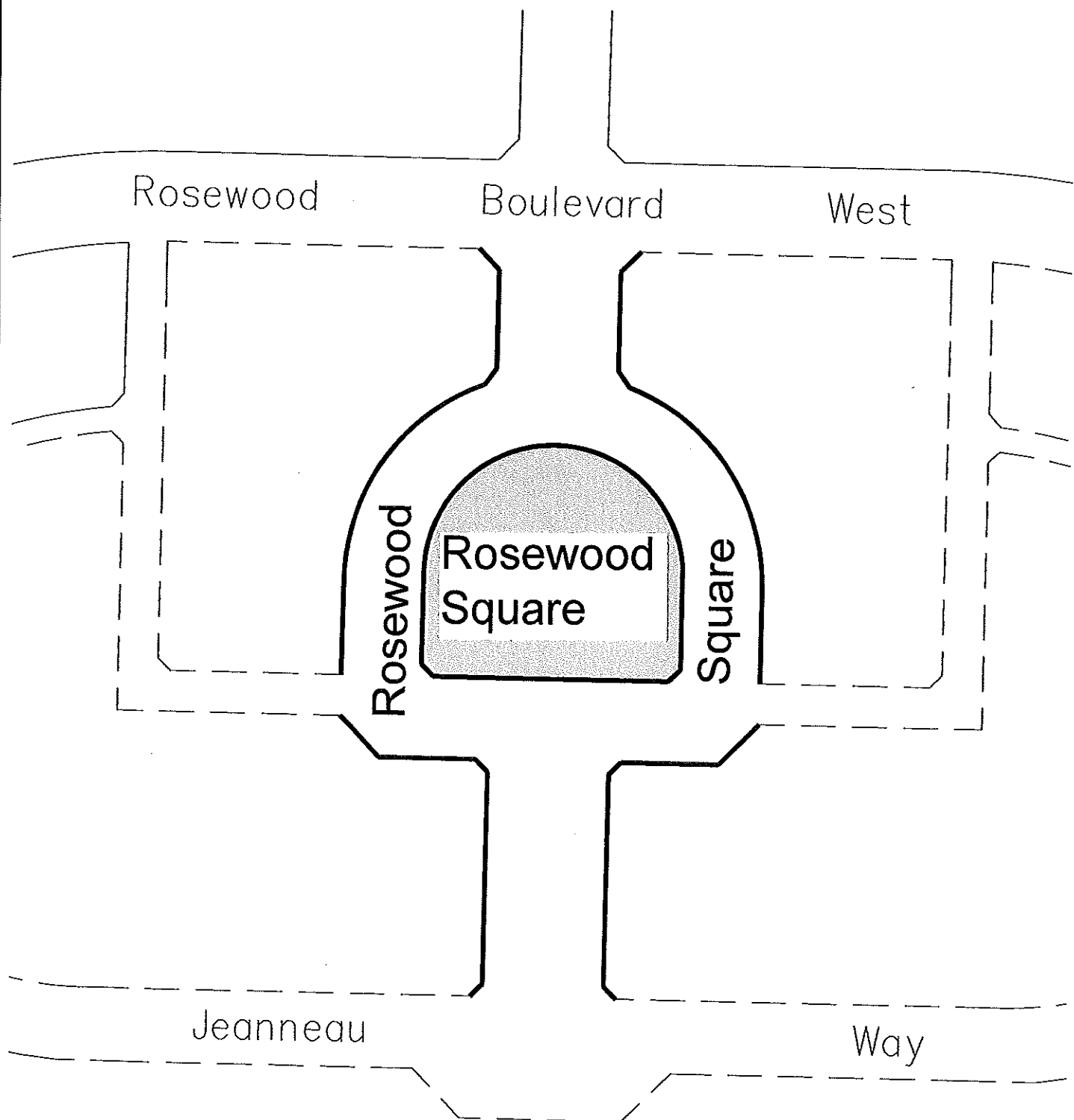
McClocklin Road



Evergreen Park name - Evergreen Square



Rosewood: Rosewood Square



 **City of Saskatoon**
Planning & Development

NOTE: The information contained on this map is for reference only and should not be used for legal purposes. All proposed line work is subject to change. This map may not be reproduced without the expressed written consent of the Regional Planning, Mapping & Research Section.

DRAWING NOT TO BE SCALED
January 14, 2014
N:\Planning\MAPPING\Requests\Home\A\Planning & Development\Working Committee\Rosewood\Rosewood Square.dwg

His Worship the Mayor and City Council
The City of Saskatoon

ADMINISTRATIVE REPORTS

Section A – COMMUNITY SERVICES

**A1) Request for Encroachment Agreement
339 Avenue A South
(Files CK. 4090-2 and PL. 4090)**

- RECOMMENDATION:**
- 1) that City Council recognize the encroachment at 339 Avenue A South (Lot 1 and 2, Block 17, Plan No. CE);
 - 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.

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 339 Avenue A South.

REPORT HIGHLIGHTS

1. Encroachment area is 24.4 square meters.
2. Portions of the balcony extend onto Avenue A South by up to 1.524 meters and onto 19th Street by up to 0.914 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.”

REPORT

The owner of the property located at 339 Avenue A South has requested permission to allow an encroachment (see Attachment 1). As shown on the Site Plan (see Attachment 2), the proposed new balcony will encroach onto Avenue A South by up to 1.524 meters and onto 19th Street by up to 0.914 meters. The total area of encroachment is approximately 24.4 square meters; therefore, will be subject to an annual charge of \$79.

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 October 15, 2013.
2. Copy of Proposed Site Plan

**A2) Quarterly Naming Update – “Aspen Ridge, Central Industrial, Elk Point Street Names; and Evergreen and Rosewood Park Names”
(Files: CK. 6310-1, x CK. 4205-1 and PL 4001-5)**

RECOMMENDATION: that the information be received.

TOPIC AND PURPOSE

The purpose of this report is to advise City Council that names have been applied to roadways in the Central Industrial Area, Aspen Ridge, and Elk Point neighbourhoods; and to parks in the Evergreen and Rosewood neighbourhoods. In all cases, these names have either been selected from the Names Master List, applied as an extension of an existing roadway, or applied as the same name as the adjacent street.

REPORT HIGHLIGHTS

1. The names “Bolstad”, “Dattani”, “Fast”, “Feheregyhazi”, “Kenaschuk”, and “McCrorry” were applied to roadways in the Aspen Ridge neighbourhood.
2. The name “Kettles” was applied to a roadway in the Central Industrial Area.
3. The names “Romanow” and “Yevshan” were applied to roadways in the Elk Point neighbourhood.
4. The name “Evergreen Square” was applied to a park in the Evergreen neighbourhood.
5. The name “Rosewood Square” was applied to a park in the Rosewood neighbourhood.

STRATEGIC GOALS

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

BACKGROUND

According to Naming of Civic Property and Development Areas Policy No. C09-008, all requests for names to be applied from the Names Master List will be selected by His

Worship, the Mayor. All of the names on the Names Master List meet City Council's guidelines for name selection. The names have been previously screened by the Naming Advisory Committee (NAC) and approved for addition to the list by City Council. Name suffixes are circulated through the Administration for technical review.

REPORT

Aspen Ridge Street Names

Saskatoon Land requested that names be selected from the Names Master List to be applied to roadways in the Aspen Ridge neighbourhood (see Attachment 1). His Worship, Mayor Donald Atchison, has selected and assigned the following names:

- a) Bolstad Link, Manor, Turn, and Way – Mr. Wes Bolstad was the first Chief Executive Officer (CEO) of the Meewasin Valley Authority, a Cabinet Secretary and a Deputy to the Premier. He was also Founding Director of the School of Administration, which became the University of Regina where he served as Dean of the department.
- b) Dattani Way – Ms. Chandra Dattani was a Board Member on India Canada Cultural Association, Hindu Society, Saskatoon Zoo Foundation, Lakeview Community Association, and Briarwood Community Association. She also volunteered as Ambassador at the India pavilion at Folkfest. She died of cancer in 2010; her family has since established a cancer fund and the annual Chandra Dattani Walk-a-Thon in her name.
- c) Fast Court, Crescent, Link, and Way – Mr. Raymond Fast was President of the Canadian Organization for Development through Education, and was an Independent Chair of the Saskatchewan Watershed Authority Advisory Committee, and Partners for the Saskatchewan River Basin. He was the recipient of the Canada 125 Medal and Dr. Stanley Stead Health Promotions Award.
- d) Feheregyhazi Boulevard – Mr. Tibor Feheregyhazi was the artistic director of Persephone Theatre for 25 years. He came to Canada from Budapest in 1958 and was involved with many theatre companies before coming to Saskatoon in 1982, where he stayed for the rest of his life. Mr. Feheregyhazi received the Order of Canada in 2005 for his devotion to theatre.

- e) Kenaschuk Crescent, Lane, Link, Union, and Way – Ms. Lorraine Kenaschuk was co-founder of Saskatoon Interval House in 1973 and was awarded Woman of the Year in 1988.
- f) McCrory Link – Mr. Jim McCrory was a well-known local broadcasting figure as weatherman on CTV Saskatoon for many years. He was a volunteer board member for the Saskatoon City Hospital for six years, and a board member of the CJWW Denny Carr's Secret Santa Foundation. He was a member of the Military Museums of Saskatchewan Committee, Veterans Memorial Committee of Saskatoon's Woodlawn Cemetery, and he also worked with Ducks Unlimited for over 30 years.

Central Industrial Area Street Name

The City Real Estate Services Group requested that a name be selected from the Names Master List to be applied to a roadway in the Central Industrial Area (see Attachment 2). His Worship, Mayor Donald Atchison, has selected and assigned the following name:

- a) Kettles Place – Mr. James Kettles was a former Police Chief for Saskatoon Protective Services from 1954 to 1977 and served as president of the Canadian Police Chief's Association. He was member of the Masonic Order, Saskatoon Rotary Club, Saskatoon Board of Trade, and was made a Member of the Order of Canada in 1972.

Elk Point Street Names

Saskatoon Land requested that names be selected from the Names Master List to be applied to roadways in the Elk Point neighbourhood (see Attachment 3). His Worship, Mayor Donald Atchison, has selected and assigned the following names:

- a) McClocklin Road (extension as requested) – Mr. Thomas McClocklin founded OK Economy stores and McClocklin Real Estate in 1910. This roadway is a continuation of the existing road and should keep the same name.
- b) Romanow Road – Mr. Roy John Romanow was a former Premier of Saskatchewan from 1991 to 2001.
- c) Yevshan Bend, Lane, Manor, Mews, and Way – The Yevshan Ukrainian Folk Ballet of Saskatoon (Yevshan) is the oldest Ukrainian Folk Ballet in

Saskatchewan. Yevshan has performed in a number of events in numerous countries including England, Sweden, Ukraine, Cuba, and the United States of America. They have also performed for the Governor General and Her Majesty Queen Elisabeth II.

Evergreen Park Name

Saskatoon Land requested that the name “Evergreen Square” be applied to a park in the Evergreen neighbourhood (see Attachment 4). His Worship, Mayor Donald Atchison, has assigned the following name:

- a) Evergreen Square (as requested) – Applying the same name to the park space as the adjacent street has been standard practice for neighbourhood “squares” in new neighbourhoods. Willowgrove Square and Hampton Village Square both follow this practice.

Rosewood Park Name

Boychuk Investments Ltd. requested that the name “Rosewood Square” be applied to a park in the Rosewood neighbourhood (see Attachment 5). His Worship, Mayor Donald Atchison, has assigned the following name:

- a) Rosewood Square (as requested) - Applying the same name to the park space as the adjacent street has been standard practice for neighbourhood “squares” in new neighbourhoods. Willowgrove Square and Hampton Village Square both follow this practice.

OPTIONS TO THE RECOMMENDATION

There are no options to the recommendation.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There is no financial impact at this time.

ENVIRONMENTAL IMPLICATIONS

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

PUBLIC NOTICE

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

ATTACHMENTS

1. Aspen Ridge Phase 1 Street Naming
2. Central Industrial: Kettles Place
3. Elk Point Phase 2 Street Naming
4. Evergreen Park name – Evergreen Square
5. Rosewood: Rosewood Square

Section B – ASSET AND FINANCIAL MANAGEMENT

B1) Billboard License Agreement for Existing CBS Billboards (File Nos. AF. 290-1, AF. 4225-1 and LA. 4225-01-1)

- RECOMMENDATION:**
- 1) that a License Agreement, with the terms set out in the following report, between the City of Saskatoon and CBS Outdoor Canada (CBS) for a term of five years (September 1, 2013 to August 31, 2018) be approved; and
 - 2) that the City Solicitor be requested to have the appropriate agreements executed by His Worship the Mayor and the City Clerk, under the Corporate Seal.

TOPIC AND PURPOSE

To receive approval for the license of four billboard structures in the Saskatoon area, located on City lands, between the City of Saskatoon and CBS for a period of five years.

REPORT HIGHLIGHTS

1. Billboard license revenues flow into the City's Dedicated Roadways Reserve. The revenues in this account are used to improve the City's road infrastructure.
2. Terms of the License Agreement include a 2.5% yearly fee increase.

STRATEGIC GOAL

Alternative revenue generation from sources such as billboard licenses supports the City's Strategic Goal of Asset and Financial Sustainability. This revenue source allows for alternative ways of financing road improvement projects and the City's ongoing operating expenses.

BACKGROUND

At its November 18, 2013, meeting, when dealing with Clause 3, Report No. 18-2013 of the Administration and Finance Committee, City Council resolved that the matter be referred back to the Administration to consult with the Downtown and Riversdale BIDS and report back in a timely manner.

As requested by Council, the Administration has consulted with the Downtown and Riversdale BIDS regarding billboard licence agreements for existing billboards. The BIDS have advised they have no outright objections to the billboards at these locations.

During conversations, it was noted that the Riversdale BID would like to pursue the implementation of a billboard levy on billboards on public property within their Business Improvement District and review advertising opportunities with upcoming contracts.

The City has been licensing land to the advertising agency of CBS for over a decade. In addition to this proposed license agreement, CBS has other existing license agreements with the City.

REPORT

The City's Real Estate Services group has negotiated a License Agreement with CBS for existing structures on City lands. Significant terms of the Agreement include:

Billboard License Revenues would Flow into the City's Dedicated Roadways Reserve

Revenues from the four billboard structures in 2013 amount to \$19,500. These revenues would flow into the City's Dedicated Roadways Reserve. Real Estate Services has reviewed and compared market values for billboard rates for various cities across Canada and believe the below rates reflect current market values. 2012 revenues were in the amount of \$7,800. It should be noted that the increase from last year is attributed to the increase in license fees and two additional existing sign structures being included in the license agreement.

The license agreement with CBS would be for the following locations at the following 2013 license fees:

- 19th St. E. and 4th Ave. S. — 1 regular size sign (\$3,000)
- 19th St. E. and 4th Ave. S. — 1 large size sign (\$4,500)
- 19th St. E. and Ave. A S. — Tri-Vision and single face (\$9,000)
- Warman Road and Assiniboine Dr. — 1 regular size sign (\$3,000)

2013 fees would be prorated to reflect a September 1, 2013 lease start date.

Yearly License Fee Increase of 2.5%

The 2.5% yearly increase in the license fee is intended to account for inflation.

Either the City or CBS would be able to terminate the Agreement upon 60 days notice. It is also noted in the Agreement that the use of the sites is non-conforming and that additions, enlargements, and reconstruction is not permitted.

OPTIONS TO THE RECOMMENDATION

The only option would be to not approve the License Agreement between the City and CBS. The Administration does not recommend this option as the City would forego \$102,500 in revenues over the term of the Agreement. In this scenario, the existing sign structures which have been in place for 10 + years would need to be removed.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Approving this License Agreement with CBS will contribute approximately \$102,500 to the City's Dedicated Roadways Reserve over the term of the Agreement.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Discussions took place with the Planning and Development Branch in terms of compliance with sign bylaws.

COMMUNICATION PLAN

None required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

If approved, the proposed Agreement will expire on August 31, 2018.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

Administrative Report No. 4-2014
Section B – ASSET AND FINANCIAL MANAGEMENT
Monday, March 3, 2014
Page 4

PUBLIC NOTICE

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

Section D – TRANSPORTATION & UTILITIES

D1) Capital Project #1619 – IS Storm Sewer Trunks Gabriel Dumont Park Storm Sewer Outfall Upgrade Joint Project with Meewasin Valley Authority (File No: CK. 7820-2 and TU. 7820-1)

RECOMMENDATION: that the invoice submitted by Meewasin Valley Authority for engineering and construction of the Gabriel Dumont Storm Sewer Outfall Upgrade, at a total cost of \$149,151.14 (including applicable taxes) be accepted.

TOPIC AND PURPOSE

The purpose of this report is to obtain City Council approval to reimburse the Meewasin Valley Authority (MVA) for the storm sewer outfall upgrade engineering and construction work being completed in conjunction with their pathway upgrade project through Gabriel Dumont Park in Saskatoon.

REPORT HIGHLIGHTS

1. The storm sewer outfall in Gabriel Dumont Park requires upgrade work to avoid loss of the structure.
2. The MVA is completing pathway upgrades through Gabriel Dumont Park in the vicinity of the outfall.
3. The City has the opportunity to partner with MVA's efforts to rehabilitate the City's storm water assets.

STRATEGIC GOAL

The recommendations of this report support the City's Strategic Goal of Asset & Financial Sustainability as it ensures the City's storm water assets are preserved and protected for long-term use.

BACKGROUND

One of the key mandates of the Storm Water Utility is to preserve the City's storm water assets for long-term performance. This includes the preservation of storm water outfalls and the riverbank that surrounds them. These outfalls are the key discharge point for large collection areas of the storm sewer and are vital to ensure efficient and safe storm water management throughout the city. Gabriel Dumont Park has, within it, one of these outfalls that require upgrade work.

REPORT

Gabriel Dumont Park Storm Sewer Outfall

This outfall has experienced serious erosion from its outlet to the river over time. This erosion has threatened the integrity of the concrete structure of the outfall, which is designed to dissipate energy from the flowing storm water. Without remediation, the results would eventually be a complete washout of the outfall structure, which would compromise the overall operation of the storm system and create an expensive emergency repair.

MVA Pathway Upgrade

The MVA has been undertaking pathway upgrades throughout its network. One of the pathways through Gabriel Dumont Park passes in close vicinity to this outfall. The construction work used for the pathway upgrades is similar in scope to what is required for the outfall. This includes excavating and placing appropriate shoreline protection and construction of a proper energy dissipation channel.

Opportunity to Partner with MVA

The MVA approached the City to partner in upgrading this storm sewer outfall during pathway construction under the same contract.

The MVA obtained Stantec Consulting Ltd. (Stantec) to complete the engineering design for the pathway system and the outfall through an open public RFP process. Three proponents submitted proposals and Stantec was chosen. This process is similar to that followed by the City. The construction work was awarded through an open competitive bidding process. Three contractors bid and Wilco Contractors Inc. (Wilco) was the successful low price bidder and was awarded the job.

The total costs of the engineering portion of the outfall upgrade completed by Stantec are \$24,831.90 plus GST. Total costs of the upgrade construction completed by Wilco are \$117,216.80 plus GST.

OPTIONS TO THE RECOMMENDATION

An alternative to the recommendation would be that the City independently hires its own consultant and contractor to complete this outfall upgrade work. This option is not recommended as there is a benefit to coordinating the construction efforts in the area at

the same time, which is more efficiently done under one contractor. Also, there would be incremental administrative costs on the part of the City to duplicate the open tendering processes already completed by the MVA.

POLICY IMPLICATIONS

There are no policy implications with this recommendation.

FINANCIAL IMPLICATIONS

The net cost to the City for the design and construction of the Gabriel Dumont Storm Sewer Outfall Upgrade is as follows:

Engineering	\$ 24,831.90
Construction	117,216.80
GST (5%)	<u>7,102.44</u>
Total Invoice	\$149,151.14
GST Rebate (5%)	<u>(7,102.44)</u>
Net Cost to City	<u>\$142,048.70</u>

There are sufficient funds available within the approved Capital Project #1619 – IS Storm Sewer Trunks to complete this work.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
X		\$149,151.14			

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

There has been no direct public and/or stakeholder involvement identified for this project.

COMMUNICATION PLAN

As there is no expected impact on the public for the City’s portion of the project, a communication plan is not required.

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

This project is expected to be completed in spring of 2014.

ENVIRONMENTAL IMPLICATIONS

There are minimal greenhouse gasses produced by this project due to the construction method and the minimal use of diesel equipment. Work within this proximity of the river is governed by federal and provincial environmental regulators, and they were involved throughout the project to ensure compliance with proper construction practices around the river.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

D2) Proposed Closure of Right-of-Way Portion of Public Right-of-Way Adjacent to 11 and 13 Kusch Crescent (File: CK. 6295-012-008)

RECOMMENDATION: that City Council consider Bylaw 9164, The Street Closing Bylaw, 2014.

TOPIC AND PURPOSE

This report is to obtain City Council approval of Bylaw 9164, The Street Closing Bylaw, 2014 (Attachment 1) in order to close a portion of the public right-of-way adjacent to 11 and 13 Kusch Crescent.

REPORT HIGHLIGHTS

1. City Council approved the closure of the walkway adjacent to 11 and 13 Kusch Crescent at its meeting held on May 6, 2013.

2. Legal land survey documents have been received; therefore, the Administration is requesting permission for approval of Bylaw 9164.

STRATEGIC GOALS

This report supports the City of Saskatoon Strategic Goal of Quality of Life as it provides reduction and prevention of crime in neighbourhoods. It also builds capacity within the community to address a broad range of issues and builds consensus around collaborative responses.

BACKGROUND

City Council, at its meeting held on May 6, 2013, during Matters Requiring Public Notice, considered a request for closure of the walkway adjacent to 11 and 13 Kusch Crescent and resolved:

- "1) that the walkway adjacent to 11 and 13 Kusch Crescent be closed;
- 2) that upon receipt of the legal land survey documents the City Solicitor be requested to prepare the appropriate bylaw for consideration by City Council;
- 3) that upon approval of the bylaw, the City Solicitor be instructed to take all necessary steps to bring the intended closure forward and to complete the closure; and
- 4) that upon closure of the walkway, the land be sold to Barry and Cynthia McEwen at 11 and 13 Kusch Crescent, for \$2,000."

REPORT

The legal land survey documents have now been received, and the Administration is recommending approval of Bylaw 9164.

OPTIONS TO THE RECOMMENDATION

There are no other options.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The total cost of a walkway closure is approximately \$6,000, which will be funded in the amount of \$4,000 by the applicants (\$2,000 for the sale of the property and \$2,000 for the application fee) and the remaining \$2,000 from Capital Project #2234 – Walkway Management.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Utility agencies have been contacted with respect to the closure. Transportation & Utilities Department will require an easement for the sanitary and storm sewer pipes over the entire walkway being consolidated. No other utilities require easements, and all support the closure.

COMMUNICATION PLAN

Communication activities included a Public Notice that was sent to residents in the Hudson Bay Park catchment area and placed in the *StarPhoenix*. In addition, adjacent property owners were consulted as required. These communication activities were completed prior to the May 6, 2013 City Council meeting.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

No further reports are required.

ENVIRONMENTAL IMPLICATIONS

The recommendations have the potential to alter localized transportation choices resulting from maintaining and keeping walkways open; however, as the overall impact is expected to be minimal, no environmental and/or greenhouse gas emissions implications have been identified.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review was completed in October 2011 with the findings included in the report that was submitted to City Council on May 6, 2013.

PUBLIC NOTICE

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

ATTACHMENT

1. Bylaw 9164, The Street Closing Bylaw, 2014

D3) Issuance of Request for Proposals for Civic Operations Centre (File No. CK. 600-27)

RECOMMENDATION: that the Request for Proposals for the procurement of the Civic Operations Centre (Phase One) be issued, in substantially the form attached to this report, subject to non-substantive amendments as reviewed and approved by the Project Director and the City Solicitor's Office.

TOPIC AND PURPOSES

This report is to obtain City Council's approval to issue the Request for Proposals (RFP) seeking a Proponent that will design, build, finance and maintain the Transit Operations Facility, and design, build, finance, maintain and operate a permanent Snow Management Facility, both located at the Civic Operations Centre (COC) Phase One.

REPORT HIGHLIGHTS

1. The City has shortlisted the following three teams to participate in the RFP process: Berry Infrastructure Partners; Integrated Team Solutions (ITS); and Plenary Infrastructure COC.
2. The RFP process for the COC Project will use a Public-Private Partnership (P3) method of procurement.
3. The RFP will be issued in early March 2013, and is expected to close in Fall 2014,

with a final Proponent chosen by December 2014.

4. Substantial completion of Phase One of the COC is anticipated by Fall 2016.

STRATEGIC GOALS

The COC supports many of the goals from the City's Strategic Plan including:

Quality of Life: Relocating Transit from the Caswell Hill neighbourhood supports the four-year priority of directing expenditures towards amenities in neighbourhoods to enhance and protect property values and encouraging private investment.

Environmental Leadership: The new Transit Facility will be LEED Certified and the Snow Management Facility will meet Environment Canada's "Code of Practice for the Environmental Management of Road Salts".

Asset and Financial Sustainability: This project supports the four-year priority of developing funding strategies for capital expenditures and the 10-year strategy of reducing the gap in the funding required to rehabilitate and maintain our infrastructure.

BACKGROUND

City Council, at its meeting held on February 11, 2013, when dealing with Clause G2, Administrative Report No. 3-2013 (Phase One – Civic Operations Centre P3 Funding Approval), adopted the following recommendation:

- "1) that the Public-Private Partnership procurement model be approved for the delivery of the new Transit Facility and permanent Snow Storage Facility at the Civic Operations Centre."

At its May 6, 2013, meeting City Council authorized the Administration to release a Request for Proposals to retain key advisors to support the procurement process and project delivery. During its June 24, 2013, meeting, City Council approved the advisory agreements award (Financial and Business Advisor – Deloitte LLP; Legal Advisor -- Blake, Cassels & Graydon LLP; Fairness Advisor -- P1 Consulting; and Owner's Technical Advisor -- Rebanks Pepper Littlewood Architects/Morrison Hershfield).

On September 23, 2013, City Council approved the issuance of the Request for Qualifications for proponents for the COC. The RFQ was issued on September 24 and closed November 12, 2013. Five submissions were received.

At its December 16, 2013 meeting, City Council received a report identifying three teams shortlisted to participate in the subsequent RFP process: Berry Infrastructure Partners; Integrated Team Solutions (ITS); and Plenary Infrastructure COC.

REPORT

Three teams shortlisted to participate in the RFP process

The City has shortlisted the following three teams to participate in the RFP process: Berry Infrastructure Partners; Integrated Team Solutions (ITS); and Plenary Infrastructure COC

The RFP for the COC will be issued to select the most qualified Proponent based on their demonstration of capacity (both technical and financial) to design, build, finance, and maintain the Transit Operations Facility, and to design, build, finance, maintain, and operate the permanent Snow Management Facility. A copy of the RFP is available on the City's website www.saskatoon.ca under "Reports and Publications", and a copy is available in the City Clerk's office.

RFP process

The RFP process for the COC Project will use a Public-Private Partnership (P3) method of procurement.

The RFP requires the teams to respond to the technical and financial specifications regarding how they will design, construct, finance, operate and maintain the facilities over a 25-year operations/maintenance period. The teams will have to submit information that outlines their team's overall experience and ability in:

- Transit Operations Facility design, construction, and maintenance;
- Snow Management Facility design, construction, and maintenance/operations; and,
- Financial plan and offer.

The RFP will include a draft Project Agreement that will contain all of the terms and conditions related to the design, construction, financing, and maintenance of the Transit Operations Facility, and design, construction, financing, maintenance, and operation of the permanent Snow Management Facility.

The RFP was developed with the City's external consultants, after a review of user

needs and industry best practices. During a normal tender process, the City would provide detailed specifications for construction of the asset. With a P3 (Public-Private Partnership), the City provides performance-based output specifications for the construction, which allows for innovation and creativity from the private sector.

For this Project, the City also needs to detail performance/output specifications for the 25-year maintenance/operations period. For the COC, the Proponent will be doing the maintenance on the Transit Operations Facility, and the maintenance and operations of the Snow Management Facility.

Some highlights of the Civic Operations Centre RFP:

Transit Operations Facility:

- The Facility will be LEED Certified building.
- It will have a capacity of 162 buses for the current fleet, with proposed capacity for future fleet growth up to 200 as additional bus routes get added. This includes regular-sized and articulated buses.
- All bus storage will be inside the Facility.
- The Facility will hold administrative offices; fare collection, quick service, fueling, and wash lanes; maintenance bays utilizing a combination of built-in hoists, mobile hoists and inspection pits for all aspects of bus fleet maintenance; paint booths; tire replacement; upholstery repair; dispatch; and meeting and training rooms.

Snow Management Facility:

- The Facility is proposed to have a capacity of up to 1million m³ of snow.
- The surface of the site will be an all-weather surface to facilitate site operation (movement of heavy trucks, drainage of meltwater), maintenance, and cleaning.
- It will have a meltwater collection site where snow can melt prior to being released into the storm sewer. Monitoring of the meltwater quality will be conducted based on environmental standards.

Other:

- A berm is planned to be built between the CN railway line and the Montgomery Place Neighbourhood to the north of the COC site.
- Utilities will be brought to the site to service not only Phase One, but the future Phase Two operations as well.
- The facilities will be built for future innovations

RFP Timeline

The RFP will be issued in early March 2013, and is expected to close in Fall 2014, with

a final Proponent chosen by December 2014.

The RFP technical submissions will be scored based on the following criteria that will be provided to all Proponents:

Project Approach	10%
Design Functionality	35%
Construction	20%
Maintenance and Rehabilitation - Transit Operations Facility	25%
Operations, Maintenance, and Rehabilitation – Snow Management Facility	10%

The COC Project Team will evaluate each technical submission on a scored pass/fail basis, with a passing threshold of 70% to ensure compliance with the RFP specifications. This means that a Proponent will need to reach at least 70% on their technical submission to proceed to the next stage of the RFP process, which is the submission of the financial submission. The financial submission consists of two components: a financing plan which is scored on a pass/fail basis; and a price submission. Only those Proponents that have an acceptable financing plan will have their price submission evaluated. The price submission includes capital construction costs, operating and maintenance costs, and renewal costs over the 25-year term of the Project. The Preferred Proponent will be the Proponent that, having passed both the technical submission and the financing plan, has the lowest cost price submission, on a net present value basis.

The COC Project Fairness Monitor team will be involved in every step of the RFP process to ensure that the City conducts its RFP process in accordance with the RFP documents. The Fairness Team has reviewed the RFP documents, and will review every interaction the City has with Proponents, including reviewing Requests for Information, reviewing any addenda that will be issued, attending the Commercially Confidential Meetings (CCMs) with Proponents, and assisting with any conflicts of interest that arise, to ensure that there is consistency in the treatment of Proponents.

The RFP and draft Project Agreement that will be released following approval of City Council will be in substantially the form of the documents attached to this report, subject to non-substantive amendments as reviewed and approved by the Project Director and the City Solicitor's Office. PPP Canada is also providing feedback on the RFP/PA.

In addition, during the open period of the RFP process, the COC Project Team will be conducting a series of one-on-one CCMs with the Proponents, where the City will

receive feedback on the draft Project Agreement including the technical specifications. Based on this feedback, the City may amend the draft Project Agreement during the RFP process prior to the submission of proposals by the Proponents. This process of receiving feedback on the terms and conditions of the Project Agreement during the RFP open period is very common in P3 projects and permits the City to ensure that the technical, commercial, and legal terms of the Project are acceptable to the market, including the lenders who will be financing the Project. In addition, this feedback process allows for little or no negotiation following the selection of the Preferred Proponent. As a result of the feedback process and the potential for changes to the technical, commercial, and legal terms and conditions of the Project, the final version of the Project Agreement that will be presented to City Council for award in Fall 2014 may be different than the version that is attached to this report.

Substantial completion of Phase One of the COC is anticipated by Fall 2016.

The Administration believes this project will take approximately 15 to 18 months once construction commences. Transit should be able to move into the new facility in the fall of 2016 and the Snow Management Facility should be ready for the 2016-17 winter season.

OPTIONS TO THE RECOMMENDATION

There are no options to the recommendation.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Phase One of the COC (Capital Project 1584) was approved during the 2013 budget deliberations on December 4, 2012. At this same meeting, the Civic Facilities Funding Plan, which includes the funding required for this project, was also approved. The Plan supports annual payments to the successful Proponent of up to \$11 million over the 25-year term for the: (1) capital payment for the construction of the Transit Operations Facility and Snow Management Facility; (2) maintenance of both facilities, and operations of the Snow Management Facility, and; (3) major rehabilitation for both facilities. PPP Canada will fund 25% of the eligible project capital costs; the annual payment above reflects receipt of this grant.

COMMUNICATION PLAN

Overall communications for the Project will be handled by the Owner's Technical Advisor working with the City's communications consultant. This will include public open houses, project updates, advertising, and regular updates to the existing Civic Operations Centre webpage.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The RFP/Draft PA will be issued once City Council approval is received. The RFP is expected to close in Fall 2014, with a final Proponent chosen and negotiations concluded by December 2014. The Preferred Proponent will be reported to City Council at that time. Substantial completion of Phase One of the COC is anticipated by Fall 2016.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

Once planning of the site gets under way, a Crime Prevention through Environmental Design (CPTED) analysis will be developed.

PUBLIC NOTICE

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

D4) Capital Project Funding Reallocation and Minor Bridge Repair Award (File No: CK. 6050-1, x CK. 1702-1 and IS. 6050-104-1)

RECOMMENDATION: 1) that \$600,000 be transferred from Capital Project #2267 TU – Idylwyld Drive Freeway over Ruth Street to the Bridge Major Repair Reserve;

- 2) that \$600,000 be transferred from the Bridge Major Repair Reserve to Capital Project #2406 - Minor Bridge Repairs;
- 3) that the proposal submitted by CH2M HILL Canada Limited for the Minor Structure Rehabilitation Design and Construction Services, at a total estimated cost of \$286,020 be accepted; and
- 4) that His Worship the Mayor and the City Clerk be authorized to execute the consultant agreement documents, as prepared by the City Solicitor, under the Corporate Seal.

TOPIC AND PURPOSE

This report is to obtain City Council approval to re-allocate funding to allow for additional minor repairs for bridge structures to be completed and award the proposal submitted by CH2M HILL Canada Limited (CH2M HILL) for Minor Structure Rehabilitation Design and Construction Services.

REPORT HIGHLIGHTS

1. The Administration is recommending a transfer of \$600,000 from Capital Project #2267 TU – Idylwyld Drive Freeway over Ruth Street to the Bridge Major Repair Reserve.
2. The Administration is recommending a transfer of \$600,000 from the Bridge Major Repair Reserve to Capital Project #2406 - Minor Bridge Repairs.
3. Internal annual safety inspections identified a concern with the Highway 11 over Highway 11 eastbound and westbound structures, further investigation and anticipated minor rehabilitation is required.
4. There are indications of deterioration on the hinge joints on the Idylwyld Drive over 19th Street and Idylwyld Drive to 1st Avenue. The deterioration has not reduced the hinge joint capacity; however, Stantec Consulting Ltd. (Stantec) recommended that the City prepare for rehabilitation on the hinge joints.
5. The City issued a Request for Proposal (RFP) to provide engineering services for the design and construction of rehabilitation works. The City received six proposals for the engineering services and evaluated them to determine CH2M

HILL would be the best fit for the proposed work, for a total estimated cost of \$286,020.

STRATEGIC GOALS

The recommendations in this report support the City of Saskatoon Strategic Goal of Asset and Financial Sustainability as the reallocation of funds ensures that the City's bridge assets are well-managed and well-maintained.

BACKGROUND

Capital Project #2267 TU - Idylwyld Drive Freeway over Ruth Street includes funding in the amount of \$600,000 in 2014 for engineering services related to the design rehabilitation of Idylwyld Drive over Ruth Street Overpass. The project originally was scheduled for rehabilitation in 2015; however due to other priorities, the Administration is recommending to plan for the rehabilitation in 2016 and transfer the 2014 funding to the Minor Bridge Repair.

REPORT

Capital Budget Transfer

The Administration is recommending the reallocation of funding to better reflect projected expenditures for 2014. The Administration is requesting \$600,000 be transferred from Capital Project #2267 TU – Idylwyld Drive Freeway over Ruth Street to the Bridge Major Repair Reserve. The Administration also requests the transfer of \$600,000 from the Bridge Major Repair Reserve to Capital Project #2406 - Minor Bridge Repairs.

The transferring of funds will provide the funding for the minor structure rehabilitation design and construction services proposal and will include funding for additional anticipated repairs that are recommended from the study.

Minor Structural Rehabilitation Design and Construction Services

The City of Saskatoon's internal annual safety inspections identified a concern with the girder ends on the abutments of the Highway 11 over Highway 11 eastbound and westbound structures, further investigation requiring destructive testing and minor rehabilitation is required.

In addition to the repairs to Highway 16 over Highway 11 Structures, during a Load rating analysis, Stantec noted deterioration on the hinge joint of the Idylwyld Drive over 19th Street and Idylwyld Drive northbound to 1st Avenue. The deterioration has not reduced the hinge joint capacity; however, Stantec recommended that the City prepare for rehabilitation on the hinge joints.

The City issued an RFP for the minor structure rehabilitation design and construction services which closed on February 4, 2014. Six proposals were received. After a comprehensive review, the proposal from CH2M HILL was determined to be the preferred proposal, at a total estimated cost, to an upset limit of \$286,020.

OPTIONS TO THE RECOMMENDATION

An option would be to not accept the transfer and reject the proposal of CH2M HILL to perform the Engineering Services for the minor structure rehabilitation design and construction services, this option is not recommended.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications to the rebalancing and allocation recommended. This funding has been previously approved by Council.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

Project information and traffic restrictions will be communicated to residents through multiple channels including the news media, social media and the City's website (Saskatoon.ca). If necessary, advertising in the City Pages may be used.

ENVIRONMENTAL IMPLICATIONS

The recommendations will result in consumption of resources and associated generation of greenhouse gas emissions, once construction proceeds. The overall impact on greenhouse gas emissions is not known at this time.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

A follow-up report is not required.

PUBLIC NOTICE

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

Section F – SASKATOON FIRE DEPARTMENT

F1) Saskatoon Fire Department Self-Contained Breathing Apparatus Replacement Award of Tender (File No. 1700-3)

- RECOMMENDATION:**
- 1) that the proposal submitted by Rocky Mountain Phoenix, for the purchase of Self-Contained Breathing Apparatus (SCBA), at an estimated cost of \$851,816.81 (taxes excluded), be accepted;
 - 2) that the source of funding is the Fire – Small Equipment Reserve; and
 - 3) that the Finance & Supply Division issue the appropriate Purchase Order.

TOPIC AND PURPOSE

The purpose of this report is to seek Council's approval to purchase self-contained breathing apparatus (SCBA) which are due for replacement and will meet the 2013 National Fire Protection Association (NFPA) Standard.

REPORT HIGHLIGHTS

1. The Saskatoon Fire Department's SCBA are due for replacement in 2014.
2. A Request for Proposal was issued in October 2013 to major manufacturers of self-contained breathing apparatus.
3. Seven bids were received and evaluated.
4. The SFD's recommendation is to award the tender to Rocky Mountain Phoenix, supplier of the MSA mask which will be certified to the 2013 NFPA Standard.

STRATEGIC GOAL(S)

This project supports the Strategic Goal of Quality of Life, ensuring the department has the proper equipment to provide a safe work environment for firefighters and adequate fire protection for the community.

BACKGROUND

The Saskatoon Fire Department (SFD) is scheduled for SCBA replacement in 2014. Sufficient funds are established in the Small Equipment Reserve.

REPORT

In October 2013, a Request for Proposal was sent to all major manufacturers of breathing apparatus and seven bids were received.

To determine a manufacturer for SCBA, the Saskatoon Fire Department established a joint labour/management committee to develop an evaluative tool and testing regiment to aid in determining the successful manufacturer. This evaluative process was included in all tender packages to perspective suppliers.

The SCBA is a primary piece of personal protective equipment for the firefighter with safety being the primary consideration. Field tests were conducted while wearing the SCBA and all testing participants completed evaluation forms while participating in the testing. Many comparables were measured such as communications through the SCBA face piece, entanglement concerns, fit and durability, warranty, servicing and repair along with other functional needs. After tabulating the results of these evaluations, the MSA Self-Contained Breathing Apparatus was the unit of choice.

The proposal packages and field tests were evaluated using the criteria outlined below:

ITEM NO.	REQUIREMENT	MAXIMUM POINTS
1	SCBA General Requirements	10
2	Communications / Electronics	10
3	Face-piece Requirements	10
4	Back Plate/Pack Harness Requirements	10
5	Regulator Requirements	8
6	Minimum Service and System Warranties	7
7	Rapid Intervention Team (RIT) Pack Requirements	5
8	Value-added	7
9	Bail-out System Requirements	3
10	Pricing	25
11	References	5
	TOTAL POINTS	100

The proposal with the highest score using the above criteria and field testing was Rocky Mountain Phoenix. The Administration is recommending the tender for self-contained breathing apparatus be awarded to Rocky Mountain Phoenix to supply the MSA mask which is certified to the 2013 National Fire Protection Association (NFPA) Standard.

OPTIONS TO THE RECOMMENDATION

The SCBAs require replacement and Rocky Mountain Phoenix is the best option based on their proposal.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The estimated cost of the SCBA upgrade for 2014 is \$851,816.81, taxes excluded. The Fire – Small Equipment Reserve is sufficient to accommodate this purchase.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

There is no public and/or stakeholder involvement required.

COMMUNICATION PLAN

There is no communication plan required.

DUE DATE FOR FOLLOW UP AND OR PROJECT COMPLETION

Once the supplier is confirmed, the SFD is put in a queue for fulfilling orders. Delivery of the SCBAs is expected to be 30 to 50 days following NFPA certification.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

PRIVACY IMPACT

There is no privacy impact.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

Administrative Report No. 4-2014
Section F – Saskatoon Fire Department
Monday, March 3, 2014
Page 4

PUBLIC NOTICE

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

Respectfully submitted,

Randy Grauer, General Manager
Community Services Department

Marlys Bilanski, General Manager
Asset and Financial Management

Jeff Jorgenson, General Manager
Transportation & Utilities Department

Dave Rumpel, A/Fire Chief
Saskatoon Fire Department

AI)

Request for Encroachment Agreement
Dated October 15, 2013

ENGA-00001/2013

	COMMUNITY SERVICES DEPARTMENT - BUILDING STANDARDS BRANCH ENCROACHMENT AGREEMENT APPLICATION	
	February 14, 2012	Page 1 of 1

REQUEST FOR ENCROACHMENT AGREEMENT

Name of Applicant BRIAN STOREY.

Applicant Mailing Address 123 ALBERT AVE.

Applicant Telephone 306-222-1978

Name of Owner(s) 101094117 SASKATCHEWAN LTD.
(Official Name That Will Be On Encroachment Agreement)

Owner's Mailing Address 123 ALBERT AVE. STN 1E6

Owner's Telephone 306 222 - 1978

Site Address 339 AVE A. S.

Legal Description of Site Lot 1+2 Block 17 Plan CE

Application must include the following documents:

RECEIVED

OCT 24 2013

CITY OF SASKATOON
COMMERCIAL PERMIT OFFICER

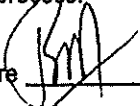
- **Existing Encroachments:** Current Real Property Report/Surveyor's Certificate that clearly outlines the encroaching areas including detailed dimensions of all areas that encroach onto City of Saskatoon Property.

- **Proposed Future Encroachments:** Detailed drawings of the proposed encroaching areas including detailed dimensions of all areas that will encroach onto City of Saskatoon Property. (Once construction is complete, an updated Real Property Report/Surveyor's Certificate will be required to confirm the areas of encroachment).

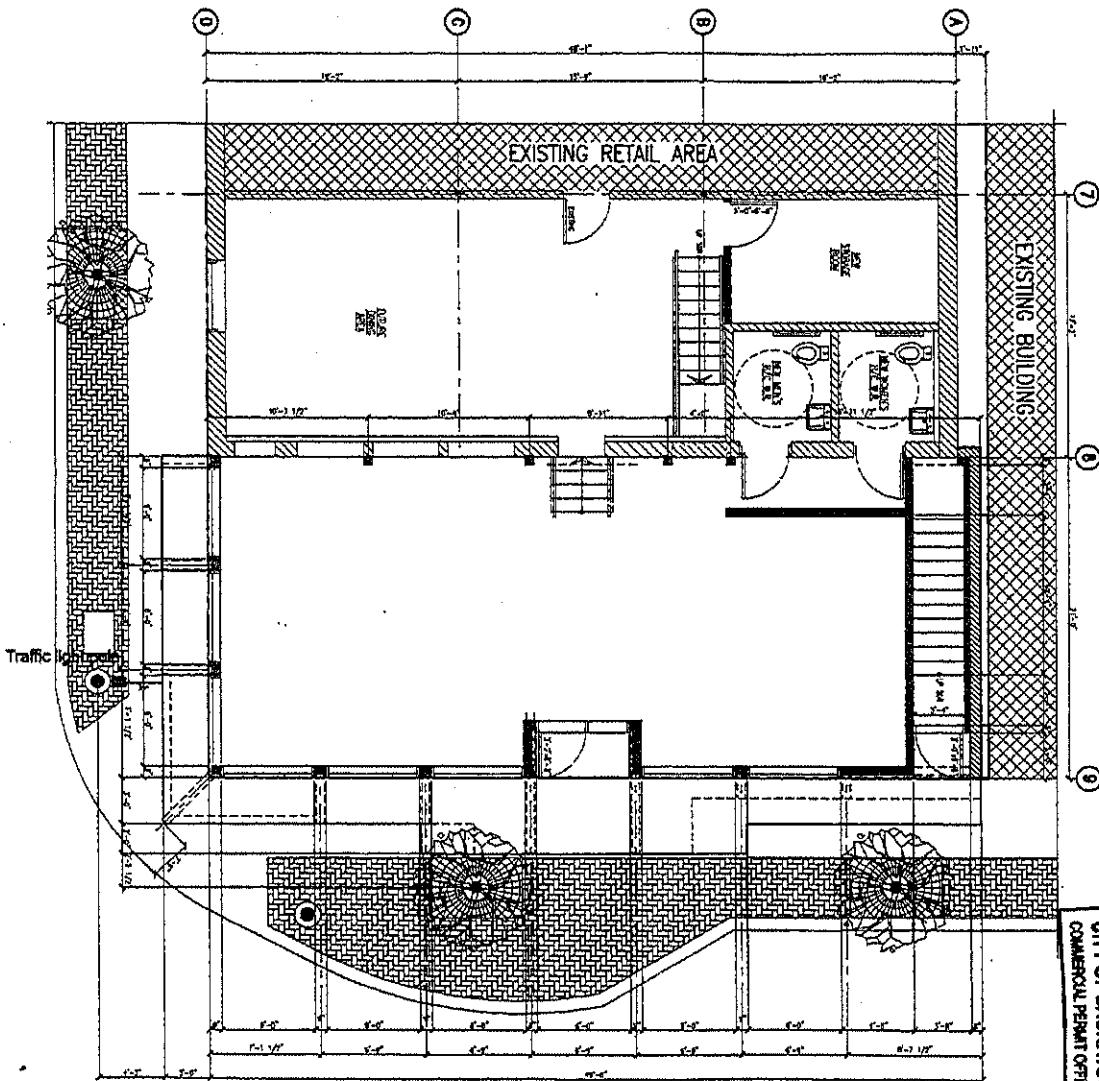
- A cheque for the \$100.00 Application Fee, made payable to the City of Saskatoon (Fee is to prepare Encroachment Agreement).

Assuming the encroachment is approved, an annual fee will be applied to the tax notice. This fee is based on the area of encroachment, and is calculated at \$3.25 m². The current minimum fee is \$50.00.

Upon receipt of the request, the *Building Standards Branch* of the *Community Services Department* will request approvals from the necessary Departments and Branches, including the *Development Services Branch*, the *Infrastructure Services Departments* and any other Department or Branch as deemed necessary, depending on the type of encroachment. Upon receipt of the various approvals and that there are no objections to the request the application will be forwarded to next available meeting of City Council for their approval. Once City Council has approved, the City Clerks office will advise the applicant of Council's decision, and will prepare the agreement. Please note that requests encroachment agreements may take 6 to 8 weeks to process.

Applicant Signature  Application Date OCT 15/2013

BRIAN STOREY.



Citrus Project (101094117 Sk. Ltd)

339 Ave. A.S.
Request for encroachment.

Balcony plan view.

The balcony is planned to cantilever 36" past the wall (property line) on the South wall (18th St.) and 38" on the East wall for 182", increasing to 60" over the entrance (252") and back to 38" for the last 182".
The height of the railing is 42".
Clearance:
The distance to the closest portion on the traffic light pole is 24".

There are 2 trees planted on the East wall. One appears to be an Elm and the other is a Small Leaf Linden. In both cases, the trees are shaped in such a way as to not become stiffer by the balcony. It would be our desire that the trees develop limbs that would grow over the balcony to increase the ambience.

The corner of the balcony is positioned 29" away from the curb.

Please feel free to call with questions:
Brian Storey (306) 222-1378

We have been very encouraged by the help and cooperation we have received at every level for this unusual project.

It is our hope that this building be one that creates a real positive impression for people when they are entering Riversdale and River Landing 2.

RECEIVED
OCT 24 2013
CITY OF SASKATOON
COMMERCIAL PERMIT OFFICER

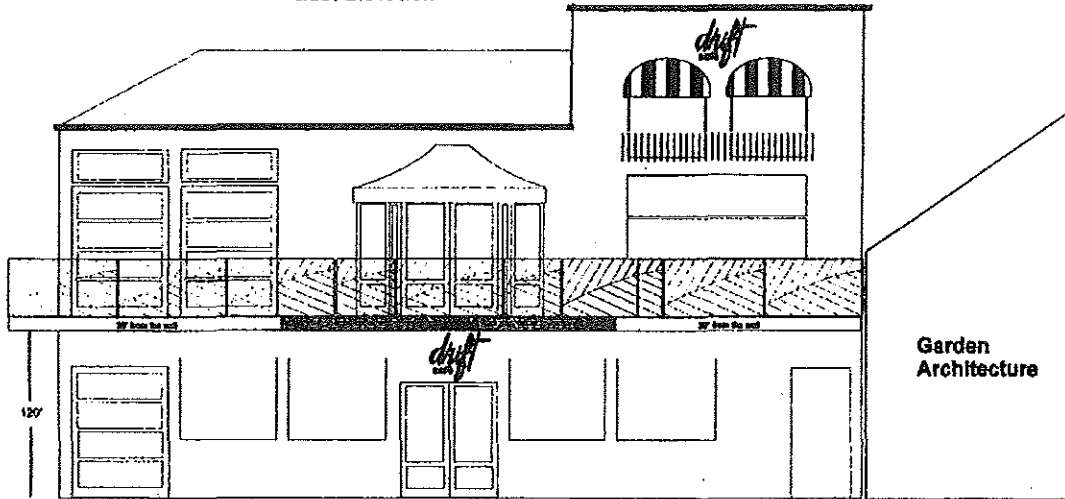
Copy of Proposed Site Plan

ATTACHMENT 2

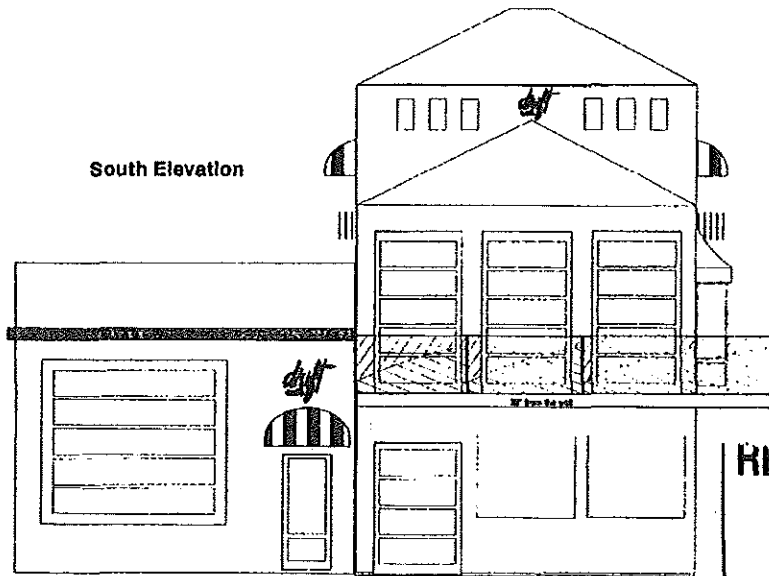
Citrus Project (101094117 Sk. Ltd)

339 Ave. A S.
Request for encroachment.

East Elevation



South Elevation



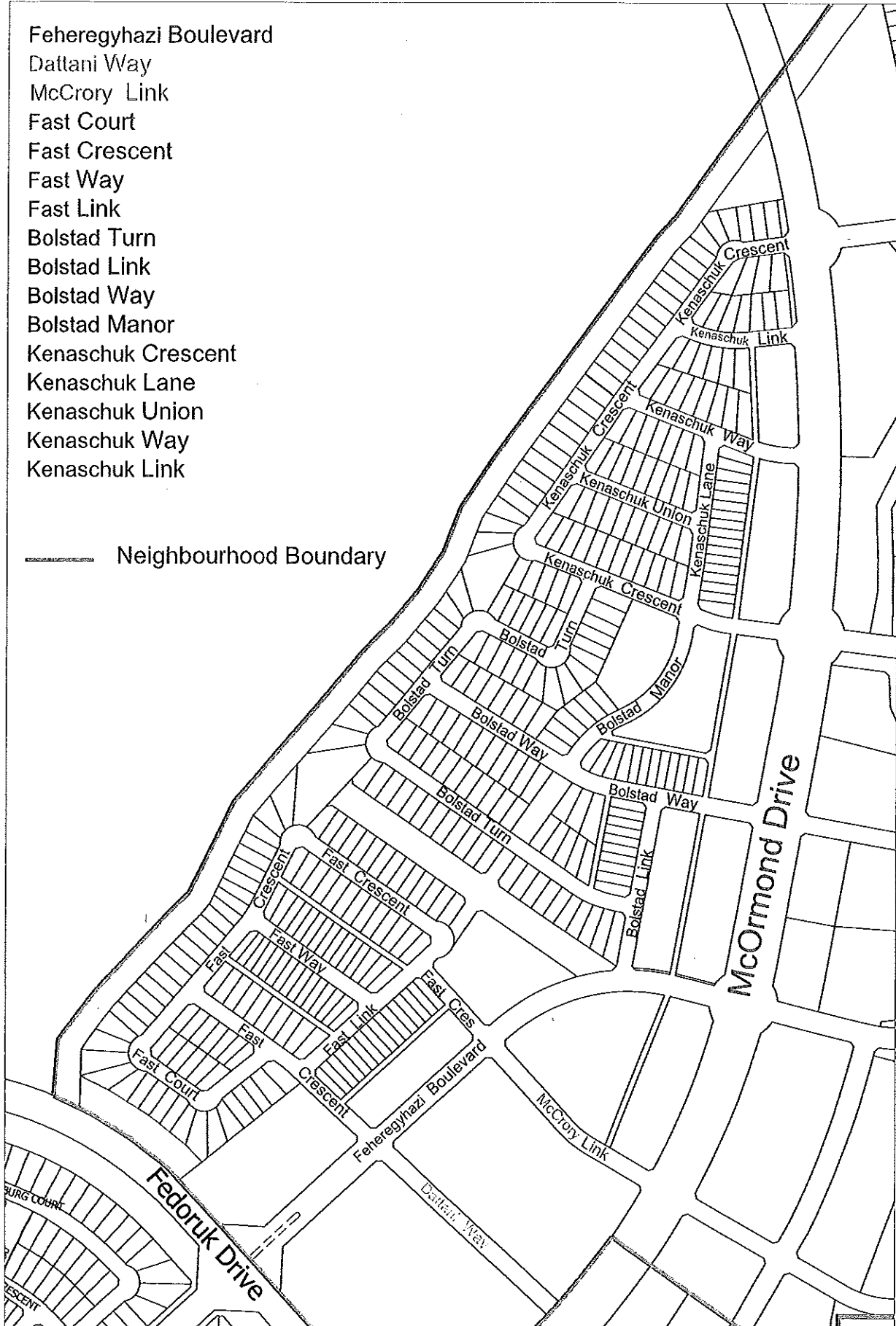
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OCT 24 2013

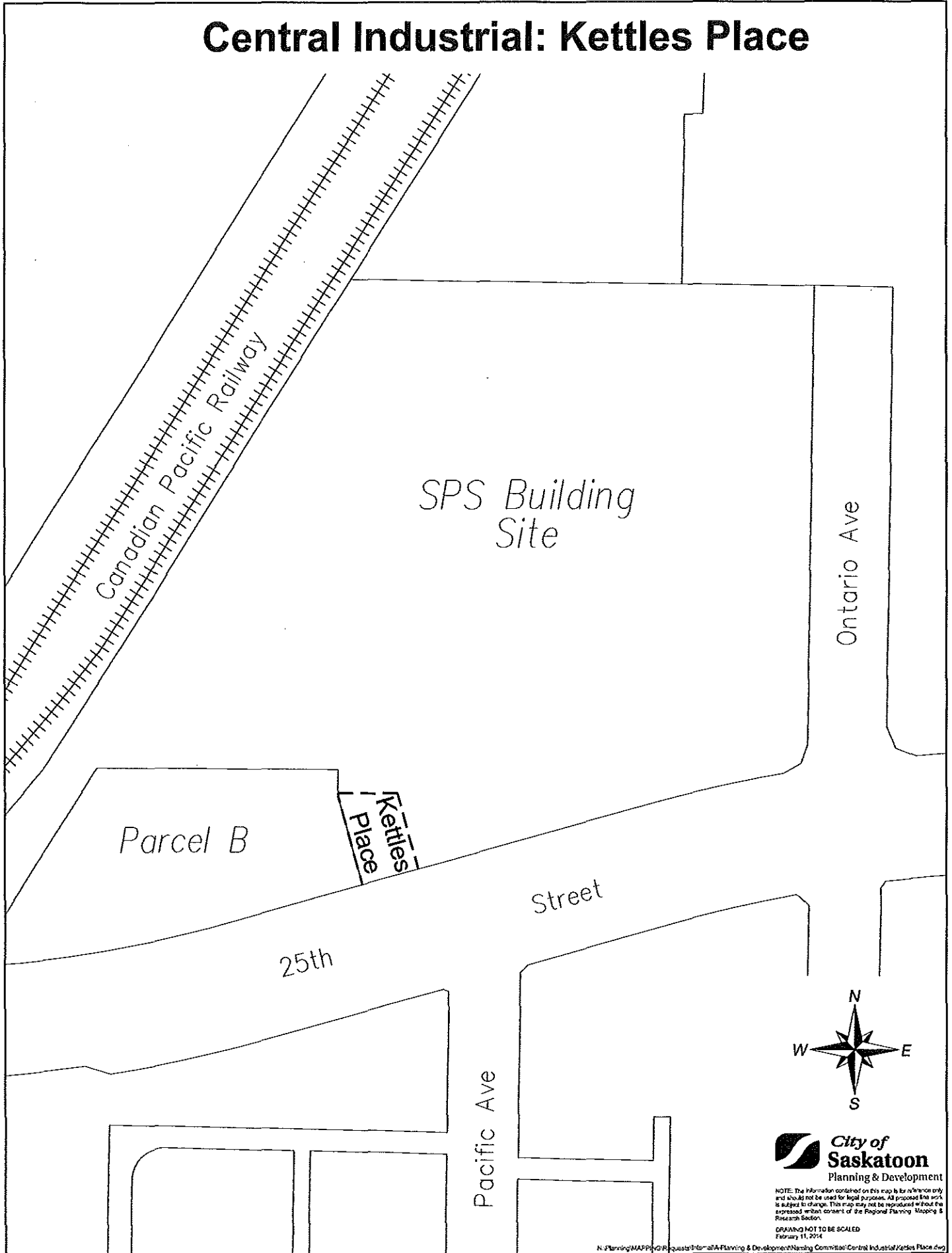
CITY OF SASKATOON
COMMERCIAL PERMIT OFFICE

Aspen Ridge Phase 1 Street Naming

A2)



Central Industrial: Kettles Place



Elk Point Phase 2 Street Naming

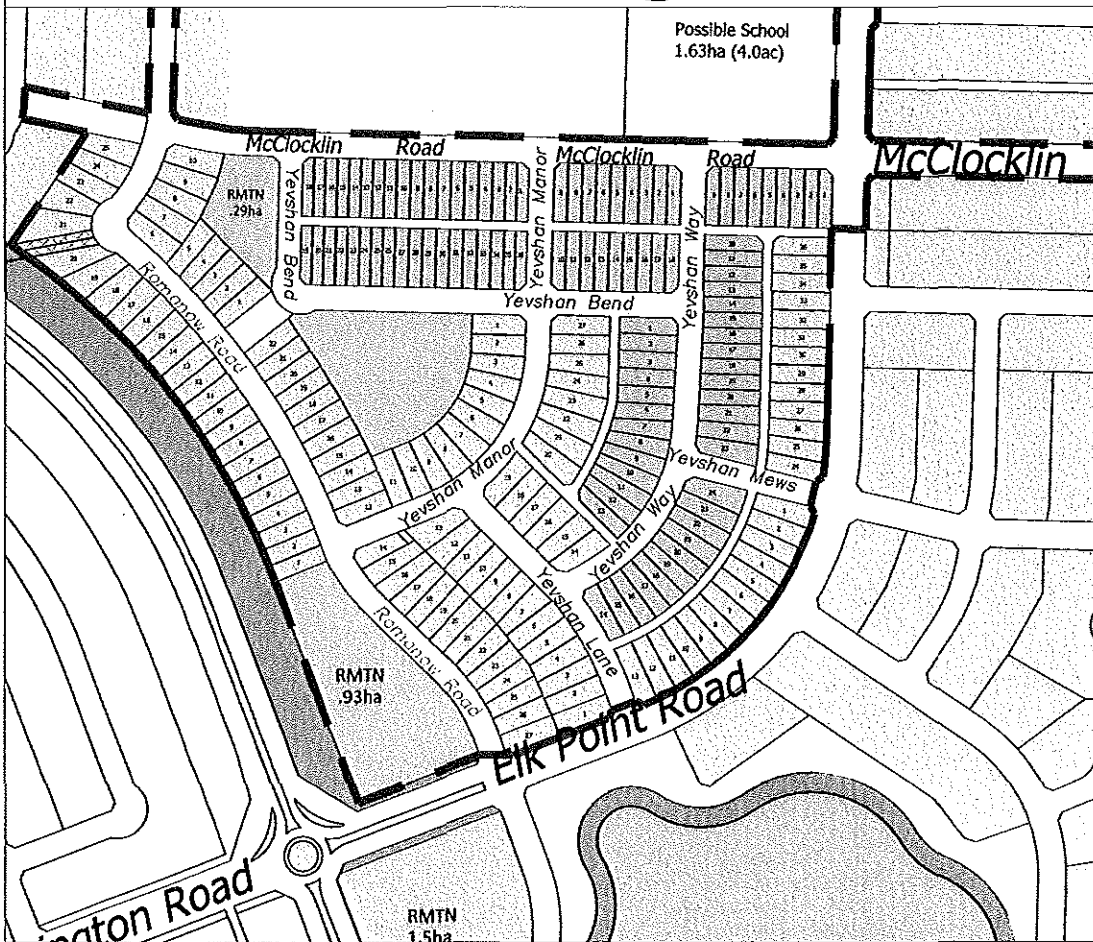
Legend

Yevshan Lane
Yevshan Manor
Yevshan Bend
Yevshan Way
Yevshan Mews

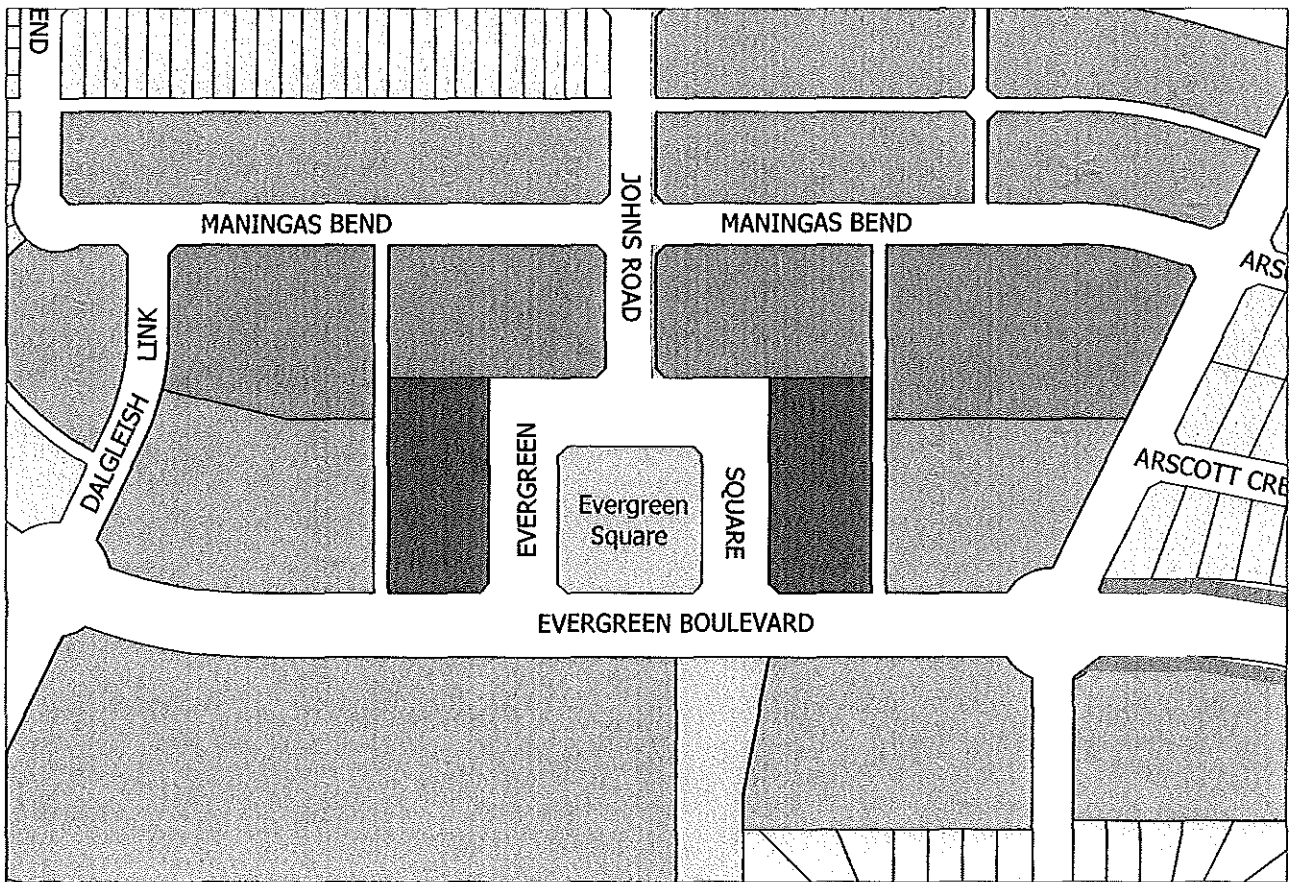
Romanow Road

Name Extension

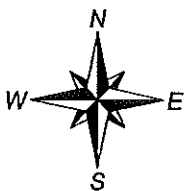
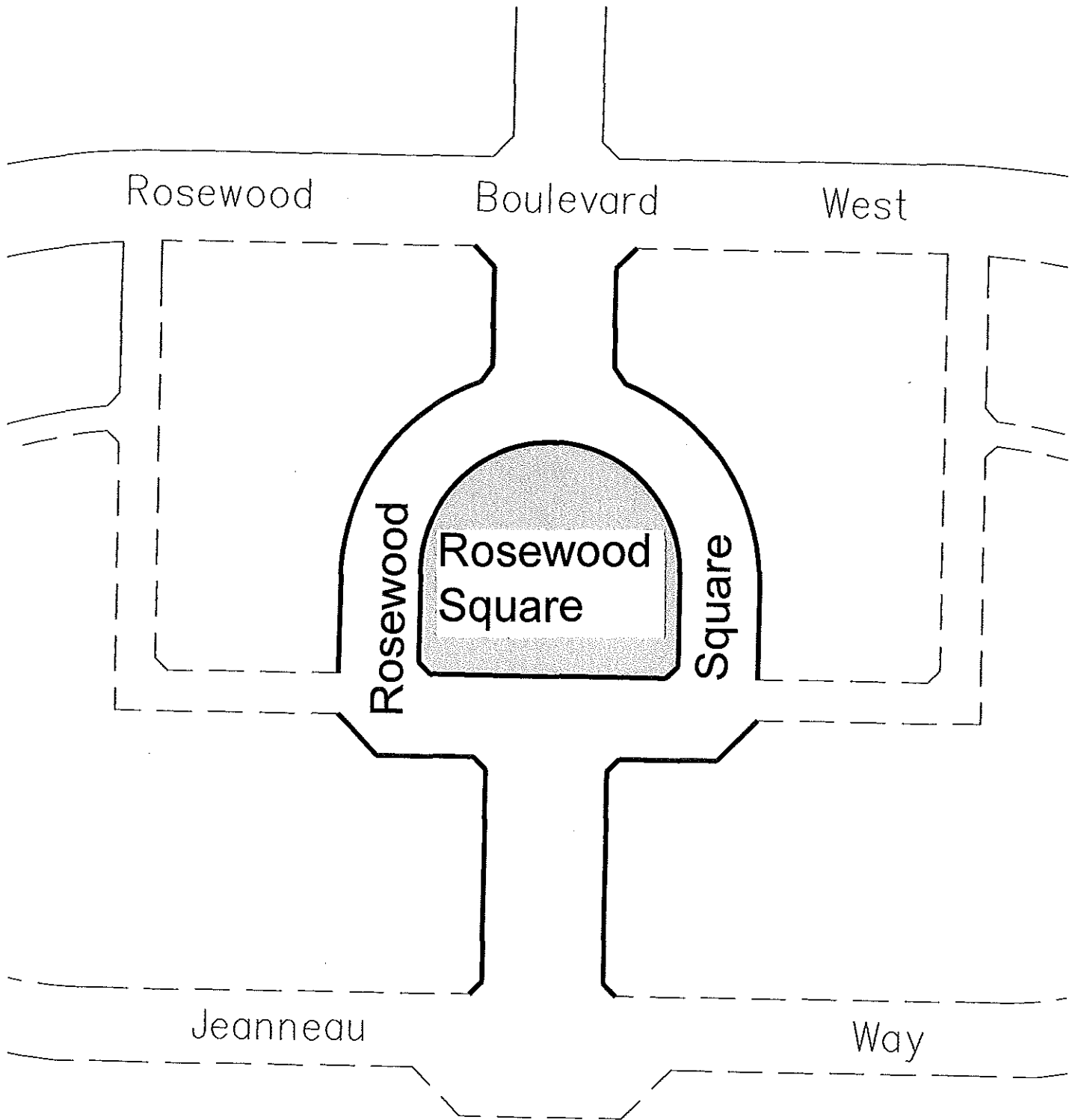
McClocklin Road



Evergreen Park name - Evergreen Square



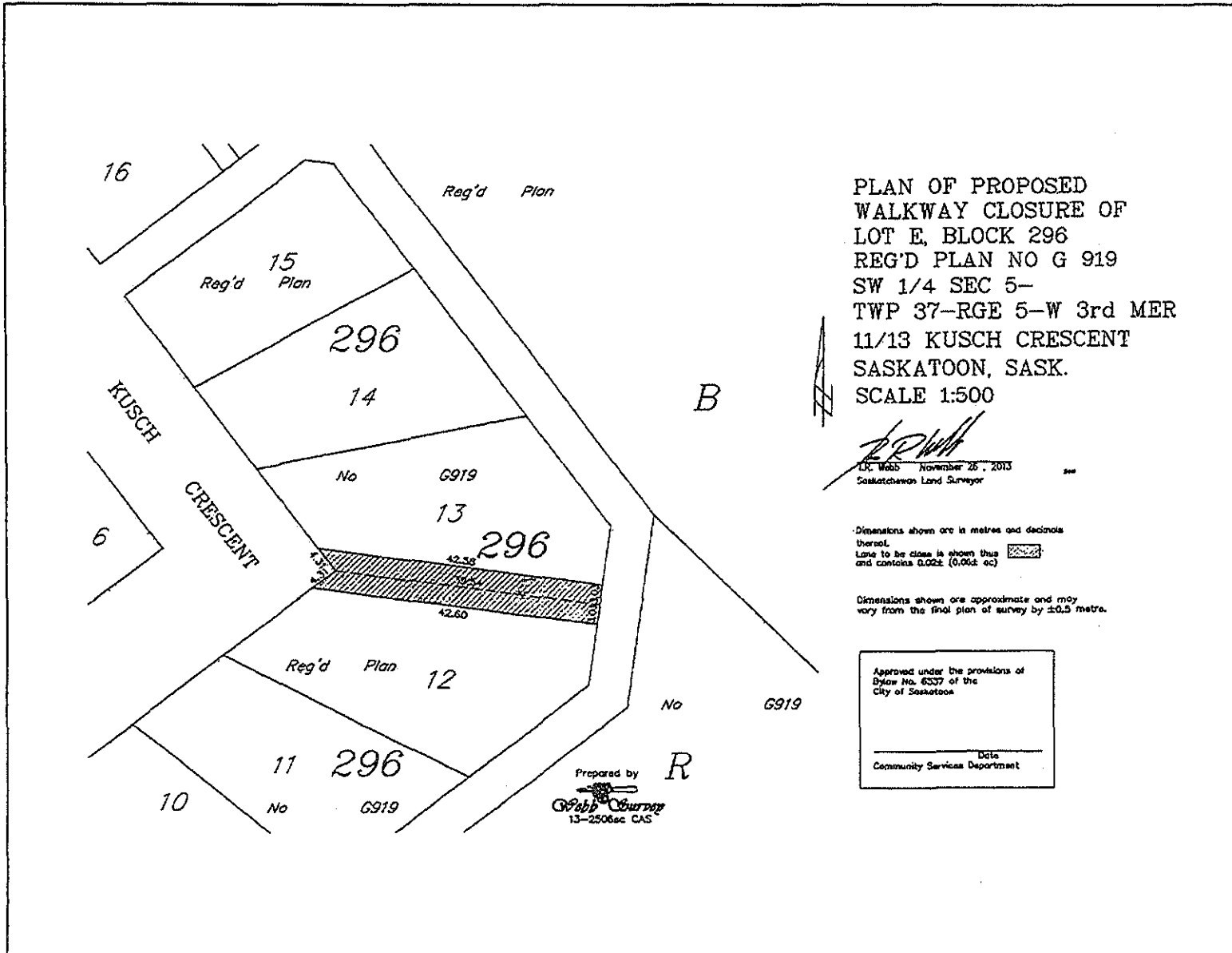
Rosewood: Rosewood Square



NOTE: The information contained on this map is for reference only and should not be used for legal purposes. All proposed line work is subject to change. This map may not be reproduced without the expressed written consent of the Regional Planning, Mapping & Research Section.

DRAWING NOT TO BE SCALED
January 14, 2014
N:\Planning\MAPPING\Requests\Home\A-Planning & Development\Working\Corridor\Rosewood\Rosewood Square.dwg

Schedule "A" to Bylaw 9164



His Worship the Mayor and City Council
The City of Saskatoon

LEGISLATIVE REPORTS

Section B – OFFICE OF THE CITY SOLICITOR

**B1) Addition to Bylaw No. 8463 - The Sidewalk Snow Clearing Bylaw
(File No. CK. 6290-1)**

RECOMMENDATION: that City Council consider Bylaw No. 9167.

TOPIC AND PURPOSE

The purpose of this report is to provide City Council with Bylaw No. 9167, which implements City Council's decision to amend *The Sidewalk Clearing Bylaw, 2005*, to provide for a duty to clear sidewalks adjoining the properties located on 8th Street between Clarence Avenue and McKercher Drive within 24 hours of a snowfall.

REPORT

City Council, at its meeting held on December 16, 2013, considered a report of the General Manager, Transportation & Utilities Department dated November 28, 2013 requesting approval to amend Bylaw No. 8463, *The Sidewalk Clearing Bylaw, 2005*, to provide for a duty to clear all sidewalks which adjoin the properties located on 8th Street between Clarence Avenue and McKercher Drive within 24 hours following the end of a snowfall. City Council resolved that the City Solicitor prepare the necessary amendments to *The Sidewalk Clearing Bylaw, 2005* to provide for the proposed addition to Schedule "A".

In accordance with City Council's instructions, we are pleased to submit Bylaw No. 9167, *The Sidewalk Clearing Amendment Bylaw, 2014*, for City Council's consideration.

ATTACHMENT

1. Proposed Bylaw No. 9167, *The Sidewalk Clearing Amendment Bylaw, 2014*.

Respectfully submitted,

Patricia Warwick, City Solicitor

B1)

BYLAW NO. 9167**The Sidewalk Clearing Amendment Bylaw, 2014**

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Sidewalk Clearing Amendment Bylaw, 2014*.

Purpose

2. The purpose of this Bylaw is to amend *The Sidewalk Clearing Bylaw, 2005*, to include the area located on 8th Street between Clarence Avenue and McKercher Drive under Schedule "A" as an area where property owners have a duty to clear the sidewalks adjoining the relevant properties within 24 hours following the end of a snowfall.

Bylaw No. 8463 Amended

3. *The Sidewalk Clearing Bylaw, 2005* is amended in the manner set forth in this Bylaw.

Schedule "A" Amended

4. Schedule "A" is amended:
 - (a) by striking out "and" after clause (i);
 - (b) by adding "and" after clause (j);
 - (c) by adding the following clause after clause (j):
 - (k) Sidewalk Clearing Area 11." and

His Worship the Mayor and City Council
The City of Saskatoon

REPORT

of the

PLANNING AND OPERATIONS COMMITTEE

Composition of Committee

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

**1. Application for Funding – Youth Sport Subsidy Program
Special Events Policy C03-007 – Taiso Gymnastics Club
(Files CK. 1870-15 and RS. 1720-8-1)**

RECOMMENDATION: that Taiso Gymnastics Club receive a Youth Sport Subsidy Event Hosting Grant of up to \$10,358.40, to host the Western Gymnastics Championships from April 24 to 26, 2014.

Attached is a report of the General Manager, Community Services Department dated February 6, 2014, requesting approval for a Special Event Hosting Grant for Taiso Gymnastics Club for the Western Gymnastics Championship event they will be hosting in 2014.

Your Committee has reviewed the report with the Administration and supports the above recommendation.

**2. Servicing Agreement
University of Saskatchewan – College Quarter
Subdivision No. 93/13
(Files CK. 4110-47 X 4300-013-093 and IS. 4111-53)**

RECOMMENDATION: 1) that the Servicing Agreement with the University of Saskatchewan for the development known as the College Quarter, which will cover a portion of the North East Quarter of Section 27, Township 36, Range 5, West of the 3rd meridian, be approved; and

- 2) that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the corporate seal.

Attached is a report of the General Manager, Transportation and Utilities Department dated February 4, 2014, requesting approval to enter into a Servicing Agreement to assign responsibility for the construction and payment of various servicing items for the development known as the College Quarter.

Your Committee reviewed the report with the Administration and supports the above recommendations.

**3. Towards a Food Strategy for Saskatoon
Saskatoon Regional Food System Assessment and Action Plan
(Files CK. 5700-1 and PL. 5600-4)**

- RECOMMENDATION:**
- 1) that the 12 key strategies as outlined in the attached report of the General Manager, Community Services Department, dated February 12, 2014, be endorsed; and
 - 2) that the General Manager, Community Services Department co-ordinate an implementation plan for the city-related strategies and report back to City Council with a timeline and process for action.

Attached is a report of the General Manager, Community Services Department dated February 12, 2014, presenting the Saskatoon Regional Food System Assessment and Action Plan which identifies the key strategies and outlines the main city-related recommendations.

Your Committee reviewed the report with the Administration and CHEP Good Food Inc. (Child Hunger and Education Program), and supports the above recommendations.

**4. Summer Festivals – 2013
(Files CK. 185-9 X 205-1 and LS. 205-1)**

- RECOMMENDATION:** that the information be received.

Attached is a report of the General Manager, Community Services Department dated February 6, 2014, providing information regarding summer festivals and special event bookings in Saskatoon parks in 2013.

Your Committee reviewed the report with the Administration, including the possible financial impact of providing special duty police officers at events serving alcohol; working with organizers to provide advice with respect to appropriate locations and setup; as well as cleanup of adjacent neighbourhoods after events.

Your Committee is forwarding the report to City Council for information.

5. 2013 Annual Report – Municipal Heritage Advisory Committee
(File CK. 430-27)

RECOMMENDATION: that the information be received.

Your Committee has considered the attached 2013 Annual Report of the Municipal Heritage Advisory Committee and submits it to City Council for information.

6. 2013 Annual Report – Visual Arts Placement Jury
(File No. CK. 175-44)

RECOMMENDATION: that the information be received.

Your Committee has considered the attached 2013 Annual Report of the Visual Arts Placement Jury and submits it to City Council for information.

Respectfully submitted,

Councillor M. Loewen, Chair

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: February 6, 2014
SUBJECT: Application for Funding - Youth Sport Subsidy Program - Special Events Policy No. C03-007 – Taiso Gymnastics Club
FILE NO.: CK. 1870-15 and RS. 1720-8-1

RECOMMENDATION: that a report be submitted to City Council recommending that Taiso Gymnastics Club receive a Youth Sport Subsidy Special Event Hosting Grant of up to \$10,358.40 to host the Western Gymnastics Championships from April 24 to 26, 2014.

TOPIC AND PURPOSE

The purpose of this report is to request City Council's approval for a Special Event Hosting Grant for Taiso Gymnastics Club, an eligible Youth Sport Subsidy Program (YSSP) sport organization, for the Western Gymnastics Championship event being hosted in 2014.

REPORT HIGHLIGHTS

1. The Administration received a complete grant application package from Taiso Gymnastics Club on January 7, 2014, and completed a review of eligibility requirements.
2. This application was submitted after the application deadline of October 15, 2013; however, as the Special Event Reserve has funds available to accommodate this grant request, the application was accepted for consideration.

STRATEGIC GOAL

Under the Strategic Goal of Quality of Life, this report supports the long-term strategy to support community building through direct investment.

BACKGROUND

During its March 24, 2003 meeting, City Council approved changes to Special Events Policy No. C03-007, where eligible sport organizations must apply for a grant to host an event that takes place from January 1 to December 31 of the upcoming year. In addition, City Council supported establishing an Adjudication Committee (Committee), comprised of eligible YSSP sport organizations. This Committee assists the Administration in reviewing grant applications and recommends Special Event Hosting Grants to City Council for the upcoming year.

Special Events Policy No. C03-007 states, in part:

“Section 3.2.1 Unexpended Youth Sport Subsidy Funds

The following additional criteria shall be used for grants made from the unexpended funds remaining in the Youth Sport Subsidy Program:

- a) Eligible applicants will be restricted to those organizations receiving funding under the Youth Sport Subsidy Program.
- b) As indicated in the special events definition, funding must be applied to events that are non-recurring on an annual basis. However, groups applying for seed money to host recurring events for the first time would be eligible to apply on a one-time basis. Events that are now held on an annual basis would not be eligible for this funding.
- c) Funding must be used for the rental cost of facilities only.
- d) Events that have an operating budget of less than \$100,000 are eligible for funding.

YSSP events are not required to have an event legacy component and are not required to submit a business plan as outlined in Appendix B.”

REPORT

Committee Review

The Committee reviewed the Special Event Hosting Grant application from Taiso Gymnastics and submitted their recommendations via e-mail correspondence to the Administration on January 16, 2014. The Committee identified the total rental costs for this event to be \$12,480, and recommends approval of this grant application to a maximum of the eligible rental costs of \$10,358.40, based on the eligible participants attending this event, as described below.

Eligible Participants

This event will involve 300 participants in total. Of this number, 250 will be 18 years of age and under. As per Special Events Policy No. C03-007, only those 18 years of age and under are eligible for this grant. The Committee has determined that the grant request for this event be reduced to reflect the eligible percentage of participants 18 years of age and younger. In this case, the eligible percentage of participants is 83 percent and the eligible rental costs total \$10,358.40.

The YSSP Special Event Hosting Grant will be paid out after the event, upon submission of a post-event evaluation report. Should actual rental costs for the event be less than the approved amount, the grant payment will be reduced to reflect actual rental costs.

OPTIONS TO THE RECOMMENDATION

The options would be to deny the recommendations, or to approve a grant in an amount other than that recommended in this report.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The Special Event Reserve, which includes the unexpended youth sport subsidy funds, has an uncommitted balance of \$118,879. This reserve balance will accommodate this YSSP Special Event Hosting Grant application as recommended for approval.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The Administration received a YSSP Special Event Hosting Grant Application from Taiso Gymnastics Club on January 7, 2014. The application was reviewed by the Committee, via email, on January 16, 2014, and a recommendation was made as outlined in this report.

COMMUNICATION PLAN

The Administration will inform Taiso Gymnastics Club, as well as the Committee, of City Council's decision regarding the outcome of the recommendation outlined in this report.

ENVIRONMENTAL IMPLICATIONS

The recommendations may have resource consumption, such as energy, water, and waste implications relating to increased intensity of facility usage during the events indicated above. The potential impacts on resources and associated greenhouse gas emissions have not been quantified at this time.

PRIVACY IMPACT

There are no privacy implications.

PUBLIC NOTICE

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

Written by: Loretta Odorico, Facility Supervisor, Customer Service

Reviewed by: “Cary Humphrey”
Cary Humphrey
Director of Recreation and Sport

Approved by: “Bob Baran”
For Randy Grauer, General Manager
Community Services Department
Dated: “February 11, 2014”

cc: Murray Totland, City Manager

S:/Reports/RS/2014/P&O Application for Funding – Youth Sport Subsidy Program - Special Events Policy No. C03-007/kt

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Transportation & Utilities Department
DATE: February 4, 2014
SUBJECT: Servicing Agreement
University of Saskatchewan – College Quarter
Subdivision No. 93/13
FILE NO: CK. 4110-47, x CK. 4300-013-093 and IS. 4111-53

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

- 1) that the Servicing Agreement with the University of Saskatchewan (University) for the development known as the College Quarter which will cover a portion of the North East Quarter of Section 27, Township 36, Range 5, West of the 3rd meridian, be approved; and
- 2) that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the corporate seal.

TOPIC AND PURPOSE

This report is to obtain City Council approval to enter into a Servicing Agreement to assign responsibility for the construction and payment of various servicing items for the development known as the College Quarter.

REPORT HIGHLIGHTS

1. The Administration is recommending that the Servicing Agreement with the University of Saskatchewan (Attachment 1) be entered into to cover the development known as the College Quarter which will cover a portion of the North East Quarter of Section 27, Township 36, Range 5, West of the 3rd meridian.

STRATEGIC GOAL

The recommendations in this report support the City of Saskatoon Strategic Goal of Sustainable Growth as the development area is Direct Control District 7 (DCD7) which was previously approved and supports current density targets.

BACKGROUND

The College Quarter development was approved previously by City Council. The University has now requested a subdivision for the first area within this development

area. It is a condition of the subdivision that a servicing agreement be entered into between the City and the University.

REPORT

The Administration is recommending that an agreement be entered into with the University to cover the development known as the College Quarter which will cover a portion of the North East Quarter of Section 27, Township 36, Range 5, West of the 3rd meridian, subject to the following, which includes both standard and a number of non-standard clauses which are necessary due to the unique nature of the development, and have been agreed upon by the University:

A. Standard Items:

1. University will be required to service the Development Area.
2. Other standard provisions specifying that the Agreement runs with the land, usual requirement to comply with City standards for construction, standard dispute resolution clause, and standard assignment clause.

B. Non-Standard Items:

1. Agreement covers the entire College Quarter development area and not just the area outlined in the subdivision.
2. University has agreed to pay the City's standard prepaid service rates/levies for services outlined in the Agreement at the rates payable at the time of development. However, the University will only pay these rates for development which is a commercial enterprise; meaning a development that is primarily intended to be used to generate income and to provide services to a broader Saskatoon community. The University will not pay with respect to University related development such as student residences, academic, or research buildings.
3. Payment of levies will only be triggered by the development of each site within the area.
4. Levies for a site which contains both University development and commercial enterprise development will be pro-rated between the two uses on the site with levies only being payable for the commercial enterprise portion of the site.
5. The University will share the cost of various services outlined in the Agreement based on its specified proportionate share including

several upgrades to intersections surrounding the College Quarter development.

6. The Agreement recognizes that all storm water is to be managed on site and only slowly released into the City storm water management system.
7. The Agreement recognizes that sanitary sewer capacity is limited and that the City will only allow a discharge rate of up to 80 litres per second from the development area. When the capacity reaches between 60 to 80 litres per second, the City will undertake further review of capacity and the University will be required to pay 100% of the actual cost of construction required to provide for more City sanitary sewer capacity and allow more development within the Development Area or Extended Development Area.

OPTIONS TO THE RECOMMENDATION

The Planning and Development Act, 2007 states that a municipality may require that an applicant requesting subdivision enter into a servicing agreement that allows for the inclusion and implementation of terms and conditions. No other option other than approval without conditions or denial is available.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The funding for any construction that is the responsibility of the City of Saskatoon is self-supporting and approved in the Prepaid Capital Budget.

PUBLIC AND/OR STATEHOLDER INVOLVEMENT

Public meetings were held at the time the concept plan for the neighbourhood was undertaken.

COMMUNICATION PLAN

Communications were an integral part of the concept plan development process, which occurred in previous years.

DUE DATE FOR FOLLOW-UP AND /OR PROJECT COMPLETION

The agreement runs with the land and binds it for future proposals that may take place. The City may elect to further register an interest based on this agreement comprising the lands within the Development Area.

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)

All issues concerning CPTED were addressed during the approval of the original concept plan.

PUBLIC NOTICE

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

ATTACHMENT

1. Servicing Agreement

Written by: Daryl Schmidt, Land Development Manager, Construction and Design

Reviewed by: Chris Hallam, Manager, Director of Construction and Design

Approved by: “Jeff Jorgenson”
 Jeff Jorgenson, General Manager
 Transportation & Utility Services Department
 Dated: “February 18, 2014”

Servicing Agreement

The effective date of this Agreement is _____, 2013.

Between:

The City of Saskatoon, a municipal corporation pursuant to the provisions of *The Cities Act*, S.S. 2002, Chapter C-11.1 (the "City")

- and -

The University of Saskatchewan, a body corporate pursuant to the provisions of *The University of Saskatchewan Act*, 1995, S.S. 1995, c. U-6.1 (the "Developer")

Whereas the Developer is developing the "College Quarter", which will include shops, bookstores, restaurants, cafes, academic buildings, offices, student residences, hotels, meeting and cultural facilities, seniors' housing, condominiums, medical clinics and a range of public and recreational spaces and will be a blend of traditional university-related development and commercial development;

Whereas the Developer has made application to the City for approval of a Plan of Subdivision, a copy of which is attached to this Agreement and marked as Schedule "B" (the "Plan");

Whereas the City requires as a condition of approval of the Plan that the Developer enter into an Agreement with the City respecting the installation and construction of certain services and other matters referred to in this Agreement; and

Whereas the City deems it advisable that the Development Area be developed as provided in this Agreement, and that the Developer and the City provide the facilities as set out in this Agreement; and

Whereas the Developer desires to connect the Development Area to the City's water and sewer mains; and

Whereas the City has agreed to connect the Development Area to the City's water and sewer mains on the terms and conditions as set out in this Agreement;

Now therefore the City and the Developer agree as follows:

Part I Introduction

Plan of Proposed Subdivision

1. The Plan showing the proposed subdivision of the Northeast quarter in Section 27, Township 36, Range 5, West of the Third Meridian, located in the City of Saskatoon, in the Province of Saskatchewan, in the Dominion of Canada, attached to this Agreement as Schedule "B" is made part of this Agreement.

Definitions and Term

2. (1) Throughout this Agreement:
 - (a) "Development Area" means all that portion of the lands outlined in red on Schedule "C", consisting of approximately 36.78 hectares which being subject to regulatory approval have been approved for development;
 - (b) "Development Charges" means all those fees, levies and other charges as set forth as items (a) to (g) inclusive in Schedule "A";
 - (c) "Commercial Enterprise" means a development that is primarily intended to be used to generate income and to provide services to a broader Saskatoon community beyond merely that of the University community, whether owned by the University or not. For clarity, Commercial Enterprise does not include developments currently situate within the Development Area including existing residences, parkade and stadium, nor does it include University academic or research activity or an activity carried on by campus student organizations recognized by the president of the University or an activity merely ancillary thereto, unless such ancillary activity is primarily directed to the provision of services beyond the University community;
 - (d) "Extended Development Area" means all that portion of the lands outlined in blue on Schedule "C", consisting of approximately 23.63 hectares which being subject to regulatory approval has not yet been approved for development and which will be developed, serviced and marketed sometime in the future;

- (e) “Manager” means the General Manager of the City’s Infrastructure Services Department;
- (f) “Area I” means that portion of the Development Area shown on Schedule “B” consisting of approximately 2.19 acres and which is to be developed immediately;
- (g) “Area II” means that portion of the Development Area outlined in red on Schedule “C” consisting of approximately 36.78 hectares, and which is to be developed, and marketed sometime in the future; and
- (h) “Triggering Event” means any of the following:
 - (i) the issuance of a building permit;
 - (ii) an application for subdivision;
 - (iii) a sale;
 - (iv) a lease;
 - (v) a request for connection to the City’s water or sanitary sewer system; or
 - (vi) any other disposition of the land.

Part II Off-Site Servicing

City Servicing

- 3. Upon the execution of this Agreement the City shall within a reasonable time, and in coordination with the Developer’s various stages of service construction, cause the Development Area to be improved and benefited by the supply, placement, installation, construction, use and enjoyment of the following services:
 - (a) Trunk Sewer Service;
 - (b) Primary Water Main Service;
 - (c) Arterial Road Service;

- (d) Interchange Service;
- (e) Parks and Recreation Service; and
- (f) Planning Service.

Levies Payable by the Developer

4. (1) With respect to Area I, in consideration of the City providing the various services upon and in relation to the Development Area as specified in Section 3, the Developer shall pay to the City the Development Charges upon development, as evidenced by a Triggering Event.
- (2) With respect to Area II, in consideration of the City providing the various services upon and in relation the Development Area as specified in Section 3, the Developer shall pay to the City the Development Charges upon development as evidenced by a Triggering Event, calculated in accordance with such rates as the Council of the City of Saskatoon may establish and have in general force and effect at that time, for any part of the development which is a Commercial Enterprise. For clarity, the Development of any portion of Area II into individual building or development site(s) shall not, at that time, impose an obligation to remit the Development Charges for the entire Area II, rather such Development Charges shall only become due and payable with respect to the individual building or development site which is the subject of development immediately, and once Development Charges have been paid for a development site no further Development Charges shall be payable for that site notwithstanding a subsequent Triggering Event.
- (3) For the purposes of this section, Development Charges shall be payable on a mixed use site containing both Commercial Enterprise use and University Community use by pro-rating the size of the development site between the uses and Development Charges shall be payable only on the portion of the site that is a Commercial Enterprise.
- (4) For the purposes of this section, Development Charges shall be payable based on a development site area of one of the following, whichever is greater:
 - (a) the area outlined in a plan of subdivision, and/or plan of development; or

- (b) the area calculated using a formula of 3 times the size of the building footprint which would not include an attached parkade structure.
- (5) The City agrees that the Developer shall have the right to consult with the Manager and peruse and receive copies of any documents and materials used by the Manager in arriving at the Development Charges payable pursuant to the terms of this Agreement.

Cost Sharing of Services

- 5. (1) The Developer acknowledges that the City will undertake the staged construction of various services as set out below that will benefit the Development Area. The Developer agrees to pay its proportionate share of the estimated cost of such services, including design and construction engineering, based upon the cost of construction at the time of construction. Specifically, the various services will relate to the construction of the following:
 - (a) Upgrades to the at-grade intersection at College Drive and Preston Avenue. The Developer shall pay 18% of the actual cost of such construction payable within 30 days of invoice;
 - (b) Upgrades to the at-grade intersection at Preston Avenue and 14th Street. The Developer shall pay 16% of the actual cost of such construction payable within 30 days of invoice;
 - (c) Upgrades to the at-grade intersection at Cumberland Avenue and 14th Street. The Developer shall pay 17% of the actual cost of such construction payable within 30 days of invoice;
 - (d) Upgrades to the at-grade intersection at Leslie Avenue and 14th Street. The Developer shall pay 19% of the actual cost of such construction payable within 30 days of invoice;
 - (e) Upgrades to the at-grade intersection at College Drive and Campus Drive/Field House Road. The Developer shall pay 15% of the actual cost of such construction payable within 30 days of invoice;
 - (f) Pedestrian crossing improvements that may include raised pedestrian crossings with channelized right-turns at the intersection of College Drive and Cumberland Avenue. The Developer shall pay 100% of

the actual cost of such construction payable within 30 days of invoice. Construction of these improvements to occur no sooner than 50% completion of the Development Area;

- (g) Relocation or establishment of any roadway accessing College Drive or Preston Avenue. The Developer shall build and pay 100% of the actual cost of such construction to City Standards, when the development requires roadways accessing College Drive or Preston Avenue, payable within 30 days of invoice;
- (h) A right-turn bay on College Drive eastbound at the new Field House access providing for right-in and right-out movements, and a continuous auxiliary lane South on Preston from College Drive through to the relocated Field House Road South of the existing Field House Road. The Developer shall build and pay 100% of the actual cost of such construction to City Standards, when the development requires new access points onto College Drive or Preston Avenue, payable within 30 days of invoice;
- (i) Upgrades and traffic signals at the intersection of Cumberland Avenue and Aird Street. The Developer shall pay 100% of the actual cost of such construction payable within 30 days of invoice. Construction of these improvements to occur no sooner than the start of construction in the Development Area;
- (j) Upgrades and traffic signals at the intersection of Cumberland Avenue and Osler Street. The Developer shall pay 100% of the actual cost of such construction payable within 30 days of invoice. Construction of these improvements to occur no sooner than when the Developer requires and completes an upgraded and re-aligned connection to Osler Street;
- (k) Upgrades of the East leg including right-in/right-out movements at the intersection of Cumberland Avenue and Elliot Street. The Developer shall pay 100% of the actual cost of such construction within 30 days of invoice. Construction of these improvements to occur no sooner than when the Developer requires a connection through to Elliot Street;
- (l) Upgrades at the intersection of Cumberland Avenue and Colony Street. The Developer shall pay 100% of the actual cost of such construction within 30 days of invoice. Construction of these improvements to occur no sooner than when the Developer

constructs access onto Cumberland Avenue on the East side of Colony Street;

- (m) Sanitary trunk sewer capacity is limited. The City will allow a discharge rate of up to 80 litres per second from the Development Area. When the discharge rate for the Development Area reaches between 60 to 80 litres per second a further investigation of the capacity will be required. The City will develop a master plan for the Preston Avenue sanitary trunk sewer, which may include planning for future development in the Development Area and Extended Development Area. The master plan will identify the improvements needed to allow more development, in the City's sole discretion. The Developer shall pay 100% of the actual cost of such construction required to allow more development in either the Development Area or Extended Development Area payable within 30 days of invoice;
6. (1) The City acknowledges and agrees during the staged construction within the Development Area to optimize traffic signal timing with the intent to account for new traffic patterns and improve pedestrian and cyclist timing measures including the installation of pedestrian countdown timers and modified vehicle detectors where on-street cyclist provisions will exist. Traffic calming measures are the responsibility of the City and the City will monitor and evaluate accommodations required for pedestrian mobility needs such as reduced corner radii and corner extensions/bulb-outs as well as accessibility ramps.
- (2) The City and the Developer agree to collaborate on the planning and construction cost to street scape College Drive with the intent of emphasizing uniformity and pedestrian crossings. Cycling facilities and multi-use pathways will be incorporated along College Drive, as well as Cumberland Avenue.

Payment Dates and Interest

7. (1) All of the Development Charges and other fees, levies and charges payable by the Developer to the City pursuant to this Agreement shall be due and payable within 30 days of receipt of an invoice from the City rendered in accordance with this Agreement.
- (2) Should any amount or invoice not be paid at the times or within the period so specified, interest shall be payable at Royal Bank of Canada prime rate plus one and one-half (1½%) percent per annum on all such overdue

amounts. In addition to any other remedy which may be available to the City, should any amount invoiced to the Developer not be paid within the times specified, the City shall, upon seven days written notice to the Developer, have the right to immediately stop construction until such amount or invoice has been paid.

No Additional Charges

8. (1) It is agreed that no additional charges will be payable by the Developer to the City, except as provided for in this Agreement, with respect to the Development Area except those charges:
 - (a) which the City may lawfully impose as a condition to the approval of a request for any additional intersection or other vehicular access or egress facility situate upon a public right-of-way and proposed to serve the Development Area pursuant to the provisions of *The Cities Act, 2002*; and
 - (b) relating to the public dedication of lands which the City may lawfully impose as a condition to the approval of the plan of subdivision appended hereto as Schedule "B", or any other subdivision in the Development Area. Specifically, and as condition to any approval of such plan, and in satisfaction of the University's obligation for the public dedication of lands, the University shall pay to the City in lieu of dedication of municipal reserve money as determined in accordance with s.187 of the Planning & Development Act, 2007.

Retroactive Charges

9. The Developer acknowledges that this Agreement is retroactive in effect to the extent that it may appropriately apply to the obligations of the parties contemplated by this Agreement and conducted by either of them prior to execution of this Agreement and all Development Charges and other levies, fees or charges provided for in this Agreement shall specifically apply to any lands developed or services provided before the execution of this Agreement. The parties agree that as of the date of execution of this Agreement, the obligations conducted by the parties prior to such date of execution to which such development charges and other levies, fees, or charges provided for in this Agreement apply as are set forth in Schedule "A" attached hereto.

Shallow Buried Utilities

10. The Developer shall have the right to consult with Saskatoon Light and Power of the City, Saskatchewan Energy Corporation, SaskPower and Saskatchewan Telecommunications Corporation, and any other public utility providers as to the timing and construction of utilities within the Development Area.

Maintenance in Accordance with *The Cities Act*

11. All services and other facilities supplied, placed, installed and constructed by the City pursuant to the provisions of this Agreement shall be maintained in keeping with the provisions of *The Cities Act*.

City's Indemnification

12. The City will indemnify and save harmless the Developer with respect to any action commenced against the Developer as a result of any act or omission of the City upon or in relation to the City's obligations set out in this Agreement, including the acts or omissions of its officers, employees, servants or agents, or anyone for whom the City is responsible at law.

Part III Development Area Servicing

Developer Servicing Responsibilities

13. Except as herein expressly provided, the Developer agrees that development and servicing is its sole responsibility and it agrees to cause the Development Area to be serviced and developed by the supply, placement, installation, construction and maintenance of the following services:
 - (a) Direct Services:
 - (i) Water mains;
 - (ii) Sanitary sewer mains;
 - (iii) Storm sewer mains;
 - (iv) Grading;

- (v) Street paving;
- (vi) Sidewalks, curbs and boulevards;
- (vii) Water and sewer service connections;
- (viii) Walkways; and
- (ix) A lift station.

Developer Warranties

14. (1) If the University dedicates a portion of the Development Area as right of way or public land, all works constructed by the Developer pursuant to Section 13 of this Agreement on, in or under any street, avenue, lane, easement or other public place shall be the property of the City upon completion of construction. Such works shall be warranted and maintained by the Developer for the periods specified as follows:

Water Mains	2 years from the date of Construction Completion Certificate
Sanitary Sewer Mains	2 years from the date of Construction Completion Certificate
Storm Sewer Mains	2 years from the date of Construction Completion Certificate
Service Connections	2 years from the date of Construction Completion Certificate
Sidewalks and Curbs	2 years from the date of Construction Completion Certificate
Street Paving	2 years from the date of Construction Completion Certificate
Walkways	2 years from the date of Construction Completion Certificate
All others	2 years from the date of Construction Completion Certificate.

A Construction Completion Certificate shall be issued on completion and acceptance of each phase of work. The warranty periods as outlined in this Subsection shall apply notwithstanding the expiration of the Term of this Agreement.

- (2) The Developer shall put up such barricades, lights or other protection for persons and property as will adequately protect the public or any person in the neighbourhood and maintain same during the course of construction, and, upon the request of the Manager or the Saskatoon Police Service, shall improve or change same.
- (3) When the Developer has completed all of the storm sewers, sanitary sewers, waterworks, sidewalks and curbs and paving pursuant to any work done under Section 13, it may so notify the Manager, in writing, who shall within 15 days of such a notice, carry out the required inspection, and if the Manager is satisfied on inspection that the work is substantially complete and will not be materially affected by other work, he shall within 15 days issue a Construction Completion Certificate to that effect, and the maintenance period for the works included in the Certificate shall start on the day the Certificate is issued.
- (4) Upon completion and acceptance by the Manager as required in Section 13 hereof, the Developer shall carry out any work, by way of repair or replacement, as directed by the Manager, and which the Manager acting reasonably deems necessary to conform to the approved plans and specifications:
 - (a) after the issuance of the Construction Completion Certificate, the Developer shall be responsible for any and all repairs and replacement to any utilities and improvements which may become necessary up to the end of the maintenance periods set out in Subsection 14(1);
 - (b) if during the construction or maintenance period any material defects become apparent in any of the utilities or improvements installed or constructed by the Developer under this Agreement, and the Manager requires repairs or replacements to be done, the Developer shall be so notified, and within a reasonable time after said notice shall cause any repairs or replacements to be done, and if the Developer shall default, or any emergency exists, the City may complete the repairs or replacement and recover the reasonable cost thereof from the Developer;
 - (c) the Developer shall be responsible for adjusting all hydrants and main valve boxes and all service valve boxes to the established grades as they are developed, until such time as the City issues the Construction Completion Certificates for the maintenance of streets and lanes; and

- (d) the Developer agrees that maintenance is a continuous operation that must be carried on until the expiry date of the maintenance period for each and every utility, and that no releases from liability of any kind will be given until all repairs or replacements required by the Manager acting reasonably in his final inspection reports have been made. The final inspection reports shall be completed no later than 60 days prior to the end of the warranty period. A formal release will be issued upon correction of all deficiencies listed in the final inspection reports.
- (5) The City will, from the date of the Construction Completion Certificate, flush and clean out the sanitary sewers as required in ordinary maintenance procedure. The cost of removing obstructions caused by gravel, rocks or silt, which is other than that deposited from sewage, shall be charged to the Developer.
- (6) During the maintenance periods referred to in this Agreement and notwithstanding any other provisions to the contrary, in the case of an emergency involving the breakage of a waterline or the stoppage of a sewer line constructed by the Developer, the City may take such emergency repair measures as it deems necessary, through its officers, servants or agents, on its behalf, to prevent damage to property, and the reasonable costs of such repair work shall be payable by the Developer on demand.

Developer Covenants

- 15. In relation to the development and servicing of the Development Area, the Developer agrees:
 - (a) Utility easement registration:
 - (i) to provide all utility, construction and service easements which may be required, at no cost to the City or any other utility agency or service, and to comply with the terms of any easement agreement entered into by the Developer with respect to such easements provided that such easements shall not materially adversely affect the development of the Development Area;
 - (ii) to provide and register a utility easement plan if required by the Manager; and

- (iii) to provide for a covenant in all sale, ground lease or transfer agreements within the Development Area to the effect that the grades set on any such easements shall not be altered without the prior approval of the Manager, whose approval will not be unreasonably withheld.
- (b) to indemnify and save harmless the City with respect to any action commenced against the City as a result of any act or omission of the Developer in relation to the Developer's obligations set out in this Agreement, including the acts or omissions of its officers, employees, servants or agents, or anyone for whom the Developer is at law responsible;
- (c) that all work carried out by the Developer shall be designed and the works supervised by a qualified firm of consulting engineers retained by the Developer. Plans and specifications of design must be approved by the Manager acting reasonably, and all design and work carried out must conform to the current City of Saskatoon specifications as to material and construction practices for such services;
- (d) that the Developer shall obtain all approvals required by Saskatchewan Environment and Resource Management and the Saskatchewan Water Corporation, together with any other consent or approvals which may be required by law, copies of all such approvals shall be provided to the Manager;
- (e) to supply all necessary labour, material, equipment and to construct, provide and maintain all sanitary sewers complete with manholes and all other accessories throughout the Development Area;
- (f) to supply all necessary labour, material, equipment and to construct, provide and maintain all water mains, including valves, hydrants and all other accessories throughout the Development Area;
- (g) to supply all necessary labour, material, equipment and to construct, provide and maintain a storm water drainage system for the Development Area, including all storm sewer mains, piping, manholes, catch basins and other accessories. Trunk sewer capacity is limited and all runoff must be shared on site and slowly released into the City storm water drainage system all at the cost of the Developer;

- (h) to supply all necessary labour, materials, equipment, and to construct and provide all sidewalks and curbs throughout the Development Area;
- (i) to supply all necessary labour, materials, equipment, and to construct and provide all walkways throughout the Development Area;
- (j) to supply all necessary labour, materials, equipment, and to construct and pave all streets and lanes as required throughout the Development Area;
- (k) to provide the City with all such detailed plans, specifications, tests and records as the Manager may reasonably require both before and after construction. The “as built” plans shall be to the City’s standard in size, scale and form and shall be provided both in digital and paper copies;
- (l) to supply the City upon request with proof of adequate commercial general liability insurance which includes a non-owned vehicle endorsement and vehicle liability insurance, minimum coverage to be as follows:

Commercial General Liability Insurance which includes a non-owned vehicle endorsement:

\$5,000,000.00 for each occurrence

Vehicle Liability Insurance:

\$5,000,000.00 for each occurrence

which coverage shall be maintained throughout the duration of this Agreement;

- (m) to provide the City with all plans for developments within the Development Area, regardless of whether subdivision approval is required, to allow a determination of whether Development Charges are payable as part of the development.

Standard of Construction

- 16. With respect to work undertaken by the Developer pursuant to Section 13, where for any reason the Manager requires construction by the Developer to be different

from the City's standards, or different from the conditions of this Agreement, the Developer shall construct in accordance with the instructions of the Manager, but the City shall pay for any excess costs as determined by the Manager.

Changes in City Services

17. In the event that the Developer requires changes in City services, other than those contemplated in this Agreement, same shall be provided at the expense of the Developer. Changes requested by the Developer shall be in writing addressed to the Manager.

Part IV General

Approval for Installation of Services

18. The City shall consider all applications for approval made by the Developer as are required respecting the development and servicing of the Development Area by the Developer. All approvals resulting from the applications shall be issued in the normal course and under usual conditions and in accordance with the City's standard specifications respecting the class of works in question.

Expeditious Construction

19.
 - (1) All works required to be performed by this Agreement shall be carried out as expeditiously as time and construction conditions permit.
 - (2) Subject to the provisions of this Agreement, the Developer shall determine the timing of installation of services with a view to the earliest possible servicing of the Development Area, subject to sound construction practices as determined by the Manager and in particular, with respect to the influence of seasonal and weather conditions as they affect construction. The Manager shall in return prepare and supply to the Developer a schedule outlining the sequence and timing of any works to be performed by the City.

Assignment

20. During the duration of this Agreement, the Developer shall not assign this Agreement without the prior express written consent of the City being first obtained, such consent shall not be unreasonably withheld or delayed by the City.

Dispute Resolution

21. In the case of any dispute between the City and the Developer arising out of the performance of this Agreement, or afterwards as to any matter contained in this Agreement, either party shall be entitled to give to the other notice of such dispute and demand arbitration thereof. Such notice and demand being given, each party shall at once appoint an arbitrator and these shall jointly select a third. The decision of any two of the three arbitrators shall be final and binding upon the parties, who covenant that their dispute shall be so decided by arbitration alone, and not by recourse to any court or action of law. If the two arbitrators appointed by the parties do not agree upon a third, or a party who has been notified of a dispute fails to appoint an arbitrator, then the third arbitrator and/or the arbitrator to represent the party in default shall be appointed by a Judge of the Court of Queen's Bench at the Judicial Centre of Saskatoon. *The Arbitration Act, 1992* of the Province of Saskatchewan shall apply to any arbitration hereunder, and the costs of arbitration shall be apportioned equally between the parties hereto.

Applicable Law

22. The laws of the Province of Saskatchewan shall apply and bind the parties in any and all questions pertaining to this Agreement.

Force and Effect

23. This Agreement shall remain in full force and effect until such time as both the City and the Developer have fully completed their respective obligations hereunder, and, for greater certainty, until such time as all Development Charges, fees, levies and other charges payable by the Developer to the City pursuant to the terms of this Agreement have been paid.

Agreement Runs With the Land

24. The Developer acknowledges and agrees that this Agreement runs with the land, and binds it, and subject to Section 20, its successors and permitted assigns; and, further, agrees that the City may elect, at its sole option, to register an Interest based on this Agreement against the property subject to this Agreement in the Land Titles Registry for Saskatchewan charging all those lands comprising the Development Area, with the performance of this Agreement.

Notices

25. (1) Any notice or consent (including any invoice, statement, request or other communication) required or permitted to be given by any party to this Agreement to the other party shall be in writing and shall be delivered or sent by registered mail (except during a postal disruption or threatened postal disruption) or facsimile transmission, email or other electronic communication to the applicable address set forth below:
- (a) in the case of the Developer:
- The University of Saskatchewan
Corporate Administration Room E286
105 Administration Place
Saskatoon, Saskatchewan S7N 5A2
Attention: Director, Corporate Administration
Facsimile: (306) 966-8676
- (b) in the case of the City:
- The City of Saskatoon
c/o Office of the City Clerk
222 3rd Avenue North
Saskatoon, Saskatchewan S7K 0J5
Attention: General Manager,
Infrastructure Services Department
Facsimile: (306) 975-2784
- (2) Any notice delivered personally shall be deemed to have been validly and effectively given and received on the date of such delivery provided same is on a business day (Monday to Friday, other than a statutory holiday).
- (3) Any notice sent by registered mail shall be deemed to have been validly and effectively given and received on the fifth business day following the date of mailing.
- (4) Any notice sent by facsimile or email or other electronic communication shall be deemed to have been validly and effectively given and received on the business day next following the date on which it was sent (with confirmation of transmittal received).
- (5) Either party to this Agreement may, from time to time by notice given to the other party, change its address for service under this Agreement.

Entire Agreement

26. This Agreement constitutes the complete and exclusive statement of the Agreement between the parties, which supersedes all proposals, oral or written, and all other communications or representations between the parties, relating to the subject matter of this Agreement.

Illegality

27. If one or more of the phrases, sentences, clauses or articles contained in this Agreement is declared invalid by a final and unappealable order or decree of any court of competent jurisdiction, this Agreement shall be construed as if such phrase, sentence, clause or paragraph had not been inserted in this Agreement.

Amendment

28. This Agreement may be changed only by written amendment signed and sealed by authorized representatives of the parties.

Headings

29. The headings contained in this Agreement are inserted for convenience of reference only and are not to be considered when interpreting this Agreement.

Covenants

30. Each obligation of the City or of the Developer in this Agreement, even though not expressed as a covenant, is considered to be a covenant for all purposes.

Time of Essence

31. Time shall be of the essence of this Agreement and every part of this Agreement.

Further Assurances

32. The Developer and the City shall, at their own expense, promptly execute such further documentation to give effect to this Agreement as the Developer and the City, as the case may be, may reasonably require from time to time.

Approval of Plan of Subdivision

33. Upon execution of this Agreement by both parties, the City acknowledges that condition _____ “the owner/developer entering into a development and servicing agreement with The City of Saskatoon” of Subdivision Application _____ has been met by the Developer.

In Witness Whereof the parties hereto have hereunto affixed their corporate seals, duly attested by the hands of their proper officers in that behalf, as of the day and year first above written.

The City of Saskatoon

Mayor

c/s

City Clerk

University of Saskatchewan

Chair, Board of Governors

c/s

Secretary, Board of Governors

Schedule "A"

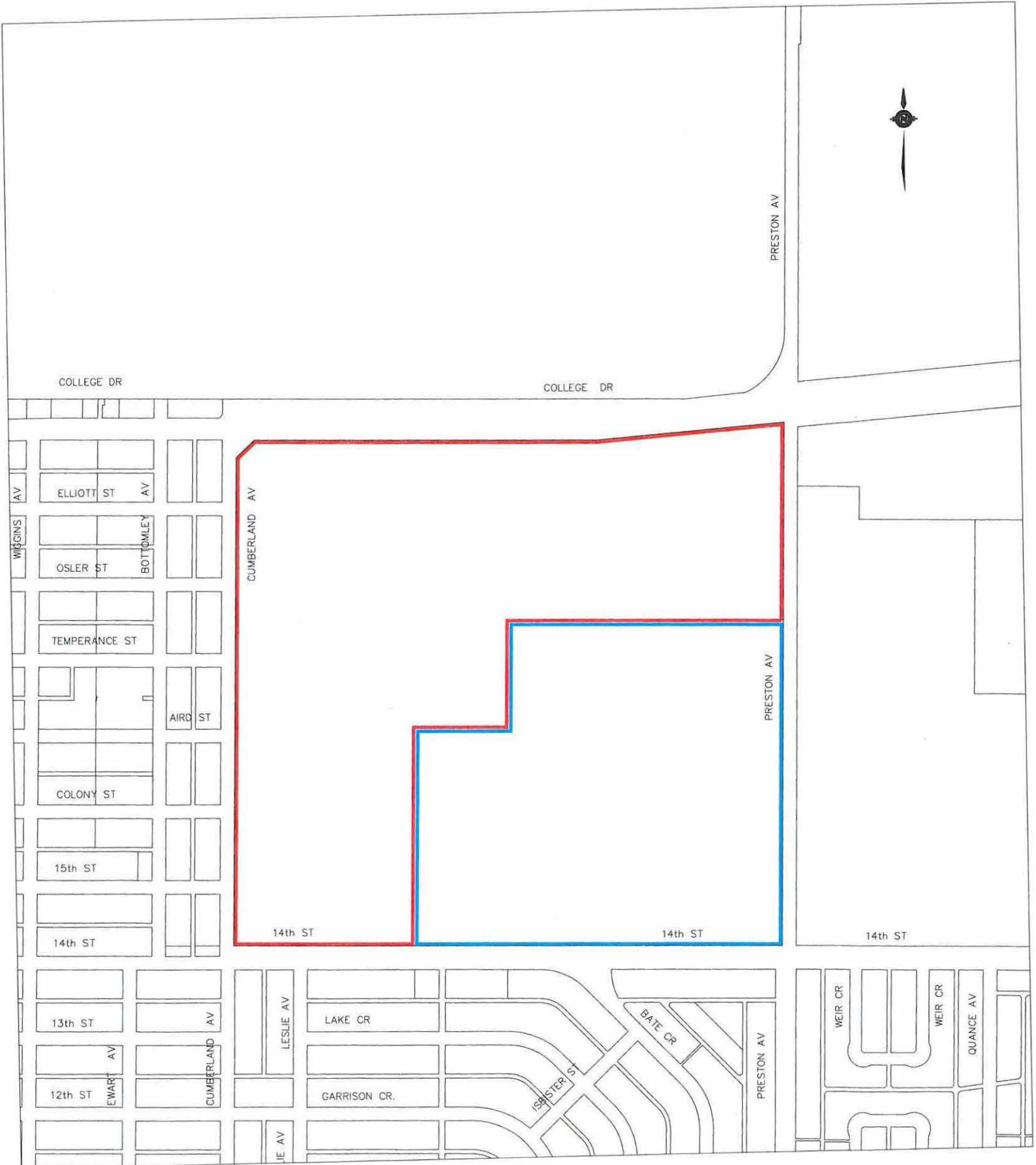
Fees, Levies and Other Charges Applicable to the Development Area

The fees, levies and other charges payable by the Developer to the City pursuant to Clause 5 hereof shall be calculated in accordance with such schedule of rates as the Council of The City of Saskatoon may have in general force and effect upon the date that such fees, levies and other charges become due and payable. By way of illustration only, the following rates and fees were effective for the 2013 calendar year:

	<u>Frontage Rate</u>	<u>Residential</u>
(a) Trunk Sewer Levy.....	\$760.65 per front metre	\$128,549.85 per hectare;
(b) Primary Water Main Levy....	\$143.50 per front metre	\$24,251.50 per hectare;
(c) Arterial Road Levy.....	\$496.50 per front metre	\$83,908.50 per hectare;
(d) Interchange Levy.....	\$183.30 per front metre	\$30,977.70 per hectare;
(e) Parks and Recreation Levy...	\$353.10 per front metre	\$59,673.90 per hectare;
(f) Planning Levy.....	\$15.15 per front metre	\$2,560.35 per hectare;
(g) Servicing Agreement Fee.....		\$2,330.00 per Agreement.

With the exception of the Servicing Agreement Fee, the fees, levies and other charges for all development sites shall be assessed on an area basis at the rate of 169 front metres per hectare. Area rate: $169 \times \$1,952.20 = \$329,921.80$ per hectare.

SCHEDULE 'C'



TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: February 12, 2014
SUBJECT: Towards a Food Strategy for Saskatoon – Saskatoon Regional Food System Assessment and Action Plan
FILE NO.: CK. 5700-1 and PL. 5600-4

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

- 1) that the 12 key strategies be endorsed; and
- 2) that the General Manager of Community Services co-ordinate an implementation plan for the city-related strategies and report back to City Council with a timeline and process for action.

TOPIC AND PURPOSE

The purpose of this report is to present the Saskatoon Regional Food System Assessment and Action Plan (Assessment) to City Council, to identify the key elements of the Assessment, and outline the main city-related recommendations. A copy of the Assessment, as prepared by the consultant, Kouri Research, is available at saskatoonfood.ca.

REPORT HIGHLIGHTS

1. After discussing issues related to grocery store closures and access to food, the Westmount Local Area Plan (LAP) recommended a city-wide food system assessment be conducted.
2. The Assessment Steering Committee (Steering Committee) was formed in 2012, comprised of 12 organizations with a range of interests related to the food assessment and action plan. A consultant was hired to create the Assessment, to which the City of Saskatoon (City) contributed \$5,000.
3. The Assessment has four goals:
 - a) enrich Saskatoon's food culture;
 - b) ensure everyone has access to nutritious food;
 - c) boost the hybrid food economy; and
 - d) minimize food's ecological footprint.
4. One of the key recommendations from the Assessment is the creation of a mechanism for ongoing food system action – a Saskatoon Community Food Council (Food Council).
5. The Assessment includes various city-related recommendations, the majority of which would involve the Planning and Development, Community Development, and Environmental and Corporate Initiatives Divisions.
6. The Mosaic Company has donated \$155,000 to lead the establishment of the Food Council and begin implementation in 2014.

STRATEGIC GOAL

This initiative supports the City's Strategic Goal of Environmental Leadership by promoting food production in the city and decreasing the ecological footprint and environmental impacts of food production, consumption, and transport. It also broadly contributes to Quality of Life through recreational opportunities, such as community and allotment gardens.

BACKGROUND

In 2002, the City adopted the Saskatoon Food Charter (Food Charter). The Food Charter broadly outlined ways in which the City could promote and develop food security in Saskatoon. The Food Charter includes objectives such as:

- champion the right of all residents to adequate amounts of nutritious, safe, accessible, and culturally acceptable food;
- advocate for income, employment, housing, and transportation policies that support secure and dignified access to food; and
- ensure the safety of food and drinking water.

During the creation of the Westmount LAP, the Westmount LAP Committee discussed the absence of a grocery store in the neighbourhood as a concern for the health and well-being of the residents. As a result, the Westmount LAP, adopted by City Council in 2011, included the following recommendation:

“FOOD SYSTEM ASSESSMENT: That the Community Services Department, Planning & Development Branch, Neighbourhood Planning Section, work with CHEP Good Food Inc.(Child Hunger and Education Program), the Saskatoon Health Region, Public Health Observatory and the University of Saskatchewan's Saskatchewan Population Health Evaluation Research Unit to prepare a community food system assessment for Saskatoon”.

REPORT

Throughout 2012 and 2013, the Steering Committee worked with the consultant, Kouri Research. Organizations involved in the project were:

- 1) Agriculture Council of Saskatchewan;
- 2) CHEP Good Food Inc.;
- 3) City of Saskatoon – Neighbourhood Planning Section;
- 4) Federation of Saskatchewan Indian Nations;
- 5) The Grocery People;
- 6) Pineview Farms;
- 7) Prairie Women's Health Centre of Excellence;
- 8) Saskatchewan Food Industry Development Centre;
- 9) Saskatchewan Ministry of Agriculture;
- 10) Saskatoon Food Coalition;
- 11) Saskatoon Health Region Population and Public Health; and
- 12) University of Saskatchewan Department of Community Health and Epidemiology.

In conducting the assessment, one principal question, with two equally important parts was asked: How can we design our food system - from production to consumption - to ensure that over the long term, all residents will eat nutritious food, and that we will be able to produce more of that food ourselves?

The assessment was based on four goals for a regional food strategy:

- 1) enrich Saskatoon's food culture;
- 2) ensure everyone has nutritious food;
- 3) boost the hybrid food economy; and
- 4) minimize food's ecological footprint.

For a summary of these goals and related trends, refer to Attachment 1.

Key Strategies and City-Related Recommendations

The Assessment outlines 12 key strategies that form the basis of specific recommendations:

- 1) creation of a mechanism for ongoing food system action: A Saskatoon Community Food Council;
- 2) promote Saskatchewan foods and food production as a healthy community-minded choice;
- 3) garden everywhere: expand capacity in urban agriculture;
- 4) increase collaboration among producers and the development of needed supports;
- 5) increase ways to obtain local food products;
- 6) feed the children: substantially increase school meals and snacks;
- 7) educate residents about healthy food and teach good food skills;
- 8) increase availability and affordability of good food;
- 9) increase people's ability to buy good food: reduce inequality;
- 10) reduce food waste in the home and reduce energy input in food production;
- 11) preserve water and land for the future; and
- 12) build knowledge of regional food systems.

From these strategies, the Assessment also includes specific recommendations directly related to services and programs provided by the City. These include:

1. The City should integrate the food strategy goals into the Official Community Plan (Plan) and promote the food strategy as part of Saskatoon's image and values.
2. Support existing community gardens and increase the number available.
3. Create a problem-solving mechanism to assist in the operation of community gardens.
4. Plan for community gardens in new neighbourhoods.
5. Develop a program to foster rooftop, balcony, and boulevard gardens. Let people know that front yard gardens are allowed.
6. Plant berry bushes and fruit trees where possible on city-owned land.

7. Inventory available land and resources, such as land that can be leased by food growers, publicly accessible edible fruit, and community accessible kitchens.
8. The City should adopt several of the best practices relating to allotment gardens, as well as bylaws and practices supportive of urban agriculture.
9. CHEP and the City should continue to promote and develop community gardens in order to keep them affordable and accessible to people with fewer resources, so the gardens can be a way to supplement the food intake for lower income people.
10. The City should implement the city-wide curbside composting program for food waste, now being studied.
11. The City should increase protection of our water sources.

Further details related to these recommendations can be found in Attachment 2.

Implementation

The Steering Committee will continue to meet regularly to begin overall implementation of the Plan, until the creation of a Food Council takes place. Once created, this Food Council will be responsible for the overall implementation and advancement of the Assessment recommendations.

City-specific recommendations have been reviewed by the Planning and Development, Community Development, and Environmental and Corporate Initiatives Divisions. Individual recommendations will be referred to the relevant divisions and sections to develop an implementation strategy including a timeline for action.

Funding for the Food Council

Representatives from the Steering Committee met with the Mosaic Company in late 2013, and the company agreed to donate \$155,000 towards project funding in 2014. The funds will be held at the Community-University Institute for Social Research (CUISR) until the Food Council is set up as a non-profit organization. The funding will go to start-up costs and hiring one full-time staff person to assist with forming the Food Council and work to begin implementation of the Assessment. The staff person will be housed at CUISR.

POLICY IMPLICATIONS

Policy changes may result from implementation of the key strategies including adopting the food strategy goals into the City's Official Community Plan.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The consultant for the project conducted extensive public consultation, including producer interviews, focus groups, and receiving feedback at events and conferences.

COMMUNICATION PLAN

The Saskatoon Regional Food System Assessment and Action Plan materials, including the full report, are available on the project website, www.saskatoonfood.ca. A description of the project and link to the project website will be posted on the City's website. A Frequently Asked Questions document will be prepared and will also be placed on the City's Website. It will address questions such as, what actions the City is currently pursuing with respect to food access and security, and what role the City will continue to play in the ongoing implementation of assessment recommendations.

In addition, a news conference will be held on February 20, 2014 and will include representatives from the Steering Committee, including the City and Mosaic. A press release and a briefing document for the event will be issued by Mosaic in advance.

The Administration will continue to work with the Steering Committee to determine a communication plan for the implementation strategy.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The Administration will report back in due course with an implementation strategy for city-led recommendations; and additional reports on behalf of the Steering Committee may also be prepared as necessary.

ENVIRONMENTAL IMPLICATIONS

The Plan promotes environmental leadership by reducing the environmental impact of food-related production, consumption, transport, and waste.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

ATTACHMENTS

1. Highlights of the Saskatoon Regional Food System Assessment and Action Plan.
2. Recommendations from the Saskatoon Regional Food System Assessment and Action Plan.

Written by: Katie Burns, Environmental Coordinator
Education and Environmental Performance Section

Konrad Andre, Senior Planner
Neighbourhood Planning Section

Reviewed by: “Brenda Wallace”
Brenda Wallace,
Director of Environmental and Corporate Initiatives

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

Approved by: “Catherine Gryba”
Catherine Gryba, General Manager
Corporate Performance Department
Dated: “February 18, 2014”

Approved by: “Bob Baran”
For Randy Grauer, General Manager
Community Services Department
Dated: “February 13, 2014”

cc: Murray Totland, City Manager

TOWARDS A FOOD STRATEGY FOR SASKATOON

HIGHLIGHTS OF THE SASKATOON REGIONAL FOOD SYSTEM ASSESSMENT AND ACTION PLAN¹

New Report Released

A group of Saskatoon organizations has just released its recipe for improving Saskatoon's food economy. "Saskatoon is named after a berry", they point out, "and is central to Canada's richest food producing area. We should be celebrating our bounty and no one should go hungry in our city."

The organizations include CHEP Good Food Inc., the City of Saskatoon, the Saskatoon Health Region, and the University of Saskatchewan. The group also includes individuals from the farm and food retail/wholesale sectors.²



In January 2014, the group released a report with plenty of ideas to enrich Saskatoon's food culture, increase food tourism and boost the local share of food produced and sold in the region, whether it be from farm products, city garden produce, harvested berries or other sources. The report also has proposals for reducing hunger in Saskatoon, especially among children. To move its strategy forward, the report recommends more collaboration among the organizations and individuals who produce and distribute food in the city and region, and creating a food council to implement the actions. The strategy also includes longer-term recommendations about food sustainability, reducing waste, and improving the knowledge base about food systems.

The report was the result of a year-long food assessment³ finding that Saskatoon is ready for the changes being proposed. Population and income trends point to growing interest in locally produced food and increased awareness about the importance of good food to health and community.

Many cities across Canada have conducted food assessments and adopted food strategies. Saskatoon has a Food Charter that was adopted in principle by City Council in 2002. The food strategy and food council now being proposed are a step forward from that.

¹Highlights are from the full report Towards a Food Strategy for Saskatoon: Saskatoon Regional Food System Assessment and Action Plan, prepared by Kouri Research for the Saskatoon Regional Food System and Action Plan Team, December, 2013. Online at saskatoonfood.ca.

²The original members of the Saskatoon Regional Food System Assessment and Action Plan Team included: Agriculture Council of Saskatchewan; CHEP Good Food Inc.; City of Saskatoon Neighbourhood Planning; Federation of Saskatchewan Indian Nations; The Grocery People; Pineview Farms; Prairie Women's Health Centre of Excellence; Saskatchewan Food Industry Development Centre (Food Centre); Saskatchewan Ministry of Agriculture; Saskatoon Food Coalition; Saskatoon Health Region Population and Public Health; and University of Saskatchewan Department of Community Health and Epidemiology.

³The assessment was funded by the J.W. McConnell Family Foundation, the Saskatoon Health Region Community Grants Program, the City of Saskatoon, the University of Saskatchewan College of Medicine Faculty Research Funds and CHEP Good Food Inc.



A Food Strategy with Four Goals

The assessment was based on four goals for a regional food strategy:

Enrich Saskatoon's food culture. Enriching our food culture is a goal for the food strategy, and one that can serve as its overarching theme. Having a vibrant food culture makes sense socially and economically. It is positive and energizing. Although other, also important, goals related to the economy and health are more pragmatic, the attraction of working toward a vibrant food culture came out quite strongly in the focus groups. As one key informant said: *Food is culture is community.*

Ensure everyone has nutritious food. Nutritious food is the foundation of good health. All residents should eat well. Saskatoon's boom means more of us can afford nutritious food. But the boom also increases prices for housing and other goods, so people on lower incomes have less money to spend on food. Health disparities have increased in our city but our food strategy can help to reduce them.

Boost the hybrid food economy. Food exports are vital to Saskatchewan's economy and food imports provide us with a rich and varied diet. However, locally-produced food is critical to our long term self-sufficiency and our community. We support the concept of a hybrid economy, which includes import and export, but seeks a larger role for local.

Minimize food's ecological footprint. The environmental impacts of food production, processing, storage, transport and preparation are large, as are the financial costs of food waste. The food strategy seeks to minimize food's ecological footprint, from production to disposal of waste.



Levers for Change

Over the last decade, Saskatoon has experienced several trends driving an interest in more diverse food options, healthier, and from more local sources. The trends show that people want a diverse range of benefits from the food system. This diversity argues for change -- new and emerging drivers require a change in direction and focus for the food system.

In moving forward toward a food strategy, the report identified the following trends as levers for change:

- Residents are more educated about nutritious food and demanding more healthy food, and more local food.
- There is a recognized need to decrease diabetes and obesity rates and to reduce health disparities in Saskatoon.
- School meal programs are expanding and diversifying as a way to help more children learn.
- Many Saskatoon residents have more spending power.
- Local food producers and processors are actively pursuing local markets, improved infrastructure and support.
- Urban residents are actively pursuing food production in the city and organizations are supporting them.
- Health concerns are emerging from large-scale food processing.



- There is growing concern about impacts on the environment and that climate change will mean food shortages everywhere, making food self-sufficiency imperative.
- Local and provincial organizations are working to improve the Saskatoon food system.

Moving Forward: Saskatoon Community Food Council

Many individuals, organizations, and enterprises are already supporting change in the Saskatoon food system. A food strategy should build on existing strengths to create a critical mass.

1. The first overarching recommendation is to create a mechanism for ongoing food system action: A Saskatoon Community Food Council.

The Council would have members from different parts of the community and of the food sector, all committed to the basic goals and vision. Its purpose would be to foster and oversee the implementation of the food strategy. Based on the responses in the assessment, an explicit commitment to healthy food produced regionally and in a sustainable environment, accessible to community members in diverse ways, would be a message consistent with residents' values.

The Food Council would promote collaborations in the community, among and between producers and residents, and their organizations, building on existing strengths. From the findings, the need emerges for increased collaboration among those involved. Given the nature of the movement's strength, any collaborations that are formed should retain flexibility, openness and responsiveness, but alliances can lead to more effective use of resources with better economies of scale, and improve the potential to leverage additional investment from outside sources. Alliances also enable the delivery of a coherent message for promotion.



The report noted and described emerging collaborations within and among local producers, processors and consumers. It made recommendations for how these collaborations can become stronger. It also recommended new collaborations, in particular a Saskatoon Healthy Food Hub, which would be a social enterprise site for demonstration/promotion of collaboration among local producers, consumers, food organizations, researchers and others, a local food broker and bulk buyer and a clearinghouse to share information about the provision of healthy accessible food in Saskatoon. The report also recommended increased collaboration with and within the University of Saskatchewan and related research resources.



Action Plan Recommendations

The Saskatoon Community Food Council would act on the recommendations the report has made in the following areas. Taken as a whole the recommendations form the basis for a food strategy and corresponding action plan for Saskatoon:

2. **Promote Saskatchewan foods and food production as a healthy community-minded choice.**
3. **Garden everywhere: expand capacity in urban agriculture.**
4. **Increase collaboration among producers and the development of needed supports.**
5. **Increase ways to obtain local food products.**
6. **Feed the children: substantially increase school meals and snacks.**
7. **Educate residents about healthy food and teach good food skills.**
8. **Increase availability and affordability of good food.**
9. **Increase people's ability to buy good food: reduce inequality.**
10. **Reduce food waste in the home and reduce energy input in food production.**
11. **Preserve water and land for the future.**
12. **Build knowledge of regional food systems.**

Next Steps

The Team is committed itself to initiate a Saskatoon Community Food Council and will continue to promote the food strategy, inviting participation from other individuals and organizations to foster the vision and strategy.

Our Vision

Our city is nourished by healthy and tasty food produced regionally. Good food is part of our traditions as prairie people, both as First Nations and newcomers. Making the most of our northern climate and fertile lands, we have a hybrid food economy that takes advantage of our local bounty as well as importing and exporting healthy food.

Our city creates opportunities for residents to grow and harvest food to eat. Our markets, stores and restaurants sell food from our region. We provide good jobs and fair returns to farmers, linked to our agricultural prosperity, encouraging local opportunities for food harvesting, processing, and distribution.

All residents have access to safe, nutritious food, and partake in the local bounty. All of our children are nourished properly so they can grow physically and mentally.

We are good stewards of the land and water, minimizing waste and preserving the ecosystem. We celebrate our bounty and appreciate its benefits to our community.

TOWARDS A FOOD STRATEGY FOR SASKATOON

RECOMMENDATIONS FROM THE SASKATOON REGIONAL FOOD SYSTEM ASSESSMENT AND ACTION PLAN¹

Recommendations

Our assessment has documented many of the factors, organizations, and enterprises already supporting change in the Saskatoon food system. In formulating recommendations and suggestions, our focus is to build on the existing strengths.

1. Our first overarching recommendation is to create a mechanism for ongoing food system action: A Saskatoon Community Food Council.

The Council would have members from different parts of the community and of the food sector, all committed to the basic goals and vision. Its purpose would be to foster and oversee the implementation of the food strategy. It would promote collaborations in the community, among and between producers and residents, and their organizations, building on existing strengths.

From the findings, the need emerges for increased collaboration among those involved. Given the nature of the movement's strength, any collaborations that are formed should retain flexibility, openness and responsiveness, but alliances can lead to more effective use of resources with better economies of scale, and improve the potential to leverage additional investment from outside sources. Alliances also enable the delivery of a coherent message for promotion. Based on our discussions in the assessment, we suggest that an explicit commitment to healthy food produced in a sustainable environment, accessible to community members in diverse ways, would be a message consistent with residents' values.

Saskatoon Community Food Council: Foster the food strategy and promote collaboration

Saskatoon Community Food Council

- Foster and oversee the implementation of the food strategy.
- Promote collaborations in the community.
- Members from different parts of the community and of the food sector.
- Committed to the basic goals and vision: healthy food produced regionally and in a sustainable environment, accessible to community members in diverse ways.



In implementing the food strategy, the Council would act on the recommendations we have made in the following areas. Taken as a whole, the recommendations form the basis for a food strategy and corresponding action plan for Saskatoon.

2. Promote Saskatchewan foods and food production as a healthy community-minded choice.
3. Garden everywhere: expand capacity in urban agriculture.
4. Increase collaboration among producers and the development of needed supports.
5. Increase ways to obtain local food products.
6. Feed the children: substantially increase school meals and snacks.
7. Educate residents about healthy food and teach good food skills.
8. Increase availability and affordability of good food.
9. Increase people's ability to buy good food: reduce inequality.
10. Reduce food waste in the home and reduce energy input in food production.
11. Preserve water and land for the future.
12. Build knowledge of regional food systems.

Detail

2. Promote Saskatchewan foods and food production as a healthy, enjoyable, community-minded choice.

- It is opportune to make good food a key theme for Saskatoon, with the City of Saskatoon and Tourism Saskatoon becoming leaders in the regional food strategy, along with the food sector and organizations. We need to bring together partners from across the food system to explore challenges, and identify opportunity for growth. We need to build on the strengths that we have, by increasing collaborations among organizations active on food strategy goals.
- The overarching message is that Saskatchewan foods and food production are a healthy, enjoyable, community-minded choice.
- The City of Saskatoon should integrate the food strategy goals into the Official Community Plan and promote the food strategy as part of Saskatoon's image and values.
- Food tourism can be a strong contributor to the economy. Tourism Saskatoon should make the availability of interesting local food one of its attractions for Saskatoon. Tourism Saskatoon should market and promote the region's culinary offerings. It should work with local chefs to promote a city/region-oriented label for restaurants. Restaurants in tourist destinations, for example the Western Development Museum or Wanuskewin, could integrate local thematic food. Food festivals such as Taste of Saskatchewan or Folkfest could highlight local food components. The Star-Phoenix Taste of Saskatoon could include a local food component.
- The development of a media strategy for Saskatoon, including newspapers, food writers, social media and other forms, would be an important component of promoting local food and the food strategy in an ongoing way.



3. Garden everywhere: expand capacity in urban agriculture.

We need to grow more food in Saskatoon. We should strengthen the existing collaboration among CHEP, the City of Saskatoon and the University of Saskatchewan to increase support and leadership in urban agriculture, including the following key areas:

- Support existing community gardens and increase the number available. Having people garden on civic land decreases opportunities for crime and vandalism and builds community.
- Create a problem-solving mechanism to assist community gardens to function. Often there are specific logistical problems that good communication could easily resolve. This same mechanism could act to ensure that lower income communities not only have good access to gardens but are not impeded from using them through lack of specific resources, such as tools.
- Plan for community gardens in new neighbourhoods. This would be a better process than retroactively finding a suitable place for a community garden in existing neighbourhoods.
- Work with schools and other institutions interested in establishing gardens.
- Collaborate with interested First Nations and Métis organizations and communities to create and support programs and microenterprise for food production and processing.
- Develop a program to foster rooftop, balcony and boulevard gardens. Let people know that front-yard gardens are allowed.
- Develop CHEP's newly initiated shared-garden initiative, matching those with gardens to share, with others wanting to garden.
- Plant berry bushes and fruit trees where possible on city-owned land.
- Collaborate with Out of Your Tree to promote harvesting from fruit trees.
- Pilot promising practices in urban agriculture, promoting them and teaching about them.
- Create a training program in urban agriculture, which would include Seedy Saturday, and practice opportunities in CHEP and other projects, including recent initiatives in microenterprise projects.
- Inventory available land and resources
 - Develop an inventory of public and private land that can be leased by food growers. The inventory would include factors such as water access, slope and soil conditions.
 - Develop an interactive map that shows where all the edible fruit is on city park land, the U of S, and other accessible land, to encourage residents to harvest this fruit.
 - Develop an inventory of community accessible kitchens that the public can access.
- The City of Saskatoon should adopt several of the best practices in this area for its own jurisdiction, many already adopted by other cities, such as the following:
 - Allotment gardens
 - Add at least one allotment garden in the short term, and in the longer term, offer allotment gardens in the west, east, south and north parts of the city.
 - Consider reducing or eliminating the fee to make them more accessible.
 - Bylaws and practices supportive of urban agriculture
 - Actively inform residents about what practices are currently allowed in urban agriculture and what practices would be welcomed. For example, the City can support and educate its population about growing food in front yards, boulevards, vacant lots, right of ways, traffic circles etc. It could perhaps encourage the use of rain water/rain barrels connected to schools and businesses to serve as a water source for these gardens.



- In the longer term, review the City's OCP and zoning bylaws to remove impediments to or ambiguities about urban agriculture; and to create policies and allowable practices for commercial uses of urban agriculture.
- In the longer term, consider assigning civic staff to focus on supporting urban agriculture.

4. Increase ways to obtain local food products.

- There is a need for a "Saskatoon Food Hub" or centre, to act as a network hub, providing an important conduit for local food. CHEP could play this role, or perhaps a partnership could be formed. The Hub would:
 - Become the central registry for local food sources and urban-rural links, and hosting the on-line map of local food.
 - Increase bulk-buying, such as the Good Food Box, to increase the flow between producers and consumers at volume discounts.
 - Work with stores like Steep Hill, Herbs and Health, Dad's, and SaskMade to have a consistent and expanding repertoire of local products, perhaps over time increasing distribution to other small stores.
 - Work with the Saskatoon Farmers' Market to expand its producers, diversify its local produce and improve relationships with the core neighbourhoods.
 - Identify ways to support an increase in mini-Farmers Markets within the city, of various forms, while not jeopardizing the Saskatoon Farmers' Market.
 - Develop a stronger presence on the East Side of Saskatoon, to create a city-wide capacity and increase volumes.
- The Saskatoon Health Region should increase its purchase of local food by an increasing amount each year, to reach 5% of the total budget. In moving to centralize purchasing by all health regions, the province should include criteria to support local food purchasing.
- The U. of S. should participate in the national Farm to Cafeteria program, as a way to increase local food offerings in its cafeteria, and as a way to engage students and faculty in a local food system experience, while participating in a cross-Canada dialogue about it.

5. Increase collaboration among producers and the development of needed supports.

- There is a need for producers to collaborate in many different ways, to create economies of scale and increase their capacity and strength in the market, and invest in common infrastructure. Our assessment has documented some examples. There is also an opportunity for local retailers to provide leadership and flexibility in increasing their relationships with local producers.
- A project to "showcase" local producers as teaching examples would be beneficial to increasing both capacity and the potential for collaboration.
- There would be benefit in the partners in the Value Chain Initiative – the Saskatoon Co-ops and the Agriculture Council of Saskatchewan -- to expand the number of producers over time, expanding the capacity of producers in providing organizational infrastructure; creating economies of scale by collaborating in production, and providing market stability through contracts.
- There may be potential for collaboration with interested First Nations communities in and near Saskatoon to build on the economic opportunity presented through their reserve land to produce food for local sale.



- The Saskatoon Food Hub, the Value Chain Initiative and the Food Centre should build knowledge about policies and programs that would support small and medium-sized farmers, including specific implementation guidelines for food safety in smaller enterprises, such knowledge to be used by provincial and federal agencies.

6. Feed the children: substantially increase school meals and snacks.

- City school boards, in partnership with CHEP and with financial support from the provincial government, should expand their meal programs within the community schools to provide meals to all children who attend those schools. This will improve the nutrition of all the children there, while removing the stigma of using the program. Education and engagement about good food should continue to be part of the programs. In addition, there is a need to develop understanding by the general public about the benefits of these programs.
- The provincial government should support childcare centres in providing healthy and affordable meals to children, perhaps through partnering with CHEP in Saskatoon. Over the longer term, the availability of healthy food should be expanded to all public places where children congregate, e.g., all schools, childcare centres, and leisure centres. There should be collaboration with national groups to develop a national child nutrition program for children in Canada.

7. Educate residents about healthy food and teach good food skills.

- Schools are an important site for education of children and families. Saskatoon School Boards, CHEP and the Saskatoon Health Region should continue to develop healthy eating programs in all schools, using standards such as health promoting schools, incorporating gardens, and integrating the families of children so that they learn and support their children's healthy choices.
- The Saskatoon Health Region should champion food security for residents as a determinant of health, and continue to partner with community organizations in increasing access to healthy food and providing education around it. It should be a leader in implementing the food strategy.
- First Nations and Métis organizations, CHEP and the Saskatoon Health Region should continue to collaborate in engaging these communities to participate in food education activities and to improve nutrition.
- CHEP and its partners, including the Saskatoon Health Region, should build on its collective kitchens and other programs that provide education and promotion about healthy food, by encouraging other organizations in the city to do the same with their clientele.
- Newcomer communities could be engaged in identifying how local ingredients can be used or adapted for creating their traditional recipes.
- Breast feeding is an important element of good nutrition. CHEP, the Saskatoon Health Region and others supporting the Saskatoon Breast-Friendly Initiative should continue their initiatives. They should also increase the public's understanding about why breast feeding is part of a good food strategy.

8. Increase availability and affordability of good food.

- CHEP and the new Saskatoon Food Hub should continue to develop ways to make good food available at reasonable prices, including bulk buying and the Good Food Box, as above, but also by providing senior-friendly, community and mobile markets. The Good Food Junction should ensure it continues to provide a healthy food choice for the core neighbourhoods.



- CHEP and the City of Saskatoon should continue to promote and develop community gardens in such a way as to keep them affordable and accessible to people with fewer resources, so that the gardens can be a way to supplement the food intake for lower income people.
- First Nations and Métis communities should continue to provide meals to those in need, while providing education and promotion about healthy food, integrating cultural traditions that enrich the lives of the community, and partnering with CHEP and other groups.
- The Saskatoon Food Bank and Learning Centre should continue to enhance the nutritious elements of food hampers to those in need, while providing education and promotion about healthy food, and integrating projects such as the Potato Patch, which foster urban agriculture and participation by the larger community.

9. Increase people's ability to buy good food: reduce inequality.

- The Saskatoon Health Region should continue to focus on reducing health disparities in the city through health promotion in schools and action on including nutrition in schools and other social determinants of health, in partnership with community organizations.
- The Saskatoon Poverty Reduction Partnership should support the recommendations of the food strategy as a means to reduce food insecurity for Saskatoon residents facing poverty, while continuing to advocate for policies that increase income and other supports.

10. Reduce food waste in the home and energy input in food production.

- Residents should seek food products with minimal packaging, reduce food waste in preparing food and compost food waste.
- The City of Saskatoon should implement the city-wide curbside composting program for food waste, now being studied.
- Federal and provincial government agricultural policies should include goals to reduce the carbon footprint of food production and processing. We need studies of on-farm energy use and energy use by other links in the food chain: transportation, processing and packaging. Farmers need support in moving toward livestock production strategies to reduce energy use and greenhouse gas emissions.

11. Preserve water and land for the future.

Water

- Residents should conserve water and minimize the use of cosmetic pesticides in yards.
- The City of Saskatoon should increase protection of our water sources. We offer the following recommendations
 - Continue to support the protection plan for the South Saskatchewan River Watershed.
 - Incorporate green policies for its own buildings, for example, green roofs.
 - Adopt park design that reuses and saves treated water. (For example, instead of using treated water for spray pads only once before it is washed into the storm sewers, the water could flow to nearby trees, etc.).
- The provincial government should increase protection of our water sources from agricultural waste. Given limited water supplies, the government should prioritize irrigation projects that diversify food production and that target production to the local Saskatoon and area market.



Land

- Federal and provincial governments should implement agricultural policies to preserve and promote the next generations' ability to grow a diverse range of healthy food for our population. For example:
 - In cooperation with other provinces, Saskatchewan should enact a set of land ownership restrictions wherein farmland can only be owned by individuals who are provincial residents, or by incorporated farming operations owned by provincial residents. Residents of other provinces or nations and Saskatchewan non-farm corporations should not be allowed to own more than a small amount of Saskatchewan farmland.
 - Where the land is owned by Saskatchewan residents who are not active or retired farmers, e.g. by Saskatchewan residents who hold farmland as an investment, property tax rates should be higher.

12. Build knowledge of regional food systems.

In the assessment, we noted the need for a way to bring together and build on the different forms of knowledge toward the goal of improving the food system of our Saskatoon and area community. We suggest the following:

- The University of Saskatchewan should establish a regional food systems unit, comprised of university-based and community-based participants, to focus on studies of the local food economy. It would involve different departments and disciplines, including community health, plant sciences, and others but also community partners, such as CHEP and the SHR. The unit could encourage research at many different levels. Examples based on key informant interviews include studies that provide students with research opportunities such as regular food costing (as SHR is doing) nutrition tracking within the city, tracking vacant land uses in the city, and identifying conditions for rooftop gardens. Also arising from this assessment are proposals for studies of best-practices in small to medium-scale agriculture and food processing, and sector-specific analyses for increasing local markets for food products. Finally we need policy research on possibilities for different levels of government to increase support to the local food system. The unit should be housed in a department or college which has multi-disciplinary experience and community partnerships, such as within Plant Sciences in the College of Agriculture or Community Health and Epidemiology in the College of Medicine. Other options include the School of Environment and Sustainability or in the Division of Nutrition. Perhaps funding for a research chair in regional food systems could be obtained.
- In the short term, funds should be applied for to carry out further analyses of the food system in the Saskatoon area. Examples include:
 - Studies could be designed using data from Statistics Canada in conjunction with surveys of local producers to provide sector or product-specific analyses of potential.
 - Partners in First Nations and Métis organizations should be encouraged to collaborate in applying for funds to carry out a study of best practices for meeting the needs of First Nations and Métis communities through a food systems approach.
 - Saskatoon organizations such as the Saskatoon Environmental Society and the Waste Reduction Council could be encouraged to collaborate with others to create a research and education program about the environmental impacts and costs of food as it is consumed in Saskatoon, and how to reduce them.

ⁱ These recommendations are excerpted from the full report Towards a Food Strategy for Saskatoon: Saskatoon Regional Food System Assessment and Action Plan, prepared by Kouri Research for the Saskatoon Regional Food System and Action Plan Team, December, 2013. Online at saskatoonfood.ca.

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: February 6, 2014
SUBJECT: Summer Festivals - 2013
FILE NO.: CK. 185-9; x CK. 205-1 and LS. 205-1

RECOMMENDATION: that a copy of this report be forwarded to City Council for information.

TOPIC AND PURPOSE

This report is to provide information regarding the experience of summer festivals and special event bookings in City of Saskatoon (City) parks in the 2013 calendar year.

REPORT HIGHLIGHTS

1. The number of special events has increased over the past four years.
2. Special Duty Police Officers are now required for all events serving alcohol.
3. Administration has developed a new Special Event Application form.

STRATEGIC GOAL

This report supports the Corporate Strategic Goal related to Quality of Life. The vision is to provide citizens access to facilities and programs that promote active living, and enjoy the natural beauty and benefits of parks, trails, and the river valley that brings people together.

BACKGROUND

During its February 11, 2013 meeting, an information report was received by City Council informing them of Administration's current practices of controlling decibel levels during special events in City parks to help mitigate intrusion on the surrounding area. At this same meeting, City Council also requested that Administration provide a report on 2013 summer festivals.

REPORT

The City hosts a number of festivals, special events, and sporting events in its parks each year. These events range from cultural celebrations and artistic performances, to weddings and anniversaries, to walks and national triathlons. Special events are important to our community because they assist in enhancing our quality of life by bringing people together to enjoy the natural beauty our parks, trails, and river valley have to offer. The popularity of events is evident as there has been increasing demand for park space to hold special events. Over the past four years, the number of special event bookings in parks has increased by 84 percent from 286 (2010) to 527 (2013) (see Attachment 1).

The increased demand for special events at the Riverbank Parks can be attributed to the following factors:

- 1) an extended event season that includes year-round booking requests;
- 2) an increase in the size and complexity of events;
- 3) an increase in the city's population;
- 4) the development of River Landing; and
- 5) improvements to Victoria Park.

This increase in special event bookings can create challenges for the neighbouring residents. With the high concentration of these events being booked in Riverbank Parks, it results in the same neighbourhoods being affected by traffic, noise, and alcohol more frequently throughout the year.

Special Event Approval Process

To mitigate the impact of the above-mentioned factors, administrative conditions are carefully considered and applied to each event. A Special Event Adjudication Committee (Committee) is established to review each event and has representatives from the following areas:

- 1) Saskatoon Police Service;
- 2) Saskatoon Fire;
- 3) Recreation and Sport Division;
- 4) Parks Division;
- 5) Transportation Division;
- 6) Saskatoon Transit; and
- 7) Saskatchewan Liquor and Gaming Authority.

The Committee accepts applications in December and completes a review in early January of each calendar year. As part of this review, each application is analyzed to determine whether an in-person meeting is required. If a meeting is required, the event organizers are brought together with the Committee to discuss possible administrative conditions that may be required in order to hold a successful event. The intent of administrative conditions is to ensure a safe and enjoyable atmosphere for event participants and the neighbourhood residents.

Following the meeting, event organizers receive notification, in writing, of all the administrative conditions that they are contracted to adhere to. These conditions can include, but are not limited to, the following:

- 1) approval of noise bylaw extensions;
- 2) approval of road closures;
- 3) verification of liability insurance; and
- 4) qualified security personnel.

Special Duty Police Officers

In 2013, Saskatoon Police Service required events serving alcohol to hire Special Duty Police Officers for the purpose of reducing alcohol-related issues such as traffic crashes, vandalism, fighting, and other public disturbances. This change was met with resistance from event organizers due to the associated additional costs. With event organizers being informed and educated on this change, the increase in costs can be factored into their event budget for 2014.

Special Event Application Form

Going forward and based on a review of 2013 events, Administration has developed an improved application form. The improved form requires the applicant to submit more detailed information about a specific event. The main improvement to the form is the inclusion of a checklist which includes, but is not limited to, the following:

- 1) site map to ensure appropriate event set-up;
- 2) copy of the Insurance Certificate;
- 3) Event Risk Assessment for emergency response planning; and
- 4) communication plan to advise the public of the event.

The advantage of this new form is that the Committee receives all of the information up-front to make an informed decision on whether an event can go ahead and what specific conditions are required. Feedback will be collected throughout 2014, from both internal and external users, to determine if further revisions are needed to improve the application form and process.

The Committee is continuously improving the processes surrounding approval of special events. In general, Administration heard fewer complaints regarding traffic, noise, and alcohol-related incidents than in previous years. The Committee continues to look for improvements and will be doing a review of best practices in 2014 to develop a more coordinated approach to the special event process.

ENVIRONMENTAL IMPLICATIONS

The increased use of Riverbank Parks has lead to damages in turf. To mitigate this damage, a two-week rest period has been established to allow the turf to recover and to prevent damages that are beyond repair. Every effort is made to ensure that all major special events must be a minimum of two weeks apart if located in a Riverbank Park.

PUBLIC NOTICE

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

ATTACHMENT

1. Special Event Applications Growth 2010 to 2013

Written by: Heather Newell, Special Projects Consultant

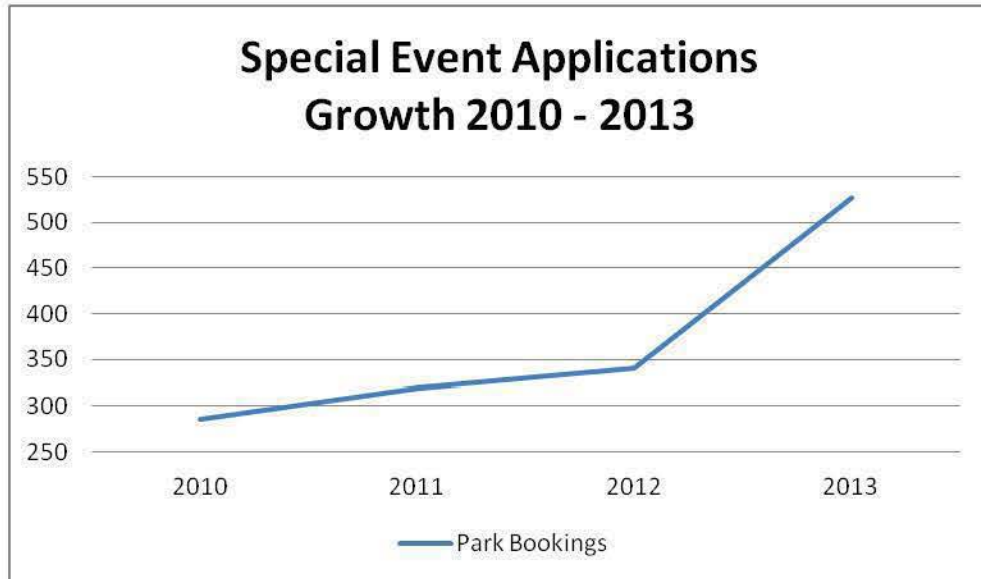
Reviewed by: “Cary Humphrey”
Cary Humphrey
Director of Recreation and Sport

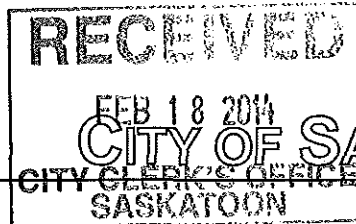
Approved by: “Bob Baran” for
Randy Grauer, General Manager
Community Services Department
Dated: “February 13, 2014”

cc: Murray Totland, City Manager

S/Reports/RS/2014/P&O – Summer Festivals - 2013/ks
BF08-13

Special Event Applications Growth 2010 to 2013





5

Office of the City Clerk

To: Secretary, Planning and Operations
Committee

Date: February 13, 2014

Phone: (306) 975-3240

Our File: CK. 430-27

From: Joyce Fast, Committee Assistant
Municipal Heritage Advisory Committee

Your File:

Re: 2013 Annual Report – Municipal Heritage Advisory Committee

Attached is the 2013 Annual Report for the Municipal Heritage Advisory Committee, which has been approved by the Committee for submission to City Council through the Planning and Operations Committee.

Would you please place this report before the Planning and Operations Committee at its next meeting to be held on February 25, 2014.

By copy of this memo, I have advised Ms. Carla Duval-Tyler, Chair of the Municipal Heritage Advisory Committee of this meeting date, should she wish to attend.



:jf

Attachment

cc: Manager, Planning and Development Division, Community Services Department
Heritage and Design Coordinator, Community Services Department
Ms. Carla Duval-Tyler, Chair, MHAC – Attached is a Request to Appear form which you would need to complete and submit to the Secretary, Planning & Operations Committee, if you wish to speak at the meeting. This meeting commences at 11:30 a.m. on Tuesday, February 25, 2014, Committee Room "A".

Memorandum

ADVISORY COMMITTEE REPORT

TO: Planning and Operations Committee
FROM: Municipal Heritage Advisory Committee
DATE: February 12, 2014
SUBJECT: 2013 Annual Report – Municipal Heritage Advisory Committee
FILE NO.: (CK. 430-27)

RECOMMENDATION: that this report be submitted to City Council as information.

BACKGROUND

The 2013 membership of the Municipal Heritage Advisory Committee was as follows:

Mr. Dave Denny, Chair, public appointment
Ms. Carla Duval-Tyler, Riversdale Business Improvement District (appointed Vice-Chair February 2013)
Ms. Janet Glow, Sutherland Business Improvement District
Mr. Don Greer, Saskatchewan Association of Architects
Mr. Robert McPerson, public appointment
Mr. Lloyd Minion, Saskatoon Region Association of Realtors (appointed in September, 2013)
Mr. Brent Penner, The Partnership (appointed in September, 2013)
Ms. Dorothea Funk, Local History Room, Saskatoon Public Library
Mr. Peter Kingsmill, Tourism Saskatoon
Ms. Maggie Schwab, public appointment
Ms. Signa Daum Shanks, public appointment
Ms. Lenore Swystun, Saskatoon Heritage Society
Mr. Mike Velonas, Meewasin Valley Authority
Mr. Michael Williams, Saskatoon Archaeological Society
Ms. Darla Wyatt (appointed in November 2013) replacing Sarah Marchildon, Broadway Business Improvement District
Councillor Charlie Clark

REPORT

In 2013 the Municipal Heritage Advisory Committee (MHAC) was involved in several activities. Some of the noteworthy activities that occurred in 2013 included:

1. The ongoing review of the City of Saskatoon Heritage Policy and Program Review that was undertaken by Donald Luxton & Associates Inc. in 2012.
 - A Task Group, consisting of Mr. Robert McPherson, Ms. Lenore Swystun, Mr. Peter Kingsmill and Councillor Charlie Clark was established to review the Heritage Policy and Program. Ms. Paula Kotasek-Toth, as the Heritage and Design Coordinator, also provided valuable input to this Task Group.

- A special meeting was held in December, 2013 to review the updated Heritage Policy and Program Review. Ms. Kotasek-Toth (Senior Planner) and Ms. Christine Gutmann (Heritage Design and Coordinator) were in attendance at this special meeting.
 - It was recommended that the draft heritage policy be accepted in principle, but that a companion document be undertaken (similar to the Calgary Heritage Strategy), which would link the policy document to action, and would be framed as a heritage leadership document.
 - Going forward, MHAC looks forward to working with City Council in implementing the new Heritage Policy. The aim is to bring forward the companion document by March, 2014 that will help to market and provide new branding to Heritage in Saskatoon.
2. The Committee received a presentation on Cultural Heritage Mapping by Dr. Keith Carlson, Program Coordinator, Cultural Mapping Class at the University of Saskatchewan. Dr. Carlson provided information on his background and interests, and his work related to the areas of history and geography. He noted that he has worked in conjunction with Mr. Kevin Kitchen, Community Initiatives Manager for the City, on establishing projects for the students in the Cultural Mapping Class. The first class was offered last year—they had 6 students—from various disciplines such as planning, history and fine arts. These students were very enthusiastic participants and were amazed at how much they didn't know, once they started their research, and on how interesting their research was. Dr. Carlson provided background information on his work in the community and put forward some suggestions on what the Committee might reflect on in terms of projects that could be given to students, such as:
- Sites of significant events;
 - Appropriate (recognizable) commemorations for heritage buildings (such as the Military use cenotaph-type monument); and,
 - Explore why people do not apply for designation/commemoration.

The Education and Awareness Task Group indicated they wished to see whether they could work with Dr. Carlson in undertaking some cultural mapping throughout some neighbourhoods in Saskatoon.

3. The Saskatoon Public Library celebrated its centennial. Several events were held throughout the year to commemorate the literacy, information and entertainment needs of city residents. Some of the events of note included the "Saskatoon Public Library: 100 Years in Pictures" display at the Francis Morrison Library in April, as well as centennial parties at several of the branches in May.
4. The Heritage Fair was held on February 3, 2013 at the Western Development Museum. Over 2300 people attended the 25th annual festival which featured six acts of live entertainment split over two stages, 16 activities & demonstrations, and 39 cultural and heritage exhibits. The theme for 2013 was "Our City: From Prairie to Metropolis" and was well represented in the various exhibits, as well as

through “big name” and multicultural entertainment. Volunteers who helped organize the materials associated with the presentation, as well as those who attended the event consisted of Ms. Janet Glow, Ms. Signa Daum Shanks, Mr. Robert McPherson, Ms. Carla Duval-Tyler and Ms. Paula Kotasek-Toth.

5. The 100th Anniversary of the Forestry Farm Park occurred on Sunday, May 26th at the Forestry Farm Park. Ms. Janet Glow volunteered at the event on behalf of MHAC. The anniversary was based on an old fashioned fair. There were food booths, games for kids including good old fashioned foot races and hoola-hoops. There was a stage with entertainment and old time demonstrations including blacksmithing and a farrier. The Heritage Rug Hookers and Bridge City needle arts were in attendance and displayed their needle work and quilts and rugs in the Superintendent’s residence. There were horse-drawn wagon rides and an old fire truck for viewing, along with a restored city bus. “Sunny”, the tourism mascot was in attendance along with The Public Library’s Pelican Mascot. Thousands of people attended the event and the weather was great!
6. Perhaps one of the most exciting things to happen in 2013 was the Municipal Heritage Designation of the City Gardener’s Site located in Victoria Park. The Planning and Operations Committee was advised through MHAC in September, 2013 that the Committee supported the municipal designation of the City Gardener’s Site. Additionally, the committee supported the allocation of \$2,500 from the Heritage Reserve Fund for supply and installation of a recognition plaque for the property. The City Gardener’s Residence was designated for various reasons. The Old Bone Trail passed through this area. The trail was used to transport bison bones to Saskatoon and provided a route for many settlers to the City. Second, at one time the area had been subdivided and contained houses. The City ensured this area would remain in the public domain by purchasing the land and returning it to park space. Third, the City Gardener resided in a house at this location for many years. Much of the City’s park space can be attributed to the first two City Gardeners: A.H. Browne and William James Laurence (“Len”) Harvey. These two men also oversaw the development of the urban forest and the stewardship of the riverbank.
7. A presentation was given by Ms. Susan Lamb, Chair of the SaskRivers Steering Committee concerning the SaskRivers Canadian Heritage River Project in June, 2013. In May of 2012, the South Saskatchewan River, from the Alberta/Saskatchewan border to The Forks and the Saskatchewan River from The Forks to the Manitoba/Saskatchewan border was nominated as a Canadian Heritage River, based on their cultural heritage values. Ms. Lamb was seeking a letter of support be submitted on behalf of MHAC detailing the Committee’s support of the South Saskatchewan and Saskatchewan Rivers, as described in a Draft Legacy Document, as a Canadian Heritage River. A Letter of Support was drafted in November, 2013 indicating the Committee’s support, in principle, of the Draft Legacy Document.

8. On June 2, 2013, Doors Open was held for the sixth time in Saskatoon. Volunteers from the Committee consisted of Ms. Janet Glow and Ms. Maggie Schwab in addition to Ms. Paula Kotasek-Toth. Kim Ali from On Purpose Leadership gave a presentation on the results of the Doors Open Program in October, 2013 to the Committee. Ms. Ali presented the following information:
 - A total of 20 venues participated in the event.
 - Most of the buildings had a physical tour with interpreters, lasting approximately half an hour in length.
 - Comments from participants indicated that the tours were excellent.
 - There was a drop in attendance at the 2013 Doors Open Event with approximately 3,000 people attending. It was cited that the Children's Festival began on the same day, and a change in promoting the event which took a non-traditional approach and relied more heavily on social media; both of which could have resulted in the drop in attendance.
 - Ms. Kotasek-Toth noted that Doors Open partnered with Saskatoon Transit this year and free bus transportation was provided to people displaying a Doors Open button.

9. In terms of publications, Mr. Brent Penner was in contact with the Saskatoon Express newspaper who indicated that they were interested in publishing a one-year series of articles, appearing every other month (for a total of six articles) with a suggested focus of how people have invested in heritage buildings along with the past use, and what the building is being used for today. The Committee resolved to hire Mr. Lucas Richert to write the articles on behalf of the Committee.

10. Ms. Lenore Swystun attended the 2013 Heritage Canada Annual General Meeting in Ottawa, Ontario and indicated that the conference was worthwhile. Mr. Robert McPherson attended the Heritage Saskatchewan AGM in Regina.

11. The sale of the Third Avenue United Church occurred in October, 2013. The congregation and Presbytery chose a successful applicant in the bid process (Harold Orr and Sons Engineering, led by John Orr). This building is listed on the Saskatoon Holding Bylaw and is considered to be among Saskatoon's most precious heritage buildings because of its exterior, the interior ceiling, and the important social historical role the building filled in the city for the last 100 years. The Request for Proposals which the congregation issued in July 2013 required, among other things, that the winner provide heritage designation to the building. However, in October, 2013 Mr. John Orr requested the congregation's permission to defer heritage designation until late 2015 to enable renovations and development. While this issue was not brought forth before the Committee, the Committee wishes to pursue a working relationship with the Developer, and with the help of the Heritage and Design Coordinator, to help them obtain Municipal Heritage Designation.

12. Mr. Dave Denny stepped down as Chair of the Municipal Heritage Advisory Committee in December 2013. Dave served as Chair since 2011 and was a member of the board since 2009. The Committee would like to thank Mr. Denny for his efforts serving as both a member at large, and as Chair.

2014 GOALS

Going forward in 2014, there are several exciting heritage events to look forward to.

The Municipal Heritage Advisory Committee is looking forward to working with City Council and helping the City of Saskatoon roll out new policies and procedures surrounding heritage preservation and awareness. The Companion document to the new Heritage Policy and Program, or Heritage Strategy, will be going to Council this spring. The goal is to have a document that makes Heritage policy and programs accessible and understandable to City Council, City Administration and the general public. It is the hope that the Heritage Strategy will be completed by March, 2014 where it will be reviewed by the Committee and then presented to City Council. Some of the more important issues concerning MHAC surrounding the new Heritage Policy and associated Heritage Strategy include:

- The rollout of the registry of heritage properties;
- Promoting heritage in collaboration with the new City of Saskatoon website, Official Community Plan and Zoning Bylaw, strategic plans, local area plans, (etc.); and,
- Promoting the new incentives (tax incentives, maintenance incentives, fees, and the relaxation of certain development standards), to encourage the preservation and recognition of heritage properties and ultimately demonstrate that heritage properties can be an asset to Developers; and
- The recognition and involvement of MHAC and the changing role of the committee, specifically, working with City Council as a sounding board in heritage matters now and in the future and working as stewards as the new Heritage Policy and associated Strategy are rolled out.

The Heritage Festival of Saskatoon took place on February 2, 2014 at the Western Development Museum. The theme from this year's event was "Bridge Mixture. Who Do You think We Were?" The event was perhaps the most successful, in terms of numbers of attendees. A full summary of the Festival will be undertaken in the 2014 Municipal Heritage Advisory Committee Report.

The Heritage Awards Task Group is comprised of Mr. Robert McPherson, Carla Duval-Tyler and Councillor Charlie Clark. The Heritage Awards were presented at City Council on February 10, 2014.

The Education and Awareness Task Group indicated a desire in 2013 to work with Dr. Keith Carlson in the provision of undertaking some cultural mapping in the City of Saskatoon. The Task Group expressed a desire to explore whether any mapping could be undertaken going forward.

The Committee looks forward to the publications in the Saskatoon Express, as spearheaded by Mr. Brent Penner.

Lastly, the Committee would like to thank Ms. Paula Kotasek-Toth for her leadership and support over the years, with particular reference to the Heritage Policy and Program Review. The Committee would like to wish Ms. Kotasek-Toth all the best in her new role as a Senior Planner with the City of Saskatoon.

The Committee would like to welcome Ms. Christine Gutmann as the new Heritage and Design Coordinator. We look forward to working with you over the coming years!

Written By: Carla Duval-Tyler and Maggie Schwab

Approved By: "Joyce Fast" for

Carla Duval-Tyler, Chair
Municipal Heritage Advisory Committee
Dated: February 12, 2014

Office of the City Clerk

To: Secretary,
Planning & Operations Committee

Date: February 19, 2014

Phone: 3240

Our File: CK. 175-44

From: Janice Hudson, Secretary
Visual Arts Placement Jury

Your File:

Re: 2013 Annual Report - Visual Arts Placement Jury

Attached is a copy of the 2013 Annual report for the Visual Arts Placement Jury, which has been reviewed and approved by the Jury for submission to City Council through the Planning and Operations Committee.

Would you please place this report before the Planning and Operations Committee at its meeting to be held on February 25, 2014.

By copy of this memo, I have advised Ms. Ellen Moffat, 2013 Vice-Chair (and 2014 Chair), of this meeting date and provided her with a request form should she wish to speak at the meeting.

JH
JH

Attachment

cc: General Manager, Community Services Department
L. Lacroix, Director of Community Development
A. Romero, Arts & Culture Consultant, Community Development
G. Russell, Urban Design Manager, Planning and Development
E. Moffat, Vice-Chair, VAPJ - Attached is your copy of the 2013 Annual Report, along with a request form to complete should you wish to speak at the Planning and Operations Committee meeting noted above. The meeting commences at 11:30 a.m., Committee Room 'A', 2nd Floor, City Hall.

ADVISORY COMMITTEE REPORT

TO: Planning and Operations Committee
FROM: Visual Arts Placement Jury
DATE: February 25, 2014
SUBJECT: 2013 Annual Report – Visual Arts Placement Jury
FILE NO: (CK. 175-44)

RECOMMENDATION: that the information be received and submitted to City Council.

BACKGROUND

The following were members of the Visual Arts Placement Jury in 2013:

Ms. Seanine Warrington, (public at large), Chair
Ms. Ellen Moffat, CARFAC, Vice-Chair
Mr. Jordan Schwab (public at large)
Ms. Barbara Beavis (public at large)
Ms. Susan Shantz (public – professional arts community)
Mr. Mike Velonas, Meewasin Valley Authority (until September)
Mr. Alan Otterbein, Meewasin Valley Authority (replacement)
Mr. Edward Gibney, Prairie Sculptors' Association (until June)
Ms. Elisabeth Yonza, Prairie Sculptors' Association (replacement)

The Visual Arts Placement Jury (VAPJ) met 8 times in 2013. It assisted with various activities centred around revising the Placemaker program, selected seven new projects for the 2013 Placemaker Program, and reviewed the existing works in the program for the 2014 Placemaker Program. The Jury participated in public events around completion of the Moose Jaw Trail Public Art project with Jill Anholt and Susan Mavor and hosted a public talk and post-talk reception Frances Morrison Library during their visit to unveil the project.

MANDATE

The Visual Arts Placement Jury was established in 1990 to adjudicate on the appropriateness and quality of art for placement in open space, civic facilities and other City-owned property, with the exception of the Mendel Art Gallery.

The mandate of the Jury includes the following:

- a) To review proposed works of art, communicating with the artist and/or donor, where applicable and as necessary;
- b) To adjudicate proposed works of art according to specific criteria developed through consultation with experts in the field and to table its selection criteria with City Council as information;
- c) To make the final decision on accepting donations of art;

- d) To consider recommendations from the Administration on three suitable locations for each permanent work of art and to provide advice to City Council on the preferred location for the work of art;
- e) To provide advice to City Council on the purchase of works of art;
- f) To provide advice to City Council on proposed amendments to the Visual Arts Placement Policy; and
- g) To work with the Urban Design Committee in selecting sites for the Placemaker Public Art Program; to adjudicate submissions received; to make selections based on criteria specified on the submission call document; and to assist in matching the selections with the appropriate sites.

The Visual Arts Placement Jury is required to submit an annual report on its activities to City Council through the Planning and Operations Committee. This report was prepared in response to that requirement.

REPORT

The Jury had three main areas of focus in 2013: (1) assist with revising the Placemaker Program including reviewing the Call for Submissions, jurying submissions, and touring existing projects throughout the city, (2) support public programming for the Moose Jaw Trail interpretative project area in Patricia Roe/Mark Thompson Park in Stonebridge subdivision by Jill Anholt Studio, (3) continue to explore various ways in which the Jury can continue to educate its members and the public in the various new styles of public art appearing in the community. In addition, representation from the Jury participated in the Commemorative review process for a public art project by the Whitecap Dakota First Nations and the donation form the Chinese community of a Ting to recognize their contribution to the City of Saskatoon.

The Jury was enthusiastic in assisting with revising the Placemaker Program giving feedback to the Call for Submissions, selecting new projects for the revised Placemaker Program and assisting with programming around the new works. Seven projects were selected for the 2013 program reflecting local, national and international artists: Sans façon, Tonya Hart, Keeley Haftner, Paul Reimer, Moriyuki Kono, Tony Stallard, and Josh Jacobson. The Jury reviewed submissions and made recommendations for the short list based on the suitability of the projects for their locations.

As to the Placemaker Program, installations of the projects were smooth. One project (Tonya Hart's, *Wolves*) was vandalized. As a consequence the work was relocated and repaired (see Attachment 1). Installation of Sans façon's project was supported with students from the Art and Art History Dept of the University.

The Jury took advantage of many opportunities to continue its education program in contemporary public sculpture. Meet the Artist events were held at the completion of most of the Placemaker projects. Sans façon and Tonya Hart gave public artist talks at the Gordon Snelgrove Gallery; Sans Façon gave an additional presentation at the Frances Morrison Library; Keeley Haftner and Josh Jacobson presented together at the

Mayfair Library; Moriyuki Kono met with the public at the Coffee's On Emporium; and Tony Stallard met with the public at the Persephone Theatre.

The Jury met with Stephanie Danyluk from the Whitecap Dakota First Nation concerning a public art project for River Landing. – War of 1812 Monument. Ms Danyluk presented two versions of the winning proposal.

The bus tour of the existing Placemaker projects was a useful means of assessing the existing works in the program. It gave the Jury an opportunity to see the state of weathering of the works for assessment, the suitability of location. Recommendations were made about the future of the works.

CONCLUDING COMMENTS

The Jury is pleased with the selection of seven new artworks for the Placemaker Program (see Attachments 2 & 3) and with the Whitecap Dakota First Nations new public art project. The 2014 Call for Submissions for the Placemaker Program promises to be a good opportunity for the continued evolution of the Placemaker Program.

The Jury is also excited by the growth and acknowledgement by the community regarding the importance of public artwork in the City, and how creative public artwork can become when supported by the City and the community.

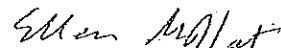
The Jury is very thankful for the support provided by the excellent administrative staff. Special thanks goes to several people: Marlene Hall, Deputy City Clerk who retired in July; Janice Hudson, Committee Assistant, as her replacement; Genevieve Russell, Urban Design Manager; and Alejandro Romero, Arts and Culture Consultant. The Jury wishes Marlene well in her retirement.

The Jury members would like to thank Ed Gibney and Seanine Warrington for their long-term contributions to the VAPJ.

ATTACHMENTS

1. News Release dated December 12, 2013
2. PSA dated October 9, 2013
3. Placemaker Program 2013 Artwork Selections - Bios/Images

Respectfully submitted,



Ellen Moffat, Vice-Chair 2013
Visual Arts Placement Jury

From: City of Saskatoon - News Release/PSA
Sent: December 12, 2013 9:42 AM
Subject: MISSING SCULPTURE FOUND: U OF S SECURITY DISCOVER INFRA WOLF

News Release

For Immediate Release: December 12, 2013

CY13-193

CITY OF SASKATOON STRATEGIC PLAN:
Bridging to Tomorrow ...for a 21st Century



MISSING SCULPTURE FOUND: U OF S SECURITY DISCOVER INFRA WOLF

A fibreglass wolf sculpture that went missing for about a month near the University of Saskatchewan has been found.

"We are happy and relieved for this turn of events," Community Initiatives Manager, Kevin Kitchen says. "That someone would remove an artwork and damage others in the display was upsetting to say the least – certainly for the artist and for the City's Placemaker Program."

In early November a new Placemaker Public Artwork known as *INFRA* by Tonya Hart of Toronto, Ontario, was installed on College Drive near Bottomley Avenue.

INFRA is a sculpture installation comprised of 10 life-sized wolves created with fibreglass and polyurethane resin. Fluorescent pigment gives the wolves their bright colours during the day and LED lighting provides their glow at night.

Just after it happened, the City reported to the Saskatoon Police Service and U of S Campus Security that sometime between late evening November 13 and early morning November 14, one wolf was stolen and two others damaged. At that time, the remaining wolves were also temporarily removed from display.

The missing wolf was found by Campus Security in a campus parking lot on Wednesday, December 11 and returned to the City to be reunited with the rest of its pack.

"The City has been working with the Meewasin Valley Authority on finding a new and more secure location for reinstallation of the wolf pack which will be on display until the end of April for the duration of the lease with the artist," Kitchen says.

The installation is scheduled for the afternoon of Monday, December 16, 2013 on top of the permanent building at the Cameco Meewasin Skating Rink.

For more information on *INFRA* and other new temporary art installations which are part of the City's Placemaker Program, please visit www.saskatoon.ca and look under "P" for Placemaker Program.

For more City of Saskatoon Public Service Announcements, News Releases, Traffic Detours and Service Alerts, visit www.saskatoon.ca or connect with the City of Saskatoon on Twitter and Facebook.

From: City of Saskatoon (CY) - News Release/PSA
Sent: October 09, 2013 8:49 AM
Subject: CITY OF SASKATOON ANNOUNCES NEW ARTWORKS FOR THE PLACEMAKER PROGRAM

PSA

For Immediate Release: October 9, 2013

CY13-176

CITY OF SASKATOON ANNOUNCES NEW ARTWORKS FOR THE PLACEMAKER PROGRAM

The City of Saskatoon (City) is pleased to announce seven (7) new public artworks to be displayed in Saskatoon as part of the Placemaker Public Art Program (Placemaker Program). Recent public consultation with residents suggested a desire for new public art locations and more diversity in materials and themes. Following a recent call for proposals, the City received 33 submissions from artists all over the world, with the City's Visual Arts Placement Jury selecting the following artworks of local, national, and international artists:

- *Cacher pour mieux montrer* by Sans façon (Calgary, AB) – An industrial polyethylene shrink wrap will temporarily cover existing Placemaker Program artwork to unify existing pieces and create intrigue and discussion. Conceptual Art Installation. Location: Various locations throughout Broadway, Downtown, and Riversdale areas (TBD).
- *Found Compressions One and Two* by Keeley Haftner (Saskatoon, SK) – A site specific sculpture consisting of two cellophane wrapped bales of valueless compacted plastics. Environmental Arts (recycled materials). Location: 33rd Street
- *INFRA* by Tonya Hart (Toronto, ON) – Free standing wolves made of fiberglass and polyurethane resin. Resin Sculpture with Light. Location: College Drive
- *Open Book* by Paul Reimer (Cranbrook, BC) – A large multi-functional book sculpture meant to be used as a bench. Functional Art. Location: Mayfair Branch Library
- *Quantum Dot* by Josh Jacobson (Saskatoon, SK) – A site specific wall mural. Aerosol Art. Location: 33rd Street
- *Soaring* by Moriyuki Kono (Abbotsford, BC) – A wooden sculpture carved out of Western Red Cedar. Wood Carving Sculpture. Location: Central Avenue
- *Statement* by Tony Stallard (United Kingdom) – A thought provoking neon light sculpture that celebrates the local community. Light Installation. Location: Remai Arts Centre

Each of these new artworks will be installed at varying times throughout the months of October and November. In conjunction with each individual art installation, the public will have an opportunity to meet the artists (or team of artists) during talks about their respective art pieces.

The first artist presentation to discuss *Cacher pour mieux montrer* by Sans façon will be held on Thursday, October 10, 2013, at 12:00 p.m. at the Gordon Snelgrove Gallery. *Cacher pour mieux montrer* is scheduled for installation November 11 to 15, 2013.

The goal of the Placemaker Program is to enhance civic spaces within commercial districts through the placement of temporary public art. Public art refers to artwork that has been planned and executed in the public domain, in any media, that is outside and accessible to all. Artists are requested to respond to the sites and take into account the physical or historical contexts.

For more information on the new art installations and the Placemaker Program, please visit www.saskatoon.ca and look under "P" for Placemaker Program.

For more City of Saskatoon Public Service Announcements, News Releases, Traffic Detours and Service Alerts, visit www.saskatoon.ca or connect with the City of Saskatoon on Twitter and Facebook.

Placemaker Program 2013

Artwork Name:	“Cacher pour mieux montrer”
Installation Schedule:	November - December 2013
Location of Art:	Various locations in Broadway, Downtown and Riversdale business improvement districts
Description of Work:	An industrial polyethylene shrink wrap will cover each existing artwork in the Placemaker Program to unify all existing pieces and create intrigue and discussion.
Artist Name & Bio:	Sans façon formed 12 years ago in Glasgow, Scotland, later making the move to Calgary, Alberta. Projects range from performances, permanent pieces in public spaces to developing and implementing strategies involving artists. Their work is developed in close collaboration with communities, organisations and individuals involved.
Website:	www.sansfacon.co.uk
Location of Studio:	Calgary, AB
Statement of Work:	<i>Cacher pour mieux montrer</i> creates a direct engagement of the public with the city’s public art collection, but in an undirected manner. The wrapped sculptures will create questioning and intrigue about their presence and function, but also about the individual sculpture temporarily hidden from sight, indirectly about the role of art in our public realm.



Placemaker Program 2013

Artwork Name: *INFRA*

Installation Schedule: October 2013 – May 2014

Location of Art: Washroom Facility in North Kiwanis Memorial Park (beside Cameco Meewasin Skating Rink)

Description of Work: *INFRA* is a sculpture installation comprised of eight life sized wolves created with fiberglass and polyurethane resin. Fluorescent pigment gives the wolves their bright colours during the day and LED lighting provides their glow at night.

Artist Name & Bio: Tonya Hart's art explores the means to represent our relationship with nature, especially toward other animals. A graduate of York University Bachelor of Fine Arts Honors program and recipient of an Ontario Arts Council Emerging Artist grant 2010.

Location of Studio: Toronto, ON

Statement of Work: *INFRA* portrays a pack of wolves glowing in a spectrum of infrared colors. These thermal portraits refer to a primal instinctive state of nature. In contrast to the grey city scape, the wolves appear alien, yet their thermal vitality is shared by all warm blooded animals. In this sculpture installation, Tonya Hart continues to explore our relationship with nature.



Placemaker Program 2013

Artwork Name:	<i>Found Compressions One and Two</i>
Installation Schedule:	November 1 – 15, 2013
Location of Art:	33 rd Street & Avenue C
Description of Work:	A site-specific sculpture consisting of two cellophane-wrapped bales of valueless compacted plastics: a 'mixed' plastics bale and a 'film' plastics bales stacked one on top of the other to form an organic 'cube' shape.
Artist Name & Bio:	Keeley Haftner is a Saskatoon-based artist whose practice is emerging through notions of labour, gender, history, satire and value. She received her BFA in 2011 where she specialized in painting, printmaking and sculpture.
Location of Studio:	Saskatoon, SK
Statement of Work:.	<i>Found Compressions One and Two</i> is a work produced in collaboration with Loraas Recycle that makes use of the 'found object'; an unmanipulated artwork that gains consideration as an artistic object by merit of its having been chosen by the artist. This work is site-specific to our city and province: the plastics are sourced from Saskatchewan and processed to their current form in Saskatoon, a relatively new public service. These particular unprofitable plastic bales narrowly escape the landfill. Through this lack of value, the work is intended to provoke a dialogue around the valuation of labour, waste, intentions, consumption, collection, and the tiny narratives in the garbage we make. A blog will be produced in addition to the work as a means of creating an online public forum about the work, and of giving a biographical snapshot of the employees of Loraas who laboriously sort our recycling.



Placemaker Program 2013

Artwork Name:	<i>Open Book</i>
Installation Schedule:	October 2013 – October 2016
Location of Art:	Mayfair Branch Library
Description of Work:	A large multi-functional book sculpture meant to be used as a bench. The book's cover is sheet metal, hand forged and fabricated with a faux leather finish.
Artist Name & Bio:	Paul Reimer is an artist blacksmith operating out of Cranbrook, British Columbia. He has over 24 years of experience in hand forged architectural ironwork, large scale public art and sculpture for galleries.
Location of Studio:	Cranbrook, British Columbia
Statement of Work:	The inspiration for <i>Open Book</i> came from my love of reading, which began at a young age. It facilitated discovery and exploration growing up on an isolated farm. The books I read opened me up to a whole new world and took me to places I had never experienced. This sculpture is attempting to recapture some of that larger than life imagination sparked by those stories read long ago.



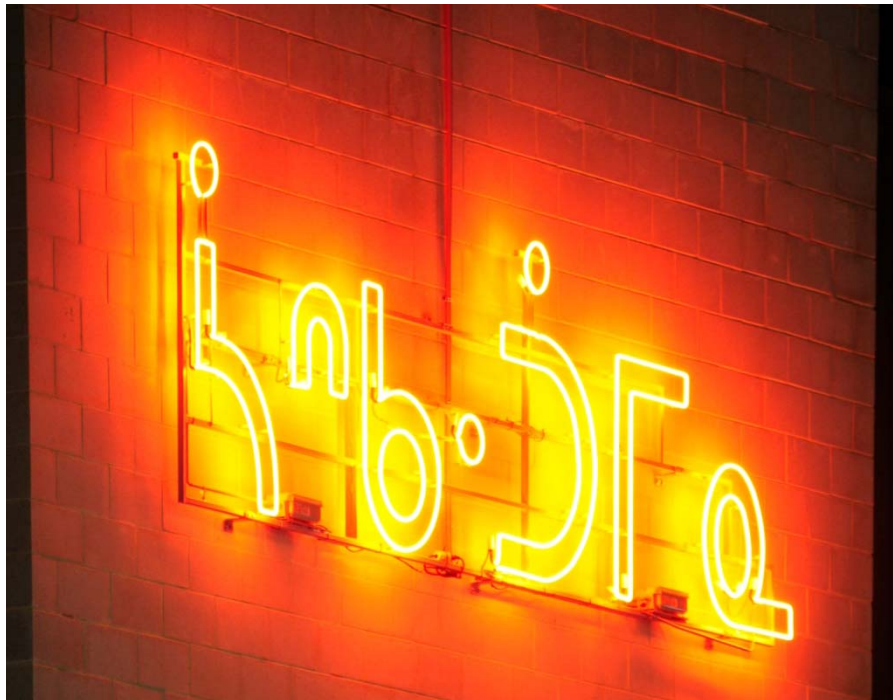
Placemaker Program 2013

Artwork Name:	<i>Soaring</i>
Installation Schedule:	October 2013 – October 2016
Location of Art:	Central Avenue and 110 th Street
Description of Work:	A wooden sculpture carved out of Western Red Cedar. The motif of the artwork is an eagle head facing straight up.
Artist Name & Bio:	Moriyuki Kono is a professional sculptor with 20 years of experience in wood sculpting, log home and timber frame construction and other fabrications of art. He is originally from Fukui-city, Japan and later relocated to Canada to pursue wood sculpting and other fabrication of art. He now lives and works from Abbotsford, British Columbia.
Website:	www.mkono.net
Location of Studio:	Abbotsford, BC
Statement of Work:	<i>Soaring</i> represents the spirit of great nature and wondrousness of wild lives. The upward momentum represents the growth and prosperity of human living.



Placemaker Program 2013

Artwork Name:	<i>Land of Berries</i>
Installation Schedule:	October 2013 – October 2016
Location of Art:	Remai Arts Centre
Description of Work:	A site specific light sculpture will evolve through a workshop with Saskatoon's First Nations community. The intention is to develop a workshop of sketches, ideas, text and poetry to create a work of some kind in neon by way of expression.
Artist Name & Bio:	Tony Stallard is an artist with 25 years of experience creating public artworks within the public realm in locations including the U.K., Europe and abroad. His work has included new technologies and design systems responding to the 'alchemical' properties that are inherent within the project, usually involving light.
Website:	www.tonystallard.co.uk www.en.wikipedia.org/wiki/Tony_Stallard
Location of Studio:	Essex, UK
Statement of Work:	The main intention of <i>Statement</i> is to develop a work that would be relevant to the location, be thought provoking and to celebrate the local community, First Nations group, within a contemporary format that in time becomes a landmark that inspires civic pride.



Placemaker Program 2013

Artwork Name:	<i>Quantum Dot</i>
Installation Duration:	September 2013 – September 2018
Location of Art:	414 - 33 rd Street
Description of Work:	Wall mural
Artist Name & Bio:	Josh Jacobson has been involved in art in one way or another since an early age, but once introduced to street art and graffiti cultures from the 1990's it lead to a passion for creating murals and urban inspired fine arts. Over the last 14 years Josh has worked on murals, canvas, signage, logo designs and commercial store installations. He has worked with many different mediums including aerosol, acrylics, screen printing, pen, stencilling and digital methods. His art is inspired mainly by architecture, deconstructionism, type and graffiti.
Location of Studio:	Saskatoon, SK
Statement of Work:	<i>Quantum Dot</i> is the name of my mural. My interest in scientific imagery has inspired this piece and I attempted to play with the properties of colour and space. Diagrams and illustrations relating to physics and geometry are used as reference. The mural will be intersected by geometrical formations. The resulting segments will identify differing colour fields and dissect one another. This will give a resemblance to looking through a kaleidoscopic field of colour.



His Worship the Mayor and City Council
The City of Saskatoon

REPORT

of the

ADMINISTRATION AND FINANCE COMMITTEE

Composition of Committee

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

1. **2014 Tag Days**
(Files CK. 200-3 and CS. 200-3)

RECOMMENDATION: that the applications for the 2014 Tag Days be approved.

Your Committee has considered and supports the attached report of the A/CFO and General Manager, Asset and Financial Management Department dated February 4, 2014, requesting approval of twelve applications for 2014 Tag Days. Council Policy C02-010 defines a Tag Day as a day set aside for solicitation of donations from the public by a particular organization for charitable purposes.

2. **Earth Hour 2014**
(Files CK. 375-4 and CP. 205-5)

RECOMMENDATION:

- 1) that the City of Saskatoon (City) promote Earth Hour 2014 in the manner outlined in this report; and
- 2) that free transit service be offered the evening of March 29, 2014, commencing at 7:30 p.m. until approximately 1:00 a.m., to further support the City's environmental awareness initiatives.

Your Committee has considered and supports the attached report of the General Manager, Corporate Performance Department dated February 18, 2014, outlining the City's activities to recognize Earth Hour on March 29, 2014, a global event promoting environmental awareness.

**3. Central Avenue and Attridge Drive Functional Plan
(Files CK. 6320-1 X 6050-10)**

RECOMMENDATION: that Alternative 1 of the revised Central Avenue and Attridge Drive Functional Plan be approved, with consideration for the following:

- including an extension of the northbound to eastbound ramp right-turn bay; and
- maintaining the existing dual left-turn lanes northbound on Central Avenue.

Your Committee has considered the attached report of the General Manager, Transportation and Utilities Department dated January 20, 2014, requesting approval of a revised functional plan for the Central Avenue and Attridge Drive intersection.

Your Committee supports Alternative 1 outlined in revised Plan and expressed interest in an extension of the Circle Drive northbound to eastbound ramp right-turn bay and maintaining the dual left-turning lanes northbound on Central Avenue. The Administration advised your Committee that it will consider these.

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

**4. Enquiry – Councillor M. Loewen (November 4, 2013)
Special Rates – Saskatoon Transit – Field Trips and School Groups
(Files CK. 1905-4 and WT. 7300-1)**

RECOMMENDATION: that the information be received.

Attached is a report of the General Manager, Transportation and Utilities Department dated February 7, 2014, responding to an enquiry from Councillor M. Loewen regarding options for a special rate for field trips and school groups using regular City Transit.

Following review of this matter, your Committee submits the report for information.

- 5. Enquiry – Councillor Pat Lorje (August 14, 2013)**
Impact of Circle Drive South Truck Traffic
AND
Communications to Council – William Smith (October 1, 2009)
Semi-trucks in the City
(File No. CK. 6320-1)
-

RECOMMENDATION: that the Administration be directed to enter into discussions with representatives from the trucking industry regarding the possibility of removing the 11th Street Bypass from the Pick-Up/Delivery Vehicle Route.

Attached is a report of the General Manager, Transportation and Utilities Department dated January 13, 2014, providing information regarding the impact of Circle Drive traffic, specifically truck traffic on the new 11th Street West Bypass road, and to address an outstanding Communications to Council concerning the use of residential streets within the city by semi-trucks.

Your Committee expressed interest in the Administration entering into discussions with representatives from the trucking industry regarding the possibility of removing the 11th Street Bypass from the pick-up/Delivery Vehicle Route, and puts forward the above recommendation.

- 6. Communications to Council – Lorraine Fajt (July 10, 2012)**
Speeding on Balfour Street – Submitting Petition with
Approximately 99 Signatures
(Files CK. 6320-1 and IS. 6320-1)
-

RECOMMENDATION: that the information be received.

Attached is a report of the General Manager, Transportation and Utilities Department dated February 12, 2014, providing information in response to an enquiry from Lorraine Fajt requesting an investigation into the increased traffic and speeding problems on Balfour Street.

The Committee requested the Administration include the priority list for the neighbourhood-wide traffic review when this matter is submitted to Council. Attached is a copy of the current list as of December 2013. The following information was also provided by the Administration in regards to the priority list:

"The criteria used for determining the priority includes the following:

- Collision history;
- Number and severity of the outstanding concerns;
- Number of temporary traffic calming devices in the specified neighbourhood requiring follow-up review;
- Area of the city (to ensure even distribution);
- Future projects planned;
- Coordination with the Local Area Planning process.

The list will be reviewed on an annual basis and presented to City Council. Additional details on the criteria will be provided in the report planned for December 2014.

In 2014, eight neighbourhoods will be reviewed, including:

- Hudson Bay Park (Ward 1)
- City Park (Ward 1)
- Caswell Hill (Ward 2)
- Westmount (Ward 4)
- Varsity View (Ward 6)
- Haultain (Ward 6)
- Holliston (Ward 6)
- Brevoort Park (Ward 8)

The first public meeting to obtain input from residents has either been held already or is scheduled in the coming months. In addition, the neighbourhood wide traffic management plans for Mayfair and Nutana which were initiated in 2013 are being finalized."

Following review of this matter, your Committee submits the report to City Council for information.

7. **Communications to Council**
From: Keaton Schmidt
Date: May 26, 2013
Subject: Shark Fins
(Files CK. 151-1 X 185-1 and PL. 150-1)

RECOMMENDATION: that the report of the General Manager, Community Services Department dated January 27, 2014, be forwarded to City Council for information.

Attached is a report of the General Manager, Community Services Department dated January 27, 2014, providing information regarding the ability of City Council to implement a bylaw respecting a ban on shark fin products in the City of Saskatoon.

Following review of this matter, your Committee submits the report to City Council for information.

8. **Saskatoon Transit 2014 Route Enhancements**
Community Engagement Plan
(Files CK. 7310-1 and WT. 7300-1)

RECOMMENDATION: that the report of the General Manager, Transportation and Utilities Department dated February 14, 2014, be forwarded to City Council for information.

Attached is a report of the General Manager, Transportation and Utilities Department dated February 14, 2014, providing information on the new Community Engagement Plan for the 2014 Saskatoon Transit route enhancements.

Your Committee requested that the Administration contact the Saskatoon Council on Aging to discuss a communications strategy to disseminate the route changes to seniors, and provide City Council an update on those discussions. Transit has since been in contact with the Executive Director of the Saskatoon Council on Aging to obtain their guidance on a communications plan for seniors and as a result, in addition to traditional channels for information distribution, Transit will also be distributing event materials through the Saskatoon Council on Aging channels.

Report No. 3-2014
Administration and Finance Committee
Monday, March 3, 2014
Page 6

Your Committee held discussion with respect to concerns about how long the transit master plan will take to implement (three years or more). The Administration noted that these proposed enhancements are in line with the new system and will look at further enhancements that can be accelerated prior to the full master plan coming forward.

Following review of this matter, your Committee submits the report to City Council for information.

Respectfully submitted,

Councillor T. Paulsen, Chair

TO: Secretary, Administration and Finance Committee
FROM: A/CFO, General Manager, Asset & Financial Management Department
DATE: February 4, 2014
SUBJECT: 2014 Tag Days
FILE NO.: CK 200-3 and CS 200-3

RECOMMENDATION: that the Administration and Finance Committee recommend to City Council that applications for the 2014 Tag Days be approved.

TOPIC AND PURPOSE

The purpose of this report is to request City Council's approval of twelve applications for 2014 Tag Days

REPORT HIGHLIGHTS

1. The Tag Days Policy ensures that soliciting of donations for public purposes is carried out in a co-ordinated manner that benefits the community as a whole.
2. The Administration and Finance Committee recommend to City Council the approval of the 2014 Tag Day applications.

STRATEGIC GOAL(S)

The recommendation in this report supports the Strategic Goal of Quality of Life by supporting local organizations for charitable purposes.

BACKGROUND

Council Policy C02-010 defines a Tag Day as a day set aside for solicitation of donations from the public by a particular organization for charitable purposes. The charitable purposes can be any benevolent, philanthropic, patriotic, artistic, athletic, recreational, or civil purpose, and any purpose that has an objective of promoting or providing a public service.

REPORT

The following organizations have all been approved for Tag Days in previous years, and are requesting approval for a 2014 Tag Day. All requirements of the policy are met.

ORGANIZATION

DATE(S) REQUESTED

1.	107 Spitfire Royal Canadian Air Cadet Squadrons	Apr. 5 and Oct. 18, 2014
2.	702 Lynx Royal Canadian Air Cadet Squadrons	Apr. 12 and Oct. 11, 2014
3.	Navy League of Canada – Saskatoon Branch	Apr. 19 and Sept. 20, 2014
4.	2293 & 3071 & 328 Royal Canadian Army Cadets	Apr. 26, 2014
5.	Special Olympics Saskatchewan – Saskatoon	May 10, 2014
6.	AIDS Saskatoon Inc	June 14, 2014
7.	Saskatoon Professional Firefighters Union Local 80 – Boot Drive	Sept. 13, 2014
8.	Raise a Reader – <u>The Star Phoenix</u>	Sept. 17, 2014
9.	Canadian Cystic Fibrosis Foundation Shinerama Saskatoon	Sept. 18, 2014
10.	Kiwanis Club of Saskatoon	Sept. 27, 2014
11.	Royal Canadian Legion & Anavets Poppy Campaign Fund	Oct. 25, 2014
12.	Borden/Saskatoon Lions Clubs	Nov. 15, 2014

OPTIONS TO THE RECOMMENDATION

Non-approval of the recommendation would not allow these organizations to proceed with their Tag Day initiative.

POLICY IMPLICATIONS

There are no Policy Implications

FINANCIAL IMPLICATIONS

There are no financial implications.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

Communication is directly with the Tag Day applicants.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

Tag Day initiatives will be completed by November 15, 2014.

ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications.

PRIVACY IMPACT

There is no privacy impact.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

CPTED does not apply in this instance.

PUBLIC NOTICE

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

Written by: Joy Bunes, Revenue Collections Manager,
Corporate Revenue

Reviewed by: “Shelley Sutherland”
Shelley Sutherland, Director
Corporate Revenue

Approved by: “Kerry Tarasoff”
Kerry Tarasoff, A/CFO & General Manager
Asset & Financial Management Department
Dated: “February 4, 2014”

copy: Murray Totland, City Manager

TO: Secretary, Administration and Finance Committee
FROM: General Manager, Corporate Performance
DATE: February 18, 2014
SUBJECT: Earth Hour 2014
FILE NO: CK. 375-4 and CP. 205-5

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

- 1) that the City of Saskatoon (City) promote Earth Hour 2014 in the manner outlined in this report; and
- 2) that free transit service be offered the evening of March 29, 2014, commencing at 7:30 p.m. until approximately 1:00 a.m., to further support the City's environmental awareness initiatives.

TOPIC AND PURPOSE

This report outlines the City's activities to recognize Earth Hour on March 29, 2014, a global event promoting environmental awareness.

REPORT HIGHLIGHTS

1. The Administration recommends that the City once again participate in Earth Hour on March 29, 2014, a global event promoting environmental awareness.
2. Earth Hour 2013 engaged 205 Saskatoon businesses, a community event called "less power play" was held, and residents were able to access free transit.
3. The 2014 campaign will promote the City's, business', and individual commitments through online tools, including the Shaping Saskatoon online forum, and social media. Saskatoon Transit will also offer free service between 7:30 p.m. and 1:00 a.m.

STRATEGIC GOALS

The recommendations contained in this report support the 4-Year Priority to implement the greenhouse gas (GHG) emissions reduction business plan under the Strategic Goal of Environmental Leadership. In addition, increased access to transit service supports strategies under the Strategic Goal of Moving Around.

BACKGROUND

Earth Hour has grown from a single event in Sydney, Australia in 2007 to a global event that raises awareness of climate change through the symbolic act of turning off your lights for one hour. The City has been participating in this annual event since 2009. City Council, at its meeting on March 4, 2013, resolved to continue to promote Earth Hour.

REPORT

Earth Hour 2013

In 2013, 205 businesses participated in Earth Hour by committing to turn off their lights, holding an event at their place of business, and/or displaying an Earth Hour poster. The Saskatchewan Environmental Society helped engage businesses through visits and phone calls. The word was further spread to both the business community and the public through social media, a television interview, and ads in *The StarPhoenix*.

Earth Hour posters displayed on transit buses, in participating businesses, and throughout the community included messaging to “give transit a try.” Ridership for the evening was 2,456 - an increase from 1,464 riders during the same period for Earth Hour 2012.

A public event, the “Less Power Play” Street Hockey Game, had low turnout attributable to severe weather that occurred during the evening of Earth Hour.

Earth Hour 2014

Earth Hour, on March 29, will once again provide the City, along with community partners, the opportunity to promote actions that conserve energy and help reduce GHG emissions. City participation is encouraged on both an individual and corporate-wide level through dimming or turning off lights, shutting down computers, and other environmental actions relating to corporate operations. Free transit will be offered during Earth Hour, beginning at 7:30 p.m. and ending at 1:00 a.m. The City will also promote community-run events connected with Earth Hour.

Earth Hour is an acknowledgement of the importance of environmental awareness and action. In an effort to “go beyond the hour” the City will promote complementary programs that are aimed at reducing GHG emissions by the City. The community will utilize Shaping Saskatoon to provide an online forum for the business community and the public to share their own environmental commitments.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Approximately \$2,000 from the 2014 Operating Budget will be spent on communications related to Earth Hour 2014. Free transit in support of Earth Hour is estimated to result in approximately \$3,000 of lost revenue. Transit plans for this financial impact each year.

COMMUNICATION PLAN

The Earth Hour campaign will use social media tools, the Shaping Saskatoon online forum, and the City's website. These online tools will also provide the opportunity for business and public engagement, and to facilitate the sharing of commitments and comments. A newspaper ad, a Public Service Announcement, and a letter to businesses and community associations will promote the event, and direct people to the online tools. Earth Hour posters will be placed on buses and in bus shelters the week prior to Earth Hour.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

A report on the outcomes of the Earth Hour 2014 activities and a plan for 2015 will be presented to City Council early in 2015.

ENVIRONMENTAL IMPLICATIONS

The intent of the Earth Hour campaign is to promote a change in behaviour such as turning off non-essential lights, powering down electronics, taking transit as a mode of transportation, and participating in other environmental action. These activities contribute to the conservation of energy and result in a reduction in greenhouse gas emissions.

PRIVACY IMPLICATIONS

There are no privacy implications.

PUBLIC NOTICE

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

Written by: Amber Jones, Education & Environmental Performance Manager,
Environmental & Corporate Initiatives

Reviewed by: Brenda Wallace, Director of Environmental & Corporate Initiatives.
Corporate Performance Department

Approved by: “Catherine Gryba”
Catherine Gryba, General Manager
Corporate Performance Department
Dated: Feb. 18, 2014

TO: Secretary, Administration and Finance Committee
FROM: General Manager, Transportation & Utilities Department
DATE: January 20, 2014
SUBJECT: Central Avenue and Attridge Drive Functional Plan
FILE NO.: CK. 6320-1, x CK. 6050-10

RECOMMENDATION: that the following report be submitted to City Council recommending that the revised Central Avenue and Attridge Drive Functional Plan be approved.

TOPIC AND PURPOSE

This report is to obtain approval for a revised functional plan for the Central Avenue and Attridge Drive intersection.

REPORT HIGHLIGHTS

1. A revised Central Avenue and Attridge Drive Functional Plan, that responds to the anticipated changes in traffic patterns at the intersection, as a result of the North Commuter Parkway Project.
2. Modifications to the Central Avenue and Attridge Drive intersection are to be completed as part of the North Commuter Parkway Project.
3. The intersection modifications construction cost is estimated at \$4.0 Million.

STRATEGIC GOALS

The revised Central Avenue and Attridge Drive Functional Plan supports the City of Saskatoon Strategic Goal of Moving Around as it will contribute to improving the flow of people and goods in and around the city.

BACKGROUND

The Central Avenue and Attridge Drive Functional Design Study was commissioned by the City of Saskatoon in 2010 to assess short-term and long-term intersection needs. The study identified that at-grade modifications would be insufficient to address traffic demands as the City nears a population of 300,000, and an interchange was recommended for an estimated cost of \$22.4 Million (excluding land acquisition).

Since the 2010 Central Avenue and Attridge Drive Functional Plan Design Study, a higher priority has been assigned to the North Commuter Parkway Project in recognition of the growth in the northeast area of the city. This project is anticipated to be completed in October 2017. As a result, traffic patterns at the Central Avenue and Attridge Drive intersection are expected to change the commuter traffic, shifting from Circle Drive to the North Commuter Parkway Project river crossing and its shorter connection to the Marquis Industrial Area.

These anticipated changes have brought to question whether the 2010 alternatives that were not suitable to the original forecasted conditions may, in fact, be well-suited to the revised forecasted conditions. To identify suitable alternatives to the modified forecasted traffic patterns, the Central Avenue and Attridge Drive Functional Plan was reviewed.

REPORT

Revised Central Avenue and Attridge Drive Functional Plan

The attached Central Avenue and Attridge Drive Functional Plan (Attachment 1) assessed three alternate intersection configurations to forecast traffic operations at a population of 300,000. The 300,000 planning horizon includes the completion and full build-out of the following neighbourhoods: Willowgrove, Evergreen, Aspen Ridge, Morningside, Stonebridge, Rosewood, Hampton Village, and Kensington. The alternatives addressed issues noted in the 2010 in-service safety audit performed for the Central Avenue and Attridge Drive Functional Plan study intersection, such as insufficient capacity for some movements during peak hours and potential conflict with weave ramp traffic.

An analysis of the observed 2013 traffic volumes can be found in Appendix B – Existing Traffic Operations of the Central Avenue and Attridge Drive Functional Plan.

Complicating the analysis of existing traffic conditions in the morning is the downstream congestion on the Circle Drive westbound ramp and bridge, and the very high westbound volumes at the intersection, along with Warman Road spill back onto the main lanes of Circle Drive westbound. During the peak periods, this spills back across the bridge and reduces the capacity of the Attridge Drive ramp to Circle Drive, ultimately reducing the southbound right-turn to Level of Service F (191 seconds average delay).

If the downstream congestion were not so pronounced, given current traffic volumes, the southbound right-turn should be expected to operate at Level of Service D (38 seconds average delay), instead of the observed Level of Service F.

To address the existing and projected congestion, three alternate intersection configurations were considered and included evaluation of the following:

- Projected traffic operations.
- Pedestrian, cycling and transit accommodations.
- Issues identified in the 2010 in-service safety review and public engagement.
- Estimated project costs.

Evaluation

	Existing	Alternate 1	Alternate 2
Configuration	<ul style="list-style-type: none"> • Two through lanes in all directions of travel. • Dedicated eastbound right-turn lane. • Dedicated left-turn bays in all directions of travel. • A combined northbound through/left-turn lane to add a second lane for left-turn movement capacity; split-phase signal operation in north/south direction. 	<ul style="list-style-type: none"> • Fully-protected east/west left turns with dual eastbound left-turn bays. • Southbound right-turn bay with dedicated receiving lane on Attridge Drive. • Single northbound left-turn bay and revised traffic signal operations (ultimate removal of split phasing from north/south direction). • Realignment of the Circle Drive northbound to Attridge Drive eastbound off-ramp. 	<ul style="list-style-type: none"> • Includes most of the Alternative 1 features, with the exception of: <ul style="list-style-type: none"> ○ Southbound right-turn movement has yield entry to Attridge Drive. ○ Added westbound lane beginning at Rever Road and terminating at the Circle Drive northbound on-ramp. ○ Added eastbound lane terminating at Berini Drive.
Traffic Operations	<ul style="list-style-type: none"> • Unacceptable traffic operations for several intersection traffic movements. 	<ul style="list-style-type: none"> • Improved overall intersection and traffic operations to acceptable standards. 	<ul style="list-style-type: none"> • Additional benefit to the eastbound through movement during the afternoon peak hour. • Less benefit than Alternate 1 to southbound right-turn in morning peak hour.
Issues identified in the 2010 review	<ul style="list-style-type: none"> • Peak hour capacity constraints for several movements. • Poor weave operations for eastbound Attridge Drive and Circle Drive northbound ramp traffic. 	<ul style="list-style-type: none"> • Addresses many of the capacity constraints and weave-related conflicts. 	<ul style="list-style-type: none"> • Additional east/west through lanes addresses more of the noted capacity constraints for the through movements.
Intersection Modifications		<ul style="list-style-type: none"> • Improves the operation of the intersection and addresses the majority of issues communicated to the public. 	<ul style="list-style-type: none"> • The additional benefit realized from the extra east/west through lanes is minimal and mainly confined to the afternoon peak hour for eastbound vehicle traffic.
Pedestrian		<ul style="list-style-type: none"> • Improved accommodation with accessibility ramps and reduced crossing delays compared to existing conditions. 	<ul style="list-style-type: none"> • Increased crossing delays due to additional traffic lanes.
Cyclist		<ul style="list-style-type: none"> • Option to cross Attridge Drive as pedestrian (dismount and walk), or with vehicles to access the proposed bikeways north of Attridge Drive. 	<ul style="list-style-type: none"> • Same as Alternate 1
Transit		<ul style="list-style-type: none"> • Reduced inbound (to Place Riel) delays from improved traffic operations. 	<ul style="list-style-type: none"> • Not as significant of operational benefit
Estimated Construction Costs *		<ul style="list-style-type: none"> • \$4.0 Million (design and construction). 	<ul style="list-style-type: none"> • \$5.9 Million (design and construction).

**The construction of sound attenuation adjacent to the intersection will be included as part of the project. These costs, estimated at \$2.1 Million, are in addition to the \$4.0 Million for the geometric modifications and are included in the total cost of the North Commuter Parkway Project.*

FINANCIAL IMPLICATIONS

The construction cost of the recommended intersection configuration, Alternative 1, is estimated to be \$4.0 Million and is included in the North Commuter Parkway Project which is pending funding approval.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The 2010 study identified the University of Saskatchewan and Dutch Growers as key stakeholders for consultation and these key stakeholders were consulted for this study.

The University of Saskatchewan indicated that the revised plan, showing a relocated Beef Research Road, extending north from the curve and entering Central Avenue at Konihowski Road, was reviewed with the College of Agriculture and Biore Sources and is acceptable. As with the existing road, they understand that the relocated road will be built and maintained by the City of Saskatoon at no cost to the University. The Beef Research Road is temporary, and its future will be determined when plans for the land west of Central Avenue are developed.

Dutch Growers expressed some concerns that include:

- That a northbound dual left-turn will still be required, despite the projected changes to traffic due to the North Commuter Parkway Project.
- The northbound to eastbound ramp from Circle Drive to Attridge Drive is too tight and will still require traffic to merge. They have requested consideration for a fourth outside lane to assist with the merge.
- Consideration of wider medians to accommodate slotted eastbound/westbound left-turn bays.
- Consideration for relocated business access to align with Reid Terrace due to difficulty turning left out of property onto Central Avenue.

The stakeholder's concerns have been noted and incorporated into the design where possible. However, relocation of the Dutch Growers driveway is not a requirement of the intersection design addressed in the Central Avenue Functional Plan. If the landowner is seeking alternative property access, they may do so independently of the intersection revisions identified herein.

The results of the review identified that constructing Alternative 1 will improve the overall intersection and traffic movement operation to acceptable standards.

An open house was held on March 6, 2013, at the Sutherland Hall to present the revised Central Avenue and Attridge Functional Plan. A total of 24 comments were received during the open house. The feedback was balanced with some in support of the proposed intersection modifications and others opposed, preferring ultimate grade-separation or more infrastructure.

COMMUNICATION PLAN

Communication activities will keep the residents of the adjacent neighbourhoods and the general public updated. These activities will include website updates, community association newsletter articles, Public Service Announcements and social media messaging. Regular updates will be provided to City Council as the project progresses.

ENVIRONMENTAL IMPLICATIONS

The proposed intersection modifications will result in consumption of resources and greenhouse gas emissions once construction proceeds. However, the project is expected to improve traffic flow and function, and will help to meet transportation demands as the City continues to grow. The overall impact on greenhouse gas emissions has not been quantified at this time.

PRIVACY IMPACT

Discussions with private property owners for the acquisition of right-of-way, if necessary, will require confidentiality.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review of the entire project will occur during the detailed design phase.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The proposed Central Avenue and Attridge Drive Plan modifications have been included in the North Commuter Parkway Project. The timeline for completion of the proposed modifications is subject to the timeline of the North Commuter Parkway Project which is expected to be completed by October 2017; however, the specific improvements at this intersection will be included in the first phases of construction. Additional reports will be provided as the project progresses.

PUBLIC NOTICE

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

ATTACHMENT

1. Revised Central Avenue and Attridge Drive Functional Plan.

Written by: Lee Thomas, Transportation and Transit Planning Engineer
Transportation
David Leboutillier, Planning and Design Engineer
Transportation

Reviewed by: Angela Gardiner, Director of Transportation

Approved by: “Jeff Jorgenson”
Jeff Jorgenson, General Manager
Transportation & Utilities Department
Dated: “February 17, 2014”

Copy City Manager
AF LT Central Avenue and Attridge Drive Functional Plan

2013

Central Avenue and Attridge Drive
Functional Plan



City of
Saskatoon
Transportation Branch

2013/07/24

EXECUTIVE SUMMARY

The *Central Avenue and Attridge Drive Functional Design Study* was commissioned by the City of Saskatoon in 2010 to assess short-term and long-term intersection needs. The study identified that at-grade modifications would be insufficient to address traffic demand as the City nears 300,000 population and an interchange was recommended for an estimated cost of \$22.4 Million (excluding land acquisition).

Since the 2010 study, the City of Saskatoon has assigned a higher priority to the construction of the North Commuter Parkway Project in recognition the growing northeast area of the city. Completion of the North Commuter Parkway Project is anticipated for 2016.

Traffic patterns at the Central Avenue and Attridge Drive intersection are expected to change as some commuter traffic shifts from Circle Drive to the North Commuter Parkway river crossing and its shorter connection to the Marquis Industrial Area. The anticipated change in traffic patterns has brought to question whether alternatives which did not suit the original forecast conditions may, in fact, be well-suited to the revised forecast conditions considering the North Commuter Parkway Project. As such, the *Central Avenue and Attridge Drive Functional Plan* was reviewed to identify alternatives suitable to the modified forecast traffic patterns.

The *Central Avenue and Attridge Drive Functional Plan* assessed alternate intersection configurations for forecast traffic operations at 300,000 population and addressed issues noted in the 2010 in-service safety audit performed for the study intersection.

A total of three alternate intersection configurations were developed in consideration of input from existing intersection capacity issues, projected forecast traffic demand, the 2010 in-service safety review and public engagement. The alternatives assessed in this plan included:

1. Existing Configuration
2. Alternative 1:
 - (a) Fully-protected east/west left-turns with dual eastbound left-turn bays;
 - (b) Southbound right-turn bay with dedicated receiving lane on Attridge Drive;
 - (c) Removal of north/south signal split-phasing and modification of the northbound lane assignment to function with one left-turn bay; and,
 - (d) Realignment of the Circle Drive northbound to Attridge Drive eastbound off-ramp.
3. Alternative 2: same as Alternative 1, but with:
 - (a) Southbound right-turn bay with yield entry onto Attridge Drive;
 - (b) Added westbound lane beginning at Rever Road and terminating at the Circle Drive northbound on-ramp; and,
 - (c) Added eastbound lane beginning prior to Central Avenue and terminating at Berini Drive.

Assessment of forecast traffic operations identified that:

- Maintaining the existing intersection configuration is likely to result in unacceptable operations for several intersection traffic movements;
- Constructing Alternative 1 improves the overall intersection and traffic movement operation to acceptable standards; and,
- Construction of Alternative 2 provides benefit to the eastbound through movement during the afternoon peak hour.

A summary of the evaluation of alternatives is provided below:

Table A. Summary of Alternative Evaluation

EVALUATION CRITERIA	EXISTING CONFIGURATION	ALTERNATIVE 1	ALTERNATIVE 2
Does the alternative address intersection capacity needs?	○	◐	●
Does the alternative improve pedestrian accommodations?	○	●	◐
Does the alternative improve cycling accommodations?	○	●	●
Does the alternative improve transit accommodations?	○	●	●
Does the alternative address issues outlined in the safety review and/or by the public?	○	◐	●
Overall cost	Lowest Cost	Moderate Cost	Highest Cost

○ = least benefit ◐ = moderate benefit ● = most benefit

A high level construction cost estimate (excluding land acquisition) identified that Alternative 1 may cost approximately \$4.0 Million to design and construct. Construction of additional through lanes for Alternative 2 will add a minimum of \$2.0 Million to construction costs.

The additional operational benefit realized with the extra east-west through lanes in Alternative 2 is mostly confined to the afternoon peak hour for a single movement. The configuration outlined in Alternative 1 meets minimal acceptable operational service for the forecast horizon and addresses the majority of issues communicated by the public. As such, it is recommended that Alternative 1, outlined in Figure 1, be taken to the detailed design stage.

Alternative 1 was presented at an open house on March 6th, 2013 and a total of 24 comments were received. Most comments identified overall agreement with maintaining the intersection at-grade, while some expressed the need for an interchange at this location and/or immediate need for additional through lanes to address existing capacity concerns.

If required for funding purposes, implementation of Alternative 1 may be staged, and may involve:

- Construction of the dedicated southbound right-turn bay and receiving lane on Attridge Drive westbound first, followed by;
- Construction of dual eastbound left-turn bays with protected left-turn signal; and,
- Significant changes to traffic signal operation (i.e. removal of north/south split phasing) are not recommended until the North Commuter Parkway Project is functional and traffic patterns have stabilized.

Realignment of the Circle Drive northbound off-ramp to Attridge Drive eastbound may occur any time after the southbound right-turn measures have been constructed.

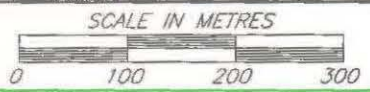
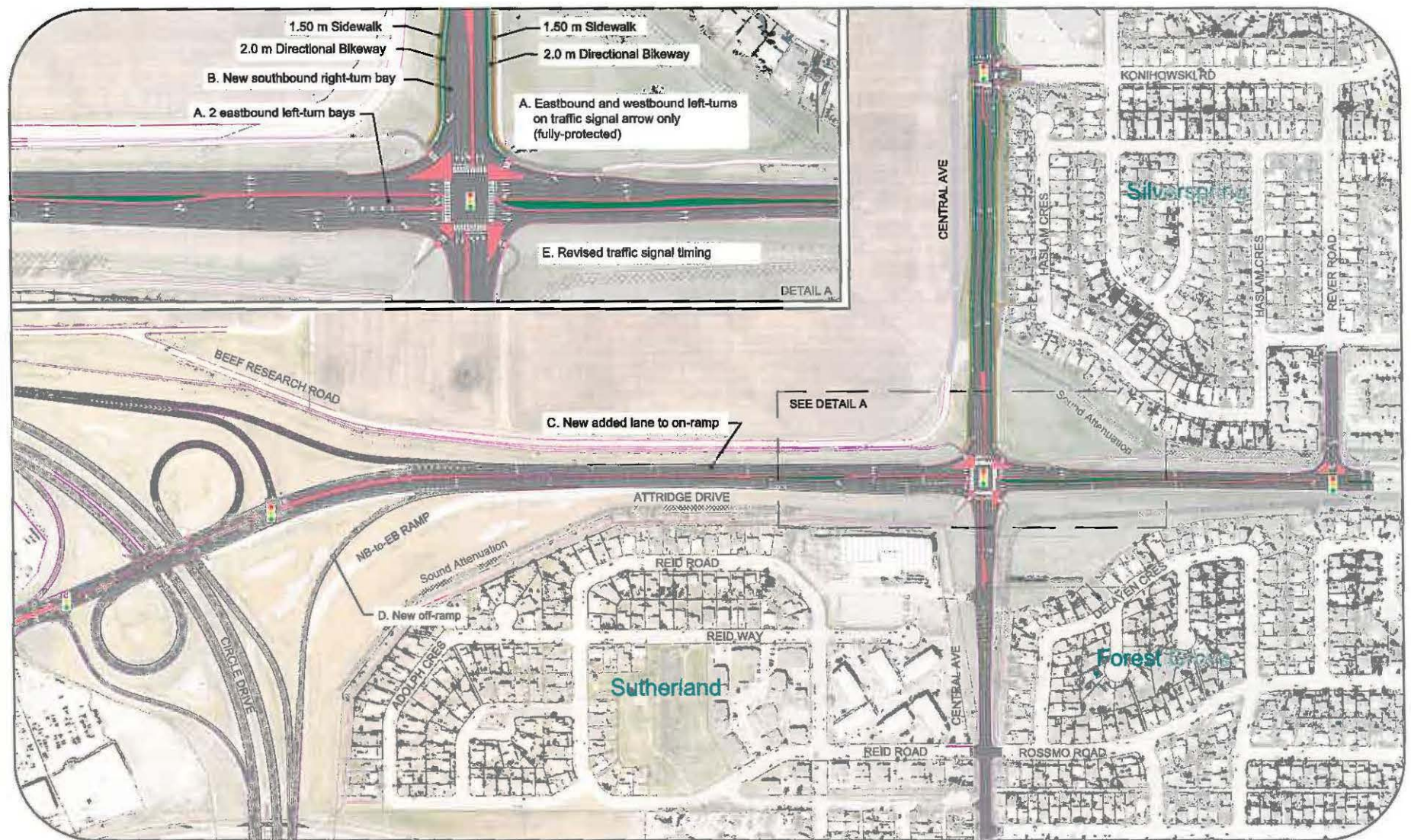


Figure 1
Proposed Central Avenue
& Attridge Drive Modifications

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1 STUDY PURPOSE

The *Central Avenue and Attridge Drive Functional Design Study* was commissioned by the City of Saskatoon in 2010 to assess the immediate (i.e. short-term) needs of the Central Avenue and Attridge Drive intersection and develop a long-term plan addressing traffic demand as the City grows to 300,000 residents.

The intersection review identified that at-grade modifications would be insufficient to address traffic demand as the City nears its 300,000 population forecast horizon. Construction of an interchange was recommended, incorporating a loop ramp to accommodate the eastbound-to-northbound movement. The total estimated construction cost of the interchange was \$22.4 Million, excluding land acquisition.

Since the 2010 study, the City of Saskatoon has assigned a higher priority to the construction of the North Commuter Parkway Project in recognition of growth expected in the northeast area of the city. The North Commuter Parkway Project is now anticipated to be completed by 2016.

Traffic patterns at the Central Avenue and Attridge Drive intersection are expected to change as some commuter traffic shifts from Circle Drive to the North Commuter Parkway river crossing and its shorter connection to the Marquis Industrial Area. Currently, all potential geometric modifications at the Central Avenue and Attridge Drive intersection are controlled by the service requirements of the northbound left-turn and eastbound left-turn peak hour traffic movements. The success of any intersection modifications is limited by how well they accommodate these peak hour left-turn movements. Operation of the North Commuter Parkway Project is expected to lessen the impact of these left-turn movements as more emphasis, or traffic demand, is shifted towards northbound and southbound through-movements along Central Avenue.

The anticipated shift in traffic patterns at the Central Avenue and Attridge Drive intersection due to the North Commuter Parkway Project has brought to question whether alternatives which did not suit the original forecast conditions may, in fact, be well-suited to the revised forecast conditions considering the North Commuter Parkway Project. As such, an updated review was completed to identify alternatives suitable to the modified forecast traffic patterns.

The *Central Avenue and Attridge Drive Functional Plan* assesses alternate intersection configurations for current and forecast traffic operations at 300,000 population. The functional plan will also attempt to address issues noted in the 2010 in-service safety audit performed for the study intersection.

2 TRAFFIC VOLUMES

Traffic volumes have been assessed based on current trends and projected patterns with the North Commuter Parkway Project in operation.

2010 peak hour traffic volumes are illustrated in Figure 1 and have been adjusted to account for seasonal variations using Average Annual Daily Traffic (AADT) factors from local permanent count stations. Forecast traffic volumes, illustrated in Figure 2, represent a City population of 300,000 with the North Commuter Parkway operational. At the current population growth rate of 2.5 percent, the 300,000 population target may be reached as soon as 2022.

Forecast traffic volumes from the 300,000 population Transportation Model are based on the old suburban growth plan and represent completion of the following:

- Circle Drive South;
- Hampton Village and Kensington;
- Stonebridge;
- Rosewood;
- Evergreen, Aspen Ridge (northeast of Evergreen) and Willowgrove;
- The first neighbourhood in the Holmwood Sector; and,
- Elk Point (north of 33rd Street in Blairmore).

Confidence in the 300,000 population scenario is relatively high, as it assumes that Saskatoon's current growth trends will continue. However, this scenario does not include impacts from significant infill, nor changes to growth patterns based on implementation of *The Strategic Plan* or policies from the *Integrated Growth Plan (IGP)*.

Confidence in the 400,000 population scenario is much lower because it does not reflect growth policies currently in development through the *IGP* nor potential for significant infill. The 400,000 population scenario may be available in late 2015 pending input from the *IGP* and Council-mandated growth plan. As such, traffic projections for this forecast scenario were not utilized in this analysis.

The projected increases and/or decreases to traffic volumes at the study intersection result from shifting traffic patterns due to the North Commuter Parkway Project, new developments in the northeast and east areas of Saskatoon, and the proposed interchange at McOrmond Drive and College Drive.

General traffic trends noted in Figures 1 and 2 include:

MORNING PEAK HOUR

Morning peak hour traffic demand for northbound left-turn and southbound right-turn movements is currently very large, but is projected to decrease substantially as traffic patterns shift with the opening of the North Commuter Parkway Project.

AFTERNOON PEAK HOUR

Afternoon peak hour northbound and southbound through movements are projected to increase (with the North Commuter Parkway Project) as demand shifts from the eastbound right-turn and northbound left-turn movements.

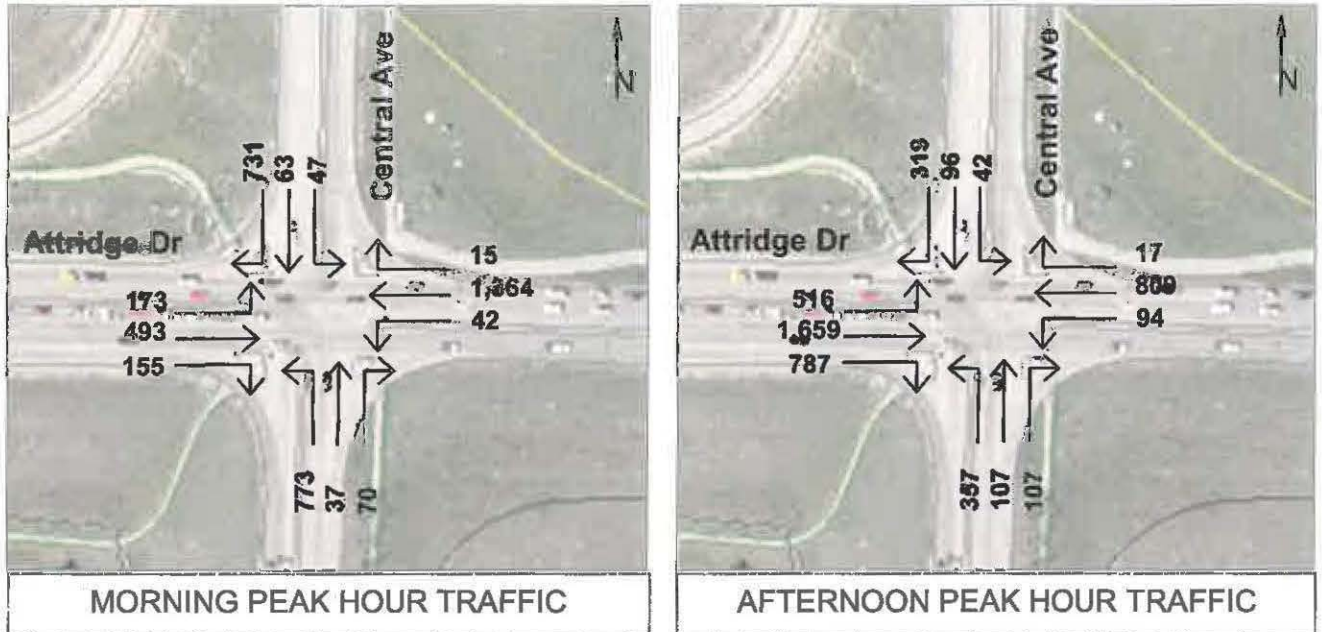


Figure 1. Existing 2010 Peak Hour Traffic Volumes

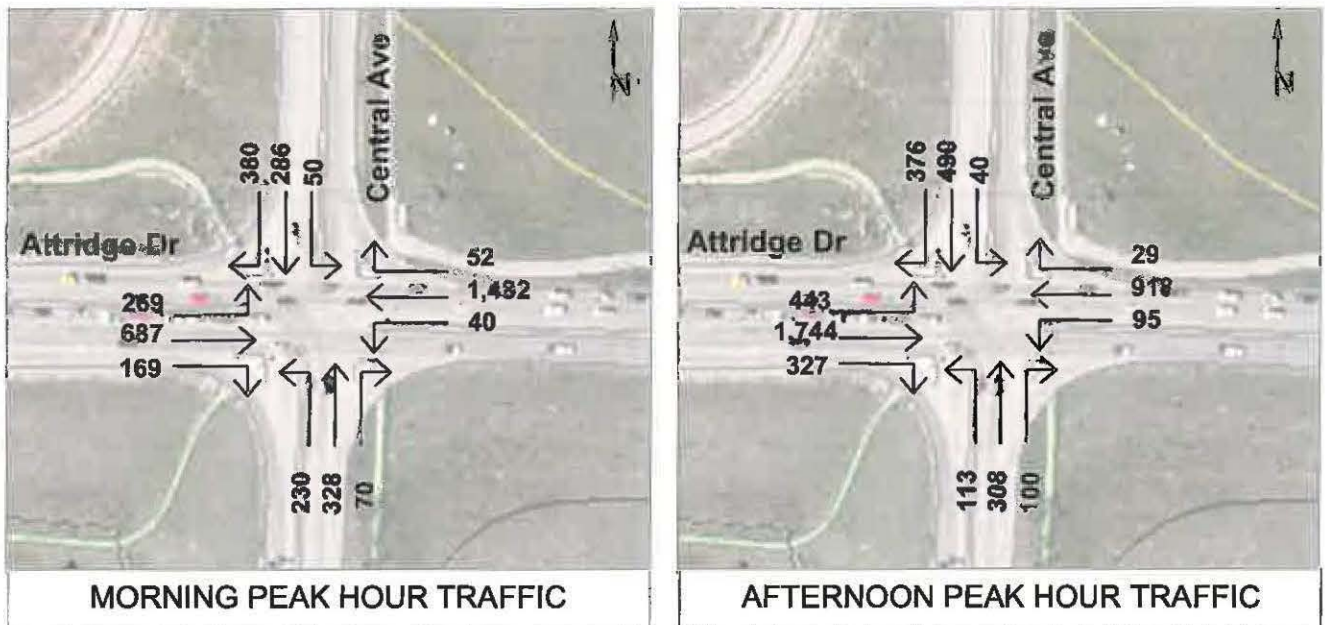


Figure 2. Forecast Peak Hour Traffic Volumes at 300,000 Population with North Commuter Parkway Project Complete

3 ALTERNATIVES

3.1 Development of Alternatives

The alternative intersection configurations assessed in this plan were developed in consideration of input from existing intersection capacity issues, projected traffic demand, the 2010 in-service safety review and public engagement.

Peak hour capacity issues identified in the 2010 study are summarized below.

CURRENT MORNING PEAK HOUR CAPACITY

- Northbound, southbound right-turn and westbound through/right-turn movements operate at LOS^(a) F.
- The eastbound left-turn operates at LOS E with extended delays.
- The intersection exceeds its available capacity.

CURRENT AFTERNOON PEAK HOUR CAPACITY

- Eastbound left-turn and through movements operate at LOS D.
- Westbound through/right-turn movements operate at LOS F.
- The intersection operates at LOS E and nears its available capacity.

The 2010 in-service safety review identified issues which may be primarily attributed to inadequate intersection capacity during the peak hour. A potential need for measures addressing conflict at the northbound off-ramp from Circle Drive onto eastbound Attridge Drive was also noted, where much of the ramp traffic was observed to weave across two lanes to gain access to the left-turn bay onto Central Avenue northbound.

Engagement completed for the 2010 study identified concern with the safety of the eastbound and westbound left-turns, ability of the northbound off-ramp movement to turn left onto Central Avenue and congestion at the Circle Drive on-ramp.

3.2 Alternatives

Alternative intersection configurations assessed herein include:

1. Fully-protected eastbound and westbound left-turns to address concerns noted regarding safety of these movements:
 - Fully-protecting the eastbound left-turn movement would necessitate the construction of a second lane in the left-turn bay to accommodate peak traffic demand for this movement. Dual left-turn bays should be constructed with sufficient length to accommodate peak queuing and deceleration from the mainline, resulting in upwards of four-times the existing left-turn bay capacity.

(a) Level of service (LOS) assesses traffic operations based on alphabetical ranking, where LOS A equates to the best service and LOS F indicates movement or intersection failure. LOS D is typically considered the limit of acceptable service since unacceptable delays

2. Measures to address southbound right-turn demand should be explored, including:
 - Construction of a right-turn bay.
 - Construction of a dedicated receiving lane on Attridge Drive westbound; and/or,
 - Revised right-of-way control at the intersection.
3. Greater weave distance between the Circle Drive ramp and the Attridge Drive intersection:
 - The northbound off-ramp from Circle Drive to Attridge Drive eastbound may be realigned to merge onto Attridge Drive at a location 220 metres west of its existing merge. Ramp realignment would maintain the existing 60 km/h ramp advisory speed and increase the length available for the weaving manoeuvre from 230 metres to approximately 450 metres.
4. Modified north/south lane assignment to address delays from traffic signal split-phasing:
 - The existing northbound left-turn bay configuration combines the outside left-turn bay with the through movement, illustrated in Figure 3, which in turn necessitates traffic signal split-phasing and increases overall intersection delay.
 - Forecast peak hour traffic volumes identify decreased northbound left-turn demand which may be adequately accommodated in a single turn bay. This will allow modified northbound lane assignment to operate with a single-lane left-turn bay and two through-lanes, negating the need for signal split-phasing.

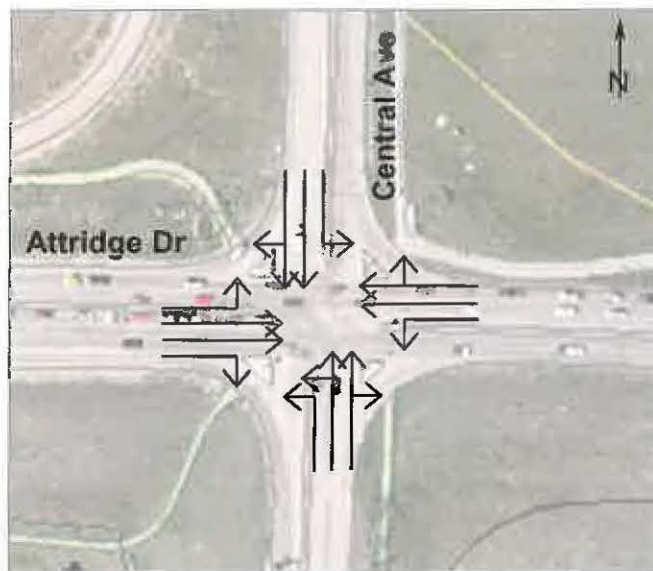


Figure 3. Existing Intersection Configuration

5. Additional east/west through movement capacity:
 - An additional westbound lane may be added along Attridge Drive beginning at Rever Road (introduced as a dedicated lane for the southbound right-turn movement from Rever Road) and ending at the Circle Drive northbound on-ramp as an exit lane.
 - An additional eastbound lane may be introduced along Attridge Drive through the Central Avenue intersection by converting the existing outside lane from a forced right-turn into a through lane and construction a right-turn bay. The earliest opportunity to safely terminate the third lane is Berini Drive, which is located 1.3 km east of Central Avenue.
6. Relocation of the Beef Research Road access intersection:
 - The existing Beef Research Road intersection is located 40 metres north of the Central Avenue and Attridge Drive intersection area (where turning bays are introduced). The preferred intersection spacing along arterial roadways is 450 metres, with a minimum spacing of 250 metres accepted in some circumstances.
 - The Central Avenue and Konihowski Road intersection is located 285 metres north of Attridge Drive. As such, the closest location to provide access to Beef Research Road is at the Konihowski Road intersection. Aligning both roadways will eliminate an intersection along Central Avenue and is preferred.
7. Adoption of the *Central Avenue Functional Plan* widening and roadway cross-section:
 - Modifications to the Central Avenue and Attridge Drive intersection should align with the roadway widening and cross-section outlined in the *Central Avenue Functional Plan*. Construction of the roadway cross-section outlined in the *Central Avenue Functional Plan* will encompass the extension of Central Avenue from Konihowski Road to McOrmond Drive and will be completed prior to the opening of the North Commuter Parkway in 2016.

4 ANALYSIS OF ALTERNATIVES

Alternatives developed for this study were assessed based on projected traffic operations, pedestrian, cycling and transit accommodations, as well as estimated project cost.

4.1 Traffic Operations Assessment

Using the forecast turning movement volumes for the 300,000 population horizon, projected traffic operations were simulated using VISSIM 5.30 (industry-standard microsimulation software) for the following scenarios:

1. Existing Intersection Configuration and Traffic Signal Operation.
2. Alternative 1:
 - Fully-protected eastbound and westbound left-turns;
 - Dual eastbound left-turn bays;
 - Southbound right-turn bay with dedicated receiving lane on Attridge Drive westbound; and,
 - Significant changes to traffic signal operation (i.e. removal of north/south traffic signal split-phasing) and modification of the northbound lane assignment to function with one left-turn bay.
3. Alternative 2: same as Alternative 1, except:
 - Southbound right-turn bay with yield entry onto Attridge Drive;
 - Additional westbound lane beginning at Rever Road and terminating at the Circle Drive northbound on-ramp; and,
 - Additional eastbound lane terminating at Berini Drive.

Traffic operations for each scenario were assessed based on movement delay and level of service. Due to the variable nature of traffic flow, several simulations were completed for each scenario and an average of the results utilized to represent anticipated operations. Similar to what is observed at all other intersections, the simulated peak hour movement operation of LOS D may, in fact, sometimes operate at LOS C or LOS E.

A summary of the traffic operations analysis for each scenario is presented below for morning and afternoon peak hours of operation.

Central Avenue and Attridge Drive Functional Plan

Morning peak hour operations are summarized in Table 1 for all analysis scenarios.

Table 1. Morning Peak Hour Forecast Traffic Operations

	SOUTHBOUND			WESTBOUND			NORTHBOUND			EASTBOUND			OVERALL INTERSECTION
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
Volume (vph)	380	286	50	52	1,482	40	70	328	230	169	687	269	4,043
Existing Configuration													
Delay (s)	14	51	43	40	52	33	1	49	41	0	22	38	39
LOS	B	D	D	D	D	C	A	D	D	A	C	D	D
Alternative 1													
Delay (s)	3	45	39	16	26	66	9	37	38	0	15	50	26
LOS	A	D	D	B	C	E	A	D	D	A	B	D	C
Alternative 2													
Delay (s)	6	45	39	7	23	63	10	37	38	1	15	47	24
LOS	A	D	D	A	C	E	A	D	D	A	B	D	C

Alternative 1 is expected to decrease delay to most of the morning peak hour motorized intersection movements with the exception of the westbound left-turn. The westbound left-turn represents 2 percent of all motorized intersection traffic and is expected to experience additional delay due to the fully-protected east/west left-turn traffic signal operation implemented to address concerns noted regarding safety of these movements.

Alternative 2 is expected to produce the same decreases in overall vehicle movement delay as noted in the analysis of Alternative 1.

Afternoon peak hour operations are summarized in Table 2 for all analysis scenarios.

Table 2. Afternoon Peak Hour Forecast Traffic Operations

	SOUTHBOUND			WESTBOUND			NORTHBOUND			EASTBOUND			OVERALL INTERSECTION
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
Volume (vph)	376	490	40	29	918	95	100	308	113	327	1,744	443	4,983
Existing Configuration													
Delay (s)	42	75	59	33	44	46	6	76	65	7	49	45	48
LOS	D	E	E	C	D	D	A	E	E	A	D	D	D
Alternative 1													
Delay (s)	4	42	37	7	23	58	11	37	37	12	43	65	35
LOS	A	D	D	A	C	E	A	D	D	B	D	E	C
Alternative 2													
Delay (s)	6	42	38	3	21	58	9	36	36	2	21	55	25
LOS	A	D	D	A	C	E	A	D	D	A	C	E	C

Alternative 1 is expected to decrease delay to most of the motorized intersection movements in the afternoon peak hour. The westbound left-turn is expected to experience additional delay due to the fully-protected east/west left-turn traffic signal operation. The added east/west through lanes of Alternative 2 will be needed to realize improvement of the eastbound through vehicle movement during the afternoon peak hour.

4.2 Circle Drive Ramp Analysis

CIRCLE DRIVE ENTRANCE RAMP

Attridge Drive westbound currently has two lanes with the outer lane providing an entrance ramp to the Circle Drive northbound on-ramp and permitting continued westbound travel towards Preston Avenue. This ramp entrance is congested during peak hours, particularly in the morning when available capacity is exceeded and the ramp entrance operates at LOS F. Construction of a third westbound lane terminating directly into the ramp (i.e. a dedicated ramp entrance from the outer westbound lane) allows approximately 500 metres for a lane change manoeuvres to access the ramp and improves the ramp entrance function to LOS C in the forecast scenario.

Capacity at the Attridge Drive westbound to Circle Drive northbound on-ramp is often constrained due to congestion along Circle Drive. The measures outlined herein only address capacity deficiencies along the Attridge Drive study corridor and do not address operational constraints along Circle Drive.

CIRCLE DRIVE EXIT RAMP

The 2010 in-service safety review discussed the potential need for measures addressing risk of conflict at the northbound off-ramp from Circle Drive onto eastbound Attridge Drive where a large amount of ramp traffic was observed to immediately weave across two lanes to turn left onto Central Avenue northbound. Public consultation also highlighted a misconception that the ramp directly enters its own lane on Attridge Drive, rather than merging into traffic in an existing lane.

The Circle Drive northbound off-ramp onto eastbound Attridge Drive was originally designed as a highway-to-highway connection. Since construction of the interchange, the speed limit along Attridge Drive has been lowered due to increasing traffic volumes and the Attridge Drive corridor has become a fully-urbanized roadway accommodating large traffic volumes. As traffic increases along Attridge Drive, opportunity for vehicles to enter Attridge Drive eastbound from the ramp will become more restricted and ability for ramp traffic to manoeuvre will become increasingly difficult during peak hours. As such, ramp realignment will provide operational benefit to address these difficulties.

Alternatives 1 and 2 outline realignment of the northbound off-ramp to merge onto Attridge Drive at a location 220 metres west of its existing merge while maintaining the 60 km/h ramp advisory speed. Forecast afternoon peak capacity analysis has identified that ramp realignment could help to accommodate a little more weave capacity, but that the ramp merge would ultimately operate at LOS D regardless of realignment.

If the off-ramp is not realigned, channelization to prohibit weaving of ramp traffic to the eastbound left-turn bay onto Central Avenue northbound may be necessary.

4.3 Pedestrian and Cycling Accommodations

All alternatives identified in this plan will include the construction of accessibility ramps at all channelization islands and intersection approaches. In addition, modification of traffic signal operations to function without north/south split phasing, as outlined in Alternatives 1 and 2, will help to reduce delay to pedestrians waiting to cross the intersection. However, the additional lanes proposed in Alternative 2 will increase the crossing distance and time for north/south pedestrians at the intersection.

To maintain consistency with the *Central Avenue Functional Plan*, the bikeway will terminate at intersections and cyclists will be expected to cross as pedestrians.

4.4 Transit Accommodations

Route 4 vehicle movements at the study intersection include:

- Northbound left-turn for inbound routes (i.e. destined for Place Riel Hub); and,
- Eastbound right-turn for outbound routes (i.e. into Sutherland, Forest Grove, Erindale and Arbor Creek neighbourhoods).

Transit stops nearest to the study intersection include:

- The Central Avenue and Reid Road / Rossmo Road intersection (inbound stop 4432 and outbound stop 4351); and,
- At the Preston Crossing (inbound stop 3993 and outbound stop 3992).

Some impact to transit operations is expected resulting from delay associated with each alternative. In particular, maintaining the existing configuration is expected to impose the highest delay to inbound transit vehicles.

No additional measures are proposed to accommodate transit, nor are additional impacts expected at either of the aforementioned stop areas.

4.5 Cost Estimate

The estimated design and construction cost for Alternative 1 is approximately \$4.0 Million, excluding land acquisition costs.

A high level review was completed to estimate the additional construction costs associated with the extra through lanes presented in Alternative 2. The cursory cost review indicates that construction of the additional two through lanes requires a minimum of \$2.0 Million in addition to the base cost for Alternative 1.

4.6 Other Alternatives Considered

- 1 Alternatives to the relocation of the northbound ramp:

- A. Complete removal of the ramp and diversion of traffic to the existing loop; construction of a full intersection at the top of the loop. Rejected – displacement of existing volumes to the loop would likely cause the loop and intersection to fail. The existing PM demand is at the threshold for a dual left-turn; to provide this the entire loop would have to be re-built.
- B. Install a raised median and create a collector-distributor road through Central Avenue, this would completely prevent the weave of eastbound vehicles into the northbound left turn bays. Rejected – this would displace the weave and left turn demand to the intersection at Rever Road. The additional arterial demand on a neighbourhood collector is not acceptable.
- C. Maintain existing ramp (i.e. do nothing). Not recommended – the ramp-related conflict identified in the 2010 Safety Review will likely worsen as traffic volumes continue to increase. This may require a re-examination of alternative treatments to address the ramp-related conflict, including the potential prohibition of ramp access to eastbound left-turning traffic (Option 1.B). However, cost savings for not relocating the ramp is estimated as \$550,000.

2 Attridge Dr westbound 3rd Lane:

Alternative 2 identified in the attachment evaluates:

- Changing the southbound right-turn bay into a yield condition (instead of free-flow);
- Adds a westbound through-lane starting at Rever Road and terminating at the Circle Dr northbound ramp;
- Continues the eastbound outside lane through Central Avenue to the first intersection east of Central Avenue with a right turn (Berini Dr).

As shown in the attachment, the additional through lanes provide no additional benefit during the morning peak hour for westbound traffic when compared to Alternative 1; however, the additional eastbound lane would reduce overall delay and improve operation of the intersection for the evening peak hour.

3 Alternatives to the proposed modifications:

Unconventional intersection designs were also considered – a continuous flow intersection, in particular the displaced left turn (DLT) was considered. The DLT has the ability to process much higher intersection volumes, especially left turns; however, the unbalanced flows on approaches would reduce the effectiveness of the intersection.

5 STAKEHOLDER AND PUBLIC CONSULTATION

Key stakeholders for this project were identified as:

- The University of Saskatchewan (U of S) due to their large land-holding in the northwest quadrant of the intersection; and,
- Dutch Growers due to their land-holding in the southwest quadrant of the intersection.

The U of S was presented the proposed functional plan on February 14, 2013 for review; the U of S noted the following concerns:

- Relocation of the Beef Research Road access from its current location to align with Konihowski Road, would require a sizeable amount of agricultural research land; and,
- The suitability of the realigned Beef Research Road may not support future development plans.

The City will continue discussions with the U of S and will develop right-of-way drawings to determine how much land will be required to accommodate the roadway realignment once agreement is reached and how that realigned road may work with future development.

Dutch Growers was presented the functional plan on February 19, 2013 for review and comment. During the review, Dutch Growers noted some concerns:

- They believe that a northbound dual left-turn will still be required, despite the projected changes to traffic due to the North Commuter Parkway Project;
- The northbound-to-eastbound ramp from Circle Drive to Attridge Drive is too tight and will still require traffic to merge. They have requested consideration for a fourth outside lane to assist with the merge.
- They have requested consideration of wider medians to accommodate slotted eastbound/westbound left-turn bays.
- They have requested consideration for relocated business access to align with Reid Terrace due to difficulty turning left out of property onto Central Avenue.

The stakeholder's concerns have been noted and incorporated into the design. However, relocation of the Dutch Growers driveway is not included in the intersection design in this functional plan. If the landowner is seeking alternative property access, they may do so independently of the intersection revisions identified herein.

An open house was held on March 6, 2013 at the Sutherland Hall to present the revised functional plan. A total of 24 comments were received during from the open house and are summarized in Table 1. Most comments identified overall agreement with maintaining the intersection at-grade; however some concern was expressed for an ultimate need for an interchange at this location.

Table 3. Summary of Comments from Public Consultation

Comment	Count
Agree with maintaining intersection (rather than interchange)	7
Want to see functional plan implemented soon, potentially before North Commuter Parkway Project	5
Concerned that interchange will be needed	4
Request construction of dedicated lane for Circle Dr northbound-to-eastbound off-ramp, or longer merge lane	2
Request improved accommodate of active modes at grade-crossings	2
Disagree that North Commuter Parkway Project will alter traffic patterns at intersection	1
Request that dual northbound left-turn lanes are maintained	1
Request multilane roundabout in lieu of intersection	1
Request all funds be reallocated to Victoria Bridge reconstruction	1
Request for sound attenuation due to higher traffic volumes	1
Concern for traffic issues in other areas of northeast due to growth	1
Concern that traffic on Attridge Dr westbound will not be able to merge into Circle Dr North on-ramp lane	1
Request to make left-turn bays 750 to 1,000 metres long	1
Disagree that relocation of Circle Dr northbound-to-eastbound off-ramp is necessary	1
Request construction of 3 lanes on Attridge Dr from Lowe Rd to Central Ave	1
Request for dual westbound left-turn lanes	1
Request for longer southbound right-turn bay	1
Request for revision of right-of-way assignment on Attridge Dr to Circle Dr northbound on-ramp	1
Request that southbound right-turn movements be allowed from outside through lane (akin to Circle Dr westbound off-ramp at Warman Rd)	1
Request for second lane on eastbound-to-northbound loop to have dedicated entry (rather than yield entry) to Attridge Dr	1
Request for traffic signals at Central Ave and Konihowski Rd	1
Request for turning lanes at Beef Research Rd intersection	1
Request for commercial use of unused portions of right-of-way	1
Request for additional speeding enforcement along Attridge Dr	1

6 SUMMARY AND RECOMMENDATIONS

6.1 Summary

Traffic analyses for the Central Avenue and Attridge Drive intersection were completed for a 300,000 population scenario with the North Commuter Parkway Project operational. There is less confidence in forecast models extending beyond the 300,000 population scenario due to ongoing policy revisions impacting future growth and development patterns. As such, analysis may not be completed for forecast horizons beyond the 300,000 population scenario with any reasonable amount of certainty.

Key results from this study are presented below with the evaluation of alternatives summarized in Table 4.

CONSTRAINED OPERATIONS

Regardless of the intersection configuration, many movements are likely to continue to be constrained during peak hours as a result of conflicting traffic demand and provision for protected (signalized) turning movements. Several movements may be expected to operate at the limit of acceptable operations (LOS D) during afternoon peak hour, including the northbound and southbound through and left-turn movements.

While incorporating fully-protected eastbound and westbound left-turn signal operations will address safety concerns expressed by the public and the 2010 safety audit, it will also increase peak hour delay for these movements from LOS D to LOS E.

ADDITIONAL LANES

Maintaining the existing number of through lanes on Attridge Drive and revising traffic signal operations to omit the north-south split phasing (Alternatives 1 and 2) is anticipated to improve east-west through movement operations throughout most of the day. The additional benefit realized from the construction of new (3rd) east-west through lanes on Attridge Drive, as outlined in Alternative 2, is limited to the eastbound through movement during the afternoon peak hour and will require construction of approximately 2.6 km of new lanes at a minimum additional cost of \$2.0 Million.

FORECAST UNCERTAINTY

The potential impact of additional development beyond the 300,000 forecast horizon is unknown at this time and may not be estimated with reasonable certainty due to ongoing review of development and intensification policies.

PEDESTRIAN AND CYCLING ACCOMMODATIONS

Alternatives 1 and 2 will provide for improved pedestrian accommodations through the addition of accessibility ramps at all channelization islands, as well as reduced crossing delay compared to existing conditions. However, the additional east-west through lanes included in Alternative 2 will increase north/south pedestrian crossing distance and time.

The bikeway proposed for the Central Avenue extension is incorporated into Alternatives 1 and 2, but will end at the intersection and cyclists will be required to cross as pedestrians. This approach maintains consistency with the bikeway treatment per the *Central Avenue Functional Plan*.

TRANSIT ACCOMMODATIONS

Alternatives 1 and 2 will reduce intersection delay for inbound buses on Route 4.

ISSUES IDENTIFIED IN 2010 SAFETY REVIEW AND PUBLIC ENGAGEMENT

The existing configuration does not address issues identified in the 2010 review, whereas Alternative 1 addresses several of these issues. However, the supplementary measure of constructing additional east-west through lanes in Alternative 2 addresses more of the issues identified in the prior study.

Table 4. Summary of Alternative Evaluation

EVALUATION CRITERIA	EXISTING CONFIGURATION	ALTERNATIVE 1	ALTERNATIVE 2
Does the alternative address intersection capacity needs?	○	◐	●
Does the alternative improve pedestrian accommodations?	○	●	◐
Does the alternative improve cycling accommodations?	○	●	●
Does the alternative improve transit accommodations?	○	●	●
Does the alternative address issues outlined in the safety review and/or by the public?	○	◐	●
Overall cost	Lowest Cost	Moderate Cost	Highest Cost

○ = least benefit ◐ = moderate benefit ● = most benefit

6.2 Recommendations

The configuration outlined in Alternative 1 meets the minimal acceptable operational service for the forecast horizon and addresses safety concerns expressed by the public. The additional benefit realized through the construction of additional east-west through lanes in Alternative 2 may not be sufficient to justify the increased costs. As such, it is recommended that Alternative 1, illustrated in Figure 1, be taken to the detailed design stage, including the design of:

- Fully-protected eastbound and westbound left-turns;
- Dual eastbound left-turn bays;
- Southbound right-turn bay with dedicated receiving lane on Attridge Drive westbound;
- Removal of north/south signal split-phasing and modification of the northbound lane assignment to function with one left-turn bay; and,
- Realignment of the Circle Drive northbound off-ramp to Attridge Drive eastbound to merge into Attridge Drive at a location approximately 220 metres west of its existing merge.

Implementation of the measures presented in Alternative 1 may be staged as funding permits. Staging may involve:

- Construction of the dedicated southbound right-turn bay and receiving lane on Attridge Drive westbound first, followed by;
- Construction of the dual eastbound left-turn bays with fully-protected left-turn signal function; and,
- Significant changes to traffic signal operation (i.e. removal of north/south split phasing) are not recommended until the North Commuter Parkway Project is functional and the resulting shift in traffic patterns has stabilized.

Realignment of the Circle Drive northbound off-ramp to Attridge Drive eastbound may occur any time after the southbound right-turn measures have been constructed.

Additional through lanes on Attridge Drive may be constructed at a later date should there be a demonstrated need for the additional capacity. Construction of the additional through lanes will necessitate:

- Modification of the channelization islands at the study intersection;
- Construction of an eastbound right-turn bay;
- Relocation of adjacent on-street lighting and/or traffic signal hardware and,
- Lengthening of the multi-use underpass adjacent to Rossmo Road.

Consideration for the potential future widening of Attridge Drive may be included in the detailed design of the measures presented in Alternative 1, but this will not completely eliminate the impact of the additional lane construction nor will it negate the need for revision of elements construction to meet the Alternative 1 configuration.

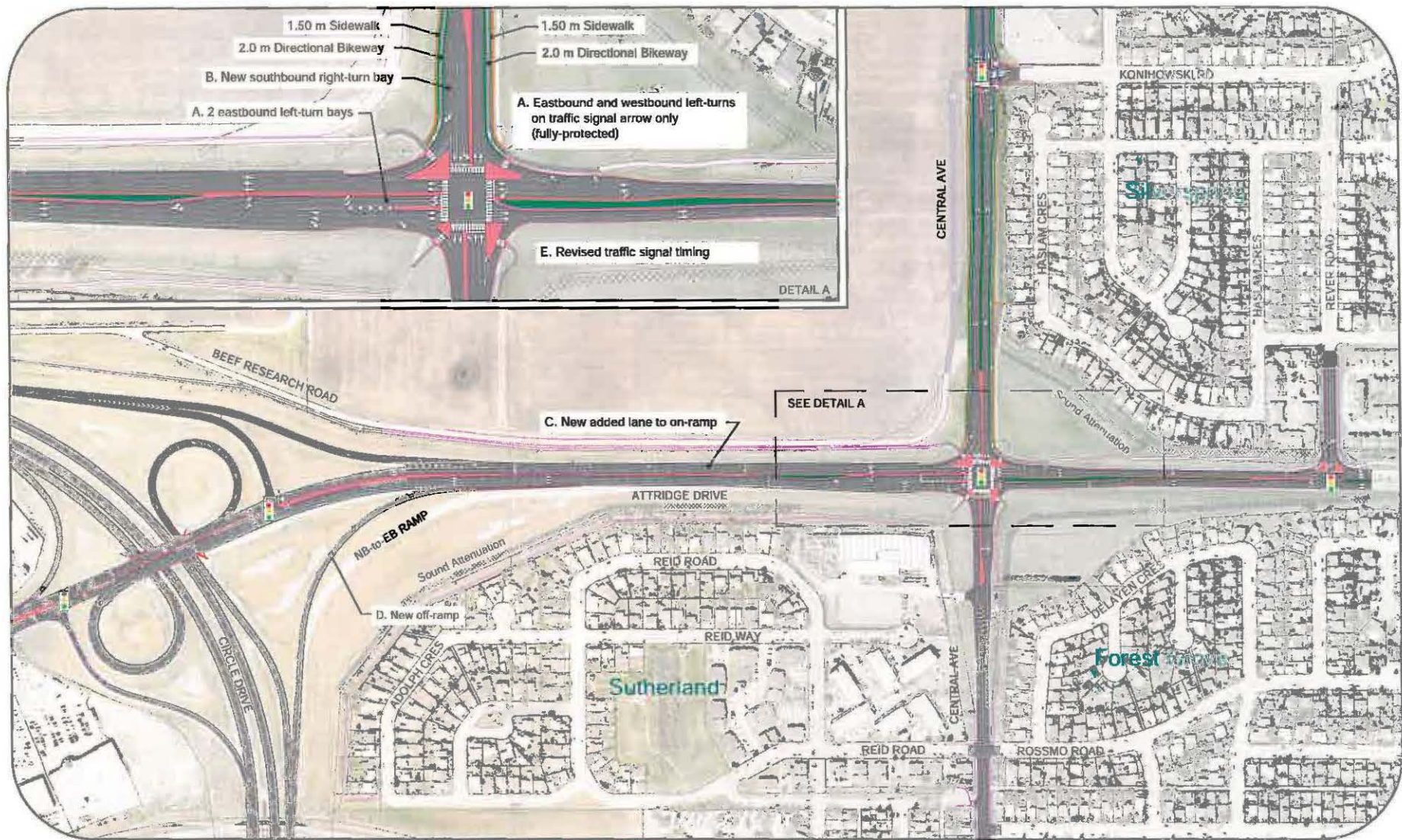


Figure 1
Proposed Central Avenue
& Atridge Drive Modifications

APPENDIX A – Level of Service Definitions

Average Control Delay (sec./veh.)	Level of Service	General Description
≤ 10	A	<i>Free Flow</i>
> 10 - 20	B	<i>Stable Flow</i> (slight delays)
> 20 - 35	C	<i>Stable Flow</i> (acceptable delays)
> 35 - 55	D	<i>Approaching Unstable Flow</i> (tolerable delay, occasional wait through more than one signal cycle before proceeding)
> 55 - 80	E	<i>Unstable Flow</i> (intolerable delay)
> 80	F	<i>Forced Flow</i> (jammed)

APPENDIX B – Existing Traffic Operations (April 2013 Traffic Volumes)

AM	SOUTHBOUND			WESTBOUND			NORTHBOUND			EASTBOUND			OVERALL INTERSECTION
	RT	TH	LT	R T	TH	L T	RT	TH	LT	RT	TH	LT	
Volume (vph)	477	54	33	13	1,248	38	62	47	510	184	776	126	2,792
Existing Configuration													
Delay (s)	191	178	142	14	20	20	5	45	57	1	12	28	50
LOS	F	F	F	B	B	C	A	D	E	A	B	C	D

PM	SOUTHBOUND			WESTBOUND			NORTHBOUND			EASTBOUND			OVERALL INTERSECTION
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
Volume (vph)	304	74	31	21	955	63	128	104	357	96 9	1,811	44 2	3,448
Existing Configuration													
Delay (s)	6	60	56	10	19	56	11	50	56	8	19	33	22
LOS	A	F	E	A	B	E	B	D	E	A	B	C	C

TO: Secretary, Administration & Finance Committee
FROM: General Manager, Transportation and Utilities Department
DATE: February 7, 2014
SUBJECT: Enquiry – Councillor M. Loewen (November 4 2013) Special Rates –
Saskatoon Transit – Field Trips and School Groups
FILE NO: CK. 1905-4 and WT. 7300-1

RECOMMENDATION: that a copy of this report be forwarded to City Council for information.

TOPIC AND PURPOSE

This report is in response to an enquiry from Councillor M. Loewen regarding options for a special rate for field trips and school groups using regular City Transit.

REPORT HIGHLIGHTS

1. Saskatoon Transit recognizes that school field trips are an important part of any curriculum and want to ensure that all students have the opportunity to participate in these trips where access to transportation may be a barrier.
2. Transit is able to offer schools the option of a disposable card that can be loaded with two rides. These cards can be loaded for children on the field trip and for adults who are supervising the trip.
3. Two-ride cards represent a saving per student, as compared with cash fares, the only similar option available at this time.
4. A two-ride card can be implemented quickly, as there is no change to the Transit Fare Bylaw required.
5. The disposable card is similar to the regular GoPass and is ‘tapped’ on the farebox. This option gives students the opportunity to use the system in a supervised environment and to get used to how the system works, should they choose to take a bus in the future.

STRATEGIC GOALS

This report supports the Strategic Goals of Moving Around and Quality of Life through increased access to public transport for school groups.

BACKGROUND

The following enquiry was made by Councillor M. Loewen at the meeting of City Council held November 4, 2013:

“Would the Administration please report back with options for a special rate for field trips and school groups using regular City Transit (as opposed to chartered buses).”

REPORT

School Field Trips

Saskatoon Transit recognizes that school field trips are an important part of any curriculum and want to ensure that all students have the opportunity to participate in these trips where access to transportation may be a barrier.

Two-ride Card Option

After investigation of our current structure and administrative processes, Saskatoon Transit is able to offer schools the option of a disposable card (which are currently used for day passes) that can be loaded with two rides. These cards can be loaded with two rides for both children on the field trip and for adults who are supervising the trip. Fares would be as follows:

Fare Type	Cost	Equivalent Cash Fare*
Adult	\$4.80	\$6.20
High School	\$3.60	\$5.20
Child	\$2.80	\$4.20

* Comparative cash fares are included, as this would be the only similar option available at this time.

As these cards are not part of our regular product offering, they would need to be requested through the main transit office, a minimum of three days in advance of field trips. It is the recommendation of Transit Administration that distribution and payment should be facilitated through each of the School Boards. Saskatoon Transit already has an established relationship with each of the boards and would provide cards to them, which would then be distributed to schools. This is the most efficient administrative process to facilitate this program. Saskatoon Transit will work with each of the School Boards and interested schools to facilitate this process.

Implementation

The advantage of this product is that it can be implemented quickly and be made available to schools, as there is no change in the fare bylaw required. A new fare structure would require a review and update of Bylaw No. 8370 – The Transit Fares Bylaw.

Ease of Use

The disposable card is similar to the regular GoPass and is 'tapped' on the farebox in the same manner. This option not only gives Saskatoon Transit the means to track and record rides, it also gives students the opportunity to use the system in a supervised environment and get used to how the system works, should they need to take a bus in the future.

OPTIONS TO THE RECOMMENDATION

Council could choose to amend the bylaw and introduce a new fare specific to school trips.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Financial implications are difficult to predict. Lower revenue per student is expected to be offset by increased usage.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

Information on this program will be sent to the School Boards for distribution to each school. The information will include details on how the program works, including how to purchase these cards.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

This program can be implemented immediately.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications, as students would be riding a regular bus which is already on the road with regular daily service.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CEPTED review is not required.

PUBLIC NOTICE

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

Written by: Alysha Hille, Marketing Manager, Saskatoon Transit

Reviewed by: Bob Howe, Director of Saskatoon Transit

Approved by: “Jeff Jorgenson”
Jeff Jorgenson, General Manager,
Transportation and Utilities Department
Dated: Feb 18, 2014

Copy: Murray Totland, City Manager
Enquiry – Councillor Loewen (November 4, 2013) - Special Rates – Saskatoon Transit – Field Trips and School Groups

TO: Secretary, Administration and Finance Committee
FROM: General Manager, Transportation & Utilities Department
DATE: January 13, 2014
SUBJECT: Enquiry – Councillor Pat Lorje (August 14, 2013)
Impact of Circle Drive South Truck Traffic
AND
Communications to Council – William Smith (October 1, 2009)
Semi-trucks in the City
FILE NO: CK 6320-1

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

TOPIC AND PURPOSE

This report is to provide information regarding the impact of Circle Drive traffic, specifically truck traffic on the new 11th Street West Bypass road, and to address an outstanding Communications to Council concerning the use of residential streets within the city by semi-trucks.

REPORT HIGHLIGHTS

1. Prior to the opening of Circle Drive South, truck traffic used the 11th Street Bypass.
2. Bylaw No. 7200 – The Traffic Bylaw permits Level 1 and 2 trucks to use 11th Street Bypass.
3. Secondary routes (currently known as pick-up and delivery routes) are available to trucks requiring access for deliveries along the routes.
4. Bylaw No. 7200 – The Traffic Bylaw prohibits the use of residential streets by trucks, unless they are making a local delivery.

STRATEGIC GOAL

The information in this report supports the City of Saskatoon Strategic Goal of Moving Around as it ensures safe and efficient travel in the area.

BACKGROUND

The following enquiry was made by Councillor Pat Lorje at the meeting of City Council held on August 14, 2013:

“Will the Administration please report on the impact of Circle Drive traffic, specifically truck traffic, on the new 11th Street West bypass road.”

At its meeting held on March 30, 2009 during discussions regarding changes to the Traffic Bylaw to accommodate trucks, City Council referred the matter of specific locations for secondary truck routes to the Administration for further review and

reporting to the Planning and Operations Committee. The specific issue related to the designation of portions of 8th Street and Avenue P as secondary truck routes.

At its meeting held on November 16, 2009, Council received correspondence from Mr William Smith regarding semi-trucks in the city. The concerns related to semi-trucks using residential roadways in the Kelsey Woodlawn neighbourhood. Council passed a motion that the matter be referred to the administration for a report to the Planning and Operations Committee.

REPORT

Truck Usage on 11th Street Bypass Prior to Circle Drive South

11th Street is classified as an arterial roadway and can be expected to carry over 5,000 vehicles per day. Before the opening of Circle Drive South, the 11th Street Bypass was used mainly by truck traffic accessing businesses along 11th Street both east and west of Circle Drive and/or allowing permitted truck usage due to infrastructure restrictions along other routes. Traffic measurements taken in May of 2013 (prior to Circle Drive South) showed that the Average Daily Traffic was 4,200 vehicles per day. The following breaks down some highlights of the traffic classifications using 11th Street, prior to the opening of Circle Drive South:

- Approximately 6.5% of traffic using the 11th Street Bypass is classified as trucks.
- Approximately 2.5% are classified as single unit trucks including those being greater than 6 meters in length, but less than 12.5 meters.
- Approximately 4.0% are tractor-trailer units which are 12.5 meters or greater.

Follow up traffic measurements are currently being completed to measure the impact of Circle Drive South on traffic patterns in this area and throughout the city.

Bylaw No. 7200 – The Traffic Bylaw

Bylaw No. 7200 – The Traffic Bylaw indicates that the 11th Street Bypass is classified as a pick-up and delivery route (previously called secondary route), with a purpose to serve businesses located along the roadway. However, with the completion of Circle Drive South, the 11th Street Bypass now offers a more direct connection from Highway #11 and #16 to Highway #7, resulting in the possibility of a number of Level 1 and 2 trucks using the roadway. This was and still is allowed under Bylaw No. 7200 – The Traffic Bylaw as Level 1 and 2 trucks can use Pick-up and Delivery routes throughout the city.

While truck traffic cannot be completely removed from the 11th Street Bypass, due to the adjacent land uses, there is the option of removing the 11th Street Bypass from the Pick-up/Delivery Vehicle Route. By removing the 11th Street Bypass, only trucks that have direct deliveries or pickups on 11th Street would be able to access the 11th Street Bypass legally. Permitted trucks would also have access to the 11th Street Bypass due to infrastructure restrictions along other routes that only the 11th Street Bypass can accommodate.

Updated traffic measurements since the opening of Circle Drive South are not yet available; therefore, the Administration is not recommending any changes to Bylaw No. 7200 – The Traffic Bylaw at this time. However, the traffic projections from 2013 identify an expected increase in traffic along 11th Street, negatively impacting the adjacent residential properties. The 11th Street Bypass, constructed as part of the Circle Drive South project, has provided some separation from this increased traffic; however concerns remain west of Crescent Boulevard. Capital Project 2437 - 11th Street Realignment has been created to extend the realignment of 11th Street further west. The cost of this realignment is estimated at \$5.6 Million (in 2011 dollars). This cost does not include any land acquisition. This type of project is typically funded through the Transportation Infrastructure Expansion Reserve. Currently, this reserve does not have adequate funding to support this project in the next 5 years.

Secondary Truck Routes

Changes were recently made to truck routes throughout the City with the opening of Circle Drive South. Part of the changes were to remove routes that were previously required to provide access in the absence of Circle Drive South, such as a portion of Avenue P from the secondary (currently known as a pick-up and delivery) route, as well as Idylwyld Drive removed from the primary/long-haul route system. 8th Street will continue to be a pick-up and delivery route, providing access for vehicles delivering to locations along the route.

Use of Residential Streets by Trucks

As per Bylaw No. 7200 – The Traffic Bylaw, all trucks exceeding the gross weight of 8,000 kg must follow designated truck routes and are not allowed to use local/residential streets such as 38th Street east of 1st Avenue except when delivering to a final destination in the neighbourhood. Trucks travelling off-route and over-weight are subject to Police enforcement and penalties.

OPTIONS TO THE RECOMMENDATION

This is an informational report only.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

There is no public and/or stakeholder involvement.

COMMUNICATION PLAN

When changes are made to Bylaw No. 7200 – The Traffic Bylaw, the public will be made aware through various methods, including the City’s website and notification to stakeholder groups. As no changes are recommended at this time, there is no communication plan required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The Administration will report in the Spring of 2014 once the updated traffic measurements have been completed.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

PRIVACY IMPACT

There are no privacy implications.

PUBLIC NOTICE

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

Written by: Lana Dodds, Traffic Program Coordinator, Transportation

Reviewed by: Angela Gardiner, Director of Transportation

Approved by: “Jeff Jorgenson”
Jeff Jorgenson, General Manager,
Transportation & Utilities Department
Dated: Feb 18, 2014

Copy: City Manager
AF LD Impact of Circle Drive South Truck Traffic

TO: Secretary, Administration and Finance Committee
FROM: General Manager, Transportation & Utilities Department
DATE: February 12, 2014
SUBJECT: Communications to Council – Lorraine Fajt (July 10, 2012)
Speeding on Balfour Street – Submitting Petition with Approximately
99 Signatures
FILE NO: CK. 6320-1 and IS 6320-1

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

TOPIC AND PURPOSE

The purpose of this report is to provide information in response to an enquiry from Lorraine Fajt requesting an investigation into the increased traffic and speeding problems on Balfour Street.

REPORT HIGHLIGHTS

1. Traffic volumes and speed were measured at two separate locations. The results of both studies were consistent with typical traffic conditions along a collector roadway.
2. The information will be kept on file and reviewed as part of the neighbourhood-wide traffic review in College Park.

STRATEGIC GOAL

The information in this report supports the City of Saskatoon Strategic Goal of Moving Around as it will ensure the optimization of the flow of goods in and around the city.

BACKGROUND

At its July 18, 2012 meeting, Council received a letter and petition dated July 10, 2012 from Ms. Lorraine Fajt (Attachment 1) that outlined concerns related to increased traffic volumes and high speeds along Balfour Street. The information was referred to the Administration for a report.

REPORT

Balfour Street is a collector roadway designed to accommodate up to 8,000 vehicles per day. Balfour Street has one lane of traffic in each direction, with a parking lane on both sides. The posted speed limit is 50 kph.

Two Traffic Studies Conducted

The first traffic volume and speed study was conducted between Balfour Place and

Anderson Crescent from October 19 to October 23, 2012.

The results of the traffic study showed that the measured average daily traffic (ADT) was 1,375 vehicles per day and the speed at which the majority of vehicles were travelling at, or less than, was 54 kph. Both the speed and the traffic volume were consistent with typical traffic conditions for a collector roadway. The site review did not identify any sight restrictions or exceptional circumstances.

The second traffic volume and speed study was conducted along the 3400 block of Balfour Street from June 12 to June 20, 2013. The results showed that the measured ADT was 2,090 vehicles per day, and the speed at which the majority of vehicles were travelling at, or less than, was 51kph. Both the traffic volume and speed was again found to be typical for a collector roadway.

Based on the results of the reviews, the Administration has confirmed that the traffic conditions along Balfour Street are consistent with those on collector roadways throughout the City and had not identified any traffic safety issues.

Neighbourhood-wide Traffic Review

In 2014, a new process for reviewing traffic concerns in residential neighbourhoods is being launched. The concerns identified as part of this petition will be considered as part of the review for the College Park neighbourhood.

Neighbourhoods are prioritized based on a number of criteria, including the collision history and outstanding traffic concerns. In addition, reviews will be coordinated with other related projects, such as Local Area Plans. Eight neighbourhoods are being reviewed in 2014, including Hudson Bay Park, City Park, Caswell Hill, Westmount, Varsity View, Haultain, Holliston, and Brevoort Park. The Administration will be reporting on an annual basis to identify the neighbourhoods for review in an upcoming year.

OPTIONS TO THE RECOMMENDATION

There are no options.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPACT

There is no financial impact.

COMMUNICATION PLAN

A letter with the results of the traffic studies was forwarded to Ms. Lorraine Fajt. When the Neighbourhood Traffic Calming review for College Park is underway, more communications will be made to residents in that neighbourhood as part of the communications plan for the program. One of the key aspects of the program is to involve the community in the neighbourhood-wide reviews to identify not only the issues, but assist in the development of solutions.

ENVIRONMENTAL IMPLICATIONS

There are no new environmental implications.

PRIVACY IMPACT

There are no privacy implications.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

A response letter was sent to Ms. Lorraine Fajt with the results from the traffic volume and speed study on July 16, 2013 (Attachment 2). The Administration will report on an annual basis to advise City Council of the neighbourhoods to be reviewed the following year.

PUBLIC NOTICE

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

ATTACHMENTS

1. Communication to Council (C30) from Lorraine Fajt dated July 10, 2012
2. Response Letter to Ms. Lorraine Fajt

Written by: Lana Dodds, Traffic Program Coordinator, Transportation

Reviewed by: Angela Gardiner, Director of Transportation

Approved by: "Jeff Jorgenson"
Jeff Jorgenson, General Manager
Transportation & Utilities Department
Dated: Feb 18, 2014



Tuesday, July 10, 2012

To: His Worship the Mayor and Members of City Council

This letter is in regard to the increased traffic and speeding problems on Balfour Street and its intersecting streets and crescents; namely Leddy Crescent, Harrington Street, and Anderson Crescent, in West College Park and Ward 8.

A petition has been signed to accompany this letter by concerned citizens whose families, pets, visitors, parked and moving vehicles, and homes are in danger due to the speeding of motorists in this neighborhood. There have been two recent accidents on Balfour Street – one on Saturday, May 5, 2012 and the other on Sunday, July 8, 2012. In both of these incidents, a speeding driver hit a parked vehicle. This created a domino effect and resulted in a near miss of a vehicle being rammed into a neighboring house. There have been previous incidents similar to these too numerous to mention.

Balfour Street is a straight thoroughfare with no traffic lights between Acadia Drive and McKercher Drive, and motorists tend to use it to bypass Eighth Street. The speed limit signs seem to be only a suggestion as they are rarely obeyed, regardless of the time of day or night. There is a crosswalk at Harrington Street to Ecole College Park School, but drivers pay little heed, even during school hours. In addition, students from Evan Hardy Collegiate speed through Leddy Crescent and Harrington Street to get back and forth to Balfour Street.

We as a community are requesting that City Council help us work out permanent long-term solutions to our dilemma. With feedback from the petition, it appears that the majority of residents would prefer to have traffic calming measures installed at particular high speed sections on Balfour Street from Acadia Drive to McKercher Drive, and at specific danger zones on intersecting streets and crescents. These streets are not snow routes, nor are they bus routes, so speed bumps similar to those on Howell Avenue and in new subdivisions may be an answer. Other suggestions were to allow local traffic only and to narrow the street at intersections. It was thought that police patrols would work only if they occurred during all the peak speed times – weekdays before and after school, at lunchtime and evenings, and weekend evenings.

It was reported that a speed study would have to be done prior to any action taken by the City of Saskatoon. If that is the case, we would ask that it be implemented for 24 hours a day and for the full 7 days of the week. It does seem unrealistic, however, that the bylaw states that 85% of motorists would have to be speeding 65 km/h or more in a 50 km/h speed zone.

Thank you for your prompt attention to our concerns. On behalf of the residents who signed the petition, I look forward to hearing from you.

Yours truly,

Lorraine Fajt

(Mrs.) Lorraine Fajt
3416 Balfour Street

Saskatoon, Sask. S7H 3Z2 Phone: (306) 382-4438

Enclosures (7)



City of
Saskatoon

Infrastructure Services
Department

222 3rd Avenue North Saskatoon, Saskatchewan S7K 0J5
Phone (306) 975-2454 Fax (306) 975-2971

July 16, 2013
File No.: IS 6320-1

Ms. Lorraine Fajt
3416 Balfour Street
Saskatoon SK S7H 3Z2

Dear Lorraine:

Re: Speeding on Balfour Street

In response to your letter regarding speeding concerns, Infrastructure Services has recently completed a review of the traffic conditions along Balfour Street the first in 2012 between Balfour Place and Anderson Crescent and the second in 2013 at 3407 Balfour Street with the following results.

Balfour Street is classified as a collector roadway, which can be expected to carry between 5,000-8,000 vehicles per day. The posted speed limit on this road is 50 kph.

A traffic volume and speed study along Balfour Street, between Balfour Place and Anderson Crescent, was conducted from October 19th to October 23th, 2012. The 85th percentile speed (the speed at which 85 percent of the vehicles are travelling at or less than) was measured at 53.8 kph. Ideally, it is desirable for the 85th percentile speed to be no more than 5 kph above the speed limit. The average daily traffic (ADT) was measured at 1377 vehicles per day. Both the speed, as well as the traffic volume, along Balfour Street was found to be well within the expected range for a collector roadway.

The traffic volume and speed study in front of 3407 Balfour Street was conducted from June 12th to June 20th. The 85th percentile speed was measured at 51.1 kph and the average daily traffic was measured at 2087 vehicles per day. Again, both the speed, as well as the traffic volume, along Balfour Street was found to be well within the expected range for a collector roadway.

While we understand there are concerns along this roadway, our analysis of traffic volumes and speeds fail to meet the minimum requirements for installation of traffic calming at this time.

In 2014, we will be embarking on neighbourhood-wide reviews of neighbourhood traffic related concerns. The new process will include significant community engagement so that we can work together to address these types of concerns. Later this year, we will be identifying the neighbourhoods that we will be working with next year, since we cannot do all neighbourhoods at the same time.

July 18, 2013
Page 2

We will include this concern on the list for when your neighbourhood gets reviewed. In the meantime, I want to pass along the following tools that the community can undertake:

1. **Set the Pace:** When you drive through your neighbourhood, stay at or below the speed limit. Ignore drivers who tailgate or honk. Set a safe pace and encourage your neighbors to do the same.
2. **Narrow the Street:** People drive faster on wide open roads, and they slow down on skinny streets. By parking your car along the side of the road, you'll discourage speeding.
3. **Post a yard sign:** Post a "SLOW DOWN" yard sign to deter neighbourhood speeding (on your own property). This reminder works.
4. **Request Traffic enforcement:** Have the Saskatoon Police Services Department ticket neighbourhood speeders.
5. **Request a speed trailer:** Currently the Saskatoon Police have a speed trailer they install in neighbourhood streets. The Community Association can contact them to have their area put on the list. (306-975-8068)

Yours truly,

Lana Dodds
Traffic Program Coordinator

LD:ap

cc: Ward 8 Councillor Eric Olauson, c/o: City Clerk's Office, City Hall

PRIORITY LIST DEC. 2013

Neighbourhood	Ward	Priority	Year of Review	TOTAL SCORE
Kelsey-Woodlawn	1	A	2013	4
Mayfair	1	A	2013	3
Nutana	6	A	2013	3
Haultain	6	A	2014	8
Varsity View	6	A	2014	8
Caswell Hill	2	A	2014	6
Brevoort Park	8	A	2014	5
Holliston	6	A	2014	5
City Park	1	A	2014	4
Hudson Bay Park	1	A	2014	4
Westmont	4	A	2014	4
Pleasant Hill	2	A		6
Wildwood	9	A		5
Buena Vista	6	B		4
Grosvenor Park	6	B		4
Queen Elizabeth	7	B		4
Adelaide-Churchill	7	B		3
Arbor Creek	10	B		3
Exhibition	7	B		3
Richmond Heights	1	B		3
River Heights	5	B		3
Riversdale	2	B		3
Sutherland	1	B		3
The Willows	7	B		3
Avalon	7	C		2
Briarwood	8	C		2
College Park	8	C		2
College Park East	8	C		2
Confederation Park	3	C		2
Eastview	7	C		2
Fairhaven	3	C		2
Greystone Heights	8	C		2
Holiday Park	2	C		2
King George	2	C		2
Lakeview	9	C		2
Lawson Heights	5	C		2
Meadow Green	2	C		2
Montgomery Place	2	C		2
North Park	1	C		2
Nutana Park	7	C		2
Massey Place	4	D		1
Mount Royal	4	D		1
Pacific Heights	3	D		1
Parkridge	3	D		1
Silverwood Heights	5	D		1
Dundonald	4	D		0
Erindale	10	D		0
Forest Grove	1	D		0
Lakeridge	9	D		0
Silverspring	10	D		0
Willowgrove	10	E		5
Hampton Village	4	E		4
Evergreen	10	E		3
Rosewood	9	E		3

Stonebridge	7	E	3
Blairmore	3	E	2
North Industrial	5	F	7
University Heights SC	10	F	6
Airport Business Area	5	F	6
Central Business District	6	F	6
Confederation SC	3	F	6
Lawson Heights SC	5	F	6
Agriplace	5	F	4
Nutana SC	7	F	4
Lakewood SC	9	F	3
Marquis Industrial	5	F	3
Sutherland Industrial	1	F	3
West Industrial	2	F	3
Southwest Industrial	2	F	2

TO: Secretary, Administration and Finance Committee
FROM: General Manager, Community Services Department
DATE: January 27, 2014
SUBJECT: Communications to Council
From: Keaton Schmidt
Date: May 26, 2013
Subject: Shark Fins
FILE NO.: CK 151-1, x CK 185-1 and PL 150-1

RECOMMENDATION: that a copy of this report be forwarded to City Council for information.

TOPIC AND PURPOSE

The purpose of this report is to provide information on the ability of City Council to implement a bylaw respecting a ban on shark fin products in the city of Saskatoon (city).

REPORT HIGHLIGHTS

1. With the practice of shark “finning” becoming a global concern, a number of Canadian municipalities have, in the past, implemented bylaws to restrict the sale of shark fin products.
2. A 2012 Ontario Superior Court (Court) ruling overturned a bylaw passed by the City of Toronto regulating shark fins. The bylaw was found to be outside of the City of Toronto’s authority or jurisdiction.
3. No evidence has been identified to indicate that a bylaw regulating shark fins would have a valid municipal purpose.

STRATEGIC GOAL

As identified in the Strategic Plan:

“Saskatoon thrives in harmony with its natural environment, conserves resources and consistently demonstrates environmental leadership.”

Although “environmental leadership” is a strategic goal, it is unlikely that a bylaw regulating shark fins would have a valid municipal purpose.

BACKGROUND

During its June 24, 2013 meeting, City Council considered a letter from concerned residents, including petitions with approximately 550 names, in support of banning the sale, consumption, and possession of shark fins within the city. City Council passed a motion forwarding this matter to Administration to report on the city’s existing shark fin market and what an appropriate ban may be.

REPORT

Shark Finning

Shark fins are primarily used in the preparation of shark fin soup. While shark fins are a valuable commodity, the rest of the shark has limited commercial value, resulting in the practice of “finning” - removing fins and discarding the carcass at sea. The practice of shark “finning” was banned in Canada in June 1994. The ban applies to Canadian fisheries, waters, and Canadian licensed vessels. However, there are no laws preventing importation of shark fins or shark fin products.

The Community Services Department attempted to discover the extent to which shark fins and shark fin products are brought into and used within the city. An online review of restaurant menus indicated one restaurant has this item on its menu, but it was unable to be confirmed by phone. Two restaurants that advertized related items were contacted by phone, and both indicated that shark fin dishes were not served. Four food stores that offer specialized foods were contacted. All indicated that they did not carry shark fin products, with one store owner indicating that, in his opinion, shark fin products would not be profitable in Saskatoon. News articles from other cities suggest that consumer demand for this product is declining.

With respect to health concerns, the Administration has consulted with the Saskatoon Health Region, who indicated that the primary concern with the consumption of shark is the risk of exposure to mercury, as is the case with other large fish, such as tuna, swordfish, and marlin. The Deputy Medical Health Officer determined that there is not sufficient scientific public health evidence to restrict the sale of shark, but did note that it is recommended adults limit their consumption of large fish to one serving per week or less, while children and pregnant women should have less than one serving per month.

Since 2011, approximately eight municipalities across Canada have passed specific bylaws to prohibit one or more of the following: the possession, sale, distribution, and consumption of shark fins and shark fin products. This includes the City of Toronto, which passed a bylaw prohibiting possession, distribution, and consumption of shark fins and shark fin products.

Overrule of Bylaw

In November 2012, the Court overturned the City of Toronto’s “Shark Fin Bylaw” for attempting to regulate matters outside of the City of Toronto’s authority. The Court found that the bylaw had no municipal purpose as:

- it did not affect the environment of the city of Toronto;
- it did not affect the ability of citizens of the city of Toronto to live together as an urban community; and,
- there was no evidence that consumption of shark fin food products threatened the health of the community.

Accordingly, the bylaw was found to be outside of the City of Toronto's jurisdiction and the Court struck it down. In the decision, it was clear that the Court was also concerned about the breadth of the bylaw, as by banning possession, the bylaw could allow enforced entry into dwellings. The Court stated that it did not think that this was an appropriate power in these circumstances. Additionally, in regards to health concerns pertaining to the consumption of shark fins, the Court commented that "there is no air of reality to the potential adverse impact on health from shark fin consumption".

In response to the Court decision, the City of Mississauga has repealed its 2011 Shark Fin Bylaw. The City of Toronto did not appeal the Court ruling, but is undertaking further review, which may lead to the development of a narrower ban that could survive a court challenge.

Since that Court decision, only one municipality has passed a bylaw regulating shark fins, while five other municipalities have taken symbolic positions, such as petitioning senior levels of government to ban the importation of shark fins. Municipalities, such as Calgary, Vancouver, and Burnaby decided against pursuing any type of bylaw to regulate use of shark fins, on the understanding that legislation to protect the oceans and shark populations should be federal, rather than municipal, responsibility. Calgary has since established a Shark Fin Taskforce to assess opportunities to educate the public and advocate for a sustainable shark fin source.

Approximately six municipalities have amended their business license bylaws to prohibit one or more of the following: the possession, sale, or distribution of shark fins and shark fin products. These amended bylaws have not been challenged in courts to date. Regarding a ban on shark fins, in a report prepared by the City of Burnaby, it was noted that it is likely that enforcement will be ineffective due to issues with seizure and identifying if the product is, in fact, shark fin; a deoxyribonucleic acid (DNA) analysis is required to determine if a specimen is shark and/or the species of shark.

Bylaw Validation

The Community Services Department consulted with the City Solicitor's Office in the preparation of this report and was advised that banning the sale and use of shark fin products in a bylaw is not a straight forward matter as bylaws need to be enacted for a valid municipal purpose. In this case, the challenge is to show evidence of risk or harm to the city and its citizens arising from the sale, possession, and consumption of shark fins. While City Council may choose to enact a symbolic bylaw (that is, one that will not be enforced) as a show of support for a shark fin ban, it has not been the policy of City Council to date to enact bylaws that will not be enforced.

OPTIONS TO THE RECOMMENDATION

City Council has the option to not support the Administration's recommendation to receive and file this report as information. In this case, the Administration would request direction on further reporting and/or action deemed necessary to conclude this matter.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The need for public and/or stakeholder involvement is not deemed necessary at this time.

COMMUNICATION PLAN

A communication plan is not deemed necessary at this time.

ENVIRONMENTAL IMPLICATIONS

While shark and ray species may be threatened due to the act of “finning”, which subsequently jeopardizes the sustainability of the oceans’ ecosystems, legislation to protect ocean species and marine ecosystems falls under the authority of the federal and provincial governments of those provinces which have at least one ocean coast. The City of Saskatoon may have the ability to regulate or enforce the possession, distribution, and consumption of shark fins if there is evidence that shows these activities pose a risk to the health and welfare of people within the city or threaten the environment within the city. At present, no such evidence has been identified.

PRIVACY IMPACT

There are no privacy implications.

PUBLIC NOTICE

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

Written by: Wes Holowachuk, Planner
Business License Section

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

Approved by: “Randy Grauer”
Randy Grauer, General Manager
Community Services Department
Dated: “February 5, 2014”

cc: Murray Totland, City Manager

TO: Secretary, Administration and Finance Committee
FROM: General Manager, Transportation & Utilities Department
DATE: February 14, 2014
**SUBJECT: Saskatoon Transit 2014 Route Enhancements
Community Engagement Plan**
FILE NO: CK. 7310-1 and WT. 7300-1

RECOMMENDATION: that the Administration and Finance Committee forward a copy of this report to City Council as information.

TOPIC AND PURPOSE

The purpose of this report is to provide information on the new Community Engagement Plan for the 2014 Saskatoon Transit route enhancements.

REPORT HIGHLIGHTS

1. In 2013, Saskatoon Transit heard from citizens and transit riders that they were concerned they had not had the opportunity to provide input into the yearly review before the changes were implemented.
2. The proposed changes for 2014 include adjustments to Routes 1, 3, 4, 5, 11, 14, 21, 22, 23 and 25.
3. To present the proposed changes to the public, we will be holding an open house feedback session on March 11th at Mount Royal Collegiate and March 12th at Alice Turner Library.
4. Transit will also run special shuttle services to these locations to give residents additional options to attend.
5. For residents who are unable to attend, we will also be using the new online engagement tool, Shaping Saskatoon to give another avenue for feedback.

STRATEGIC GOALS

This report supports the Strategic Goal of Continuous Improvement, through continually increasing and improving Saskatoon Transit communications and engagement with the Citizens of Saskatoon and the Strategic Goal of Moving Around through the continued improvement of the transit system.

BACKGROUND

The existing route system is based on the 2005 re-design, and has continually been evolved in an attempt to keep up with customer needs. The Growing Forward! Shaping Saskatoon initiative will develop an entirely new route system based on a rapid transit foundation. However, the new system of routes is still in the early design phases, and as such the existing routes will be the basis for Transit for the next few years. Route enhancements are therefore required to continually meet the needs of current Transit customers until such time as the new system is implemented.

REPORT

In 2013, Saskatoon Transit heard from citizens and transit riders that they were concerned they had not had the opportunity to provide input into the yearly review before the changes were implemented. In response to this feedback, Saskatoon Transit is introducing a new process prior to any route change implementation to give riders and citizens an opportunity to provide feedback on the proposed changes. The feedback opportunities will be conducted prior to when the final proposal for 2014 is submitted to City Council. This means that the proposal will have the opportunity to be changed based on public feedback, if necessary.

2014 Route Enhancements

For the 2014 Route Enhancements, we will be focusing on the key principles of:

- Addressing routes which currently have reliability and capacity issues.
- Streamlining routes so they are more direct and may reduce trip time.
- Adjusting routes to better reflect residents trip needs.
- Increasing service frequency in some areas where passenger numbers are high.
- Adding new services to address new neighbourhoods and provide more efficient and desirable service in existing neighbourhoods.
- Changes that are in line with the principles of the Growing Forward! future transit plan.

The proposed changes for 2014 include adjustments to Routes 1, 3, 4, 5, 11, 14, 21, 22, 23 and 25. Three new services will be introduced including Route 26, a limited stop service from Fairhaven to downtown and the University and a neighbourhood service for Rosewood. Residents in Wards 1, 2, 3, 4, 5, 6, 7 and 9 will be affected by these adjustments. All proposed changes address issues that riders have brought forward about current services. A more detailed overview of the proposed changes is contained in Attachment 1.

Public Consultation

To present the proposed changes to the public, we will be holding an open house feedback session on March 11th at Mount Royal Collegiate and March 12th at Alice Turner Library. Both sessions will run from 6:30pm until 8:30pm with a brief presentation on the changes and the rationale behind them and an opportunity for questions. We will also have discussion stations with information on each route and the proposed changes, with Transit staff available to answer any further questions and gather feedback. Participants will also be asked to complete a brief survey to give feedback on the changes that affect them.

Transit will also run special shuttle services to these locations to give residents additional options to attend.

Additional Consultation Opportunities

For residents who are unable to attend, we will also be using the new online engagement tool, Shaping Saskatoon, to give another avenue for feedback. The web address and information about the online opportunity will be included in all advertising materials. Opportunity for online engagement will be available from March 10 to March 17.

In-person surveys at stops will also be utilized to augment the open houses and on-line surveys.

OPTIONS TO THE RECOMMENDATION

There are no other options being presented at this time.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The route changes, as a whole, are achievable within Transit's 2014 operating budget.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public engagement is as outlined in the main report.

COMMUNICATION PLAN

Open house information will be communicated to residents through multiple channels including the City's website (Saskatoon.ca) and social media. Posters advertising the open houses will be placed throughout the downtown and shopping mall terminal locations, at the Transit Customer Service Centre and on all buses. Additional bus stop locations may receive posters, if space permits. Transit staff will ride the affected routes for the week prior to the open house dates (including weekends and off-peak times) and distribute flyers with open house information to riders. Advertisements will also be placed in the City Pages and Saskatoon Metro. All communication material will include a link to the Shaping Saskatoon website, which gives citizens a way to provide feedback if they are unable to attend an open house.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

A final proposal for 2014 Route Enhancements, incorporating public feedback, will be presented to the Administration and Finance Committee on April 7, 2104.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications associated with the engagement plan.

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. Saskatoon Transit 2014 Route Enhancements Proposal Overview

Written by: Alysha Hille, Marketing Manager, Saskatoon Transit

Reviewed by: Bob Howe, Director of Saskatoon Transit

Approved by: "Jeff Jorgenson"
Jeff Jorgenson, General Manager
Transportation & Utilities Department
Dated: Feb 19, 2014

Saskatoon Transit 2014 Route Enhancements Proposal

For the 2014 Route Enhancements, Saskatoon Transit will be focusing on the key principles of:

- Addressing routes which currently have reliability and capacity issues.
- Streamlining routes so they are more direct and may reduce trip time.
- Adjusting routes to better reflect residents trip needs.
- Increasing service frequency in some areas where passenger numbers are high.
- Adding new services to address new neighbourhoods and provide more efficient and desirable service in existing neighbourhoods.
- Changes that are in line with the principles of the Growing Forward! future transit plan.

Proposed changes are outlined below:

Route #1

This route currently has a very large coverage area and hence a long trip time. The current routing is not efficient, direct or customer friendly.

Proposed Route Revisions

The proposed changes to the Route #1 will mean a more streamlined and direct route for customers in order to reduce trip times to desired destinations. The proposed changes are as follows:

- Removal of the loop around St Paul's Hospital. The hospital is still serviced from the 20th Street side, and from our passenger counts the stops that are being removed are not currently being used by riders.
- Routing through Massey Place and Junor Avenue will be removed from the #1 and replaced with service by the #23.
- Avenue P between 20th and 29th Street will also be removed, but will not be replaced. This will affect four stops which have very low use. The alternative for riders will be the Route #5 along Rushholme Road and the #50/60 along 22nd Street. These alternatives are both within our 450m walking distance service level.
- Service frequency will not change; however, arrival times at stops may be adjusted slightly.

Route #3

Residents of Holiday Park and Riversdale serviced by this route are finding it inconvenient to travel to the Confederation Mall area.

Proposed Route Revisions

The proposed changes to the Route #3 will provide service to and from the Confederation Mall area for residents of King George, Holiday Park and Riversdale. The proposed changes are as follows:

- The #3 will now travel through Fairhaven to provide service to and from the Confederation Mall Terminal.
- The CN industrial loop will be modified to only provide service outbound. Inbound users will be able to make a timed transfer at 11th Street, where a shelter will be installed for rider comfort.
- The #3 will also now service Montgomery from the Confederation Mall Terminal, supplementing the revised Route #22 service.
- Service frequency will not change; however, arrival times at stops may be adjusted slightly.

Route #4

This route currently has issues with capacity and keeping to the scheduled time.

Proposed Route Revisions

The proposed changes will address these issues and are as follows:

- The Confederation Mall Terminal to Blairmore loop will be removed and will now be serviced by the #23. This will gain approximately 15 minutes for the Route #4 to alleviate time issues.
- With the above change, Blairmore residents will now have 15 minute peak service; currently they only have 30 minute service. This increase in service frequency will also alleviate the capacity issues currently experienced in Blairmore.
- Stops will be added on the opposite side of 37th Street, from George Road to Latrace Road, to provide two-way services for residents in Dundonald.
- Outside of Blairmore service frequency will not change; however, arrival times at stops may be adjusted slightly.

Route #5

This route currently has time and capacity issues on the west side in the morning peak periods.

Proposed Route Revisions

The proposed changes will address these issues and are as follows:

- To alleviate capacity issues, a new express service from Fairhaven and Parkridge will be added for the AM peak period. This will be a limited stop service that services downtown and the university.
- A section of Fairhaven will be removed from the Route #5 and will now be serviced by the Route #3.
- The Routing of the #3 aligns better with Fairhaven residents' trip needs (service to the Confederation Mall Terminal) and will alleviate the time issues the Route #5 currently has.
- Service frequency will not change; however, arrival times at stops may be adjusted slightly.

Route #11

This route needs to be adjusted to address an intersection change on 33rd Street at Avenue C and Avenue D and to facilitate changes to other routes experiencing issues.

Proposed Route Revisions

The proposed changes will address these issues and are as follows:

- City Park neighbourhood will be removed from the Route #14 and will be added to the Route #11. This will give 15 minute service to City Hospital.
- Routing will also be adjusted to remove the 33rd Street and Avenue D intersection.
- Avenue H will also be removed from the route and will be covered by a new service.
- Service frequency will not change, however, arrival times at stops may be adjusted slightly.

Route #14

This route has issues staying on time because of traffic congestions and is also a low ridership service.

Proposed Route Revisions

The proposed changes will address these issues and are as follows:

- Service along 43rd Street and 45th Street between 1st Avenue and Millar Avenue will be removed to gain additional time for the route. Counts indicate there are no riders using these stops.
- City Park will also be removed from the route and will now be serviced by the Route #11.
- Service frequency will not change; however, arrival times at stops may be adjusted slightly.

Route #21

Several trips on this AM peak only service have very little to no ridership. Trips will be reduced to the times that reasonable volumes of customers are using the service.

Route #22

While this route is not currently experiencing any issues, it does not fully meet residents' trip needs. This route also needs to change to facilitate solutions to other routes.

Proposed Route Revisions

The proposed changes will address these issues and are as follows:

- Service from Fairhaven, Parkridge and Massey Place will be removed from this route and will now be serviced by the #3 and #5.
- The Route #22 will be extended to Montgomery for peak periods to enhance service in that neighbourhood during those times.
- These changes will also enhance service in Dundonald and Westview neighbourhoods and along 33rd Street, providing 15 minute service in peak periods.
- Service frequency will not change; however, arrival times at stops may be adjusted slightly.

Route #23

This route needs to change to facilitate solutions to other routes.

Proposed Route Revisions

The proposed changes are as follows:

- The Route #23 will be removed from Montgomery, which will now be serviced by the #3 and #22.
- The South-west end of the route will now service Blairmore, which was removed from the Route #4. This will enhance service in Blairmore to 15 minutes in peak periods.
- The North end of Route #23 will be rerouted to include the Massey Place and Westview portions from the Route #1 and also include new areas of Hampton Village.
- With these additions to the route, no additional trip time is incurred by passengers.
- Aside from the Blairmore portion, service frequency will not change; however, arrival times at stops may be adjusted slightly.

Route #25

This route is experiencing heavy traffic on 51st street and is not able to stay on scheduled times. As a result, the route cannot get in and out of Lawson Terminal in a timely fashion, meaning that many passengers miss their connections.

Proposed Route Revisions

The proposed changes will address these issues and are as follows:

- The Route #25 will now stay as a neighbourhood service in the North end and will not travel to the Lawson Terminal.
- The Lawson Terminal was originally added to this route for passenger transfers to other routes. These transfers can now be made at 33rd Street or Downtown.
- Passengers will now have a timed transfer to the Route #14 to connect with their transfer points.

New Services to be added in 2014

Route #26

This route will service Stonebridge and the University via Preston Avenue and Clarence Avenue during peak hours when University is in session. The route will provide 15 minute service along Clarence Avenue and Preston Avenue and also add extra capacity along Clarence Avenue. This will alleviate the capacity issues that the Route #17 is currently experiencing.

Fairhaven Express (name yet to be finalised)

To alleviate capacity issues currently on the Route #5 a new express service from Fairhaven and Parkridge will be added for the AM peak period. This will be a limited stop service that services downtown and the university and provide a quick, efficient and direct service for residents in those neighbourhoods.

Rosewood Local Service (name yet to be finalized)

A new service will be added to service Rosewood, now that the main arterials through the neighbourhood are completed. This service will act as a neighbourhood feeder, which will connect riders with the Route #50 and Route #60, which currently service this area.

His Worship the Mayor and City Council
The City of Saskatoon

REPORT

of the

AUDIT COMMITTEE

Composition of Committee

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

1. **Audit Report
Affordable Housing Incentives
(File No. CK. 1600-15)**

RECOMMENDATION: that the information be received.

Attached is a copy of the Audit Report on the City of Saskatoon Affordable Housing Incentives as prepared by Garman, Weimer & Associates Ltd.

The Audit Committee reviewed this report with Garman, Weimer & Associates Ltd. and is submitting it to City Council for information.

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

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

City Council approved the revised 2013-2014 Internal Audit Plan at its meeting held on September 23, 2013. Your Committee has reviewed the attached letter dated January 27, 2014 from Garman, Weimer & Associates Ltd., forwarding an amended 2013-2014 Internal Audit Plan, and is submitting it to City Council for approval.

Respectfully submitted,

Councillor A. Iwanchuk, Chair

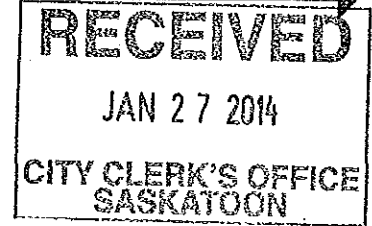
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1.



Solutions for Success

January 27, 2014

City of Saskatoon – City Clerk’s Office
Attention: Secretary – Audit Committee
222-3rd Avenue North
Saskatoon, Saskatchewan S7K 0J5



Audit Report – Affordable Housing Incentives

Attached, for the Audit Committee’s consideration and information, is the audit report on Affordable Housing Incentives.

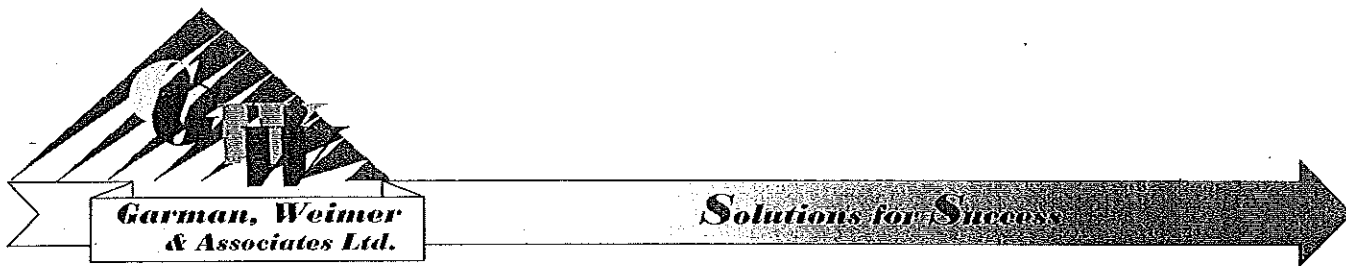
This audit was originally completed in March 2013. However, we were not able to table it until we had registered our office with The Institute of Chartered Accountants of Saskatchewan.

Management agrees with all of the recommendations and implementation target dates are included in the report. Although many of the implementation dates have since passed, several have yet to come, and the regular audit follow up process can be applied with no need to obtain revised dates from management.

Respectfully submitted,

Nicole Garman, CA, CIA
Garman, Weimer & Associates Ltd.
(306) 373-7611

Cc: Randy Grauer, General Manager, Community Services Department
Alan Wallace, Director, Planning and Development
Lesley Anderson, Neighbourhood Planning Section Manager
Daryl Sexsmith, Housing Analyst



CITY OF SASKATOON

Affordable Housing Incentives

The overall objective of the audit was to determine whether adequate systems, practices and controls are in place to ensure affordable housing incentives are effectively managed during all stages of the incentive life-cycle (i.e., design, selection and approval, monitoring, and measuring and reporting results).

April 2013



Solutions for Success

Report Highlights

City of Saskatoon Affordable Housing Incentives

Purpose of the Audit

The overall objective of the audit was to determine whether adequate systems, practices and controls are in place to ensure affordable housing incentives are effectively managed during all stages of the incentive life-cycle (i.e., design, selection and approval, monitoring, and measuring and reporting results).

What Internal Audit Recommends

- Preparation of procedures manuals and guidelines.
- Implementation of file management and contract management processes.
- Updates to Policy and application forms.
- Clarity and consistency in information provided to applicants and the public.
- Resolution of legal issues in cooperation with City Solicitor's Office regarding certification declarations, incentive agreements and contract compliance.

What Internal Audit Found

We evaluated the affordable housing incentive programs administered solely by the Neighbourhood Planning Section against twenty-six criteria that we developed based on review of industry literature and best practices (see Appendix A).

Existing systems, practices and controls are consistent with most of these criteria, either in full or in part. Notwithstanding those observations, we are recommending improvements in the following areas:

- Documentation of procedures and guidelines,
- Enhanced file management practices,
- Clear and consistent communication of the most current and accurate information to incentive applicants and the public,
- Amendment of the Innovative Housing Incentives Policy and associated incentive application forms,
- Clarification of legal considerations, and
- Enhancing accessibility of program performance reports.

We also evaluated the affordable housing incentive program administered by the Neighbourhood Planning Section in partnership with the Building Standards Branch against ten criteria that are a subset of the criteria used to evaluate the other incentive programs (see Appendix B). Existing systems, practices and controls are consistent with these criteria.

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Chapter 1 – Introduction and Background

Introduction

The 2012-2013 Corporate Audit Plan included provision to conduct a financial system audit of Affordable Housing Incentives. This area had not been subject to internal audit in the past.

Background

The availability of affordable housing is a significant challenge for many Saskatoon residents. In October 2012, the average apartment vacancy rate was 2.6% and the cost of renting a two-bedroom apartment exceeded \$1,000 per month, up 2.4% from October 2011. The average purchase price of a house in Saskatoon in November 2012 was \$331,500, up 7.1% from November 2011.

In July 2007, City Council set the goal of creating 500 new affordable housing units per year in response to a growing shortage of affordable housing in the city. Capital funding of \$2.5 million per year was allocated to the Affordable Housing Reserve for a five year period (2008-2012). In December 2007, City Council adopted the 2008 Housing Business Plan which outlined several new incentive programs and policy changes to enable housing providers to build additional affordable housing units. Additional initiatives and policy changes have been developed and implemented since that time in response to increasing demand and Provincial funding.

The affordable housing incentives currently being offered by the City of Saskatoon include:

- Capital Funding: eligible affordable housing projects qualify for capital funding assistance of up to 10% of the total project costs.
- Property Tax Abatement: affordable rental housing projects that are provided on a non-profit basis are eligible to receive a 5-year abatement of the incremental increase in property taxes.
- New Rental Construction Land-Cost Rebate: purpose built multi-unit rental housing is eligible for a grant of up to \$5,000 per unit as well as a 5-year incremental property tax abatement.

Introduction and Background, cont'd

- **Waiver of Off-Site Levies:** the City may waive the off-site levies owing as a result of the subdivision of older properties for specific affordable housing and neighbourhood revitalization projects.
- **Mortgage Flexibilities Support:** the City provides a 5% down payment grant to eligible low-income households that purchase an affordable home in a designated project.
- **Permit Rebates for Secondary Suites:** the City rebates permit fees for building, plumbing and development permits as well as a portion of the fee for legalizing an existing suite.
- **Equity Building:** provides a down payment loan to assist moderate income households in purchasing an entry level home; is offered in partnership with Affinity Credit Union.
- **Land Pre-Designation:** the City identifies sites in new City-owned neighbourhoods suitable for affordable and entry-level ownership as well as market rental housing and makes them available to housing providers and builders through a Request for Proposals (RFP) process.
- **Land Cost Subsidy:** sites are pre-designated for affordable housing and sold through a RFP process; in lieu of a capital grant, the price of the land is discounted by a comparable amount.
- **Direct Sale of City-Owned Land:** policy permits the direct sale of City-owned land to non-profit housing providers for specific affordable housing projects.
- **Priority Review of Approved Affordable Housing Projects:** permit applications for eligible affordable housing projects are reviewed first.
- **New Zoning District for Entry-Level and Affordable Housing:** a new RMTN1 zoning district has been created and designed specifically for entry-level and affordable townhouses.

Introduction and Background, cont'd

Audit Scope

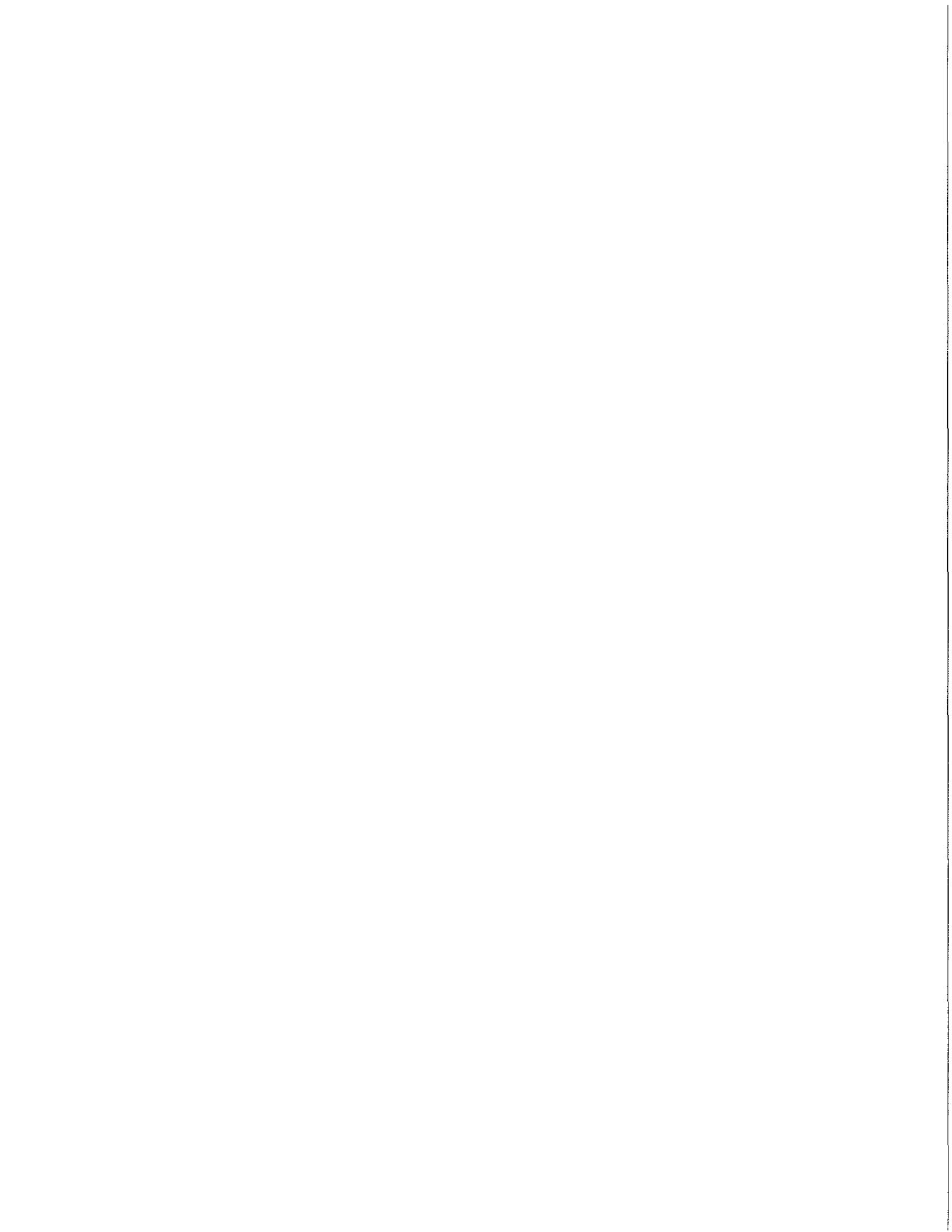
The audit focused on those incentive programs administered by the Neighbourhood Planning Section that are application based (i.e., the first six programs listed above). The audit did not include an examination of the program administered by a third party (i.e., the Equity Building program) or the “policy-based” incentives that mainly relate to land sales and/or civic processes (i.e., the last five programs listed above).

Audit Objective

The overall objective of the audit was to determine whether adequate systems, practices and controls are in place to ensure affordable housing incentives are effectively managed during all stages of the incentive life-cycle (i.e., design, selection and approval, monitoring, and measuring and reporting results).

Acknowledgements

Garman, Weimer & Associates Ltd. wishes to extend special thanks to the General Manager of Community Services, Planning and Development Branch Manager, Neighbourhood Planning Section Manager and Housing Analyst for accommodating our requests for interviews, information and documents, and reviewing our audit findings.



Chapter 2 – Affordable Housing Incentives

The objective of the audit was to determine whether adequate systems, practices and controls are in place to ensure affordable housing incentives are effectively managed during all stages of the incentive life-cycle (i.e., design, selection and approval, monitoring, and measuring and reporting results).

We evaluated the affordable housing incentive programs administered solely by the Neighbourhood Planning Section against twenty-six criteria that we developed based on review of industry literature and best practices (see Appendix A).

Existing systems, practices and controls are consistent with most of these criteria, either in full or in part. Notwithstanding those observations, we are recommending improvements in the following areas:

- Documentation of procedures and guidelines,
- Enhanced file management practices,
- Clear and consistent communication of the most current and accurate information to incentive applicants and the public,
- Amendment of the Innovative Housing Incentives Policy and associated incentive application forms,
- Clarification of legal considerations, and
- Enhancing accessibility of program performance reports.

We also evaluated the affordable housing incentive program administered by the Neighbourhood Planning Section in partnership with the Building Standards Branch against ten criteria that are a subset of the criteria used to evaluate the other incentive programs (see Appendix B). Existing systems, practices and controls are consistent with these criteria.

Affordable Housing Incentives, cont'd

Description of Incentives Evaluated

The affordable housing incentives evaluated as part of the audit included those incentive programs administered by the Neighbourhood Planning Section that are application based:

- **Capital Funding:** eligible affordable housing projects qualify for capital funding assistance of up to 10% of the total project costs. Applicants must be registered corporations and submit an application form, complete with business plan. Financial support is only provided for the residential portion of housing projects. Units must be provided to low-income households.
- **Property Tax Abatement:** affordable rental housing projects that are provided on a non-profit basis are eligible to receive a 5-year abatement of the incremental increase in property taxes. In most cases, the abatement is applied for in conjunction with a Capital Funding incentive (above). The "cost" of this incentive (i.e., foregone property tax revenue) is recorded as a cost of the Economic Incentives program.
- **New Rental Construction Land-Cost Rebate:** purpose built multi-unit rental housing is eligible for a grant of up to \$5,000 per unit as well as a 5-year incremental property tax abatement. The housing can be rented at market rates but must remain as rental stock for at least 15 years. Saskatchewan Housing Corporation funds the grant amount and the City funds the abatement.
- **Waiver of Off-Site Levies:** the City may waive the off-site levies owing as a result of the subdivision of older properties for specific affordable housing and neighbourhood revitalization projects. Applicants must be non-profit organizations and only the residential portion of certain projects qualify for the waiver.
- **Mortgage Flexibilities Support:** the City provides a 5% down payment grant to eligible low-income households that purchase an affordable home in a designated project. There are two components of the program – the builder component and the buyer component. The *builder* must apply to have their project approved as eligible for this program; they receive no incentive under this program as a result of this approval (however, the project may also qualify for the Capital Funding incentive). The *buyer* must submit to an income and net worth screening process to ensure they satisfy eligibility criteria (conducted by an external service

Affordable Housing Incentives, cont'd

provider); they must also complete a homeownership training program before the grant is paid to their lawyer, in trust, for the home purchase transaction.

- Permit Rebates for Secondary Suites: the City rebates permit fees for building, plumbing and development permits as well as a portion of the fee for legalizing an existing suite. Only those portions of the permit fees that relate to the suite are rebated. Payment is made after the permits have been closed.

Opportunities for Improvement – Incentives Administered by the Neighbourhood Planning Section Only

The first five affordable housing incentive programs listed in the previous section are administered solely by the Neighbourhood Planning Section – Capital Funding, Property Tax Abatement, New Rental Construction Land-Cost Rebate, Waiver of Off-Site Levies and Mortgage Flexibilities Support. Information is provided by other civic departments (e.g., City Solicitor's Office, Infrastructure Services Department) or external parties, but the final determination of whether the applicant is eligible to receive the incentive, and preparation of the report to City Council recommending approval, rests with the Section.

We evaluated these five incentive programs against 26 criteria that we developed based on review of industry literature and best practices (see Appendix A).

Existing systems, practices and controls are consistent with many of these criteria, either in full or in part. Notwithstanding those observations, we are recommending improvements in the following areas:

- The purpose, objective and expected results of the Affordable Housing Program has been determined as a whole, and approved by City Council through Policy and the Housing Business Plan. However, how, and to what extent, some of the individual affordable housing incentive programs are to contribute to the achievement of those overall considerations has not been determined.
- Although process documents have been prepared for some of the individual affordable housing incentive programs, a comprehensive procedures manual has not been developed. A procedures manual would help ensure incentive programs are administered and interpreted consistently, efficiently and fairly, especially in the event of staff absence and/or turnover.

Affordable Housing Incentives, cont'd

- City Council approved the eligibility criteria for the Waiver of Off-Site Levies incentive program through administrative report in May 2008. However, the program has not been incorporated into the Innovative Housing Incentives Policy, program literature, the annual performance report or website.
- The Innovative Housing Incentives Policy does not accurately describe the grant that can be awarded under the New Rental Construction Land-Cost Rebate incentive program. The Policy states that the grant is \$5,000, which was the case until April 1, 2011 when the Province of Saskatchewan agreed to match the value of the incremental property tax abatement provided by the City to a maximum of \$5,000 per unit. The value of the incremental tax abatement is sometimes less than \$5,000 and therefore the cash grant can be less than \$5,000 as well.
- Incentive application forms state that “only projects located within the city limits will be considered.” However, the Innovative Housing Incentives Policy, that contains the eligibility criteria that are to apply to all incentive programs, does not include this requirement.
- Some of the documents available on the City’s website are not the most current and/or contain superseded information (e.g., changes to income limits). This may create confusion for interested applicants and result in otherwise qualified people not applying for the incentive, or unqualified people applying for the incentive.

This is also the case regarding the websites of partner organizations.

- Some of the information being requested in the application form does not appear to be required to assess the eligibility of the project, some of the questions are ambiguous and some of the information provided is not accurate. In addition, some information is stated as being mandatory, but the City is not requiring the information to be submitted.

Completion of the application forms may be made more efficient and accurate if a “fillable” application form was made available on the City’s website (i.e., the applicant could complete the form electronically instead of printing it out and completing by hand or requesting a Word version).

Affordable Housing Incentives, cont'd

- The same application form is being used for all but one of the incentive programs. The Mortgage Flexibilities Support incentive program is sufficiently different from the other incentive programs that a separate application form for builders is warranted.

- Although there is a certification declaration on incentive application forms (i.e., the information provided is correct and complete), the consequences of making false statements or providing false information are not specified.

As it is becoming more common for applications to be submitted electronically, it is also more common for the certification declarations to have a name typed in the appropriate space, not a handwritten signature. It should be determined whether an electronic signature is legally adequate.

- Each incentive application file includes all of the documents submitted to, and generated by, the City. However, evidence regarding the verification process that was followed to ensure the applicant was eligible for the incentive, the calculations that were made to determine the amount of the incentive, the supporting documentation in support of the Administration's final recommendation to City Council and any follow up activities is not retained.
- The eligibility criteria that are being applied to Mortgage Flexibilities Support incentive program *builder* applicants consists of affordability limits and compliance with modesty guidelines. However, incentive program literature does not mention modesty guidelines as a criterion.

The eligibility criteria that are being applied to *buyer* applicants in this same incentive program consists of net income limits, net worth limits and completion of a homeownership training session. However, almost all of the incentive program literature only mentions the net income criterion.

The City is informed about whether the applicant has attended the training session and satisfied the net income limit, but not the net worth limit.

- Incentive agreements are not prepared if the applicant is only receiving an incentive under the Capital Funding incentive program.

Affordable Housing Incentives, cont'd

- The application form being used for the Capital Funding, Property Tax Abatement and Waiver of Off-Site Levies incentive programs states that once the application is signed by the applicant and the General Manager of Community Services, it constitutes the incentive agreement. However, this is not the case – separate legal agreements are prepared (or are being recommended).
- Audit noted in one case that the applicant, the City Council approved incentive recipient and the contract signatory were all different parties.
- When applicable, each incentive application file includes the final invoice submitted by the incentive recipient and the payment documentation generated by the City. However, evidence regarding the total costs of the project, verification of the calculations that were used to determine the amount of the invoice and evidence that the associated building permit has been successfully closed is not retained.

A 5% holdback may also be applied in certain circumstances. Authorization for the release of the holdback is not retained in the file.

- The Property Tax Abatement, Waiver of Off-site Levies and New Rental Construction Land-Cost Rebate incentive programs have ongoing conditions attached to them. The housing must be affordable/provided on a non-profit basis for a certain length of time (5 years for property tax abatements and 10 years for the waiver of levies) or the housing must be rental (15 years for the land cost rebate). These conditions can be flagged on the property in POSSE to ensure they are not overlooked in the event the property use changes (e.g., condominium conversion application).
- The City receives all of the documentation provided in support of a buyer's application for the Mortgage Flexibilities Support incentive program after eligibility is assessed. These files contain the applicant's personal financial information (e.g., tax returns, pay stubs, etc.) and must be safeguarded.
- The City relies on Provincial government agencies to ensure housing projects that have received incentives under the Capital Funding and Property Tax Abatement incentive programs continue to be provided to low income individuals. However, this reliance has not been discussed and confirmed with those agencies.

Affordable Housing Incentives, cont'd

Management should also incorporate this ongoing condition into the incentive agreement for Capital Funding incentive recipients (recommended above).

- Although the current incentive agreements outline the consequences of non-compliance as it relates to that specific incentive, there are no guidelines regarding the longer-term and more wide-reaching implications of non-compliance (e.g., can not be considered for the same incentive/any incentive for "x" years).
- Although Housing Business Plan annual reports are submitted to City Council and therefore available to the public for review and analysis, they are not easily accessible (i.e., only available as an agenda item, not as a stand alone document).

Recommendations:

1. That the purpose, objective and expected results of the Capital Funding, Property Tax Abatement and Waiver of Off-Site Levies incentive programs be as clearly defined as possible.
2. That a comprehensive procedures manual be developed and/or updated to accurately reflect current practice for each grant program.
3. That the Waiver of Off-Site Levies incentive program be incorporated into the Innovative Housing Incentives Policy, program literature and the annual performance report.
4. That the Innovative Housing Incentives Policy be amended to accurately reflect current practice (e.g., the project must be in city limits, dollar value of grants as fixed or "up to," etc.).
5. That steps be taken to ensure the most current incentive program information is available on the City's website (i.e., policy, annual report, business plan, brochures, etc.).
6. That steps be taken to ensure the most current incentive program information is available on the websites of partner organizations.

Affordable Housing Incentives, cont'd

7. That application forms be periodically reviewed to ensure all questions and requests for information are clear, relevant and accurate.
8. That management work with Corporate Information Services to investigate the possibility of making "fillable" incentive application forms available on the City's website.
9. That a separate application form be developed for the Mortgage Flexibilities Support incentive program.
10. That incentive application certification declarations also specify the consequences of making false statements/ providing false information.
11. That management determine, with the City Solicitor's Office, whether electronic signatures are adequate to legally bind applicants to the consequences of making false statements/ providing false information.
12. That checklists be developed for use in each incentive application file to ensure:
 - All incentive applications are being assessed fairly, consistently and completely,
 - That all required processes have been performed,
 - That all calculations are accurate,
 - That all required supporting documentation has been received from the applicant, and
 - That all key documents are on file.
13. That Mortgage Flexibilities Support incentive program documentation be amended to fully describe all criteria that will be used to evaluate applications.
14. That management ensure they receive confirmation that all of the eligibility criteria for each Mortgage Flexibilities Support incentive program buyer applicant are satisfied.
15. That management work with the City Solicitor's Office to develop an incentive agreement that can be used when applicants only receive an incentive under the Capital Funding incentive program.

Affordable Housing Incentives, cont'd

16. That the Capital Funding incentive program application form be amended to remove (1) reference to the application form constituting the agreement, and (2) the requirement for the General Manager of Community Services to sign.
17. That management ensure that, whenever there are differences between the applicant per the application and the incentive recipient per the legal agreement, the difference be fully explained, documented in the file and approved by the City Solicitor's Office.
18. That, prior to releasing payment, the incentive file include evidence of:
 - Total actual project costs,
 - Verification of the accuracy of all mathematical calculations, and/or
 - Confirmation that the project building permit has been closed with no outstanding deficiencies.
19. That guidelines be developed that outline the circumstances under which holdbacks will be applied against incentive payments.
20. That properties that have conditions imposed on them as a result of an incentive agreement be flagged in the POSSE system as having contractual conditions.
21. That management work with the City Clerk's Office to determine whether Mortgage Flexibilities Support incentive program buyer applicant files should be retained, and if they are to be retained, what protective measures should be put in place to adequately safeguard the files.
22. That management confirm and document their reliance on Provincial government agencies' processes for ensuring projects that have received incentives under the Capital Funding and Property Tax Abatement incentive programs continue to be provided for individuals who do not exceed Provincial Maximum Income Levels (MIL's).

Affordable Housing Incentives, cont'd

23. That, in conjunction with recommendation 15, management include conditions and timelines for repayment of Capital Funding incentive amounts in the event that housing is no longer provided for individuals who do not exceed Provincial Maximum Income Levels (MIL's) and/or sold.
24. That management work with the City Solicitor's Office to develop guidelines to be included in incentive agreements that outline how non-compliance may affect future participation in affordable housing incentive programs.
25. That Housing Business Plan annual reports be accessible in an appropriate section of the City's website as stand alone documents (i.e., "H" for Housing).

Management Response:

1. *Agree.*
2. *Agree.*
3. *Agree.*
4. *Agree.*
5. *Agree.*
6. *Agree..*
7. *Agree.*
8. *Agree.*
9. *Agree.*
10. *Agree.*
11. *Agree.*
12. *Agree.*
13. *Agree.*
14. *Agree.*

Affordable Housing Incentives, cont'd

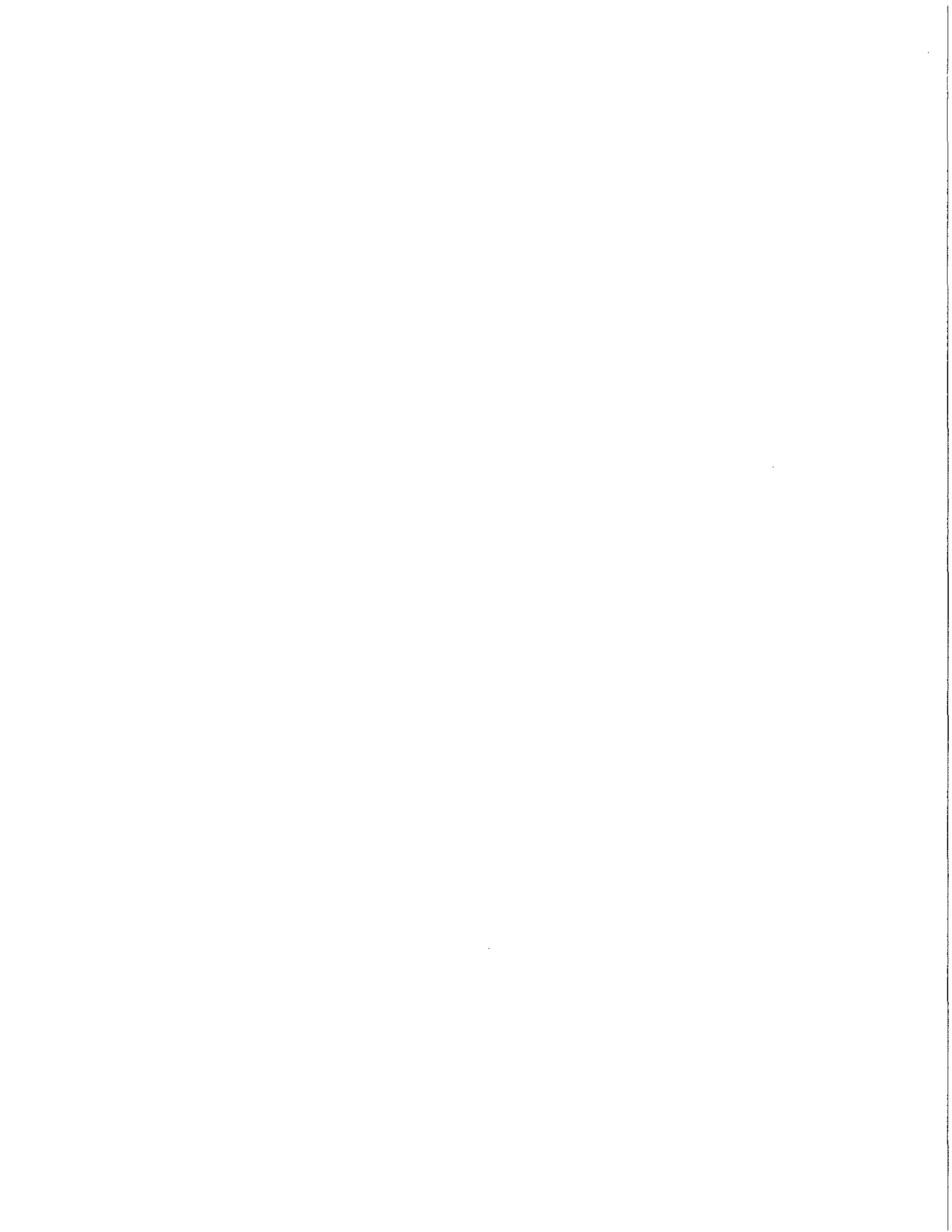
15. *Agree.*
16. *Agree.*
17. *Agree.*
18. *Agree.*
19. *Agree.*
20. *Agree.*
21. *Agree.*
22. *Agree.*
23. *Agree.*
24. *Agree.*
25. *Agree.*

Incentive Administered In Partnership with the Building Standards Branch

The last affordable housing incentive programs listed in the first section of this chapter is administered by the Neighbourhood Planning Section in partnership with the Building Standards Branch (i.e., Permit Rebates for Secondary Suites).

Due to the fact that many activities and processes are therefore outside the Section's control, we evaluated the incentive program against 10 criteria that are a subset of the criteria used to evaluate the other incentive programs (see Appendix B).

Existing systems, practices and controls are consistent with these criteria.



Chapter 3 – Implementation Plan

	Recommendations	Implementation Date
1.	That the purpose, objective and expected results of the Capital Funding, Property Tax Abatement and Waiver of Off-Site Levies incentive programs be as clearly defined as possible.	June 30, 2013
2.	That a comprehensive procedures manual be developed and/or updated to accurately reflect current practice for each grant program.	March 31, 2015
3.	That the Waiver of Off-Site Levies incentive program be incorporated into the Innovative Housing Incentives Policy, program literature and the annual performance report.	June 30, 2013
4.	That the Innovative Housing Incentives Policy be amended to accurately reflect current practice (e.g., the project must be in city limits, dollar value of grants as fixed or “up to,” etc.).	June 30, 2013
5.	That steps be taken to ensure the most current incentive program information is available on the City’s website (i.e., policy, annual report, business plan, brochures, etc.).	Sept 30, 2013
6.	That steps be taken to ensure the most current incentive program information is available on the websites of partner organizations.	Sept 30, 2013
7.	That application forms be periodically reviewed to ensure all questions and requests for information are clear, relevant and accurate.	Sept 30, 2013
8.	That management work with Corporate Information Services to investigate the possibility of making “fillable” incentive application forms available on the City’s website.	Sept 30, 2014
9.	That a separate application form be developed for the Mortgage Flexibilities Support incentive program.	Dec 31, 2013
10.	That incentive application certification declarations also specify the consequences of making false statements/ providing false information.	Dec 31, 2013
11.	That management determine, with the City Solicitor’s Office, whether electronic signatures are adequate to legally bind applicants to the consequences of making false statements/ providing false information.	Dec 31, 2013

Implementation Plan, cont'd

	Recommendations	Implementation Date
12.	<p>That checklists be developed for use in each incentive application file to ensure:</p> <ul style="list-style-type: none"> • All incentive applications are being assessed fairly, consistently and completely, • That all required processes have been performed, • That all calculations are accurate, • That all required supporting documentation has been received from the applicant, and • That all key documents are on file. 	Sept 30, 2013
13.	That Mortgage Flexibilities Support incentive program documentation be amended to fully describe all criteria that will be used to evaluate applications.	March 31, 2014
14.	That management ensure the contracted eligibility screener is evaluating and attesting to all of the eligibility criteria for each Mortgage Flexibilities Support incentive program buyer applicant.	June 30, 2013
15.	That management work with the City Solicitor's Office to develop an incentive agreement that can be used when applicants only receive an incentive under the Capital Funding incentive program.	Sept 30, 2013
16.	That the Capital Funding incentive program application form be amended to remove (1) reference to the application form constituting the agreement, and (2) the requirement for the General Manager of Community Services to sign.	Sept 30, 2013
17.	That management ensure that, whenever there are differences between the applicant per the application and the incentive recipient per the legal agreement, the difference be fully explained, documented in the file and approved by the City Solicitor's Office.	Dec 31, 2013
18.	<p>That, prior to releasing payment, the incentive file include evidence of:</p> <ul style="list-style-type: none"> • Total actual project costs, • Verification of the accuracy of all mathematical calculations, and/or • Confirmation that the project building permit has been closed with no outstanding deficiencies. 	Sept 30, 2013

Implementation Plan, cont'd

	Recommendations	Implementation Date
19.	That guidelines be developed that outline the circumstances under which holdbacks will be applied against incentive payments.	Sept 30, 2014
20.	That properties that have conditions imposed on them as a result of an incentive agreement be flagged in the POSSE system as having contractual conditions.	March 31, 2014
21.	That management work with the City Clerk's Office to determine whether Mortgage Flexibilities Support incentive program buyer applicant files should be retained, and if they are to be retained, what protective measures should be put in place to adequately safeguard the files.	March 31, 2014
22.	That management confirm and document their reliance on Provincial government agencies' processes for ensuring projects that have received incentives under the Capital Funding and Property Tax Abatement incentive programs continue to be provided for individuals who do not exceed Provincial Maximum Income Levels (MIL's).	June 30, 2014
23.	That, in conjunction with recommendation 15, management include conditions and timelines for repayment of Capital Funding incentive amounts in the event that housing is no longer provided for individuals who do not exceed Provincial Maximum Income Levels (MIL's) and/or sold.	Dec 31, 2013
24.	That management work with the City Solicitor's Office to develop guidelines to be included in incentive agreements that outline how non-compliance may affect future participation in affordable housing incentive programs.	Dec 31, 2013
25.	That Housing Business Plan annual reports be accessible in an appropriate section of the City's website as stand alone documents (i.e., "H" for Housing).	June 30, 2013

**Appendix A – Affordable Housing Incentive Analysis –
Administered by Neighbourhood Planning Section
Only**

Ideal Control Framework	Capital Funding	Property Tax Abatement	Waiver of Off-Site Levies	New Rental Construction Land-Cost Rebate	Mortgage Flexibilities Support
<p>Design and Planning</p> <p>The purpose, objective and expected results of each incentive program is clearly defined and documented</p>	<p>✓</p> <p>Described for the Affordable Housing Program, as a whole, in Policy. City Council reports and the Housing Business Plan</p> <p>x</p> <p>Has not been determined for each individual incentive program</p>	<p>✓</p> <p>Described for the Affordable Housing Program, as a whole, in Policy. City Council reports and the Housing Business Plan</p> <p>✓</p> <p>Has not been determined for each individual incentive program</p>	<p>✓</p> <p>Described for the Affordable Housing Program, as a whole, in Policy. City Council reports and the Housing Business Plan</p> <p>✓</p> <p>Has not been determined for each individual incentive program</p>	<p>✓</p> <p>Described for the Affordable Housing Program, as a whole, in Policy. City Council reports and the Housing Business Plan</p> <p>✓</p> <p>Has been determined for the individual incentive program (200 units)</p>	<p>✓</p> <p>Described for the Affordable Housing Program, as a whole, in Policy. City Council reports and the Housing Business Plan</p> <p>✓</p> <p>Has been determined for the individual incentive program (80 units)</p>
<p>Performance measures are determined during the planning stages of the incentive program</p>	<p>✓</p> <p>Performance measures for the Affordable Housing Program, as a whole, include number of units created, dollars paid/committed (in total and by recipient) and neighbourhood/location</p>	<p>✓</p> <p>Performance measures for the Affordable Housing Program, as a whole, include number of units created, dollars paid/committed (in total and by recipient) and neighbourhood/location</p>	<p>✓</p> <p>Performance measures for the program include dollar value of levies waived</p>	<p>✓</p> <p>Performance measures for the program include number of units created and dollars paid/committed (in total and by recipient)</p>	<p>✓</p> <p>Performance measures for the program include number of units created and dollars paid/committed (in total and by recipient)</p>
<p>Policies and procedures are documented and in place prior to the launch of the incentive program</p>	<p>✓</p> <p>Eligible project costs and eligibility criteria are documented</p> <p>✓</p> <p>A comprehensive procedures manual has not been developed</p>	<p>✓</p> <p>The amount eligible for abatement and eligibility criteria are documented</p> <p>✓</p> <p>A comprehensive procedures manual has not been developed</p>	<p>✓</p> <p>The amount eligible for waiver and eligibility criteria are documented</p> <p>✓</p> <p>A comprehensive procedures manual has not been developed</p> <p>✓</p> <p>The incentive program has not been incorporated into Policy</p>	<p>✓</p> <p>Eligible project costs, the amount eligible for abatement and eligibility criteria are documented</p> <p>✓</p> <p>A comprehensive procedures manual has not been developed</p> <p>✓</p> <p>Policy does not reflect current practice</p>	<p>✓</p> <p>Maximum incentive amount and eligibility criteria are documented</p> <p>x</p> <p>Procedures have been documented but do not reflect current practice</p>
<p>Staff are adequately trained prior to the launch of the incentive program</p>	<p>✓</p> <p>Staff have been adequately trained</p>	<p>✓</p> <p>Staff have been adequately trained</p>	<p>✓</p> <p>Staff have been adequately trained</p>	<p>✓</p> <p>Staff have been adequately trained</p>	<p>✓</p> <p>Staff have been adequately trained</p>

Appendix A, cont'd

Ideal Control Framework	Capital Funding	Property Tax Abatement	Waiver of Off-Site Levies	New Rental Construction Land-Cost Rebate	Mortgage Flexibilities Support
Pre-Award Activities					
Eligibility criteria are designed to permit an objective assessment of incentive applicants (i.e., prevent perception of bias)	<p>✓</p> <p>Eligibility criteria are clear and objective</p> <p>x</p> <p>One of the eligibility criteria (project must be located within city limits) is not in Policy</p>	<p>✓</p> <p>Eligibility criteria are clear and objective</p> <p>x</p> <p>One of the eligibility criteria (project must be located within city limits) is not in Policy</p>	<p>✓</p> <p>Eligibility criteria are clear and objective</p>	<p>✓</p> <p>Eligibility criteria are clear and objective</p> <p>x</p> <p>One of the eligibility criteria (project must be located within city limits) is not in Policy</p>	<p>✓</p> <p>Eligibility criteria are clear and objective</p> <p>x</p> <p>One of the eligibility criteria (property must be located within city limits) is not in Policy</p>
Incentive information is made publicly available in a timely manner	<p>✓</p> <p>Incentive information is available on the City's website, through email and in person at Neighbourhood Planning</p> <p>x</p> <p>Some of the incentive information on the City's website is not current</p>	<p>✓</p> <p>Incentive information is available on the City's website, through email and in person at Neighbourhood Planning</p> <p>x</p> <p>Some of the incentive information on the City's website is not current</p>	<p>✓</p> <p>Incentive information is available through email and in person at Neighbourhood Planning</p> <p>x</p> <p>Incentive information is not available on the City's website</p>	<p>✓</p> <p>Incentive information is available on the City's website, through email and in person at Neighbourhood Planning</p> <p>x</p> <p>Some of the incentive information on the City's website is not current</p>	<p>✓</p> <p>Incentive information is available on the City's website, through email and in person at Neighbourhood Planning</p> <p>x</p> <p>Some of the incentive information on the City's website is not current</p> <p>Some of the incentive information on the websites of partner organizations (i.e., Affinity Credit Union and SHIP) is not current</p>
The same information is provided to all prospective applicants	✓	✓	✓	✓	✓
There are strategies in place to ensure there is a high level of awareness of the incentive program	<p>✓</p> <p>Incentive programs are described on the City's website; past applicants/recipients, other levels of government and other civic program areas inform and refer new applicants to the program</p>	<p>✓</p> <p>Incentive programs are described on the City's website; past applicants/recipients, other levels of government and other civic program areas inform and refer new applicants to the program</p>	<p>x</p> <p>Incentive information is not available on the City's website and is not included in incentive brochures/handouts</p>	<p>✓</p> <p>Incentive programs are described on the City's website; past applicants/recipients, the Landlord Association and other civic program areas inform and refer new applicants to the program</p>	<p>✓</p> <p>Incentive programs are described on the website of the City and partner organizations; past applicants/recipients, realtors, lenders, other levels of government and other civic program areas inform and refer new applicants to the program</p>

Appendix A, cont'd

Ideal Control Framework	Capital Funding	Property Tax Abatement	Waiver of Off-Site Levies	New Rental Construction Land-Cost Rebate	Mortgage Flexibilities Support
<p>There is a standardized format for applications to allow for a fair comparison of applicants</p>	<p>✓ All applications must follow the same format Some of the information being requested does not appear to be relevant, some questions are not clear, some information is not accurate and some information requirements appear to be mandatory but are not being required in practice There may be an opportunity to use a "fillable" application form</p>	<p>✓ All applications must follow the same format (same application as Capital Funding) Some of the information being requested does not appear to be relevant, some questions are not clear, some information is not accurate and some information requirements appear to be mandatory but are not being required in practice There may be an opportunity to use a "fillable" application form</p>	<p>✓ All applications must follow the same format (same application as Capital Funding) Some of the information being requested does not appear to be relevant, some questions are not clear, some information is not accurate and some information requirements appear to be mandatory but are not being required in practice There may be an opportunity to use a "fillable" application form</p>	<p>✓ All applications must follow the same format: appears to be easy to understand, methodical and relevant There may be an opportunity to use a "fillable" application form</p>	<p>✓ All applications must follow the same format (builders use the same application as Capital Funding; there is a separate application form for buyers) Some of the information being requested does not appear to be relevant, some questions are not clear, some information is not accurate and some information requirements appear to be mandatory but are not being required in practice A separate application form should be developed for builders There may be an opportunity to use a "fillable" application form</p>
<p>Application form includes a certification declaration (i.e., all information provided is true and correct; false statements can be prosecuted)</p>	<p>✓ There is a certification declaration on the application form The consequences of making false statements is not specified Applications can be submitted electronically, with no physical signature</p>	<p>✓ There is a certification declaration on the application form The consequences of making false statements is not specified Applications can be submitted electronically, with no physical signature</p>	<p>✓ There is a certification declaration on the application form The consequences of making false statements is not specified Applications can be submitted electronically, with no physical signature</p>	<p>✓ There is a certification declaration on the application form The consequences of making false statements is not specified Applications can be submitted electronically, with no physical signature</p>	<p>✓ There is a certification declaration on the application forms (builder and buyer) The consequences of making false statements is not specified on the builder application form</p>

Appendix A, cont'd

Ideal Control Framework	Capital Funding	Property Tax Abatement	Waiver of Off-Site Levies	New Rental Construction Land-Cost Rebate	Mortgage Flexibilities Support
Workshops and/or training programs are available for interested parties	n/a Although workshops and/or training programs are not provided, assistance is available from SHIP	n/a Although workshops and/or training programs are not provided, assistance is available from SHIP	n/a Although workshops and/or training programs are not provided, assistance is available from SHIP	n/a Although workshops and/or training programs are not provided, assistance is available from SHIP	n/a Although workshops and/or training programs are not provided, assistance is available from SHIP for builders and from lenders, realtors and builders for buyers
Eligibility criteria are periodically reviewed to ensure they remain relevant and up to date	✓ Eligibility criteria are reviewed annually in conjunction with the annual review of the Housing Business Plan	✓ Eligibility criteria are reviewed annually in conjunction with the annual review of the Housing Business Plan	✓ Eligibility criteria are reviewed annually in conjunction with the annual review of the Housing Business Plan	✓ Eligibility criteria are reviewed annually in conjunction with the annual review of the Housing Business Plan	✓ Eligibility criteria are reviewed annually in conjunction with the annual review of the Housing Business Plan
Selection and Approval					
Incentive recipients are selected in accordance with documented and publicly available criteria	✓ Applicants are selected in accordance with eligibility criteria × Evidence of the selection process is not retained on file	✓ Applicants are selected in accordance with eligibility criteria × Evidence of the selection process is not retained on file	✓ Applicants are selected in accordance with eligibility criteria × Evidence of the selection process is not retained on file	✓ Applicants are selected in accordance with eligibility criteria × Evidence of the selection process is not retained on file	✓ Applicants are selected in accordance with eligibility criteria × Evidence of the selection process is not retained on file Other eligibility criteria are being applied that are not included in public documents
Funding recommendations and decisions should be fully documented	× Evidence of the decision making process followed is not retained on file	× Evidence of the decision making process followed is not retained on file	× Evidence of the decision making process followed is not retained on file	× Evidence of the decision making process followed is not retained on file	× Evidence of the decision making process followed regarding the builder's application is not retained on file Documentation received regarding the buyer's eligibility is incomplete

Appendix A, cont'd

Ideal Control Framework	Capital Funding	Property Tax Abatement	Waiver of Off-Site Levies	New Rental Construction Land-Cost Rebate	Mortgage Flexibilities Support
Both successful and unsuccessful incentive applicants are advised as to the disposition of their application, as quickly as possible following decisions	✓	✓	✓	✓	✓
The reasons for unsuccessful applications are tracked to ensure factors within the control of the grant incentive are identified and remedied	✓	✓	✓	n/a There have been no unsuccessful applications to date	✓
Incentive agreements are signed by all applicable parties before the incentive begins	✗ Incentive agreements are not prepared ✗ The application form should be amended to remove reference to the application form constituting the agreement	✓ Abatement agreements are prepared ✗ The application form should be amended to remove reference to the application form constituting the agreement	✓ Incentive agreements are prepared ✗ The application form should be amended to remove reference to the application form constituting the agreement	✓ Incentive agreements are prepared ✗ Audit tests identified one case where the applicant, City Council approved incentive recipient and contract signatory were all different	✓ Incentive agreements are prepared with the builder n/a Agreements are not prepared with the buyer
Payments and Records Management					
Final incentive payments are not released until there is verification that the incentive agreement has been fulfilled – performance, final reporting, etc.	✗ Evidence of total actual project costs, verification of all mathematical calculations, the successful closure of the building permit and authorization for the release of the 5% holdback (if applicable) is not retained on file ✗ There may be a 5% holdback on this incentive	n/a Abatements are processed by accounting entry if ongoing conditions are met ✗ Ongoing conditions should be flagged on the property in POSSE	n/a The waiver of the levies is an accounting entry	✗ Evidence of verification of all mathematical calculations and the successful closure of the building permit is not retained on file ✗ Ongoing conditions should be flagged on the property in POSSE	✓ Incentives are paid to the buyer's lawyer, in trust, upon provision of the mortgage documents

Appendix A, cont'd

Ideal Control Framework	Capital Funding	Property Tax Abatement	Waiver of Off-Site Levies	New Rental Construction Land-Cost Rebate	Mortgage Flexibilities Support
Authorization for payment and release of incentive funds is documented and supported	✓ Incentive funds are paid by Payment Requisition	n/a Abatements are processed by accounting entry	n/a The waiver of the levies is an accounting entry	✓ Incentive funds are paid by Payment Requisition and abatements are processed by accounting entry	✓ Incentive funds are paid by Payment Requisition
Payments are only made to the incentive recipient	✓	n/a Abatements are processed by accounting entry	n/a The waiver of the levies is an accounting entry	✓	✓ Payments are only made to the buyer's lawyer, in trust
Key documentation related to incentive recipients is retained on file	✓ Documentation received or generated by the City is retained Evidence of applicant corporate status is not obtained	✓ Documentation received or generated by the City is retained Evidence of applicant corporate status is not obtained	✓ Documentation received or generated by the City is retained Evidence of applicant corporate status is not obtained	✓ Documentation received or generated by the City is retained	✓ Documentation received or generated by the City is retained Buyer personal financial information is retained
Performance Monitoring					
Performance measures have been determined for each incentive program; information is collected from each incentive recipient to measure performance	✓ Performance measures for the Affordable Housing Program, as a whole, include number of units created, dollars paid/committed (in total and by recipient) and neighbourhood/location	✓ Performance measures for the Affordable Housing Program, as a whole, include number of units created, dollars paid/committed (in total and by recipient) and neighbourhood/location	✓ Performance measures for the program include dollar value of levies waived	✓ Performance measures for the program include number of units created and dollars paid/committed (in total and by recipient)	✓ Performance measures for the program include number of units created and dollars paid/committed (in total and by recipient)
Incentive recipient compliance to the terms and conditions of the incentive agreement are monitored	There are no ongoing conditions that must be complied with; the City relies on other levels of government to ensure the housing continues to be provided to low income tenants	The City relies on other levels of government to ensure the housing continues to be provided to low income tenants	✓ The only ongoing condition (the property must remain affordable for 10 years) is registered on the title of the property	✓ The only ongoing condition (the property must remain rental property for 15 years) is monitored by ensuring the property is not converted to condominiums	There are no ongoing conditions that must be complied with

Appendix A, cont'd

Ideal Control Framework	Capital Funding	Property Tax Abatement	Waiver of Off-Site Levies	New Rental Construction Land-Cost Rebate	Mortgage Flexibilities Support
There is a process in place to recover incentive monies in the event of non-compliance with the incentive agreement	<p style="text-align: center;">x</p> There is a risk that a project receives an incentive and is converted to market housing or sold for profit	<p style="text-align: center;">n/a</p>	<p style="text-align: center;">✓</p> The incentive agreement states the levies are immediately owing in the event of non-compliance	<p style="text-align: center;">✓</p> The incentive agreement states all grants and abatements are immediately owing in the event of non-compliance	<p style="text-align: center;">n/a</p>
Incentive recipients that have a history of non-compliance are disqualified from receiving future incentives for a period of time	<p style="text-align: center;">x</p> Incentive recipients are not notified of how non-compliance may affect future incentive applications	<p style="text-align: center;">x</p> Incentive recipients are not notified of how non-compliance may affect future incentive applications	<p style="text-align: center;">x</p> Incentive recipients are not notified of how non-compliance may affect future incentive applications	<p style="text-align: center;">x</p> Incentive recipients are not notified of how non-compliance may affect future incentive applications	<p style="text-align: center;">x</p> Incentive recipients are not notified of how non-compliance may affect future incentive applications
Reporting the Outcomes					
Incentive program results/achievements are compared to incentive objectives/intention on a regular and periodic basis	<p style="text-align: center;">✓</p> Performance reports are submitted to City Council each year <p style="text-align: center;">x</p> Although public reports are not easily accessible as a stand alone document on the City's website	<p style="text-align: center;">✓</p> Performance reports are submitted to City Council each year <p style="text-align: center;">x</p> Although public reports are not easily accessible as a stand alone document on the City's website	<p style="text-align: center;">x</p> Performance information on this incentive program has not been included in past performance reports	<p style="text-align: center;">✓</p> Performance reports are submitted to City Council each year <p style="text-align: center;">x</p> Although public reports are not easily accessible as a stand alone document on the City's website	<p style="text-align: center;">✓</p> Performance reports are submitted to City Council each year <p style="text-align: center;">x</p> Although public reports are not easily accessible as a stand alone document on the City's website

Appendix B – Affordable Housing Incentive Analysis – Administered with the Building Standards Branch

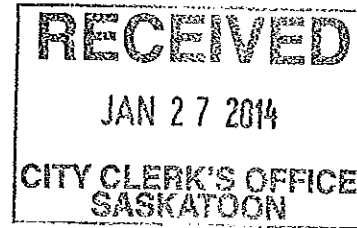
Ideal Control Framework	Permit Rebates for Secondary Suites
Design and Planning	
Responsibility for managing each incentive program is clearly assigned	✓
The purpose, objective and expected results of each incentive program is clearly defined and documented	✓ Described in City Council reports and the Housing Business Plan (35 suites per year)
Performance measures are determined during the planning stages of the incentive program	✓ Performance measures for the program include number of suites legalized and dollars rebated
Pre-Award Activities	
Eligibility criteria are designed to permit an objective assessment of incentive applicants (i.e., prevent perception of bias)	✓ Eligibility criteria are documented
There are strategies in place to ensure there is a high level of awareness of the incentive program	✓ The program is described on the City's website; Bylaw Inspectors advise property owners of the program; application forms are mailed to property owners with their inspection reports
Eligibility criteria are periodically reviewed to ensure they remain relevant and up to date	✓ The proportion of permit fees rebated is reviewed annually
Selection and Approval	
Incentive recipients are selected in accordance with documented and publicly available criteria	✓ The Planner and Revenue Control Clerk both review all applications and permits in the POSSE system to ensure rebates are calculated accurately and are issued to all eligible property owners
Performance Monitoring	
Performance information is collected to measure and report on performance	✓ Performance information is collected and monitored
There is a process in place to recover incentive monies in the event of non-compliance	n/a Rebates are only issued after the permits have been closed
Reporting the Outcomes	
Incentive program results/achievements are compared to incentive objectives/intention on a regular and periodic basis	✓ Performance reports are submitted to City Council each year

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2.



January 27, 2014

City of Saskatoon – City Clerk’s Office
222-3rd Avenue North
Saskatoon, Saskatchewan S7K 0J5



Amended Internal Audit Plan – 2013 - 2014

At its meeting on January 15, 2014, the Audit Committee requested that Garman, Weimer & Associates Ltd. report back at the February meeting with options regarding increasing the direct internal audit project hours assigned to follow up audits by 100.0 hours.

All internal audits included in the 2013-2014 Internal Audit Plan have been assigned and/or commenced, with the exception of the Saskatoon Public Library’s payroll system audit. Garman, Weimer & Associates Ltd. discussed the current status of the Saskatoon Public Library’s payroll system with the Library Business Administrator on January 15, 2014 and determined that, while implementation of the payroll module of their new system is on schedule, other modules dealing with scheduling and human resources (including leave and banked time) will not be implemented until late spring/early summer 2014. The direct internal audit hours assigned to this project was 175.0.

On January 13, 2014, Garman, Weimer & Associates Ltd. met with Community Services Business Administration Division management to begin the planning phase of the audit of Recreation and Sport’s (formerly Leisure Services) revenue collection system RecTrac. Both the Auditor and management discussed the scope of the audit and determined that the project budget of 350.0 direct internal audit hours would only permit examination of the revenue collection aspects of the RecTrac system; Golf Course inventory was going to be excluded from the scope of the audit due to time constraints. An audit of the Golf Course inventory system could be conducted for 75.0 direct internal audit hours.

Recommendation 1: That the Audit Committee approve the revised 2013/14 Corporate Audit Plan.

Respectfully submitted,

Nicole Garman, CA, CIA
Garman, Weimer & Associates Ltd.
(306) 373-7611

Attachments: A – City of Saskatoon Corporate Audit Plan – Financial System Audits

401 – 333 25th Street East, Saskatoon, SK S7K 0L4

Attachment A: City of Saskatoon Corporate Audit Plan – Financial System Audits

Proposed changes to the Corporate Audit Plan are outlined in bold.

Auditable Unit	Audit Type	Dept/ Board	2009- 2010	2010- 2011	2011- 2012	2012- 2013	2013- 2014	Total
Follow-up Audits	FUP	AC	27.50	355.50	69.50	97.50	125.00	675.00
Tangible Capital Assets	Other	CS	250.00					250.00
Audit Plan Development	Other	AC	140.00					140.00
Federal/Provincial Grant Audits	Other	CS	55.50		79.50	15.00		150.00
Impound Lot	Revenue	IS	135.00	78.75	11.25			225.00
TCU Place	Payments	TCU	255.00					255.00
Class System	Revenue	CY	225.00					225.00
Transit 1	Payroll	US	15.00					15.00
Transit 2	Payroll	US	169.50	130.50				300.00
Garbage Collection	Revenue	US	15.00	135.00				150.00
CUC	Payments	CUC	112.50	112.50				225.00
Mendel Art Gallery	Payments	MAG		225.00				225.00
Fire	Payroll	F&PS		120.00	30.00			150.00
TCU Tickets	Revenue	TCU		142.75	32.25			175.00
Safeguarding Civic Facilities	Other	IS		62.50	62.50			125.00
V&E	Payroll	IS		37.50	105.00	7.50		150.00
SL&P	Payroll	US			96.25	78.75		175.00
Land Branch Lease/Rental	Revenue	CY			106.25	18.75		125.00
Administration of Civic Grants	Other	CS			125.00			125.00
Transit	Revenue	US			225.00			225.00
TCU Payroll	Payroll	TCU			225.00			225.00
Community Services	Payroll	CY			78.75	146.25		225.00
Affordable Housing	Other	CY			153.75	71.25		225.00
Corporate Payroll	Payroll	CS				350.00		350.00
Cashier System	Revenue	CS				225.00		225.00
CUC	Revenue	CUC				265.00		265.00
Woodlawn Cemetery	Revenue	IS				125.00	50.00	175.00
CUC	Payroll	CUC					225.00	225.00
Recreation and Sport - Civic Centres, Outdoor Pools, Forestry Farm, Golf Courses	Revenue	CY					350.00	350.00
Inventory Management	Inventory	CS					225.00	225.00
Landfill	Revenue	US					175.00	175.00
Animal Licensing	Revenue	CS					175.00	175.00
Golf Courses	Inventory	CY					75.00	75.00
Audit Hours Allocated			1400.0	1400.0	1400.0	1400.0	1400.0	7000.0
Audit Hours Required			1400.0	1400.0	1400.0	1400.0	1400.0	7000.0
Difference			0.0	0.0	0.0	0.0	0.0	0.0

Note: Estimated audit hours are based upon management's representations in the risk assessment questionnaires received by Garman, Weimer & Associates Ltd. If actual conditions are significantly different from what was described, the estimated resource requirements will change.

His Worship the Mayor and City Council
The City of Saskatoon

REPORT

of the

EXECUTIVE COMMITTEE

Composition of Committee

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

1. **Appointment to Pension Benefits Committee**
(File No. CK. 175-14)

RECOMMENDATION: that Mr. Marno McInnes, Director of Human Relations, be appointed as an employer representative on the Pension Benefits Committee to fill the vacancy created with the recent retirement of Ms. Judy Schlechte.

Your Committee has considered the appointment of an employer representative on the Pension Benefits Committee to fill the vacancy created with the retirement of Ms. Judy Schlechte. Your Committee is pleased to recommend Mr. Marno McInnes, Director of Human Relations as an employer representative.

**2. Lease Renewal for 201 – 3rd Avenue North
Essex Plaza – Saskatoon Land and Urban Design
(File No. CK. 520-1)**

- RECOMMENDATION:**
- 1) that a Lease Agreement Renewal between the City of Saskatoon and General Management Services Ltd. for a portion of the Essex Plaza building located at 201 – 3rd Avenue North, for a term of two years (October 1, 2013, to September 30, 2015), based on the terms as set out in the following report dated January 16, 2014, be approved; and
 - 2) that the City Solicitor be requested to prepare the appropriate agreements for execution by His Worship the Mayor and the City Clerk, under the corporate seal.

Your Committee has considered a report of the A/CFO & General Manager, Asset & Financial Management dated January 16, 2014, and submits the following report, along with the recommendations outlined above:

“TOPIC AND PURPOSE

To receive approval for a two-year lease renewal of the externally-owned property located at 201 – 3rd Avenue North, which is currently occupied by Saskatoon Land and Urban Design.

REPORT HIGHLIGHTS

1. Saskatoon Land and Urban Design wish to renew the existing lease at 201 – 3rd Avenue North, a building owned by General Management Services Ltd.
2. A continued lease of this property would allow Saskatoon Land and Urban Design to remain located in the office space it has occupied for the past 10 years, while other City-owned buildings are under development/renovation.

STRATEGIC GOAL

This report supports the long-term strategy of increasing productivity by being more efficient in the way the City operates, and the long-term priority of identifying

targeted opportunities to implement specific continuous improvement tools within departments under the Strategic Goal of Continuous Improvement.

BACKGROUND

The City is currently leasing space from General Management Services Ltd. at 201 – 3rd Avenue North. Saskatoon Land and Urban Design have been occupying space in Essex Plaza since 2003. The agreement was amended and renewed in 2009. The current lease term expired September 30, 2013.

REPORT

City Divisions Wish to Renew Lease

Saskatoon Land and Urban Design wish to continue leasing the space in Essex Plaza as the office space is well suited for its needs, provides street access for customer service, and is in close proximity to City Hall.

Lease Provides for Adequate Accommodations

Renewing this lease will ensure that Saskatoon Land and Urban Design have adequate office space and storage accommodations in the short term. This is an important factor as the City is in the midst of developing new space and renovating existing space within its own buildings. In addition, the existing space has been occupied by Saskatoon Land for a number of years and the location is familiar with builders, customers, and the public. It should be noted that Urban Design staff may be relocated with the remaining Neighbourhood Planning staff in the future.

OPTIONS TO THE RECOMMENDATION

An option would be to not approve the lease renewal and have Saskatoon Land and Urban Design vacate the space. In this scenario, alternative premises would need to be secured immediately. This option is not recommended as relocating these work groups would result in work disruptions, impact operations, and incur additional costs to secure alternative space.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There is sufficient funding within the 2014 operating budget.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Discussions have occurred with Saskatoon Land and Urban Design staff, as well as the group responsible for looking after the corporation's long-term accommodation plan.

COMMUNICATION PLAN

A communication plan is not required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

If approved, the proposed lease renewal will expire on September 30, 2015.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

**3. Request for Raising of Ukraine Flag
(File No. CK. 205-1)**

RECOMMENDATION: that the resolution of Executive Committee of February 24, 2014, granting approval to fly the flag of Ukraine for one week at City Hall in advance of formal approval by City Council, be accepted.

Your Committee considered a request from Councillor Donauer at its meeting held on February 24, 2014, to fly the flag of Ukraine in light of the events happening in Kiev and in support of the large Ukrainian community in Saskatoon.

In light of the circumstances, your Committee concurred with the request and supported having the flag raised in advance of City Council's formal approval. The flag of Ukraine was raised at City Hall on Tuesday, February 25, 2014.

**4. Multi-Unit Dwelling Recycling
- Results of the Public Consultation and Business Plan Review
(File No. CK. 7830-5)**

RECOMMENDATION: that Recommendations 1) through 7) as set out in the report of the General Manager, Transportation and Utilities Department dated February 18, 2014, be deferred for 6 weeks, pending further reporting on funding alternatives.

City Council, at its meeting held on August 14, 2013, considered the terms of a possible long term agreement between the City and Cosmopolitan Industries for the provision of recycling services for multiple-unit dwellings. The following motions were passed:

"THAT pending approval of the public consultation process, the City undertake an independent third-party review of the contract and report on the business plan in order to validate the terms of the contract and pricing proposed."

"THAT the Administration be directed to conduct public open houses based on the program and rate model as outlined in the report with the exception of the terms of the contract, which is changed to 9 years with the option to renew for 6 years."

In this regard, your Committee has considered the attached report of the General Manager, Transportation and Utilities Department dated February 18, 2014, providing a

summary of the feedback collected during stakeholder consultations on the Multi-Unit Dwelling Recycling Program and the results of the Independent Review on the Cosmopolitan Industries contract price and business. The report also outlined the next steps with respect to recycling for Saskatoon's Multi-Unit Dwelling residential homes.

As outlined in the attached Administrative report, it was recommended that your Committee bring forward the following recommendations to City Council for approval:

- 1) that regarding the Business Plan Review, the information be received;
- 2) that in consideration of the results of the public consultation, the rate charged to Multi-Unit Dwellings be set at \$2.50 per dwelling per unit for 2014;
- 3) that upon commencement of the program, the Administration be directed to collect these fees from Multi-Unit Dwellings in a similar manner as fees collected from single family homes;
- 4) that for 2014, the difference between what is paid to Cosmopolitan Industries and what is collected through the Multi-Unit Dwelling utility rate, estimated at \$215,000, be funded from the Reserve for Capital Expenditures until such time as the provincial Multi-Material Recycling Program provides sufficient funding to the City to repay RCE;
- 5) that for future years, the difference between what is paid to Cosmopolitan Industries and what is collected through the Multi-Unit Dwelling utility rate be funded from the upcoming MMRP being finalized by the Provincial Government;
- 6) that the Administration be directed to finalize the contract with Cosmopolitan Industries based on the terms and conditions considered by City Council at its meeting of August 14, 2013; and
- 7) that the Administration bring the final contract to City Council for review and consideration prior to execution.

At the meeting of Executive Committee held on February 24, 2014, representations were heard from stakeholders and discussion was held with respect to funding alternatives. Following a thorough discussion of the matter, your Committee had before it a deferral motion and two referral motions for consideration. The deferral motion was considered

first and approved, and forms the basis of the recommendation to City Council at this meeting. In light of the deferral motion, the following two referral motions were not voted on:

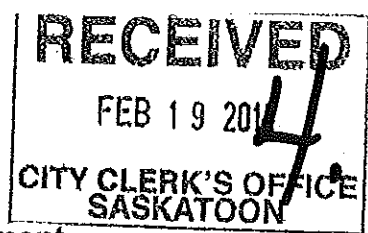
- 1) that prior to the final contract being finalized with Cosmopolitan Industries, the Administration bring forward a further report on alternate sources of funding other than RCE for bridge financing; and
- 2) that prior to the final contract being finalized with Cosmopolitan Industries, the Administration bring forward a further report on alternate funding sources, as opposed to the Provincial MMRP, with respect to the difference between what is paid to Cosmopolitan Industries and what is collected through the MUD utility rate.

Your Committee is recommending approval of a deferral of Recommendations 1) through 7), as set out in the report of the General Manager, Transportation and Utilities Department dated February 18, 2014, for 6 weeks, pending further reporting on funding alternatives.

Respectfully submitted,

His Worship Mayor D. Atchison, Chair

7830-5



TO: Secretary, Executive Committee
FROM: General Manager, Transportation & Utilities Department
DATE: February 18, 2014
SUBJECT: Multi-Unit Dwelling Recycling
- Results of the Public Consultation and Business Plan Review
FILE NO: WT 7832-23

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

- 1) that regarding the Business Plan Review, the information be received;
- 2) that in consideration of the results of the public consultation, the rate charged to Multi-Unit Dwellings be set at \$2.50 per dwelling per unit for 2014;
- 3) that upon commencement of the program, the Administration be directed to collect these fees from Multi-Unit Dwellings in a similar manner as fees collected from single family homes;
- 4) that for 2014, the difference between what is paid to Cosmopolitan Industries and what is collected through the Multi-Unit Dwelling utility rate, estimated at \$215,000, be funded from the Reserve for Capital Expenditures until such time as the provincial Multi-Material Recycling Program provides sufficient funding to the City to repay RCE;
- 5) that for future years, the difference between what is paid to Cosmopolitan Industries and what is collected through the Multi-Unit Dwelling utility rate be funded from the upcoming MMRP being finalized by the Provincial Government;
- 6) that the Administration be directed to finalize the contract with Cosmopolitan Industries based on the terms and conditions considered by City Council at its meeting of August 14, 2013; and
- 7) that the Administration bring the final contract to City Council for review and consideration prior to execution.

TOPIC AND PURPOSE

To report a summary of the feedback collected during stakeholder consultations on the Multi-unit Dwelling Recycling Program and the results of the Independent Review on the

Cosmopolitan Industries (Cosmo) contract price and business plan. In consideration of this, to then proceed with the next steps with respect to recycling for Saskatoon's Multi-Unit Dwelling (MUD) residential homes.

REPORT HIGHLIGHTS

1. Stakeholder consultations were held between September 30th and October 18th. 192 stakeholders responded.
2. Price was a concern for many respondents. Many MUDs have recycling programs with Loraas Recycles at costs significantly lower per unit than the proposed Cosmo program.
3. Very few stakeholders were opposed to the overall concept of a recycling requirement for multi-unit residential buildings.
4. In consideration of this, a new rate structure is proposed, along with a funding strategy to fund the difference. The principle of the funding strategy is that the difference between the revenue collected from MUDs and what is paid to Cosmo is from city-wide sources (i.e. considered to be general revenue).

STRATEGIC GOAL

The implementation of a Multi-unit recycling program will support the long-term strategy to eliminate the need for a new landfill under the Strategic Goal of Environmental Leadership.

BACKGROUND

A Memorandum of Understanding bearing an effective date of June 18, 2012 was signed between the City and Cosmopolitan Industries (Cosmo) 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.

At the August 14, 2013 meeting of Council, the Administration presented the terms of a possible long term agreement between the City and Cosmo for the provision of recycling services for multiple-unit dwellings. Council considered the following motions:

"THAT pending approval of the public consultation process, the City undertake an independent third-party review of the contract and report on the business plan in order to validate the terms of the contract and pricing proposed.

"THAT the Administration be directed to conduct public open houses based on the program and rate model as outlined in the report with the exception of the term of the contract, which is changed to 9 years with the option to renew for 6 years."

REPORT

Results of the Stakeholder consultations

Consultations on the proposed multi-unit residential recycling program were held between September 30 and October 18, 2013; 192 stakeholders provided feedback on the proposed program; 20% from building owners, managers, or condo associations and 80% from tenants or condo/townhouse owners.

The majority of respondents, especially those with existing recycling contracts, felt that the price was too high, and based this conclusion on their current contracts. Price was also stated as a barrier to particular demographics thought to be more prevalent in multi-unit residences including seniors, single-parent families, and newcomers.

Very few stakeholders were opposed to the overall concept of a recycling requirement for multi-unit residential buildings, and most were satisfied with the program parameters (co-mingling, inclusion of glass, on-site collection). However, in addition to the price of the program, concerns included wanting the program sooner, wanting flexibility on the choice of service provider, and ensuring the program met the specific needs of their building.

A summary of the results of the consultation is provided as Attachment 1.

Independent Review Results

Deloitte LLP was engaged to review the proposal by Cosmo to provide the City with a Multi-Unit Residential Recycling Program over a period of nine years, with a potential extension for a further six years. The focus of this review was to provide an opinion on whether the business plan provided returns that were too high, and also to confirm that the program is viable for Cosmo.

In the analysis by Deloitte, Cosmo's business plan was determined to be viable, meaning that Cosmo could be expected to make a positive return on its planned investment in the Program over the term of a contract. Deloitte further indicated that the fees were not considered excessive as the return on investment is not in excess of a fair economic return that any industry participant would require for such an investment. They concluded that "only in what we would consider a best case scenario did the projected rates of return achieve industry rates of return".

Deloitte also verified that the business plan prepared by Cosmo is mathematically correct and confirmed various assumptions used to determine reasonableness.

POLICY IMPLICATIONS

As an information report there are no policy implications at this time.

FINANCIAL IMPLICATIONS

The report considered by Council in August of 2013 contained a proposed fee structure that was based on the size of the development, as follows:

Developments with 100 or more units:	\$2.83
Developments with between 40 and 99 units:	\$3.33
Developments with 39 or fewer units:	\$3.83

Added to these figures would be the \$0.83 that the City collects to use for education, billing, administration, and contribution to a stabilization reserve.

These rates are lower than what would be paid to Cosmo, with the difference proposed to be funded from new City revenue from Cosmo's mortgage payment; insurance savings on the building occupied by Cosmo; savings from reduced depot collection costs; and new revenue from depot recyclables paid to the City by Cosmo. This new annual revenue is estimated to be \$234,500.

Even with this \$234,500 in funding used to reduce MUD rates, the rates are still higher than many MUDs are paying current service providers. The dilemma is that the tendered price will never be known unless the work is tendered, and the work cannot be tendered if the intent is to award the contract directly to Cosmo.

Considering these issues, the Administration is proposing a new rate structure of \$2.50 per unit per month for 2014 for homes served by the Cosmo program. This includes \$1.56 for recycling services, in addition to \$0.94 the City collects for education, billing, contract administration, and contribution to the stabilization reserve. This \$0.94 is exactly the same amount charged to single-family units for 2014 and is included in their monthly rate of \$4.89. The Administration believes that this rate structure is reasonable, and may even be lower than the city-wide MUD rate that could be paid were the work to be tendered.

This reduced rate will result in a bigger gap between what is paid to Cosmo and what is collected in revenue from MUDs. In 2014, the revenue shortfall is estimated to be \$215,000 based on a partial-year implementation, and in 2015 it is estimated to be \$635,000.

The Administration proposed in August, and maintains the perspective, that any difference between what is set as the MUD rate and what is paid to Cosmo should be funded from general revenues, meaning that the entire tax base is funding the incremental cost associated with sole-sourcing the contract to Cosmo.

The Multi-Material Recycling Program is in the final stages of development by the Provincial Government, and is expected to result in at least \$1,500,000 in new revenue annually for the City. The MMRP includes language protecting existing recyclers who provide social benefit, such as Cosmo. Although the exact application of this language, and its impact on payment calculations, has not been finalized, your Administration

believes that the proposed agreement with Cosmo will maximize the MMRP revenue opportunity for the City. Because the new MMRP funding is considered general revenue, the Administration recommends that this be the source of funding for the funding shortfall between what is collected from MUDs and what is paid to Cosmo.

For 2014, the Administration proposes to fund the 2014 shortfall of \$215,000 on a temporary basis from the Reserve for Capital Expenditures. This contribution would be repaid from MMRP contributions from the province as soon as they are available. The funding shortfall from 2015 onward, estimated at \$870,000, would be funded from the MMRP at \$635,000 per year combined with the \$235,000 funded from new revenue as outlined above. Council will have the opportunity to allocate the remaining \$865,000 of MMRP funds at their discretion.

If the MMRP program is not finalized by the time the 2015 City budget is developed, the Administration will bring forward alternate funding strategies along with the proposed budget.

For rates in 2015 and beyond, Administration will bring forward MUD and single-family rates in one rate report. The annual percentage increase for MUDs will be similar to the annual percentage increase for single-family recycling.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Stakeholder involvement was ensured in the consultation process by issuing letters to the building manager, owner, or condo association of the 900 multi-unit buildings; through two stakeholder information sessions; and an online survey. Renters and tenants were also encouraged to respond through the online survey, or at the information sessions.

COMMUNICATION PLAN

A communications plan for the Multi-unit Residential Recycling Program will be developed collaboratively between the City and Cosmo. Details will be included in the final contract.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

Contract negotiations are ongoing between City Administration and Cosmo. These will be complete early in 2014 and an implementation plan will be available at that time. Recycling services are estimated to begin mid-2014.

ENVIRONMENTAL IMPLICATIONS

The implementation of a multi-unit recycling program is expected to have positive environmental implications associated with the increase in diversion of materials from the landfill. This impact will be quantified once the program has been launched.

PRIVACY IMPACT

There are no privacy implications arising from this initiative.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required at this time.

PUBLIC NOTICE

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

ATTACHMENT


1. Summary of the results of the consultations.

Written and

Approved by:  _____

Jeff Jorgenson, General Manager,
Transportation & Utilities Department

Dated: Feb 19/2014

Approved by:  _____

for Murray Totland, City Manager,

Dated: Feb 19/2014

Multi- Unit Residential Recycling Program Community Engagement Project Summary

Project Description

The City of Saskatoon is implementing a recycling program for multi-unit residential buildings. A memorandum of understanding has been signed with Cosmopolitan Industries to be the proposed provider of this service, and consultation with the community was conducted to gather feedback on the details and pricing that Cosmo has outlined in its proposal to provide this service.

Community Engagement Strategy

The purpose of engagement for this project was to inform residents, tenants, owners of condominiums, and managers of multi-unit dwellings on the proposed program details and pricing, and to gather their feedback. This information will then be used to inform the decision City Council will need to make on moving forward with an official agreement for Cosmo to be the provider of the program.

Two open houses were conducted to present information and gather feedback.

- o Thursday, October 3, 2013 from 6-8pm at Wildwood School and Tuesday, October 8, 2013 from 6-8pm at Pleasant Hill School.
- o Residents could view story boards with information about the program, a looping powerpoint presentation with program information and details, were provided a handout of frequently asked questions about the proposed program, and were able to speak with representatives from Cosmopolitan Industries and City of Saskatoon Environmental Services Branch.

An online survey was available at saskatoon.ca between Sept 30 and Oct 17, 2013.

People also submitted comments directly to the Environmental Services Branch, through email and phone calls.

Notification of the open houses and online survey was provided in the following manner:

- An article was sent to the Community Development Branch for the Community Consultants to distribute to their respective community associations on September 23, 2013
- Information was provided to the U of S PAWS website on September 23, 2013
- 430 letters containing the open house notices were sent out with the Environmental Services Branch Metal Bin Grant information, dated September 25, 2013 (this reflects the removal of duplicates such as property management companies that manage multiple addresses)
- Advertisements were placed in the Star Phoenix's City page on September 28/29, 2013 and October 5/6, 2013

- An advertisement was placed in The Sheaf, October 3, 2013
- Public Service Announcements were issued on October 1 & 8, 2013
- Information was posted on the City's social media sites (facebook/twitter) on October 1, 8 & 16, 2013

Summary of Community Engagement Input

The October 3 session at Wildwood Public School was attended by 62 stakeholders and the October 8 session at Pleasant Hill Community School was attended by 11 stakeholders. Written comments (completed survey or letters) were submitted by 30 of the stakeholders. The surveys were completed by 16 building owners, managers and condo associations and by 9 renters and condo/townhouse owners. The additional written comments included a detailed breakdown of the financial impact of the proposed program compared to the current recycling program, two copies of a letter submitted in August to Mayor and Council, a letter from a three building condominiums, with a signature from a representative from each of the three buildings, and a letter from a condo owner.

The online survey was open between September 30 and October 18. 137 submissions were made, however 26 were blank submissions, meaning that 111 were completed submissions. The surveys were completed by 10 building owners/managers, 4 condo associations, 43 renters, and 54 condo/townhouse owners.

An additional 8 stakeholders contacted Environmental Services to provide comments. One faxed a completed survey, four sent e-mails with comments, 2 made phone calls (without providing written comments), and one condominium association submitted a completed survey with signatures from residents of 39 (of a total of 44) units.

In total, approximately 192 stakeholders provided feedback on the proposed program.

Review and analysis of the feedback received is summarized as followed:

- The majority of residents, tenants, owners of condominiums, and managers of multi-unit dwellings feel that the program is needed and that it meets their personal recycling needs.
- The proposed cost of the program is the major concern identified. The majority of respondents did not view the cost of the program to be reasonable, especially when compared to the existing recycling service provided by another company. The affordability of the program for low-income residents (seniors, single parent families, newcomers) was also expressed as a concern. There were also concerns expressed about the proposed charge for each unit of a multi-unit dwelling versus a flat rate for the building as a whole. There was also a lack of confidence expressed in Cosmo's ability to deliver a level of service that is above the level of service already being provided by another company, especially if the cost will increase significantly.
- There was also concern expressed over the lack of detail about the program in general:
 - the logistics around managing the recycling bins (storage of individual containers versus large metal carts on properties)

- cleanliness of properties, concern over scavenging of materials
- being able to have all materials collected in one container
- why the program is mandatory, is there a way to opt out?
- how the fees will be billed
- how to deal with mobility issues that some residents will have that will limit their ability to participate

Prepared by:
Lisa Thibodeau
Community Engagement Consultant

COMMUNICATIONS TO COUNCIL

MEETING OF CITY COUNCIL – MONDAY, MARCH 3, 2014

A. REQUESTS TO SPEAK TO COUNCIL

1) Jeff Kolody, dated February 12

Requesting permission to address City Council with respect to Canada Post's decision to eliminate door-to-door mail delivery. (File No. CK. 277-1)

RECOMMENDATION: that Jeff Kolody be heard.

B. ITEMS WHICH REQUIRE THE DIRECTION OF CITY COUNCIL

1) Sarah Marchildon, Director, Broadway Business Improvement District, dated February 5

Requesting sole concession rights. (File No. CK. 205-1)

RECOMMENDATION: that the request for sole concession rights for the Broadway Art Fest to be held on May 3, 2014, be approved.

2) Sarah Marchildon, Director, Broadway Business Improvement District, dated February 5

Requesting sole concession rights. (File No. CK. 205-1)

RECOMMENDATION: that the request for sole concession rights for the Broadway Street Fair to be held on September 6, 2014, be approved.

3) Sarah Marchildon, Director, Broadway Business Improvement District, dated February 5

Requesting sole concession rights. (File No. CK. 205-1)

RECOMMENDATION: that the request for sole concession rights for the Snow Day on Broadway to be held on January 31, 2015, be approved.

4) Brenda Peace, dated February 6

Commenting on snow removal. (File No. CK. 6290-1)

RECOMMENDATION: that the information be received.

5) Cecilia Baptiste, dated February 7

Commenting on Bedford Road Collegiate Redmen's name. (File No. CK. 100-10)

RECOMMENDATION: that the information be received.

Items Which Require the Direction of City Council
Monday, March 3, 2014
Page 2

6) Diane Reaser, dated February 7

Commenting on status of Willowgrove schools. (File No. CK. 4131-26)

RECOMMENDATION: that the information be received.

7) Della Greer, Chair, The Marr Residence Management Board, received February 10

Submitting Marr Residence 2013 Annual Report. (File No. CK. 430-60)

RECOMMENDATION: that the information be received.

8) Summer Allen, dated February 14

Requesting temporary closure of 20th Street West, between Avenues C and D on Saturday, August 30, 2014, from 8:00 a.m. to 8:00 p.m. for a celebration in honour of New Community Credit Union's 75th Anniversary. (File No. CK. 205-1)

RECOMMENDATION: that the request for a temporary closure of 20th Street West, between Avenues C and D on Saturday, August 30, 2014, from 8:00 a.m. to 8:00 p.m. for a celebration in honour of New Community Credit Union's 75th Anniversary, be approved subject to any administrative conditions.

9) Darla Brown, dated February 18

Requesting an extension to the time where amplified sound can be heard, under the Noise Bylaw, on Saturday, April 26, 2014, from 7:00 p.m. to 2:30 a.m. for a fundraising event for Saskatoon Phantoms Fastball being held indoor at the Kinsmen Arena. (File No. CK. 185-9)

RECOMMENDATION: that an extension to the time where amplified sound can be heard, under the Noise Bylaw, on Saturday, April 26, 2014, from 7:00 p.m. to 2:30 a.m. for a fundraising event for Saskatoon Phantoms Fastball being held indoor at the Kinsmen Arena, be approved subject to any administrative conditions.

10) Maggie Lens, dated February 19

Requesting an extension to the time where amplified sound can be heard, under the Noise Bylaw, on Sunday, April 27, 2014, starting at 10:00 a.m. for The Saskatchewan Blue Cross MS Walk at Archibald Arena. (File No. CK. 185-9)

RECOMMENDATION: that an extension to the time where amplified sound can be heard, under the Noise Bylaw, on Sunday, April 27, 2014, starting at 10:00 a.m. for The Saskatchewan Blue Cross MS Walk at Archibald Arena, be approved subject to any administrative conditions.

11) Pam Kilgour, Director of Finance, TCU Place, dated February 20

Submitting a notice of Annual General Meeting of the Saskatoon Centennial Auditorium & Convention Centre Corporation Membership and Annual General Meeting of the Saskatoon Centennial Auditorium Foundation Membership to be held on Thursday, May 1, 2014, at TCU Place. (File No. CK. 175-28)

RECOMMENDATION:

- 1) that the City of Saskatoon, being a member of the Saskatoon Centennial Auditorium & Convention Centre Corporation Board of Directors, appoint Donald Atchison, or in his absence, Tiffany Paulsen or Ann Iwanchuk, of the City of Saskatoon, in the Province of Saskatchewan, as its proxy to vote for it on its behalf at the Annual General Meeting of the members of the Saskatoon Centennial Auditorium & Convention Centre Corporation, to be held on the 1st day of May, 2014, or at any adjournment or adjournments thereof; and
- 2) that the City of Saskatoon, being a member of the Saskatoon Centennial Auditorium Foundation Board of Directors, appoint Donald Atchison, or in his absence, Tiffany Paulsen or Ann Iwanchuk, of the City of Saskatoon, in the Province of Saskatchewan, as its proxy to vote for it on its behalf at the Annual General Meeting of the members of the Saskatoon Centennial Auditorium Foundation, to be held on the 1st day of May, 2014, or at any adjournment or adjournments thereof.

Items Which Require the Direction of City Council
Monday, March 3, 2014
Page 4

12) Tiffany Koback, President, Saskatoon Pets in the Park Inc., dated February 20

Requesting permission to allow animals in Kiwanis Memorial Park and an extension to the time where amplified sound can be heard, under the Noise Bylaw, on Sunday, July 6, 2014 from 9 a.m. to 4 p.m. in conjunction with the ninth annual Pets in the Park event. (File No. CK. 185-9.)

RECOMMENDATION: that the request to allow animals in Kiwanis Memorial Park and an extension to the time where amplified sound can be heard, under the Noise Bylaw, on Sunday, July 6, 2014 from 9 a.m. to 4 p.m. for Pets in the Park event be approved, subject to any administrative conditions.

13) Mahmood Shafqat, dated February 20

Requesting a prayer room at the Saskatoon International Airport. (File No. CK. 100-10)

RECOMMENDATION: that the matter be referred to the Saskatoon Airport Authority for further handling.

14) Carmen Bell, Race Director, Subaru Saskatoon Triathlon, dated February 23

Requesting temporary closure of a portion of Circle Drive on Sunday, June 29, 2014, for the Subaru Saskatoon Triathlon. (File No. CK. 205-1)

RECOMMENDATION: that the request for a temporary closure of a portion of Circle Drive on Sunday, June 29, 2014, for the Subaru Saskatoon Triathlon, be approved subject to any administrative conditions.

15) Judy Koutecky, Administrative Assistant, Mendel Art Gallery dated February 21 (two letters)

Advising of Notice of Annual General Meeting, The Art Gallery of Saskatchewan Inc., on March 25, 2014, at 7:00 p.m. at the Saskatoon Club, and of The Saskatoon Gallery and Conservatory Corporation, being held immediately following the adjournment of the

Items Which Require the Direction of City Council
Monday, March 3, 2014
Page 5

annual general meeting of the Saskatoon Gallery and Conservatory Corporation. (File No. CK. 175-27)

RECOMMENDATION: that the City of Saskatoon, being a member of The Art Gallery of Saskatchewan Inc. and The Saskatoon Gallery and Conservatory Corporation, appoint Donald Atchison, or in his absence, Charlie Clark or Tiffany Paulsen, of the City of Saskatoon, in the Province of Saskatchewan, as its proxy to vote for it on its behalf at the Annual General Meeting of the members of The Art Gallery of Saskatchewan Inc. and The Saskatoon Gallery and Conservatory Corporation, to be held on March 25, 2014, or at any adjournment or adjournments thereof.

16) Jordan Clarke, dated February 24

Requesting an extension to the time where amplified sound can be heard, under the Noise Bylaw, to 11:00 p.m. on Saturday, March 22, 2014, for The High Voltage Classic at Civic Square. (File No. CK. 185-9)

RECOMMENDATION: that an extension to the time where amplified sound can be heard, under the Noise Bylaw, to 11:00 p.m. on Saturday, March 22, 2014, for The High Voltage Classic at Civic Square, be approved subject to any administrative conditions.

17) Flag Raising

Communications regarding flag raising were received from the following:
(File No. CK. 205-1)

Kevin Seesequasis, dated February 7
Margi Corbett, dated February 7
Glen Horton, dated February 8 (2 letters)
Bohdan Bayda, dated February 8
Bogdan Golinski, dated February 9
Gary Stevens, dated February 10
Connie Gutwin, dated February 10
Eleanor Funk, dated February 10
René Pinel, undated

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Monday, March 3, 2014
Page 6

Peter Pfeifer, dated February 11
Marjaleena Repo, dated February 11
Neil Block, dated February 17

RECOMMENDATION: that the information be received.

18) Suzanne Turanich, Turanich Acquisitions Management Inc.
dated February 5

RECOMMENDATION: that the letter be brought forward during consideration of Clause 4, Executive Report No. 3-2014.

19) Paula McKechney, dated February 25

Commenting on recycling costs for apartments and condos. (File No. CK. 7830-5)

RECOMMENDATION: that the letter be brought forward during consideration of Clause 4, Executive Report No. 3-2014.

20) Elaine Long, Secretary, Development Appeals Board, dated February 21

Providing Notice of Hearing of Development Appeals Board regarding the property located at 112 – 2nd Avenue North. (File No. CK. 4352-1)

RECOMMENDATION: that the information be received.

21) Christine Ruys, Chair, Saskatoon Development Appeals Board,
dated February 5

Submitting the 2013 Annual Report of the Saskatoon Development Appeals Board. (File No. CK. 430-30)

RECOMMENDATION: that the information be received.

Items Which Require the Direction of City Council
Monday, March 3, 2014
Page 7

22) Joanne Sproule, Secretary, The Board of Police Commissioners,
dated February 25

Submitting a recommendation regarding the Backup Data Centre for the Saskatoon Police Service. (File No. CK. 600-5)

RECOMMENDATION: that the reuse of funds in the amount of \$299,083 remaining in Capital Project 2132 be approved to fund the relocation of the SPS backup data centre from the old police headquarters to a new location by May 31, 2014, including installation of subsequent fiber lines.

C. ITEMS WHICH HAVE BEEN REFERRED FOR APPROPRIATE ACTION

1) Wendy Britton, dated February 4

Commenting on the time allotment for parking meters by movie theatres. (File No. CK. 6120-3) **(Referred to the Administration for further handling and to respond to the writer.)**

2) Megan Davies, dated February 6

Commenting on snow removal. (File No. CK. 6290-1) **(Referred to the Administration for further handling and to respond to the writer.)**

3) Matt Hnatuk, dated February 6

Commenting on heavy equipment on roads. (File No. CK. 6000-1) **(Referred to the Administration for further handling and to respond to the writer.)**

4) Heather Hollman, dated February 10

Commenting on traffic lights. (File No. CK. 6250-1) **(Referred to the Administration for appropriate action and to respond to the writer.)**

5) Caroline Cottrell, dated February 12

Commenting on proposed cell tower in Forestry Farm Park. (File No. CK. 230-3) **(Referred to the Administration for further handling and to respond to the writer.)**

6) Ken Tuyrner, dated February 12

Commenting on proposed cell tower in Forestry Farm Park. (File No. CK. 230-3) **(Referred to the Administration for further handling and to respond to the writer.)**

7) Jason Li, dated February 13

Commenting on traffic flow. (File No. CK. 6320-1) **(Referred to the Administration for further handling and to respond to the writer.)**

Items Which Have Been Referred for Appropriate Action
Monday, March 3, 2014
Page 2

8) Ivan Provost, Safety & Security Team, The Great Canadian Ride
dated February 13

Requesting information in advance of The Great Canadian Ride. (File No. CK. 205-1) **(Referred to the Administration to correspond further with the writer.)**

9) Jim Reiter, Minister of Government Relations and Minister Responsible for
First Nations, Métis and Northern Affairs, dated February 13

Advising of the mill rate factor limit for 2014. (File No. CK. 1905-5) **(Referred to the Administration for appropriate action.)**

10) Daniel Ayles, dated February 14

Commenting on a parking incident. (File No. CK. 5301-1) **(Referred to the Administration for further handling and to respond to the writer.)**

11) Audrey Wasy, dated February 15

Inquiring about Family Day activities. (File No. CK. 205-1) **(Referred to the Administration for any appropriate action and to respond to the writer.)**

12) Marylou Mintram, VP of Operations, Indigenous Students' Council (ISC)
dated February 18

Submitting requests for sponsorship of and attendance at the ISC Aboriginal Achievement Awards. (File No. CK. 205-1) **(Referred to the Administration for further handling and to respond to the writer.)**

13) Brian Southgate, dated February 18

Commenting on traffic congestion. (File No. CK. 6320-1) **(Referred to the Administration for further handling and to respond to the writer.)**

Items Which Have Been Referred for Appropriate Action
Monday, March 3, 2014
Page 3

14) Jenna Hunt, dated February 20

Commenting on sidewalk clearing. (File No. CK. 6290-1) **(Referred to the Administration for further handling and to respond to the writer.)**

15) Beau Swanson, dated February 24

Commenting on public swimming. (File No. CK. 613-1) **(Referred to the Administration for further handling and to respond to the writer.)**

RECOMMENDATION: that the information be received.

D. PROCLAMATIONS

1) The Canadian Association of Nurses in Oncology, dated January 25

Requesting City Council proclaim April 1, 2014 as Canadian Oncology Nursing Day. (File No. CK. 205-5)

2) Mikayla Schultz, President and Jett Brewer, Vice President, TransSask Support Services, Inc., dated January 28

Requesting City Council proclaim March 30 to April 5, 2014 as Trans* Awareness Week. (File No. CK. 205-5)

3) Harold Becker, President/Founder, The Love Foundation, Inc. dated February 10

Requesting City Council proclaim May 1, 2014 as Global Love Day. (File No. CK. 205-5)

4) Larry Vols, dated February 11

Requesting City Council proclaim April 13 - 19, 2014 as National Public Safety Telecommunicators Week. (File No. CK. 205-5)

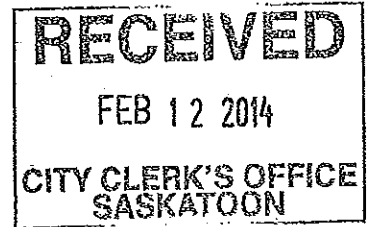
5) Kelly Harrington, President, Saskatoon and District Labour Council dated February 10

Requesting City Council proclaim April 28, 2014 as Annual Day of Mourning. (File No. CK. 205-5)

- RECOMMENDATION:**
- 1) that City Council approve all proclamations as set out in Section D; and
 - 2) that the City Clerk be authorized to sign the proclamations, in the standard form, on behalf of City Council.

277-1 A.1)

From: CityCouncilWebForm
Sent: Wednesday, February 12, 2014 10:44 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Jeff Kolody
429 Winnipeg Ave. So.
Saskatoon, Saskatchewan
S7M 3M6

EMAIL ADDRESS:

jkolody@sasktel.net

COMMENTS:

I would like to address City Council regarding Canada Post's decision to eliminate door to door service in Saskatoon. I am asking that the City of Saskatoon write a letter to the Minister responsible for Canada Post that calls on the government to reverse the changes to services announced by Canada Post, and to look instead for ways to increase service and revenues in areas such as postal banking.



305-1
B.1)

Get the Goods... on Broadway.

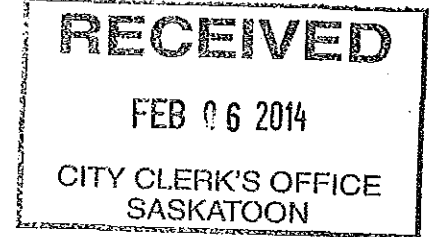
Broadway Business Improvement District

813 Broadway Avenue

Saskatoon SK

S7N 1B5

February 5th, 2014



City Clerk's Office
City of Saskatoon
222 3rd Avenue North
Saskatoon SK S7K 0J5

Re: Broadway Art Fest 2014

To His Worship and Members of City Council:

On Saturday, May 3rd, the Broadway BID will host *Broadway Art Fest 2014* for which we request permission to be the sole agents for the allocation of vending and concession locations. This will ensure that our licensed vendors and businesses are not compromised.

If there are any questions regarding this request, please contact me at 664.6463.

Kind regards,

Sarah Marchildon
BBID Executive Director



205-1
B.2)

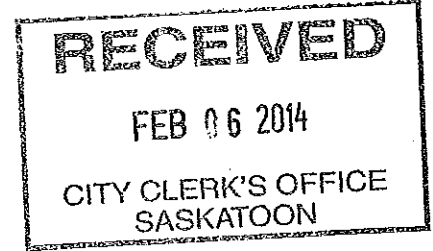
Get the Goods... on Broadway.

Broadway Business Improvement District

813 Broadway Avenue

Saskatoon SK

S7N 1B5



February 5th, 2014

City Clerk's Office
City of Saskatoon
222 3rd Avenue North
Saskatoon SK S7K 0J5

Re: Broadway Street Fair 2014

To His Worship and Members of City Council:

On Saturday, September 6th, the Broadway BID will host *Broadway Street Fair 2014* for which we request permission to be the sole agents for the allocation of vending and concession locations. This will ensure that our licensed vendors and businesses are not compromised.

If there are any questions regarding this request, please contact me at 664.6463.

Kind regards,

Sarah Marchildon
BBID Executive Director



205-1 B.3)

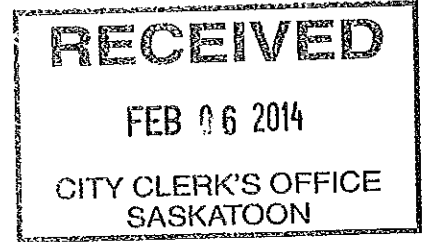
Get the Goods... on Broadway.

Broadway Business Improvement District

813 Broadway Avenue

Saskatoon SK

S7N 1B5



February 5th, 2014

City Clerk's Office
City of Saskatoon
222 3rd Avenue North
Saskatoon SK S7K 0J5

Re: Snow Day on Broadway

To His Worship and Members of City Council:

On Saturday, January 31st, 2015 from 10am to 5pm the Broadway BID will host *Snow Day on Broadway* for which we request permission to be the sole agents for the allocation of vending and concession locations. This will ensure that our licensed vendors and businesses are not compromised.

If there are any questions regarding this request, please contact me at 306.664.6463.

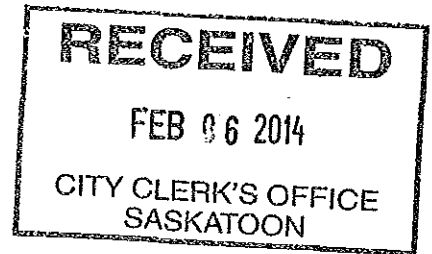
Kind regards,

Sarah Marchildon
BBID Executive Director

B.4)

6590-1

From: CityCouncilWebForm
Sent: February 06, 2014 1:20 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Brenda Peace
314 27th Street West
Saskatoon, Saskatchewan
S7L 0J6

EMAIL ADDRESS:

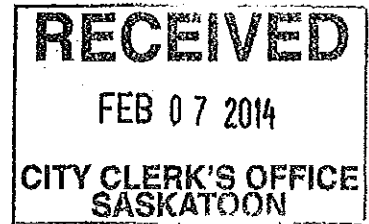
b.peace@saskatoonlibrary.ca

COMMENTS:

Hi,
I just want to send thanks and best wishes to the city and the snow removal crew who cleaned our street yesterday.
I was not looking forward to the graders coming as I imagined the huge furrows of snow and ice left on the street, curb, and sidewalk in their wake.
To my extreme pleasure, I witnessed the snow being graded to the centre of the street where front-end loaders and dump trucks picked up every last bit!
I can see why it is so expensive to do this intensive grading and removal of the snow, but honestly, on streets like ours that are so narrow to begin with and with little off-street parking, it's the only way to go.
What a difference from last year! Please keep up the good work you've done for us this winter--kudos
Brenda Peace

100-10
B.5)

From: CityCouncilWebForm
Sent: Friday, February 07, 2014 9:15 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Cecilia Baptiste
454 Costigan Road
Saskatoon, Saskatchewan
S7J 3P8

EMAIL ADDRESS:

cecilia.baptiste@gmail.com

COMMENTS:

February 6, 2014

Attention Principal Cody Hanke Bedford Road Collegiate, Superintendent Dean Newton, Trustee Mr. Vernon Linklater, Board Chair Ray Morrison, Kevin Waugh - Ward 9, Darrell Utley - Ward 8, Bronwyn Eyre - Ward 7, Kathleen Brannen - Ward 6, Colleen McPherson - Ward 5, Dan Danielson - Ward 4, Donna Banks - Ward 3, Holly Kelleher - Ward 1, Hon. Don Morgan, MLA, Hon. Rob Morris, MLA, Hon. Jon Reiter, MLA, Hon. David Forbes, MLA, Jennifer Campeau, MLA, Cam Broten, Leader Opposition Party, Trent Wotherspoon, Education Critic, His Worship the Mayor and Members of City Council, City of Saskatoon, Saskatoon Star Phoenix, Eaglefeather News

Greetings,

With the renewed discussion this week surrounding the debate to change the Bedford Road Redmen name and logo, I found it very interesting that the Saskatoon Public School Board (SPSD) felt that more consultation was needed. I would like to share, again, with you my own discussion with SPSP two years ago. You will note in my letter that I identify that this issue is not new and that the desire to address this has been a driving force for a number of years, if not decades. Subsequent to this letter I was invited to speak personally with the Superintendent at that time. This conversation led me to respond in a secondary letter, where I humbly offered new points to consider that would address each concern that Mr. MacDougall raised. No subsequent response was received after that point.

I find it prudent to share with you again my original letter, whereby I hope you find renewed interest in this topic, and finally work in partnership with the Saskatoon citizens that have increased our collective awareness on this matter. My hope is that you take the time to consider my viewpoint, and use this glimpse as a lens by which to discuss this with others. If you are part of the school board, please consider this when debating the action or inaction you intend to do. If you are media, please feel free to print this letter. It is not easy to be the voice of change, but it is necessary for a voice to continue to be raised until that desired positive change occurs.

I would like to remind you that in July 2013 Saskatoon was labeled an 'extremely bigoted community' by our own Joni Mitchell, a label that was shared via media on the international stage. I recall the outrage Saskatoon had at being labeled in that manner. People banded together to say, no, we do not accept that this is who we are, we are very open minded people. Yet, when this particular issue

comes again to the forefront of our awareness, as it did this week, the backlash and negativity that has been shared, the defensive and close minded attitude and responses were phenomenal and very disheartening. I implore you to share my thoughts with others, as I have written below. I ask that you reflect on my words, and show the international community that we do not have to be known as 'bigoted', we can be known for honoring one another's viewpoints and work to minimize any negativity that is felt by the Aboriginal community because of something as easy to fix as changing a high school's name and logo.

Best regards,

Cecilia Baptiste

(Originally sent March 16, 2012)

Attention Principal Cody Hanke Bedford Road Collegiate, Superintendent Barry MacDougall, Ray Morrison, Board Chair, Vernon Linklater, Board Member - Ward 2, Saskatoon Public School Board, Honourable Don Morgan, MLA, Honourable David Forbes, Honourable Donna Harpauer, MLA Trent Wotherspoon, Education Critic, Saskatoon Star Phoenix

Greetings,

I had the opportunity to listen to renowned anti-racist author and educator Tim Wise yesterday. Tim Wise paints a candid picture of racism that exists in society's systems and individual minds, whether overt or subconsciously. At the end of the empowering speech, one lady who spoke out during question period particularly stood out. She is Erica Lee, a graduate of Bedford Road, who has been advocating for the revision of the school teams' name from their current name "the Bedford Redmen". It appears that this name and associated logo have been in use since the school's inception. There has been debate about removing this name at the institution for many decades, but to no avail. A clear point, however, is that the school's resistance to changing this name only fosters the belief that it wishes to "stay with tradition", whether or not that tradition is rooted in equity and fairness, and respect for another culture. Was this name, or its logo of an Indian face, chosen by an Aboriginal person? Or, were they chosen by the dominant white culture, which likely would have been in power, in the early inception of this high school?

After the talk last night, a group of us went for coffee to discuss our thoughts on the discussion. One of my friends noted that her brother, too, had tried to initiate this long needed change at Bedford Road when he was a student there several years ago. That is two people that I heard of in one night, who took issue with the term "Redmen" and had sought change. Two Aboriginal people, whose concerns were not listened to. How many more Aboriginal students have there been that have rolled their eyes at the terminology or the picture? How many more Aboriginal families have chosen not to put their children in that school because of this negative dehumanization? Has society not changed terminology in other cases to address systemic discriminatory "traditions" for other classes of society? I think of how there are no longer actresses, even though that was a long standing term. I think of adding accessible ramps to buildings, so that people with mobility issues can more easily be included. I think of the anti-bullying messages with respect to the gay community that are in today's society so abundant, that weren't "traditionally" there. What if the mascot at Bedford Road represented Pakistani, Mexican, African, or gay peoples? Would the case for change be heard more loudly? The message seems to be it is still okay to dehumanize Aboriginal peoples; it is still okay to characterize Aboriginal experience and humanity into a cartoon character that is clearly a negative stereotype. When Erica Lee came to the mike last night and expressed her dismay at not seeing any progress on this issue, she received a loud round of applause from everyone in TCU Place. There were approximately one thousand people in attendance, people from Saskatoon, both Aboriginal, non-Aboriginal, and of visible minority.

This is an issue that is not going to go away. I am guessing that while there are a few students and graduates that are brave enough to take a public stance on this, there are three or four times many more young people who do not say anything, but feel the same slight. Why is the public school board ignoring this issue?

One comment on the online Star Phoenix's coverage on this issue dated September 25, 2011, stated that the use of the "Redmen" logo was Bedford Road's method of honoring First Nation history. Is it really? Isn't there another way this high school can honor the First Nation legacy and foster positivity between cultures? Isn't there another "tradition" that the high school can choose instead of this one? I propose that the school board promote a new tradition, a "tradition" of reevaluating past norms and revising them where necessary to be inclusive of all classes of society. To actively choose this progressive stance will be seen by society as a positive step towards addressing the concerns of all, and may in fact increase Aboriginal representation at this school. It would be applauded by people of minority, and it will set the example for all other school systems to be conscious of their actions and their inactions. This is the legacy we want to leave our children.

This issue is personal to me, as I have experience in my family of not feeling included in Saskatoon society and its institutions, be it academic, cultural, or professional corporations. I have lived nearly all my life in Saskatoon, and have seen the positive attributes of this city. I have also, more importantly, experienced the harsh negative realities of being Aboriginal in a predominantly white culture. It was incredibly common to be stopped at school by other classmates, and laughed at, taunted, told that I'm only a dirty Indian, told that I will never amount to anything. I would very often go home crying; I even told someone I wished I could be white, because life would be easier. When I would cry to my mom at that young impressionable age, she would tell me that I would need to get used to these negative situations. I had to be better than everyone in all aspects, because I would always be judged on the color of my skin, before I would be judged on any other merit. I was told, by my own very educated mother, that the best thing I could do was ignore the comments and move on. Let it go, as you would say.

Well, as I have grown and matured, I have come to realize that we each have to take a personal responsibility to stand up and say that enough is enough. We do not have to be passive, we do not have to accept that this mistreatment is a part of society, and we do not need to 'let it go'. Our world can be a better place, if we choose it to be.

Now, I have a daughter in grade eight. In this past year, I have really struggled with deciding where she should attend high school. We have raised her in Saskatoon, and she has been an active member of her class, a very outgoing young lady who makes friends very easily and admits that she has not had blatant racism or prejudice pointed at her in her years at school (unlike my experience twenty five years ago, where it was very common to be called a "dirty Indian"). Yet, it is this same girl, who has brought to my attention since September that she wants to go to a school where there are more Aboriginal people, where her culture is celebrated, and where she feels included.

When she continually brought this up, her father and I brushed it off, and told her we wanted her in a mainstream school, that it was important to continue to be in a learning environment where she was the minority, as that is how our society is, and she needs to know how to participate in this environment. Eventually, after months of bringing this up, one day she looked at me with big sad eyes, so upset that she wasn't being heard. I was taken aback. I looked at her, and asked, why? Why is this such an issue now? You know your culture. From a very young age we have taken you to roundances, feasts, we have taught you protocols, and to be proud of whom you are as an Aboriginal Treaty Six member of the Onion Lake First Nation. Why, now, do you want to be in a school of predominantly Aboriginal students and teachers as opposed to your current school of predominantly non-Aboriginal students and teachers?

Her response was this, after she let go and had a good cry. She said, through tears, I am tired Mom. I am tired of having no one understand me. I am tired of explaining about aspects of my culture. I am tired of explaining what a Kokum and Moshum is referring to, when I have always known who is a Baba and Gido. I am tired of not having other kids like me to talk to and understand what I am talking about when I say I'm going to a roundance. I want to see other people like me. I want to be just me, not me the Aboriginal girl. This is all coming from a girl that says she has never had any blatant racism said to her.

How did I forget? How did I forget how difficult it is to grow up in this city, and not see others that are like yourself? How did I not see the hidden pain that my daughter has been dealing with, in spite of her ability to blend in? The issues that I had as a young girl are still the issues that my daughter has, and her opinion and feelings matter. So, I took it upon myself to really evaluate the high school systems, and ensure that the choice of high school for my daughter was one that valued her culture and identity.

So I ask you, why are the concerns of my daughter and the concerns of other Aboriginal students and citizens of this fine city not being listened to? Why is it that an issue as simple to address as the sports teams' name and logo at Bedford Road is not addressed? How can the school board really convince me, and the thousands of others at the Tim Wise lecture, that it is really and truly trying to be part of the social change that includes everyone and values everyone? Why is this society not standing up and saying, maybe we can do things better?

Tim Wise reminded us all that we as human beings are inherently good, and we want to do the right thing. Sometimes, however, the right thing to do is not always the easy thing to do. I am calling on you to choose to do the right thing, and address this issue. Likewise, I sincerely hope that the other 1000 in attendance last night make their voices heard in this matter, and join us in the call for action. Maybe then we can really say we are each, individually, becoming a part of the solution, and not passively allowing the past injustices to continue.

Cecilia Baptiste, CMA

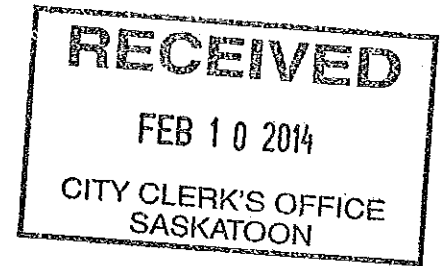
Long Standing Saskatoon Citizen,

Member of the Little Pine First Nation, Treaty Six Territory

B.6)

14131-26

From: CityCouncilWebForm
Sent: February 07, 2014 11:07 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

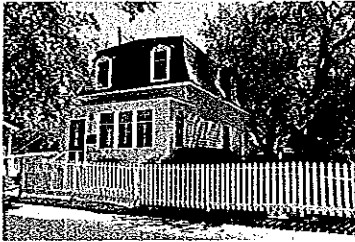
Diane Reaser
207 Waters lane
Saskatoon, Saskatchewan
S7W 0A5

EMAIL ADDRESS:

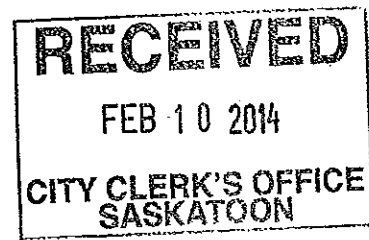
Dianereaser@gmail.com

COMMENTS:

I am very disappointed to hear that the Willowgrove schools are not going to be ready to open in September. There appears to be very little progress made and even fewer people visibly working on the project. It should be a top priority to get these facilities completed for the children of Saskatoon.



MARR RESIDENCE
326 11TH STREET EAST
SASKATOON SK S7N 0E7
PH: 652 1201



MARR RESIDENCE 2013 ANNUAL REPORT

Submitted by

The Marr Residence Management Board

Councillor Charlie Clark	City Council
Sue Barrett	Saskatoon Heritage Society
Garth Cantrill	Nutana Community Association
Andrew Whiting	Meewasin Valley Authority
Jim Greenshields	Infrastructure Services Dept.
Della Greer	Member at Large
Victoria Neufeldt	Member at Large
Teresa Carlson	Member at Large
Barb Lucas	Recording Secretary



MARR RESIDENCE
326 11TH STREET EAST
SASKATOON SK S7N 0E7
PH: 652 1201

Introduction

The Board of the Marr Residence respectfully submitted to the City of Saskatoon its Annual Report for 2013.

Board members and valued volunteers work many volunteer hours providing interpretations of the house, plus varied programming to the public.

The Board mandate is to :

Maintaining and enhancing the historical integrity of the site

Provide public access

Develop programming which increases public awareness of Saskatoon's heritage.

Board Initiatives for 2013

State of National Historical Designation

We are anxiously awaiting a decision on our National Heritage Designation by the Federal Government.



MARR RESIDENCE
326 11TH STREET EAST
SASKATOON SK S7N 0E7
PH: 652 1201

Summer Student

The Board once again partnered with the City of Saskatoon and the University of Saskatchewan to hire a summer student, Orland Iverson continued the work that was started last year of cultural mapping the Nutana area. A presentation of that work was held on November 25, 2013

Website

Our website, themarr.ca, continues to be a valuable tool. With greater use planned for the future.

New Brochure

With the advent of our website a decision needs to be made as to what our brochure should be. This work is ongoing.

Programing and Special Events For 2013

Winter Programs

- | | |
|------------|--|
| January 6 | The Saskatoon Heritage Society held its New Year's Levy |
| February 3 | Heritage Festival at Western Development Museum.
We presented a display depicting a Field Hospital from the 1885 Riel Resistance. |



MARR RESIDENCE
326 11TH STREET EAST
SASKATOON SK S7N 0E7
PH: 652 1201

February 18 Family Day. Open House

Spring Programing

April 14 Vintage Cloths A display of some of the
Marr's artifacts

April 25 Volunteer Registration and Dessert Night

Spring Programing

May 12 Mother's Day at the Marr – Rose Bowl
Terrariums craft was very successful

June 2 Door's Open and Marr Open House

Summer Programing

June 30 Marr Open House

July 1 Dominion Day Celebrations



MARR RESIDENCE
326 11TH STREET EAST
SASKATOON SK S7N 0E7
PH: 652 1201

- | | |
|-------------|--|
| July 7 | Garden Concert |
| July 14 | Washday at The Marr |
| July 21 | Marr Open House |
| July 28 | 100 th Anniversary of the Forestry Farm |
| August 4 | Eleventh Annual Rhubarb Festival |
| August 5 | Rhubarb Festival |
| August 11 | String Art |
| August 18 | Vintage Sewing Techniques |
| August 25 | Historic Neighbourhood Walk |
| September 1 | Open House with Music in the Garden |
| September 2 | Marr Harvest Fair |
| October 24 | Volunteer Appreciation Supper |
- An opportunity to say Thanks to our Volunteers



MARR RESIDENCE
326 11TH STREET EAST
SASKATOON SK S7N 0E7
PH: 652 1201

Fall Programing

- | | |
|----------------|-----------------------------------|
| October 20 | Open House and Autumn Craft |
| November 17 | Open House and Christmas Craft |
| December 3 & 4 | John Huston's "A Christmas Carol" |
| December 8 | A Pioneer Gathering at The Marr |

We are pleased to welcome to our board two new members. Jenny Ryan has been appointed by the City as a member –at –large and David Hude is our new infrastructure services person appointed by the City. Welcome to both.

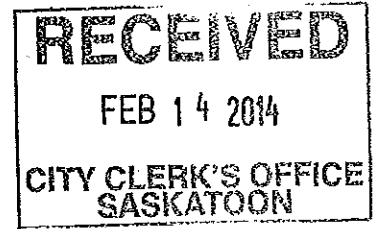
As we welcome new members we also are saying good bye to two board members. Sue Barrett has been a long time Marr board member. Her commitment and contributions to heritage in this city is outstanding. Though we are losing her from the board we are delighted she is continuing as a volunteer. Secondly we wish Jim Greenshields the very best in retirement and want to express our thanks for all he has done for The Marr.

In closing the Marr Board wish's to express our appreciation to the City of Saskatoon for their support .

Delta Burr
Marr Board Chair

205-1
B.8)

From: CityCouncilWebForm
Sent: Friday, February 14, 2014 11:41 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Summer Allen
321 20th Street West
Saskatoon , Saskatchewan
S7M 0X1

EMAIL ADDRESS:

summer.allen@newcommunity.cu.sk.ca

COMMENTS:

Hello,

New Community Credit Union would like to host an event in celebration of our 75th Anniversary. During most of the 75 years of business we have been in Riversdale. We have been witness to all the positive changes and improvements in the area. We want to celebrate our history and the new life that has been given to Riversdale by the City of Saskatoon.

Our event will be in collaboration with other businesses in the Riversdale area, specifically on 20th Street West. We are also working closely with the Riversdale BID and we have their full support. We will work together to reestablish the Riversdale community and show people in Saskatoon the ever changing Riversdale area. Some ideas that we have for this event are: Music, dancing performance, food, children's activities, and much more.

We are requesting to close 20th Street West between Ave C - Ave D on Saturday August 30th, 2014 from 8am-8pm. We are going to feed off of the crowds that come for the Farmers market just a couple of blocks away. If this proves to be successful and positive for the community it may be something that could happen annually. We are proud to be in Riversdale and want to support and contribute the positive changes happening.

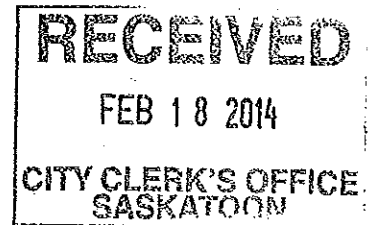
We look forward to discussing this further and we appreciate your consideration.

Thank you.

B.9)

185-9

From: CityCouncilWebForm
Sent: Tuesday, February 18, 2014 11:30 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Darla Brown
138 Barber Crescent
Saskatoon, Saskatchewan
S7M 5M7

EMAIL ADDRESS:

darla.brown@sasktel.net

COMMENTS:

On behalf of the Saskatoon Phantoms Fastball executive committee I write to request your consideration and approval for an extension to the noise bylaw for our upcoming fundraising event.

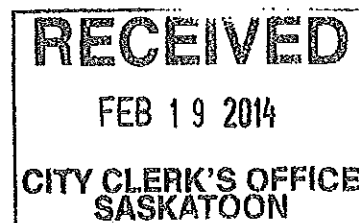
Location: Kinsmen Arena (Indoor)
Date: Saturday April 26th
Time: 7PM - 2:30AM

Thank You,
Sincerely
Darla Brown
Fundraising Co-ordinator
Saskatoon Phantoms

B.10)

185-9

From: CityCouncilWebForm
Sent: Wednesday, February 19, 2014 4:00 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Maggie Lens
22-1738 Quebec Ave
Saskatoon, Saskatchewan
S7K 1V9

EMAIL ADDRESS:

maggie.lens@mssociety.ca

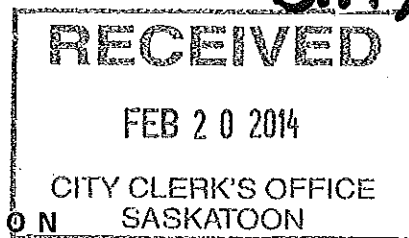
COMMENTS:

The Saskatchewan Blue Cross MS Walk is coming up once again on Sunday April 27th, 2014 in support of the MS Society of Canada - SK Division. Our event is mainly indoors at the Archibald Arena however the Walk portion of our event kicks off at 10:00am with the North Saskatchewan Regiment Pipes and Drums group playing just outside the arena overhead door. Since our kick-off time is prior to current bylaw I am requesting an extension of the amplified sound bylaw for our event on April 27th for 10:00am.

Thank you,
Maggie Lens
Senior Coordinator, Fundraising - North
MS Society of Canada - SK Division
P: 306-244-2114 ext. 5051
E: Maggie.lens@mssociety.ca



SASKATOON'S
ARTS & CONVENTION
CENTRE



February 20, 2014

To: City Council

Re: Notice of Meeting

The Annual General Meeting of the Saskatoon Centennial Auditorium & Convention Centre **Corporation** Membership will be held on Thursday, May 1, 2014 at 12:00 noon at TCU Place.

The Annual General Meeting of the Saskatoon Centennial Auditorium **Foundation** Membership will be held on Thursday, May 1, 2014 at 12:15 pm at TCU Place.

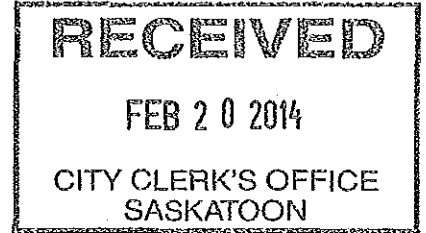
Sincerely,

Pam Kilgour

Director of Finance
TCU Place – Saskatoon's Arts & Convention Centre
pkilgour@tcuplace.com
306.975.7778

185-9 B.12)

From: CityCouncilWebForm
Sent: February 20, 2014 2:33 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Tiffany Koback
5028 Clarence Avenue South
Grasswood, Saskatchewan
S7T 1A7

EMAIL ADDRESS:

director@saskatoonspca.com

COMMENTS:

PETS IN THE PARK is a united initiative of the Saskatoon SPCA, SCAT Street Cat Rescue, and New Hope Dog Rescue, all working together for the betterment of animals and responsible pet ownership.

On behalf of Pets in the Park, we request His Worship Mayor Don Atchison and members of City Council to grant permission for us to proceed with our event in the Kiwanis Memorial Park to be held on Sunday, July 6, 2014, and to grant us an extension to the Noise Bylaw Hours, so that we may have local musical entertainment on the community stage located in Kiwanis Memorial Park from 9 am to 4 pm for our ninth annual Pets in the Park event.

Thousands of animal lovers join the festivities and are encouraged to bring their leashed pet to Kiwanis Memorial Park for the only day of the year that the pets are allowed in that park. Numerous activities and on stage musical and animal entertainment are planned, along with food and refreshments for event attendees and their pets.

We plan on having dog demonstrations which may include members of the Saskatoon Police Service K9 Unit, flyball, obedience, and therapy dogs. All dogs at the Pets in the Park event are required to be on leash unless involved in demonstrations within designated fenced areas. For the purpose of demonstrations, a temporary fence will be erected to control the actions of dogs. All dogs will enter and exit the area on leash. Fencing has been used for other off leash dog events elsewhere in Saskatoon including the 2005 National Agility Championships in the Gordie Howe Bowl and a national Golden Retriever event in Umea Park.

Signage will be posted noting that only demonstration dogs may be off-leash within designated, fenced areas and that the demonstration area is for demonstration dogs only.

In addition, feces clean-up bags are provided, free of charge, throughout the park and owners are encouraged to pick up after their dog. Throughout the event and at the end of the event, Pets in the Park volunteers thoroughly inspect Kiwanis Memorial Park to ensure that no feces, or garbage of any kind, are left in the park.

We have submitted our application for Park Special Events to the City of Saskatoon, Lawson Civic Centre, c/o City Hall to secure the date specified above.

I look forward to a favorable response.

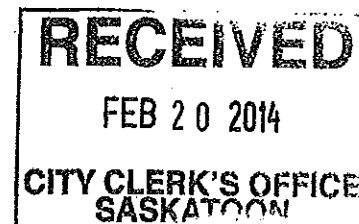
Sincerely,

Tiffany Koback
President,
Saskatoon Pets in the Park Inc.
director@saskatoonspca.com

B.13)

100-10

From: CityCouncilWebForm
Sent: Thursday, February 20, 2014 12:32 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Mahmood Shafqat
1043 Matheson Dr.
Saskatoon, Saskatchewan
s7l3y9

EMAIL ADDRESS:

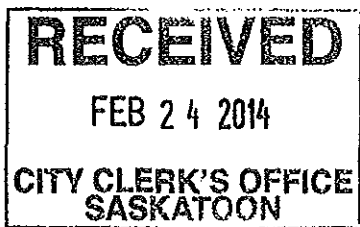
numaanshafqat@hotmail.com

COMMENTS:

I am writing to request the implementation of a prayer room at the Saskatoon International Airport. There are numerous examples of airports around Canada that have a prayer room designated for individuals willing to practice their religion. This can be useful to people traveling through Saskatoon and as well as airport staff.

Thank You,

From: CityCouncilWebForm
Sent: Sunday, February 23, 2014 9:41 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Carmen Bell
404 Gray Ave
Saskatoon, Saskatchewan
S7N 2H9

EMAIL ADDRESS:

c.bell@triserries.ca

COMMENTS:

Dear His Worship the Mayor and Members of City Council:

I am the Race Director for the Subaru Saskatoon Triathlon. After a very successful inaugural race in 2013, we are very excited as we plan for 2014 which is to take place on Sunday, June 29. As you may recall, our ideal bike route follows Valley Road into the City via Hodgson Road and Spadina Cres. W. However, the section of Spadina that is currently in disrepair prevents us from using that route. Discussions with the Transportation Department last year revealed coming in on 11th St. to be undesirable and very difficult for safety management.

I am writing to request approval of a road closure to accommodate our bike route. We feel the best route into the City, that is the route that least disrupts traffic and maintains cyclist safety, uses part of the Circle Drive Freeway. The proposed route takes Valley Road directly into the City, past the landfill on part of the Circle Drive freeway up to and exiting on 11th St. We would turn east on 11th St. only as far as Dawes Ave where we would turn south and follow Dawes Ave. to Dudley St. to Malouf Road and finally onto the multi-use path that runs parallel to Circle Drive South. Where the MUP meets Spadina Cres W, the route would turn north and follow a very similar route as last year.

We have met with representatives from the Saskatoon City Police and the Department of Transportation who are both in favour of this route. Two lanes of the three-lane Circle Drive would be closed; the cyclists would ride on the lane adjacent to the shoulder and the 2nd lane would act as a buffer lane. The lanes would be demarcated with traffic cones, traffic speeds would be reduced to 60km/hr and marshals would be positioned at important areas.

We recognize that closing a portion of the freeway for an event is a significant undertaking for the City. Unfortunately, it is not possible for cyclists to reach the City via Valley Road without using the freeway, given the design of Circle Drive South. We look forward to a scenario whereby Spadina Crescent can be used by recreationalists and we do not request use of the freeway for this purpose.

The proposed route can be viewed at: <http://www.mapmyride.com/routes/fullscreen/324557725/>

Thank you for your time and consideration,
Carmen Bell
Subaru Saskatoon Triathlon

RECEIVED
FEB 24 2014
CITY CLERK'S OFFICE
SASKATOON

February 21, 2014

To: His Worship the Mayor and City Council,
c/o Office of the City Clerk
Jason Aebig, Chair
Darrell Bell
Cheryl Carver
Councillor Charlie Clark
Danielle Favreau
Lynda Haverstock
Jack Hillson
Ineke Knight
Keitha McClocklin
Councillor Tiffany Paulsen, Q.C.
Ken Smith
Peter Stoicheff
Alexander Sokalski
Michelle Wildeman
Gregory Burke, Executive Director & CEO
Angie Larson, Director, Finance & Operations
PricewaterhouseCoopers LLP, Corporate Auditors

From: Judy Koutecky, Administrative Assistant

**NOTICE OF ANNUAL GENERAL MEETING
THE ART GALLERY OF SASKATCHEWAN INC.**

The Annual General Meeting of the Member of The Art Gallery of Saskatchewan Inc. will take place on **Tuesday, March 25, 2014, at 7:00 p.m.** The meeting will be held at the Saskatoon Club, 417 – 21st Street East, Saskatoon. The agenda for the meeting is attached.

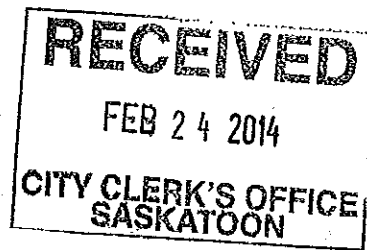
Please confirm your attendance with Judy Koutecky by email jkoutecky@mendel.ca or phone 975-7669.

Thank you.

AGENDA

**ANNUAL GENERAL MEETING OF THE MEMBER
THE ART GALLERY OF SASKATCHEWAN INC.
Saskatoon Club, 417 - 21st Street East, Saskatoon, SK
Tuesday, March 25, 2014, at 7:00 p.m.**

- I. ROLL CALL
 - II. APPOINTMENT OF SECRETARY
 - III. NOTICE OF WAIVER OF IRREGULARITIES
 - IV. APPROVAL OF AGENDA
 - V. APPROVAL OF MINUTES
 - Annual General Meeting - April 16, 2013
 - Special General Meeting - May 28, 2013
 - VI. INSTRUMENT OF PROXY
 - VII. ANNUAL REPORTS
 1. Annual Report of the Chair & President
 2. Annual Report of the Treasurer
 - VIII. APPOINTMENT TO BOARD OF TRUSTEES
 - IX. APPOINTMENT OF AUDITORS
 - X. ADJOURNMENT
-



February 21, 2014

To: His Worship the Mayor and City Council,
c/o Office of the City Clerk
Jason Aebig, Chair
Darrell Bell
Cheryl Carver
Councillor Charlie Clark
Danielle Favreau
Lynda Haverstock
Jack Hillson
Ineke Knight
Keitha McClocklin
Councillor Tiffany Paulsen, Q.C.
Ken Smith
Peter Stoicheff
Alexander Sokalski
Michelle Wildeman
Gregory Burke, Executive Director & CEO
Angie Larson, Director, Finance & Operations
PricewaterhouseCoopers LLP, Corporate Auditors
MacPherson Leslie & Tyerman LLP, Corporate Solicitors

From: Judy Koutecky, Administrative Assistant

**NOTICE OF ANNUAL GENERAL MEETING
THE SASKATOON GALLERY AND CONSERVATORY CORPORATION**

The Annual General Meeting of the Members of The Saskatoon Gallery and Conservatory Corporation will take place on **Tuesday, March 25, 2014, at approximately 7:30 p.m. (immediately following adjournment of the annual general meeting of the Art Gallery of Saskatchewan Inc.)** The meeting will be held at the Saskatoon Club, 417 – 21st Street East, Saskatoon. The agenda is attached.

Please confirm your attendance with Judy Koutecky by email jkoutecky@mendel.ca, phone 975-7669 or fax 975-7670.

Thank you.

AGENDA

**ANNUAL GENERAL MEETING OF THE MEMBERS
THE SASKATOON GALLERY AND CONSERVATORY CORPORATION
Saskatoon Club, 417 – 21st Street East, Saskatoon, SK**

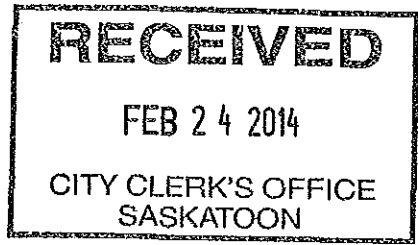
Tuesday, March 25, 2014, at approx. 7:30 p.m. (immediately following adjournment of the annual general meeting of the Art Gallery of Saskatchewan)

- I. ROLL CALL
 - II. APPOINTMENT OF SECRETARY
 - III. NOTICE OF WAIVER OF IRREGULARITIES
 - IV. APPROVAL OF AGENDA
 - V. APPROVAL OF MINUTES
 - Annual General Meeting – April 16, 2013
 - Special General Meeting – May 28, 2013
 - VI. INSTRUMENT OF PROXY
 - VII. ANNUAL REPORTS
 1. Annual Report of the Chair & President
 2. Annual Report of the Acting Executive Director & CEO
 3. Annual Report of the Treasurer
 - VIII. ELECTION OF MEMBERS
 - IX. APPOINTMENT TO BOARD OF TRUSTEES
 - X. APPOINTMENT OF AUDITORS
 - XI. VOTE OF THANKS
 - XII. ADJOURNMENT
-

B.16)

185-9

From: CityCouncilWebForm
Sent: February 24, 2014 10:43 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Jordan Clarke
Box 41, 57 Campus Drive (Engineering Building)
Saskatoon, Saskatchewan
S7N5A9

EMAIL ADDRESS:

jordan.clarke@usask.ca

COMMENTS:

Box 41
57 Campus Drive
Saskatoon, Saskatchewan
S7N 5A9

February 24, 2014

Saskatoon City Council
Number 222
3rd Avenue North
Saskatoon, Saskatchewan
S7K 0J5

Dear Councilors,

Re: Request for extension of hours for outdoor public event regarding Noise Bylaw No. 8244 (2011)

I am contacting you as per the process outlined in Noise Bylaw No. 8244 to request an extension of hours for a public event which will be taking place March 22-23 2014. The High Voltage Classic is a charity road hockey tournament which takes place on an annual basis in late March in Civic Square (adjacent to City Hall). HVC is organized by the IEEE Student Branch, a student organization composed of primarily Electrical and Computer Engineering Students at the University of Saskatchewan.

We have several activities as part of our event. Of particular concern with respect to noise, are planning to have live entertainment the evening of March 22nd which will utilize audio amplification equipment. As per the by law referenced above, restrictions take effect starting at 10:00pm. We are

petitioning council, in accordance with section eight of the bylaw, for an extension of hours to 11:00pm on Saturday March 22, 2014.

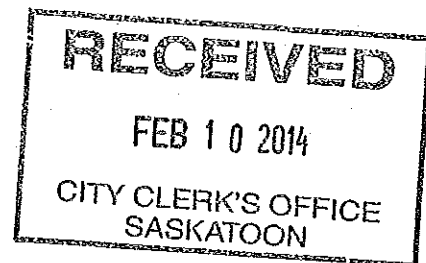
Our organizing committee sincerely appreciates your time taken to consider our request. We appreciate the support and consideration the City of Saskatoon exhibits towards charity events and functions in our city. If there is any further information which we could supply to aide in your decision please do not hesitate to contact me via email or telephone at jordan.clarke@usask.ca or (306)873-9541 respectively.

Kind regards,

Jordan Clarke
2014 HVC Committee Member

205-1 B.17)

From: CityCouncilWebForm
Sent: February 07, 2014 5:27 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Kevin Seesequasis
201 320-21st St W
Saskatoon, Saskatchewan
S7M4E6

EMAIL ADDRESS:

kevin@avenuecommunitycentre.ca

COMMENTS:

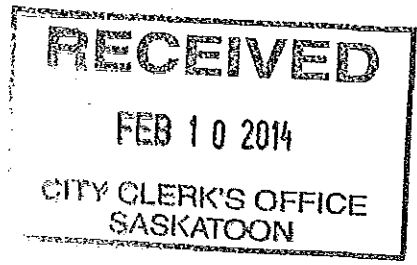
All across the world, citizens are seeking concrete ways to demonstrate their opposition to the harsh stance of the Russian government toward LGBTTQ people. One way Saskatoon can express solidarity with this global initiative is to join cities in raising the Rainbow Pride Flag, an internationally recognized symbol of diversity and inclusion.

This action supports athletes and allies who are unable to freely express themselves at the 2014 Winter Olympic Games in Socc.

We stand in solidarity with those who are directly impacted by the bullying practices of the Russian Government and call upon the City of Saskatoon to join this world-wide effort and raise the Rainbow Pride Flag for the duration of the Games.

205-1

From: CityCouncilWebForm
Sent: February 07, 2014 6:05 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Margi Corbett
420 10th St East
Saskatoon, Saskatchewan
S7N 0C9

EMAIL ADDRESS:

mejcorbett@shaw.ca

COMMENTS:

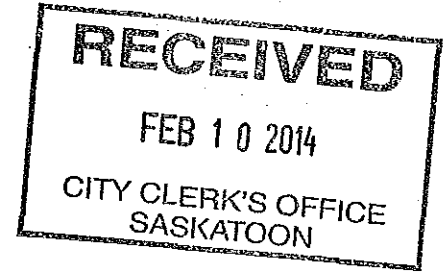
I have just read this statement in today's Star Phoenix: "A city spokesperson said civic staff have not received any formal request to raise the flag during Sochi."

I would like to formally request that the City of Saskatoon raise the rainbow flag as soon as possible and leave it up for the duration of the Sochi Olympics, as a sign of support for human rights.

Thank you.

205-1

From: CityCouncilWebForm
Sent: February 08, 2014 6:07 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Glen Horton
8-108-32 St W
Saskatoon, Saskatchewan
S7L 0S1

EMAIL ADDRESS:

glenraich@yahoo.ca

COMMENTS:

Please don't let our city's mayor and council be lumped in with the Rob Fords of this world.
<http://www.cbc.ca/news/canada/toronto/rob-ford-overruled-on-rainbow-flag-at-toronto-city-hall-1.2527565>

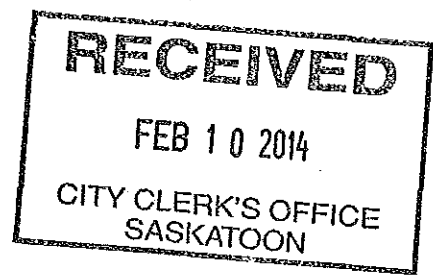
205-1

From: CityCouncilWebForm
Sent: February 08, 2014 5:46 AM
To: City Council
Subject: Write a Letter to City Council

TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Glen Horton
8-108-32 St W
Saskatoon, Saskatchewan
S7L 0S1



EMAIL ADDRESS:

glenraich@yahoo.ca

COMMENTS:

As a gay man and member of the Avenue Community Centre for Gender and Sexual Diversity, I am repeating this open letter to request that you show solidarity with our community and the growing number of cities in support of equality for all.

I earnestly hope that you will stand with those forward and fair minded cities and eschew the intolerant attitudes of the likes of Toronto's mayor and hate mongers like Putin.

Yours respectfully,
Glen Horton

All across the world, citizens are seeking concrete ways to demonstrate their opposition to the harsh stance of the Russian government toward LGBTTQ people. One way Saskatoon can express solidarity with this global initiative is to join cities in raising the Rainbow Pride Flag, an internationally recognized symbol of diversity and inclusion.

This action supports athletes and allies who are unable to freely express themselves at the 2014 Winter Olympic Games in Sochi.

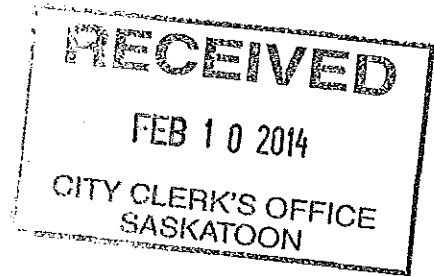
We stand in solidarity with those who are directly impacted by the discriminatory practices of the Russian Government and call upon the City of Saskatoon to join this world-wide effort and raise the Rainbow Pride Flag for the duration of the Games."

From: CityCouncilWebForm
Sent: February 08, 2014 9:00 AM
To: City Council
Subject: Write a Letter to City Council

TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Bohdan A. Bayda
647 Brookhurst
Saskatoon, Saskatchewan
S7V 1E5



EMAIL ADDRESS:

babayda@sasktel.net

COMMENTS:

Dear Councillors:

The Canadian Flag covers ALL athletes at the Winter Olympic Games.

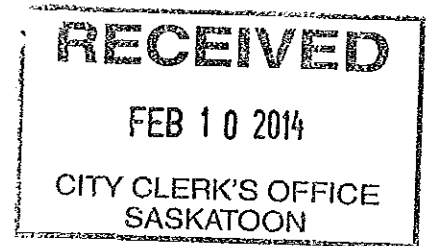
If Council decides to turn these games into a Human Rights issue, then I will look forward to seeing City Hall displaying the Ukrainian Flag in support of the Human Rights violation in Ukraine where Russia (Putin) is attempting to take over Ukraine, once again. There are over 150,000 Canadians of Ukrainian descent who live in this province.

Bohdan A. Bayda, a proud Canadian
647 Brookhurst Court

p.s. Just for your information, during the opening ceremonies, Peter Mansbridge, CBC, stated that Wayne Gretzky's roots are Russian, which is incorrect. Wayne's grandfather Anton was born in Grodno and his wife Mary was born in Pidhaltsi, UKRAINE. As Walter Gretzky stated in the past, they spoke Ukrainian in his family.

205-1

From: CityCouncilWebForm
Sent: February 09, 2014 9:35 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Bogdan Golinski
1001 9th st
Perdue , Saskatchewan
s0k3c0

EMAIL ADDRESS:

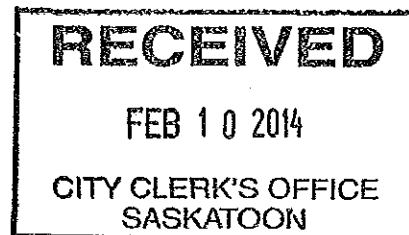
bgoli21@yahoo.com

COMMENTS:

Just a question, I have no issue with the city wanting to fly a pride flag on a tax paid flag pole, However does this mean you will allow a Christian flag to be flown ?
How about a non gay flag. Do not be confused with religious items, A religion is anything that one believes in, Some believe in being homosexual others do not some believe in a God others do not. You need to make sure you are being fair to all, You talk about human rights to be fair to all, well I am sure there are some that do not believe the same, does that make them any less deserving of human rights ?
Please fly the pride flag but keep in mind when someone wants to flag another flag you MUST say yes to them, what about Christmas, are you going to allow Christ to be on Public property.
Thank you for your time
Bogdan Golinski

205-1

From: CityCouncilWebForm
Sent: February 10, 2014 7:24 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Gary Stevens
230 Gathercole Cr
Saskatoon, Saskatchewan
s7k7j2

EMAIL ADDRESS:

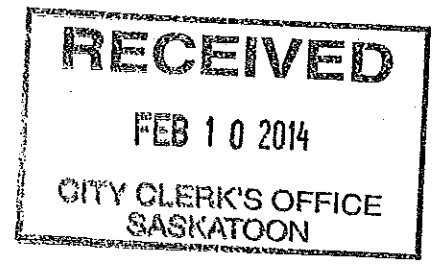
gjstevens@sasktel.net

COMMENTS:

I hope council decides to fly the Pride Flag during the Olympics. Because the Olympics are such a high profile event, I think it is important that we show our solidarity with the LGB community.

205-1

From: CityCouncilWebForm
Sent: February 10, 2014 2:23 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Connie Gutwin
61 Red River Road
Saskatoon, Saskatchewan
S7K 1G2

EMAIL ADDRESS:

conniegutwin@sasktel.net

COMMENTS:

I strongly support the flying of the Rainbow flag at City Hall in support of the GLBT community. My hope is that this will be supported by all the Councillors.

205-1

From: CityCouncilWebForm
Sent: February 10, 2014 9:52 AM
To: City Council
Subject: Write a Letter to City Council

TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

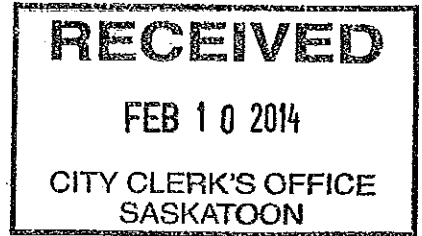
Eleanor Funk
806 Belmont Crescent
Saskatoon, Saskatchewan
S7V1K7

EMAIL ADDRESS:

d.e.funk@hotmail.com

COMMENTS:

As for the "flag" - remind me again, what games are these?



205-1

His Worship the Mayor and Members of the City Council

I am opposed for the City Hall too fly the Rainbow Pride Flag during the Olympics, because it is against my believes and the morality of those involved.

Our parents did not raise us this way, we believe only in one man and one woman in union for the procreation of life.

Two men or two women is not the norm, which is against nature.

It seems that these individuals now have more rights then the rest of us.

It seems that there is no more morality in this world and there are individuals who are extremist.

I am also against the Pride Parade in this City.

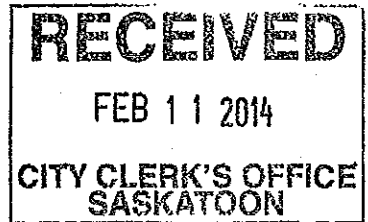
Yours Truly,

René Pinel

110 Brookmore Crescent,
Saskatoon, Sask.
S7V 1C1

Phone # 306-955-1110
Fax # 306-955-1428
Cell # rtmpinel@sasktel.net

From: CityCouncilWebForm
Sent: Tuesday, February 11, 2014 5:37 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Peter Pfeifer
1119 6th Street
Saskatoon, Saskatchewan
S7H 1E4

EMAIL ADDRESS:

jmppfeifer@sasktel.net

COMMENTS:

I object to this city being duped into a protest against the Russian Government for its stance on sexual issues. Do you really think the Russian Government gives a hoot about Saskatoon's "protest"?

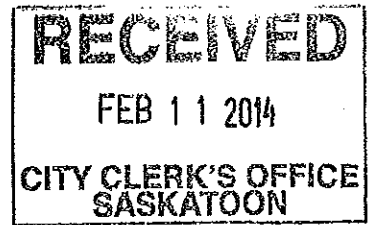
I do not want to see our fair city taken hostage by a very small percentage of the population by having their "gay pride" flag dominate our public civic building with this politically correct display. The February 10th edition of the Star phoenix listed a few Canadian cities who have jumped on the bandwagon that this would somehow prompt Saskatoon to follow suit. What was not listed was the many more cities who chose not to succumb to this political pressure.

If you truly wish to address a "human rights" issue, it might be more appropriate to fly the Syrian flag. According to the news media, atrocities in Syria far far exceed some minor inconveniences "suffered" by gay athletes in Sochi.

Respectfully,

Peter Pfeifer

From: CityCouncilWebForm
Sent: Tuesday, February 11, 2014 8:26 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Marjaleena Repo
201 Elm Street
Saskatoon, Saskatchewan
S7J 0G8

EMAIL ADDRESS:

mrepo@sasktel.net

COMMENTS:

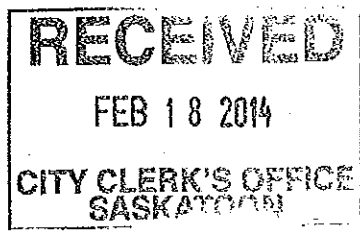
re the Rainbow flag raising

Those who have rushed to make gay rights the main issue of the Russian Olympics appear not to know that homosexuality was legalized in Russia in 1993, ten years before US legalized it, and that the outlawing of promotion of homosexuality is something that is taking place in eight American states as well. Americans, in the forefront of this protest, should, first and foremost, take the beam from their own eye before they focus on the speck in their neighbour's!

I'm afraid that those elevating gayness as THE issue of the games have fallen for the well-orchestrated ploy to attack all things Russian, in the familiar cold-war style, while using gay rights as their subterfuge.

It would have been smarter and more meaningful for the City of Saskatoon to raise a rainbow-coloured olympic flag over our city hall, to symbolize the unity of all people through international sports.

From: CityCouncilWebForm
Sent: Monday, February 17, 2014 11:25 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

neil block
3341 ortona st
saskatoon, Saskatchewan
s7m 3r7

EMAIL ADDRESS:

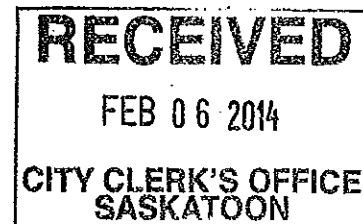
nblock1@sasktel.net

COMMENTS:

would like to register my opinion.
I disagree with the city flying flags promoting whatever happens to be the media darling at the time. It's puzzling, even amazing how the media can dictate to our elected representatives what is a priority and what drum should be currently drummed. Today it's gay rights, then animal rights, then the rights of the handicapped, the rights of the seniors, of the singles ... the list goes on. The city administration, in my opinion, should take responsibility for the administration of the city essentials and refuse to fly the flags of and promote whatever the media thinks is controversial and exciting.
The issue is not equality or discrimination, the issue is, Who gets to tell city hall what local issues raised by our media deserve special flag waving privileges. If interest groups want to promote their cause, it should not be the City administration who is their servant boy. There are lots of poster poles available and the media is already doing the job. We should proudly fly the flags of our city, province and country. (period)
sincerely
Neil Block

7830-5
B.18)

From: CityCouncilWebForm
Sent: Wednesday, February 05, 2014 3:39 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Turanich Acquisitions Management Inc
Bay 1, 502 45th Street West
Saskatoon, Saskatchewan
S7L 6H2

EMAIL ADDRESS:

mgmt@turanich.com

COMMENTS:

Thank you for your consideration of the following:

Turanich Acquisitions Management Inc manages 2900 multi unit dwellings in Saskatoon with 15 properties having contracts with Loraas Recycle. Several other properties are ready to implement recycling but have been waiting to see if the City proposal would indeed become mandatory.

The current arrangements thru Loraas Recycle have been highly cost effective and the service has been excellent.

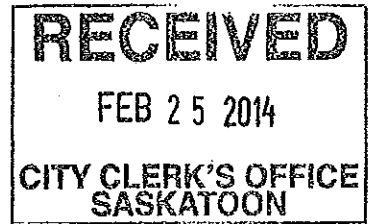
Based on the above and the anticipated cost of the City's recycling program, the condominium corporation's under our management would prefer to continue with Loraas Recycle.

Kindest regards,
Suzanne Turanich
Turanich Acquisitions Management Inc

B.19)

7830-5

From: CityCouncilWebForm
Sent: Tuesday, February 25, 2014 8:31 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

PAULA MCKECHNEY
2772 EASTVIEW
SASKATOON, Saskatchewan
S7J3H5

EMAIL ADDRESS:

TTPMCKECHNEY@HOTMAIL.COM

COMMENTS:

RE RECYCLE COSTS FOR APARTMENTS AND CONDOS
I DON'T QUITE UNDERSTAND THE ON GOING DEBATE RE WHAT TO CHARGE AS A RECYCLING FEE FOR MULTI-UNIT DWELLINGS. WHEN MANDATORY RECYCLING WAS INSTITUTED FOR HOME OWNERS, WE WERE ALL REQUIRED TO PAY THE COST TO MAINTAIN THE PROGRAM. FOR MANY (I WOULD SAY THE MAJORITY) THAT MEANT AN INCREASE OF JUST UNDER \$5.00 TO THE MONTHLY UTILITY BILL. MANY HOME OWNERS DIDN'T WANT TO HAVE TO PAY THE NEW FEE. BUT THE PROGRAM WAS IMPLEMENTED AND OUR BILLS INCREASED TO COVER THE COST. WHY SHOULD IT BE ANY DIFFERENT FOR MULTI-UNIT DWELLINGS? DO HOMEOWNERS HAVE MORE DISPOSABLE INCOME THAT THOSE WHO LIVE IN MULTI-UNIT DWELLINGS? ONCE THE COST OF THE PROGRAM HAS BEEN FAIRLY ESTABLISHED, IT IS WHAT IT IS AND SHOULD BE PASSED ALONG TO THE NEW USERS. IT IS VERY EASY TO STAND UP AND SAY "I DON'T WANT TO PAY THE EXTRA FEE." MY QUESTIONS ARE "WHAT JUSTIFIES THE PROPOSED SUBSIDY?" WHAT HAPPENS IF THE GRANT MONEY ISN'T REC'D? IF REC'D, WHAT HAPPENS WHEN IT RUNS OUT? IF REC'D, COULD THE MONEY NOT BE PUT TO A USE THAT WOULD BENEFIT THE CITY AS A WHOLE - RATHER THAN A SELECT FEW?



City of
Saskatoon

Saskatoon Development
Appeals Board

c/o City Clerk's Office ph 306•975•3240
222 - 3rd Avenue North fx 306•975•2784
Saskatoon, SK S7K 0J5

B.20)

February 21, 2014

His Worship the Mayor
and Members of City Council

Ladies and Gentlemen:

**Re: Development Appeals Board Hearing
Refusal to Issue Development Permit
Proposed Digital Billboard – Sign Group 5
(Within 200 meters of Another Billboard
Facing the Same Oncoming Traffic)
112 – 2nd Avenue North – B6 Zoning District
Andrew Hnatuk, Pattison Outdoor Advertising
on behalf of Nexus Holdings Inc.
(Appeal No. 3-2014)**

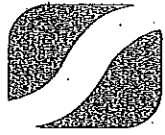
In accordance with Section 222(3)(c) of *The Planning and Development Act, 2007*, attached is a copy of a Notice of Hearing of the Development Appeals Board regarding the above-noted property.

Yours truly,

Elaine Long, Secretary
Development Appeals Board

EL:ks

Attachment



City of
Saskatoon
Saskatoon Development
Appeals Board

c/o City Clerk's Office ph 306•975•3240
222 - 3rd Avenue North fx 306•975•2784
Saskatoon, SK S7K 0J5

NOTICE OF HEARING - DEVELOPMENT APPEALS BOARD

DATE:	Monday, March 17, 2014	TIME:	4:00 p.m.
PLACE:	Committee Room "E", Ground Floor, South Wing, City Hall		
RE:	Refusal to Issue Development Permit. Proposed Digital Billboard – Sign Group 5 (Within 200 meters of Another Billboard Facing the Same Oncoming Traffic) 112 – 2 nd Avenue North – B6 Zoning District Andrew Hnatuk, Pattison Outdoor Advertising on behalf of Nexus Holdings Inc. (Appeal No. 3-2014)		

TAKE NOTICE that Andrew Hnatuk, Pattison Outdoor Advertising, on behalf of Nexus Holdings Inc., has filed an appeal under Section 219(1)(b) of *The Planning and Development Act, 2007*, in connection with the City's refusal to issue a Development Permit for a digital billboard located at 112 2nd Avenue North.

The property is zoned B6 under Zoning Bylaw 8770.

Section 10.9.6 of the Zoning Bylaw states that the regulations governing signs in a B6 District are contained in Appendix A – Sign Regulations. Section 6.2.1 of Appendix A states that no billboard may be located within 200 metres of another billboard facing the same oncoming traffic.

Based on the information provided, the proposed billboard will be angled, thereby providing a facing surface to traffic travelling north and south on 2nd Avenue North, as well as to traffic travelling east on 22nd Street East. A billboard is currently located on 22nd Street East, within 200 metres of the proposed location, and facing traffic travelling easterly on that street.

The proposed request for a digital billboard permit, therefore, is not permitted.

The Appellant is seeking the Board's approval for the proposed digital billboard permit as submitted.

**Development Appeals Board
Appeal 3-2014**

Anyone wishing to provide comments either for or against this appeal can do so by writing to the Secretary, Development Appeals Board, City Clerk's Office, City Hall, Saskatoon, Saskatchewan, S7K 0J5 or email development.appeals.board@saskatoon.ca. Anyone wishing to obtain further information or view the file in this matter can contact the Secretary at (306) 975-2780.

Dated at SASKATOON, SASKATCHEWAN, this 21st day of February, 2014.

Elaine Long, Secretary
Development Appeals Board

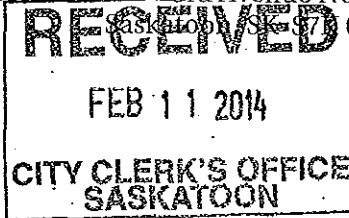


City of Saskatoon

Saskatoon Development Appeals Board

c/o City Clerk's Office
222 - 3rd Avenue North
Saskatoon, Saskatchewan S4N 1Y7
DJS

ph 306•975•3240
fx 306•975•2784



February 5, 2013

730-30 B.21)

His Worship the Mayor
and Members of City Council

Ladies and Gentlemen:

Re: **2013 Annual Report
Saskatoon Development Appeals Board**

The Development Appeals Board is appointed by resolution of council and receives its authority from *The Planning and Development Act, 2007*. The Board operates as a quasi-judicial body which acts independently of City Council and its administration. In 2013, the membership on the Development Appeals Board included Ms. Susan Nazarenko (Chair), Mr. Brandon Snowsell, Ms. Christine Ruys, Mr. Asit Sarkar and Mr. Raymond Lepage.

The Board adjudicates appeals under the provisions of Sections 67, 86, 219, 228 and 242 of *The Planning and Development Act*. These sections of the *Act* provide a process for dealing with appeals related to minor variances, demolition control districts, architectural control districts, misapplication of the Zoning Bylaw in issuing a development permit, refusal to issue a development permit because it would contravene the Zoning Bylaw, refusal of subdivision applications and any of the conditions of a zoning order issued for a property.

The Development Appeals Board meets approximately every two weeks and the scope of the appeals range from simple and straight-forward to more complicated and complex. In addition to the presentations from appellants and the general public at the hearings, the City makes a valuable contribution through its professional staff in providing its recommendations regarding the resolution of appeals. Any party to an appeal may appeal a decision of the Development Appeals Board to the Planning Appeals Committee of the Saskatchewan Municipal Board.

In 2013, 36 appeals were launched, and the following is a breakdown of the outcome:

<u>Order to Remedy Contravention (Total 5)</u>	
Granted:	0
Denied:	1
Denied with Time Extension:	2
Withdrawn:	2
Rescinded:	0

Refusal to Approve Subdivision Application (Total 0)

Refusal to Issue Sign Permit (Total 5)

Granted:	3
Denied:	2
Denied with Time Extension:	0
Withdrawn:	0
Rescinded:	0

Refusal to Issue Development/Building Permit (Total 26)

Granted:	15
Denied:	9
Withdrawn:	2
Pending hearing:	0

Of the 36 appeals filed with the Board, two (DAB-4352-013-006, and DAB-4352-013-024), have been appealed further to the Saskatchewan Municipal Board, Planning Appeals Committee by the applicants. The Planning Appeals Committee upheld this Board's decision for DAB-4352-013-006 and dismissed the applicant's appeal. To date, DAB-4352-13-23 has not been scheduled with the Provincial Board.

The scope of appeals in 2013 focused on development or building permit refusals, with no real trend in issues emerging. The number of appeals coming before the Board in 2013 saw a slight decrease over the previous year, where 45 appeals were received in 2012.

Finally, the Board would like to express its appreciation to the Planning and Development Section, Community Services Department for the thoroughness and comprehensive manner in which appeals are presented to the Board; and to the staff of the City Clerk's Office for the administrative support. Throughout the year, the Board has attempted to work within the confines of the rules and statutes by which it is governed, and at the same time hear appellants with objectivity and provide the parties to the appeal with a written record which includes the facts of the appeal and a decision, with clear and specific reasons for the decision.

The Board wishes to thank the Mayor and members of City Council for the privilege of serving on the Board and the opportunity to provide a service to the community.

Yours truly,



Christine Ruys
Board Chair

Development Appeals Board - Summary - 2013

<i>Appeal</i>	<i>Roll</i>	<i>Appellant</i>	<i>Address</i>	<i>HearingDate</i>	<i>Subject</i>	<i>Decision</i>
1	505026310	MCKERCHER LLP	475 2ND AV S	11-Mar-13	Refusal to Issue Sign Permit – Sign Group No. 5 Proposed KPMG Wall Signs (Internally Lit) 475 - 2nd Avenue South - DCD1 Zoning District	GRANTED
2	555111480	RAND INVESTMENTS INC	635 BRAND CRT	25-Mar-13	Refusal to Issue Development Permit Proposed Addition onto North Side of Oakwood Nissan Auto Dealership (With Side Yard Setback Deficiency)	DENIED
3	445803500	EVERGREEN VILLAGE SQUARE DEVELOPMENT CORP.	223 EVERGREEN SQ	15-Apr-13	Refusal to Issue Development Permit Proposed Architectural Buttress Attached to Front of Multiple-Unit Dwelling (With South Front Yard and West Side Yard Encroachment)	GRANTED
4	445801500	EVERGREEN VILLAGE SQUARE DEVELOPMENT CORP	235 EVERGREEN SQ	15-Apr-13	Refusal to Issue Development Permit Proposed Architectural Buttress Attached to Front of Multiple Unit Dwelling (With South Front and East Side yard Encroachment)	GRANTED
5	495004800	CBS OUTDOOR CANADA	410 IDYLWYLD DR N	15-Apr-13	Refusal to Issue Sign Permit – Sign Group 5 Proposed Permanent Static Digital Billboard (With Deficiency in Distance Between Billboards)	DENIED
6	465216980	SIKORA, STEPHEN	1911 ALEXANDRA AV	15-Apr-13	Refusal to Issue Building Permit Proposed Detached Accessory Building - Private Garage (Exceeding Maximum Allowable Rear Yard Site Coverage)	DENIED
7	494806350	SAYED, MUSA	502 M AV N	13-May-13	Order to Remedy Contravention Illegal Use of Dwelling as a Multiple -Unit Dwelling 502 Avenue M North - R2 Zoning District	WITHDRAWN
8	475202750	MACDONALD, RYAN	1602 ALEXANDRA AV	29-Apr-13	Refusal to Issue Building Permit Proposed Detached Garage (Exceeding Maximum Allowable Floor Area)	WITHDRAWN
9	555823150	BOYCHUK CONSTRUCTION CORP	315 LEDINGHAM DR	27-May-13	Refusal to Issue Development Permit Placement of Fence in Required Front Yard of Proposed Dwelling Group (With Front Yard Encroachment)	GRANTED
10	515104150	PLETT, BRAYDEN	616 TEMPERANCE ST	13-May-13	Refusal to Issue Development Permit Proposed One-Unit Dwelling with Secondary Suite (With Front Yard Setback Deficiency)	WITHDRAWN

<i>Appeal</i>	<i>Roll</i>	<i>Appellant</i>	<i>Address</i>	<i>HearingDate</i>	<i>Subject</i>	<i>Decision</i>
11	485201350	GRASS, SCOTT	1160 KING ST	27-May-13	Refusal to Issue Development Permit Proposed One-Unit Dwelling (Exceeding Maximum Allowable Building Height)	DENIED
12	465620250	SOUTER, ROD	1302 HASLAM WA	25-Jun-13	Refusal to Issue Development Permit Proposed Addition to Existing One-Unit Dwelling (Rear Yard Setback Deficiency)	DENIED
13	504708500	SAYED, MUSA	1918 20TH ST W	25-Jun-13	Order to Remedy Contravention Two-Unit Dwelling Alteration to a Multiple-Unit Dwelling – (Four Dwelling Units)	DENIED/TIME EXTENSION
14	565413900	STANG, BRIAN	134 ROBERTSTON CV	22-Jul-13	Refusal to Issue Building Permit Proposed Addition to One-Unit Dwelling – Three Season Room (With Rear Yard Setback Encroachment)	GRANTED
15	504504600	BAR K RANCH HOUSE	3366 FAIRLIGHT DR	12-Aug-13	Refusal to Issue Development Permit Proposed Car Wash (With East and West Side Yard Deficiencies)	DENIED
16	475204050	BARTSCH, KEN	1611 PRINCE OF WALES AV	09-Sep-13	Refusal to Issue Building Permit Proposed One-Unit Dwelling (With Enclosed Rooftop Landing Area Exceeding Maximum Allowable Gross Rooftop Area)	GRANTED
17	464601650	HAMPTON FREE METHODIST CHURCH	2930 MCCLOCKLIN RD	16-Sep-13	Refusal to Issue Sign Permit – Sign Group 1 Permanent Wall Sign (Exceeding Maximum Allowable Sign Face Area)	GRANTED
18	504917750	STOREY, BRIAN	339 A AV S	30-Sep-13	Refusal to Issue Development Permit Proposed Addition to Shopping Centre (Restaurant) (With Various Deficiencies in Required Parking)	GRANTED
19	504918790	BLDG STUDIO INC	312 B AV S	30-Sep-13	Refusal to Issue Development Permit Proposed Multi-Dwelling Unit and Shopping Centre (Addition to Building) 312 Avenue B South – B5C Zoning District	DENIED
20	495021150	STEUART CONSULTING LTD.	511 3RD AV N	18-Nov-13	Refusal to Issue Development Permit Proposed Multiple Dwelling Unit (Side Yard and Parking Deficiencies)	DENIED
21	495706150	PROVOST, PAULING; PROVOST, ALBERT	90 GRAY AV	18-Nov-13	Order to Remedy Contravention Illegal Use of Two-Unit Dwelling as a Multiple-Unit Dwelling (Requiring Removal of Basement Units)	DENIED
22	505201490	HIRSCHFELD HOLDINGS INC	1220 COLLEGE DR	18-Nov-13	Refusal to Issue Sign Permit Permanent Wall Sign (Refresh Inn & Suites) – Sign Group 2 (Exceeding Maximum Allowable Sign Face Area)	GRANTED

<i>Appeal</i>	<i>Roll</i>	<i>Appellant</i>	<i>Address</i>	<i>HearingDate</i>	<i>Subject</i>	<i>Decision</i>
23	485010200	OAKSMITH INTERIORS	819 2ND AV N	18-Nov-13	Refusal to Issue Development Permit Proposed Addition to Existing Retail Store (With Front Yard Setback Deficiency and Deficiency in the Required Number of Parking Spaces [1Space])	GRANTED
24	514809490	VANGHEL, RON	620 O AV S	18-Nov-13	Refusal to Issue Development Permit Proposed New Warehouse (With Front Yard Setback Deficiency; Landscaping Deficiency; Deficiency in Required Number of Parking Spaces; and Deficiency in Required Hard Surfacing for Parking Spaces)	DENIED
25	415422500	I & M WELDING & FABRICATING LTD.	3722 KINNEAR PL	18-Nov-13	Refusal to Issue Development Permit Proposed Outdoor Storage – Structural Steel Storage Racks	GRANTED
26	474920700	PREINER, TONY; PREINER, BRENDA	1226 I AV N	17-Dec-13	Refusal to Issue Development Permit Detached Accessory Building - Carriage House (Existing) (Exceeding Maximum Allowable Total Floor Area)	GRANTED
27	475533690	KEHRIG, CHRIS	1524 CENTRAL AV	17-Dec-13	Order to Remedy Contravention Illegal Conversion of Two-Unit Dwelling into a Three-Unit Dwelling (Removal of Basement Dwelling Unit Required)	DENIED/TIME EXTENSION
28	575408150	NORTH PRAIRIE DEVELOPMENTS	542 PRINGLE CR	17-Dec-13	Refusal to Issue Development Permit Proposed Dwelling Group (With Landscape Deficiency)	GRANTED
29	455408150	MAH, BEN	351 SKEENA CR	17-Dec-13	Refusal to Issue Development Permit Alteration to One-Unit Dwelling – Conversion of Former Pool Area (Exceeding Maximum Allowable Site Coverage)	GRANTED
30	515111390	MCKAY, JAMES	514 LANSDOWNE AV	20-Jan-14	Order to Remedy Contravention Illegal Use of Two Unit Dwelling as a Multipel Unit Dwelling (5 Units)	WITHDRAWN
31	505200050	MARCH SCHAFFEL ARCHITECTS LTD.	1011 UNIVERSITY DR	17-Dec-13	Refusal to Issue Development Permit Proposed Height Increase to Front Yard Fence (Proposed Height in Excess of Allowable Height in Required Front Yard)	GRANTED
32	435801400	AODBT ARCHITECTURE AND INTERIOR DESIGN	510 KLOPPENBURG CR	17-Dec-13	Refusal to Issue Development Permit Proposed Dwelling Group (Exceeding Maximum Permitted Site Coverage)	GRANTED
33	534610400	WESTRIDGE CONSTRUCTION LTD.	1414 FLETCHER RD	06-Jan-14	Refusal to Issue Development Permit Proposed Addition to Office/Warehouse (With Deficiency in Number of Required Parking Spaces – 27 Spaces)	GRANTED

<i>Appeal</i>	<i>Roll</i>	<i>Appellant</i>	<i>Address</i>	<i>HearingDate</i>	<i>Subject</i>	<i>Decision</i>
34	505200290	KINDRACHUK AGREY ARCHITECTURE LTD.	1010 COLLEGE DR	06-Jan-14	Refusal to Issue Development Permit Proposed Multiple Dwelling Unit (37 Units) (Exceeding Maximum Allowable Site Coverage)	GRANTED
35	515231470	KINDRACHUK AGREY ARCHITECTURE	1269 8TH ST E	06-Jan-14	Refusal to Issue Development Permit Proposed 2-Storey Addition to Existing Medical Clinic (With Hard Surfaced Parking Deficiency of 3 Spaces)	DENIED
36	0	PATTISON OUTDOOR ADVERTISING	11TH STREET WEST ON CP RIGHT OF WAY	06-Jan-14	Refusal to Issue Development Permit Proposed Digital Billboard - Sign Group 1 (Non-Permitted Use in Residential Zoning Districts)	DENIED

THE BOARD OF POLICE COMMISSIONERS

SASKATOON, SASKATCHEWAN

B. 22)



February 25, 2014

His Worship the Mayor
and Members of City Council

Your Worship and Members of City Council:

Re: Backup Data Centre for the Saskatoon Police Service

The Board of Police Commissioners has been advised that with the eventual sale of the old Headquarters building, it is no longer viable to house the Saskatoon Police Service disaster recovery site at that location. In addition, delays in implementing a proper disaster recovery site puts the Saskatoon Police Service data at unnecessary risk.

The Saskatoon Police Service has pursued an alternate long-term space for its disaster recovery site and requests the reuse of funds in the amount of \$299,083 remaining in Capital Project 2132 to fund the relocation of the SPS backup data centre from the old police headquarters to a new location by May 31, 2014, including installation of subsequent fiber lines.

The Board of Police Commissioners has considered this request and recommends:

THAT the reuse of funds in the amount of \$299,083 remaining in Capital Project 2132 be approved to fund the relocation of the SPS backup data centre from the old police headquarters to a new location by May 31, 2014, including installation of subsequent fiber lines.

Yours truly,

A handwritten signature in black ink, appearing to read 'Joanne Sproule', written over a circular stamp.

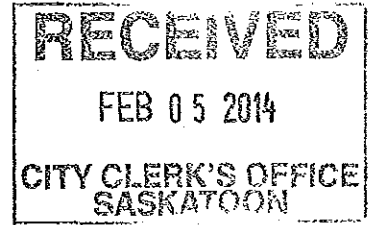
Joanne Sproule
Secretary to the Board

JS:

cc: Chief of Police
His Worship the Mayor
A/CFO and General Manager Asset and Financial Management

6120-3
C.1)

From: CityCouncilWebForm
Sent: Tuesday, February 04, 2014 8:26 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Wendy Britton
Site 201, Comp 80, RR2
Saskatoon, Saskatchewan
S7K 3J5

EMAIL ADDRESS:

britton.kw@gmail.com

COMMENTS:

I ask that you change to the maximum time allowed on parking meters by movie theatres. We pay for parking when we go to the movies but with movies/previews etc taking longer then the meter allows, it's very aggravating to receive a ticket on top of that.

We received a ticket on 300 BK 2nd Ave S after plugging the meter because of it.

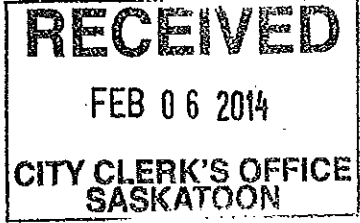
It's the simple things in life...

Thanks in advance!

Wendy

6290-1
C.2)

From: CityCouncilWebForm
Sent: Thursday, February 06, 2014 8:20 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Megan Davies
911 Trotter Crescent
Saskatoon, Saskatchewan
S7L 3P9

EMAIL ADDRESS:

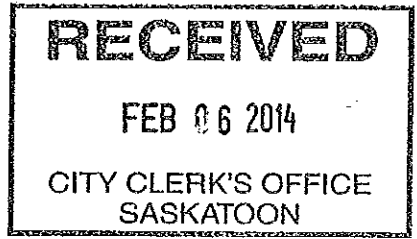
greabeiel@shaw.ca

COMMENTS:

Hi I'd like to make a complaint about our crescent being graded. Our street had very few ruts on it and was not a problem driving on it until it was graded two days ago. We have quite a few elderly people that own homes on our street and I myself have bulging discs in my neck so cannot shovel. We now have 2 foot high ice chunk piles all down the street and cannot park on the street unless WE clear it off ourselves, and we do not want the ice/salt on our lawns. My front lawn is also raised up about 2 feet high off the sidewalk so not only would I have to move these ice chunks from the street to the lawn, but would have to lift it up to put it on the lawn. Why are WE paying for snow removal when we are now having to remove it ourselves. I have received messages from other people all over the city with the SAME complaints. Please do something about this.

6000-1 C.3)

From: CityCouncilWebForm
Sent: February 06, 2014 12:08 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

matt hnatuk
370 atton cres
saskatoon, Saskatchewan
s7w0k7

EMAIL ADDRESS:

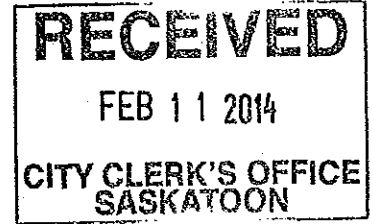
matt@prairiecrane.com

COMMENTS:

I just am curious what the city is or is every planning on doing about heavy equipment that is not licensed (i.e. loaders,escalators,rough terrain cranes) to stop them from being able to travel around the city at anytime, its very unsafe and damaging to our roads, there should be a permit to move these machines and also many should have to be hauled to and from sites?

6250-1
C.4)

From: CityCouncilWebForm
Sent: Monday, February 10, 2014 6:33 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Heather Hollman
451 Stensrud Road
Saskatoon, Saskatchewan
S7W1C3

EMAIL ADDRESS:

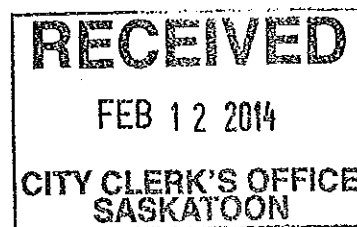
heather.hollman@sasktel.net

COMMENTS:

Today at 5 o'clock I witnessed quite a few narrow misses. The traffic lights for the cars travelling on the highway alternated green and red for the two directions at least 4 times, but the lights for the cars coming from Willowgrove/Arbor Creek, and the Wilson's direction never got a green light. There was more than 50 cars backed up all the way to Wilson's and people were getting impatient thinking they were never going to get a green light. Cars were trying to sneak out across the highway on the red light, some were turning right on to the highway in front of cars to go out toward the drive in and pull u-turns to get back into the city. This is the second time I've seen this happen, although the last time was late at night. During rush hour it was worse. Are the lights not working, or is this something new the city is trying?

230-3 C.5)

From: CityCouncilWebForm
Sent: Wednesday, February 12, 2014 9:22 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Caroline Cottrell
213 - 9th Street East
Saskatoon, Saskatchewan
S7N 0A3

EMAIL ADDRESS:

cottrellcs@sasktel.net

COMMENTS:

Good Morning Councilors:

I just heard that a cell tower is going into the Forestry Farm, to be located very close to the old Superintendent's house. I am writing to express my very significant disappointment in this decision. The Forestry Farm is an enormously important feature of the Saskatoon cultural and physical landscape and has been for many, many years.

I fully recognize several things: that the City of Saskatoon has grown rapidly over the past ten years; that there is concomitant growing demand for cellular service; that towers are located at a spot most convenient for the provider. These things notwithstanding, there simply has to be an appropriate balance between the needs of technological advances and the imperative to protect our community for the present and future. So far as I can tell - admitting that I am not privy to all the details - this location can still be changed to be sensitive to the wonderful space and place that is the Forestry Farm while still meeting the need for a new cellular tower. Surely we can have the foresight and the civic pride to ensure this piece of our heritage is not needlessly marred and spoiled. In a city which is should be sensitive to sustainability, in all the connotations of that word, it is deeply disappointing to see this decision going forward unchecked and, until CBC news broke the story this morning, largely unknown.

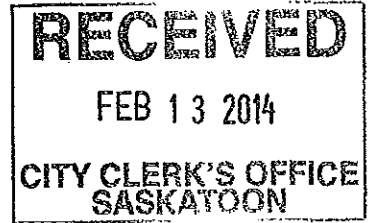
I realize that individual citizens in our communities have very little power, particularly when going up against the indifference of large corporations (their mandate to serve the people notwithstanding) and when attempting to revisit decisions which were made without any form of public input or consultation, but I would urge all city councillors and others involved in this, particularly the MVA, to take a step back, re-examine the decision, and find another location for this cell tower before the beauty and tranquility of our Forestry Farm is permanently damaged by the intrusion this tower would create.

I look forward to your response.

Caroline Cottrell
213 - 9th Street East
Saskatoon, Saskatchewan
S7N 0A3
306-222-1055

230-3
C.6)

From: CityCouncilWebForm
Sent: Wednesday, February 12, 2014 5:19 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Ken Tuyrner
1503 Adelaide St E
Saskatoon, Saskatchewan
S7J 0J2

EMAIL ADDRESS:

pktur@sasktel.net

COMMENTS:

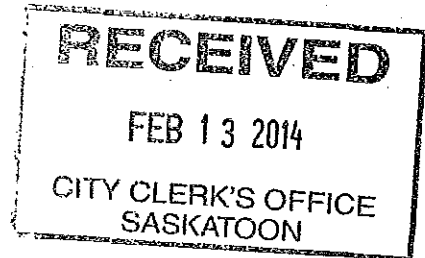
I found out this day that the City of Saskatoon is going to allow the I believe a provincial/private organization to build a cell tower next door to the Superintendent's house at the Forestry farm park. This must be stopped! The city owns property virtually all the way to the river in a Northerly direction. By allowing this ugly tower next door to the Supers. house you are just blowing any of the historical ambience that the area was set up for right out the window.

This aberration must be stopped. They can find ant one of a dozen, no two dozen other places to put that horrible thing.

Thank you for your time

6320-1 C.7)

From: CityCouncilWebForm
Sent: February 13, 2014 12:55 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

JASON LI
1650 SHEPHERD COURT
SASKATOON, Saskatchewan
S7W 0B5

EMAIL ADDRESS:

zh1889@hotmail.com

COMMENTS:

My name is Jason Li, a professional engineer and a resident in Willowgrove of Saskatoon. I would like to make these suggestions to improve the traffic in Saskatoon.

1) Currently, the capacity of Saskatoon Circle Drive is not fully used. With the speed limit is 90km/hour and assume 40 meters of space between each vehicle, the two lanes should accommodate 75 vehicles per minute. In a 30 minute period, there should be 2250 vehicles go through any point on the road. It should not be an issue to reach northern industrial area with this assumption. The main issue is the traffic lights. We need to eliminate all traffic lights from Warman Rd to Idylwyld Dr. The solution is to drop the Circle Drive 6 lanes by 5 meters and use bridges as over pass. Then ramps with two lanes should be built to access the upper levels and bridges. I hope to get a good reason if this suggestion is not working. I do not support the north traffic bridge proposal because the cost and the population of the city. Increasing tax will slow the population growth. Saskatoon land and housing price is too high to attraction new comers already.

2) There are many other traffic blocks that need to be smoothed out with minimum cost. Here are several examples I like to present:

a. College drive and Circle drive are two main roads. We should build two ramps for College drive traffic to move both south and north directions and eliminate the two traffic lights. There is enough room for the two ramps. It is a kind of humiliating, painful, frustrating to have those two lights to control left turns

b. Build a ramp on Preston crossing to allow traffic from University, Preston mall to access Circle Drive North and eliminate the left turn light. There is enough room for this ramp.

c. Extend 200m - 400m of the left turn lanes of College Drive to McOrmand Drive. With the population growth of Evergreen and Willowgrove, the left lane of College drive is packed to the Railway bridge in the afternoon. It is very dangerous there.

d. It is a pity that the accesses to Stone Bridge on Circle Drive need to have left turn lights when they were built. I do not see an easy way to improve that but hope that can be done too.

In my opinion, with current road system in the city, it should be less than 20 minutes for any vehicle to reach any spot in the city if we make some improvement with minimum cost.

Just some thought for the councils and mayor to consider.

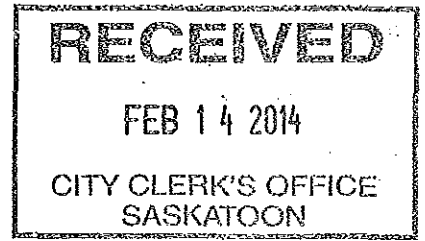
Saskatoon is beautiful and I love to live here for last 16 year and many years to come.

Thanks,

Jason

C.8)

From: CityCouncilWebForm
Sent: Thursday, February 13, 2014 6:45 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Ivan PROVOST
2146 rue Labreche
St-Jérôme, Quebec
J7y4w3

EMAIL ADDRESS:

ivan.provost@gmail.com

COMMENTS:

PRIORITY: Normal
TO: City of Saskatoon
FROM: Ivan PROVOST - Safety & Security team
SUBJECT: The Great Canadian Ride / La grande traversée

Good day Madam, Sir,
The following is forwarded to your attention regarding the "The Great Canadian Ride", an extraordinary bike experience for high school youths across Canada.

"The Great Canadian Ride" began in 2013 through the initiative of the British Columbia French School Board which generated the involvement of numerous French School Boards throughout the country.

I am a member of the Royal Canadian Mounted Police (RCMP), conscious of the positive impact of sport in life. I am proudly getting involved with this physically and mentally challenging event for our young students.

For a second consecutive year, the experience will bring together high school youths on a bike journey across the country. "The Great Canadian Ride" will be held from May 12th to June 13rd, 2014. By groups of 20 participants for approximately 150 km and at an average speed of 27 km/h, the cyclists will relay each other towards a common goal; reaching Quebec City. Our journey will then merge with the biggest cyclists challenge of all time in Canada, "le Grand Défi Pierre Lavoie - The 1000 km event"

We would like to inform you that "The Great Canadian Ride" will travel through your area on May 21 and 22, 2014.

We would appreciate your assistance and cooperation to inform us of all necessary authorization to travel on the roads of your jurisdiction. Upon request, we can provide you with our schedule / itinerary and a document explaining the event.

In conclusion, we all agree that our positive action towards our youth today will positively influence their futures decisions. Being in good health is everyone's desire. The City of Saskatoon's partnership in this event will definitely benefit your entire organization and our communities as well. This event has grown to a yearly challenge and we are looking forward to the great support of the City of Saskatoon for many years to come.

Kind regards,

Ivan

Ivan PROVOST - Safety & Security team

Tel. : 450-592-1943

Textto/Cell :450-822-6628

ivan.provost@gmail.com

PS: Please provide us with an acknowledgement receipt of this correspondence.

1905-5

C.9

Minister of
Government Relations



Legislative Building
Regina, Saskatchewan S4S 0R3

FEB 13 2014

RECEIVED
FEB 20 2014
CITY CLERK'S OFFICE
SASKATOON

To: Mayors of Cities and Members of Council (via email)

Dear Mayor and Members of Council:

I am writing to advise you that government has decided to introduce a new policy for limits on the use of mill rate factors by municipalities under *The Cities Act (CA)*, *The Municipalities Act (MA)* and *The Northern Municipalities Act, 2010 (NMA)*.

In conjunction with the decision to set an interim limit on mill rate factors under the MA for 2013, the Ministry of Government Relations conducted a further review and consulted with business and municipal sector stakeholders regarding the placing of limits on local property tax tools, to take effect in 2014. I extend a sincere thank you to all who responded to our request for input.

Regulations are being prepared to put the new limit in place; they will be retroactive to January 1, 2014. I am writing to advise you now, even though the regulations are not yet in place, so that your council is aware of the change in respect of municipal property taxes for 2014.

For 2014, the maximum ratio of the highest to lowest mill rate factors implemented by a municipality for the three property classes (agriculture, residential, commercial/industrial), which includes subclasses, to which local tax tools may be applied, will be 9.0 for all municipalities. **It must in no way be interpreted as a new benchmark that government sanctions or that municipalities should move to.**

Government is taking this action in the interests of protecting Saskatchewan's plan for growth. Growth is a priority of government. We do not wish to see efforts to support it eroded by the actions of a very few municipalities. Tax fairness is a key element of this plan.

By and large, the vast majority of municipalities use tax tools judiciously. Government will continue to closely monitor and analyze how local municipal councils use local tax tools. Municipalities should continue to strive for taxation fairness and if there are indications of misuse, government may make adjustments if warranted.

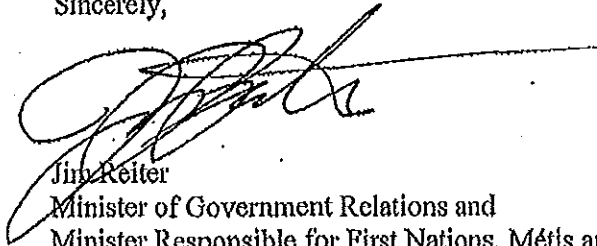
...2

To: Mayors of Cities and Members of Council
Page 2

I also want to note that the new limit is not intended to pass judgment on municipal councils' spending decisions or the amount of taxes raised to support these. Good municipal services and infrastructure are essential to support growth.

Should you require further information please contact Brian Sych, Senior Property Tax & Assessment Policy Analyst at 787-2657.

Sincerely,

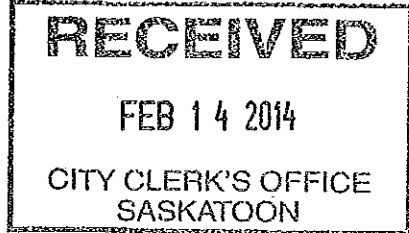
A handwritten signature in black ink, appearing to read "Jim Reiter", with a long horizontal line extending to the right.

Jim Reiter
Minister of Government Relations and
Minister Responsible for First Nations, Métis and Northern Affairs

cc: City Managers

5301-1
C.10)

From: CityCouncilWebForm
Sent: Friday, February 14, 2014 4:29 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Daniel Ayles
242 1st ave N
warman, Saskatchewan
s0k4s0

EMAIL ADDRESS:

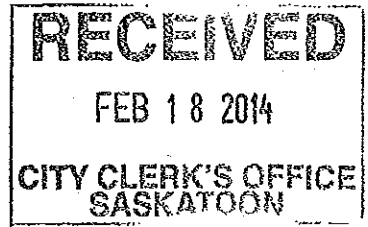
vikingdrywall2@gmail.com

COMMENTS:

I was at church today it was great. When I went outside the city was ticketing, booting and towing vehicles parked to close to the curb. No warnings or anything. I saw a family outside watching their vehicle get towed to the impound over a parking violation with no chance to pay the ticket I want to know why the good people at the islamic center were treated like this

C.111
205-1

From: CityCouncilWebForm
Sent: Saturday, February 15, 2014 4:32 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

audrey wasy
640 3rd St. East
Saskatoon, Saskatchewan
S7H 1M1

EMAIL ADDRESS:

see4864@hotmail.com

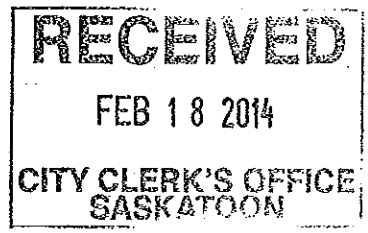
COMMENTS:

So is there anything at all planned for Family Day and if so, why isn't it easy to find???

C.12)

205-1

From: CityCouncilWebForm
Sent: Tuesday, February 18, 2014 8:55 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Marylou Mintram
Room 34 Maclean Hall - 106 Wiggins Road
Saskatoon, Saskatchewan
S7N 5E6

EMAIL ADDRESS:

maryloumintram@gmail.com

COMMENTS:

The Indigenous Students' Council (ISC) represents over 2000 self-identified Aboriginal undergraduate students. The ISC mandate is to provide services and resources to all Aboriginal students on campus. During Aboriginal Achievement Week (AAW) we host an annual event aimed at celebrating Aboriginal student achievement. The focus of AAW is to showcase Aboriginal culture to both the Aboriginal and non-Aboriginal population, and also to honour Aboriginal success across the University campus. Within this theme, the ISC is planning an Aboriginal Achievement Awards ceremony followed by a networking reception with guest host comedian Ryan McMahon. This event will be held on the U of S campus on March 13th, 2014.

This year we are breaking up the event into two smaller events. We are anticipating this year to have the biggest turnout yet as there has been overwhelming excitement for our annual event. The ceremony, where students will be honoured and receive a certificate of achievement will be held in the ARTS 241 on the university campus. The second part of the evening will be a networking reception. We are inviting Aboriginal community members from Saskatoon to attend the networking event to showcase the achievement of our students to the broader Saskatoon community. Join us in commemorating, encouraging, and celebrating the accomplishments of our current students.

We are inviting His Worship Donald J. Atchison to attend our special event. We are also asking if His Worship could write a letter that could be published in our main program booklet along with our President of the University of Saskatchewan's address. The letter could just be an address welcoming everyone to the city as many parents from across the province will be in attendance; celebrating the success of many of our Aboriginal students on campus.

I am pleased to offer your organization the opportunity to participate in the ISC Aboriginal Achievement Awards ceremony and reception. Your organization can sponsor in two ways: the first way you can participate is to donate a lump monetary value that would be used to help pay for the costs associated with the event or you can buy tickets to the networking reception or give a donation that could be used for a door prize. The second way is purchase tickets to the event that could be used by your organization or donated back to help students to attend this prestigious event. Tickets to the networking reception/ comedy show will be \$15 a ticket or a package of 5 for \$50. Please contact

Marylou Mintram or Rheana Worme to discuss the logistics of your sponsorship. Cheque or money orders can be made payable to the Indigenous Students' Council re: Aboriginal Achievement Awards. If you have questions about becoming a sponsor or about the event in general, please contact maryloumintram@gmail.com or Rheana.worme@usask.ca. Thank you for your consideration and your anticipated support.

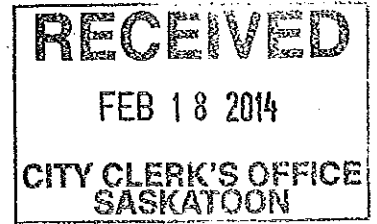
In the spirit of celebrating Aboriginal student success, we thank you.

Marylou Mintram
VP of Finance and Operations
Indigenous Students' Council (ISC)

C.13)

6320-1

From: CityCouncilWebForm
Sent: Tuesday, February 18, 2014 12:04 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Brian Southgate
1116 ave E north
Saskatoon, Saskatchewan
S7L 1T1

EMAIL ADDRESS:

Bsouthgatetr2@gmail.com

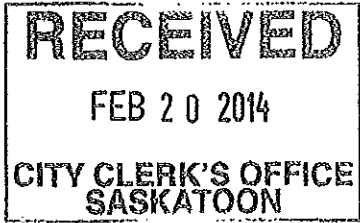
COMMENTS:

If you would like to alleviate traffic congestion on 33rd and Warman you could allow 2 left turn lanes and make them left turn only . Reopen the straight through lane on the far right as a straight through only, this would still leave room for bike traffic if done correctly. I have seen as much as 15 cars waiting at this intersection for no other reason than not being able to get to turn, even though there is lots of room in the other lane. This would also work on College and Preston. To clarify my experience in this , I have driven in all 48 states and 9 countries in Europe, the British Isles and 3 counties in Africa, and this type of 2 lane turns work well there. It also works in Vancouver , Toronto, and even Regina . So i think we could help our people here in a progressive city like Saskatoon to get around

C.14)

6290-1

From: CityCouncilWebForm
Sent: Thursday, February 20, 2014 6:40 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Jenna Hunt
201 11th street east
Saskatoon, Saskatchewan
S7n 0e5

EMAIL ADDRESS:

Jen70002002@hotmail.com

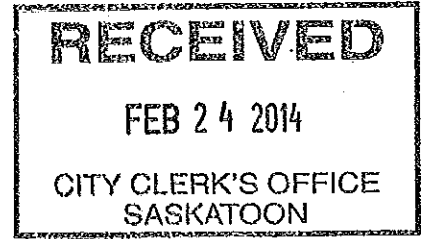
COMMENTS:

Hi there, my name is Jenna hunt. I live at 201 11th street east saskatoon, one block from the river. I've recently been issued a bylaw letter stating that my side walk was not cleared enough. I live on a corner lot an in an area with HEAVY foot traffic due to being close to downtown. My spouse an I work 10 hour days an shovel the snow off the sidewalk as soon as we can. I don't believe it's far to tell us we need to get ALL of the ice an snow off the side walk when it has been packed down all winter from pedestrians. Our side walk is the same as anyone else on our street. Shovelled just not right down to the cement. I'm being told if ALL of the snow an ice is not removed I will be charged to have the city remove it. That is ridiculous. We live in a province with snow. It's everywhere. The city was not charged last year when the roads were NOT once cleared an now I am being targeted because it's not shovelled to the pavement? We go out an shovel after it snows just like anyone else but for 50 hours a week we are at work providing a living an can't control the foot traffic that is packing the snow an ice down to make it nearly impossible to shovel. Do you believe this is fair? I do not.

C.15)

613-1

From: CityCouncilWebForm
Sent: February 24, 2014 10:39 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Beau Swanson
918 Stony Crescent
Martensville, Saskatchewan
S0K 2T1

EMAIL ADDRESS:

beau.swanson@sasktel.net

COMMENTS:

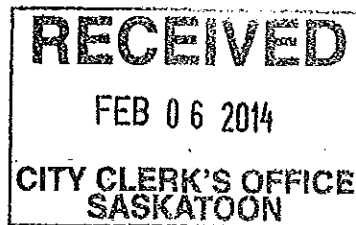
Hello,

I am writing with a concern regarding the Public Swimming and children in Saskatoon. In the last year, while swimming in public pools in the city, my family has been evacuated from the pool twice due to children defecating in the pool. The last was this weekend and it was within 15 minutes of getting into the pool. This could be easily fixed by making Swim Diapers Mandatory for all children under the age of 3, and recommended for all children up to the age of 5. With 2 children who are potty trained, I myself still make my children use swim diapers out of respect to other patrons. They are also mandatory in the splash park in Kinsmen park during the summer months.

Thank you for your time.



Canadian Association of Nurses in Oncology
Association canadienne des infirmières en oncologie



His Worship Mayor Donald J. Atchison,
Office of the Mayor, 222 Third Avenue North
Saskatoon, Saskatchewan
S7K 0J5

January 25, 2014

His Worship Mayor Donald J. Atchison,

We are pleased to inform you that Tuesday April 1st, 2014 is Oncology Nursing Day in Canada. This year our theme is "Oncology Nurses: Engaging for Excellence / *Infirmières en oncologie: un engagement vers l'excellence*".

Each year, Oncology Nursing Day brings together oncology nurses, other health care professionals, government leaders, the media and members of the public in collaborative activities that acknowledge the professionals of oncology nursing.

In an effort to recognize the tremendous work of oncology nurses in Canada, the Canadian Association of Nurses in Oncology is requesting that April 1, 2014, be proclaimed as Canadian Oncology Nursing Day in the city of Saskatoon in honour of the oncology nurses who live and work in your city.

We have enclosed a sample proclamation for your review.

We thank you for your consideration of our requests. For further information, please contact us at cano@malachite-mgmt.com or by telephone at 604.874.4322.

Sincerely,

The Canadian Association of Nurses in Oncology / *L'Association canadienne des infirmières en oncologie*



Canadian Association of Nurses in Oncology
Association canadienne des infirmières en oncologie

**11th Annual Canadian Oncology Nursing Day
Tuesday, April 1, 2014**

...

To designate Tuesday, April 1, 2014, as Canadian Oncology Nursing Day

- Whereas, oncology nurses are committed to providing quality oncology care;
- Whereas, oncology nurses have demonstrated excellence in patient care, teaching, research, administration, and education in the field of oncology nursing;
- Whereas, oncology nurses endeavour to educate the public in the prevention and treatment of cancer,

Therefore I, (Mayor/Premier's name), hereby proclaim April 1, 2014 as "Canadian Oncology Nursing Day" in (City/Province) and urge all residents of (City/Province) to join in observance of and participate in activities to recognize the special contribution oncology nurses provide to the public.

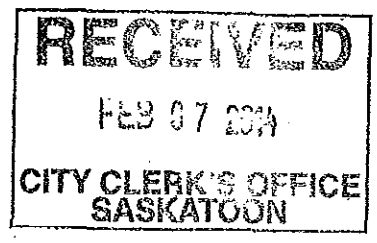
Signed: _____

Date: _____

Attested by: _____

205-5.
D.2)

TransSask Support Services, Inc. (www.TransSask.org)
PO Box 3911
Regina, SK S4P 3R8



His Worship Donald J. Atchison, Mayor of Saskatoon
Office of the Mayor
222 Third Avenue North
Saskatoon, SK S7K 0J5

January 28, 2014

Dear Mayor Atchison

On behalf of sex and gender diverse peoples living in your fine community, we are writing you to respectfully request that the week of March 30th to April 5th, 2014, be proclaimed "Trans* Awareness Week" in the City of Saskatoon.

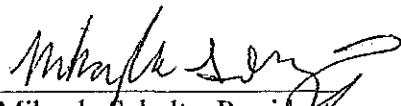
Transgender, transsexual, genderqueer, and intersex individuals experience multiple forms of exclusion in our society based on aspects of their identities and personal realities of sex, gender, and gender expression that challenge social and cultural norms. One of the most damaging of these forms of exclusion is often a complete lack of recognition that these individuals exist in our communities. As awareness of the Sex and Gender Diverse Community continues to grow in Saskatchewan, it becomes apparent that those who do not conform to our society's ideals of gender are in need of recognition and support.

TransSask Support Services, Inc. is a province wide support and resource network for sex and gender diverse individuals, their spouses, family, friends and allies, as well as those who serve their needs. Since its inception in March of 2011, TransSask has come into contact with hundreds of people from around Saskatchewan, including the City of Saskatoon, requesting information and support as they come to terms with their own identity and further face discrimination and marginalization in their community. For the last 2 years, TransSask has approached all the cities in Saskatchewan, as well as the province, to proclaim Transgender Awareness Week. In 2014, we honour a broader community by requesting proclamations for Trans* Awareness Week (the term trans*, colloquially, includes transgender, transsexual, genderqueer, and intersex individuals). We look forward to continuing and improving upon this new tradition in support of all sex and gender diverse peoples in Saskatchewan.

Your Worship, by proclaiming "Trans* Awareness Week," the City of Saskatoon will move closer to recognizing and honouring the diversity which exists in Saskatchewan, and it will assist in removing those barriers that are faced by the citizens of your fine city.

Please feel free to contact us at any time should you require any additional information.

We thank you for your consideration in this matter.

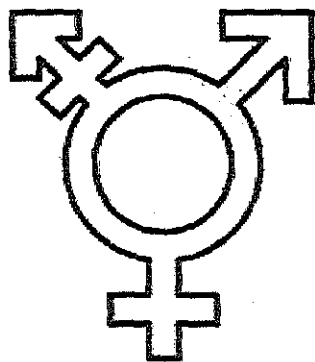

Mikayla Schultz, President


Jett Brewer, Vice President

[306-351-6066]

What if someone I know comes out to me as Trans*, Genderqueer, or Intersex?

- ♦ Accept them. They are the same person you have always known.
- ♦ Respect the identity they claim.
- ♦ Use the same pronoun and name they use to identify themselves.
- ♦ Know that Trans*, Genderqueer, and Intersex people face high levels of discrimination in our society. Your acceptance will help combat many of the issues they must face.
- ♦ Know that Trans*, Genderqueer, and Intersex people are remarkably strong and creative individuals, which they must be to be able to live in an often disapproving society.
- ♦ Educate yourselves and others. Do not rely solely on information created by people who are not Trans*, Genderqueer, or Intersex.
- ♦ Join a support group.
- ♦ Advocate for them in your lives and everyday experiences.
- ♦ Become an Ally!



TransSask is...

...a province wide network of individuals and organizations committed to identifying, developing and providing services and resources that meet the needs of trans-identified and sex and/or gender diverse persons within Saskatchewan as well as those who support them. Our efforts remain focused around our core values of support and education within an environment respectful of diversity and equality. At TransSask, our vision is that all people of Saskatchewan no matter their gender identity and/or expression have the information, support and opportunities needed to make for themselves the lives that they are able and wish to have.

For more information

contact TransSask Support Services, Inc.

E: info@TransSask.org

W: www.TransSask.org

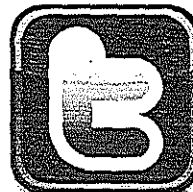
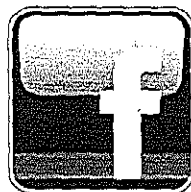
...or by snail mail...

TransSask Support Services

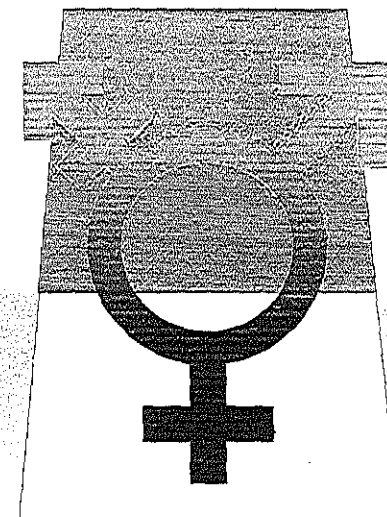
PO Box 3911

Regina, SK S4P 3R8

You can also find us on



What is TransSask Support Services?



PO Box 3911

Regina, SK S4P 3R8

info@TransSask.org

www.TransSask.org

... ..

Supporting Saskatchewan's
Trans*, Genderqueer, and
Intersex Communities

Membership Application

Membership is open to all individuals and organizations who support the efforts of TransSask. All memberships are subject to the approval of the Board of Directors.

Yes, I want to become a member of TransSask and support the development of a province wide support network and other services and resources for trans-identified and sexual and/or gender diverse persons.

Enclosed is my membership fee for:

- Individual - \$10.00
 Organization - \$25.00

Membership fees can be waived for those who are unable to afford it.

Enclosed is an additional donation for:

\$ _____

Date: _____

Name: _____

Organization: (if applicable) _____

Street Address or postal box number: _____

City/Town: _____

Postal Code: _____

E-mail: _____

Telephone: (____) _____

I'd like to be kept informed by email of the development of TransSask

I'd like to volunteer with TransSask

(payable to TransSask Support Services)

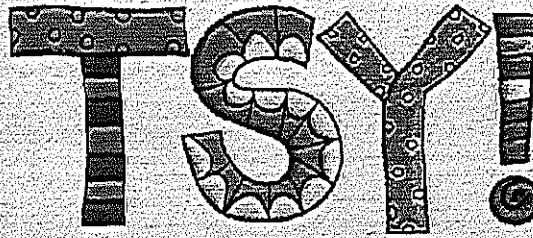
Mail completed membership forms to:

TransSask

P.O. Box 3911

Regina, SK S4P 3R8

**Please do not send cash by mail.*



TransSask Youth is an online community of young people under 24 years of age who identify as trans*, genderqueer, and intersex. Find support. Find information. But most of all, find friends.

TransSask Youth welcomes all sex and/or gender diverse youth, and their allies/friends, to our safe and confidential Facebook group.

For more information, email
Youth@TransSask.org

....



TransSask Family & Friends is an online community of spouses, family, and friends of trans*, genderqueer, and intersex individuals.

Support, education, and resources in an environment respectful of diversity and equality.

For more information, email
info@TransSask.org

Businesses and Organizations increase your clientèle

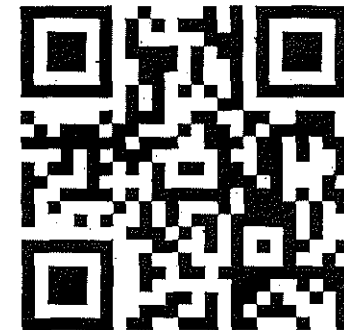
Are you a supporter of the Trans*, Genderqueer, and Intersex Communities of Saskatchewan? TransSask maintains a free Trans*-friendly Business resource list, accessible to sex and gender diverse individuals, and their family and friends all over Saskatchewan.

Get listed as a Trans*-friendly Business, and watch your bottom line grow. Email info@TransSask.org with your contact information (location), a brief description of your business or organization and the services you provide, and we will be happy to include you on the list.

....

Get regular newsletters
including updates, news, event notices,
and volunteer opportunities by
subscribing to our mailing list.

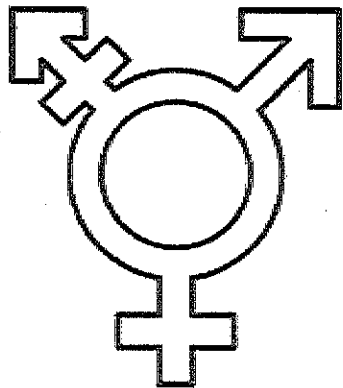
Email TransSask@gmail.com
or scan this QR Code



Get involved!

What if someone I know is trans*gender?

- ◆ Accept them. They are the same person you have always known.
- ◆ Respect the identity they claim.
- ◆ Use the same pronoun and name they use to identify themselves.
- ◆ Know that trans*gender people have high rates of depression, suicide, substance abuse, and relationship difficulties because of a lack of acceptance within society. Your acceptance will help combat these problems.
- ◆ Know that trans*gender people are remarkably strong and creative individuals, which they must be to be able to live in a disapproving society.
- ◆ Educate yourselves and others. Do not rely solely on information created by non-trans* people.
- ◆ Join a trans*gender support group.
- ◆ Advocate for them in your everyday experiences.
- ◆ Become an Ally!



Places to get tested for HIV in Regina



- **Your doctor's office**
- **Sexual Health Office**
2110 Hamilton St.
766-7618 (by appointment)
- **AIDS Programs South Saskatchewan (APSS)**
2911 5th Avenue
924-8420 (Thursday afternoons)
- **Carmichael Outreach**
1925 Osler Street
757-2235 (Thursday afternoons)

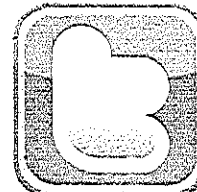
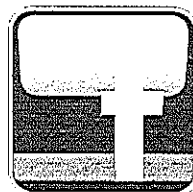
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For more information

contact TransSask Support Services, Inc.
E: info@TransSask.org
W: www.TransSask.org

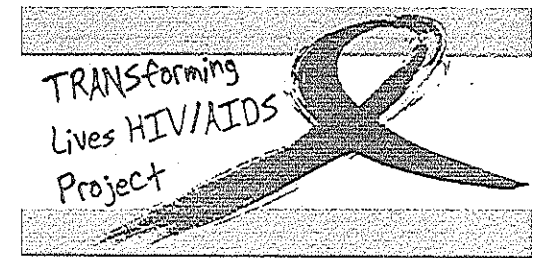
Or contact TRANSforming Lives
E: sktranshiv@gmail.com

Find us on



Trans*gender

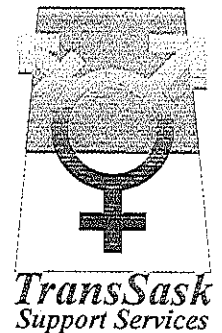
Transgender to Trans* and everything in between... and what's up with the asterisk anyway?



In cooperation with:



apss
*aids programs
south saskatchewan*



Produced with funding provided by:



Public Health
Agency of Canada

Agence de santé
publique du Canada

What is Trans*gender?

Transgender is an umbrella term used to describe people whose gender identity or gender expression is different from conventional expectations of masculinity or femininity. The list of gender identities is nearly inexhaustible, but not every group will necessarily identify as transgender. Gender identity is one's internal and personal sense of being male, female, both, or neither.

Although transgender people have been part of every culture and society in recorded human history, they have only recently become the focus of medical and social science. Many researchers now believe, just like anyone's gender identity, transgender identity is rooted in complex biological factors that are fixed at birth. This research confirms what transgender people know and experience on a much more personal level, that being transgender is neither a choice nor a lifestyle.

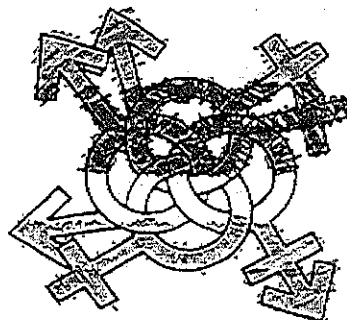
People who are transgender face discrimination (transphobia) in their jobs, churches, and schools, as well as judgement from their friends, families and coworkers. Even feminine-appearing men and masculine-appearing women face transphobia because of their perceived gender expression. It is because of the high levels of adversity transgender people face in their lives that many go untested or even untreated for HIV/AIDS.

-- TransSask Support Services, Inc.

Why the Asterisk in Trans*?


The umbrella term "transgender" has come under fire for being attributed to groups of people who may not necessarily identify as transgender. Certainly, the broad definition can be applied to anyone who may challenge traditional expectations of gender. Historically, this term was applied to a small group of people who, for a lack of a better description, were full time crossdressers (Transgenderists); for example, a male born person who lives socially as a woman (most often without any desire for medical transition).


In recognizing the historical context of the term transgender, recent attempts have been made to be more inclusive of all sex and/or gender diverse people. The term "trans" is applied where the term "transgender" used to, and may include anyone who is trans-identified: transgenderists, transsexuals, transvestites, transitioning, or transitioned persons. Further attempts have been made to be even more inclusive by adopting the term "trans*." Trans* would include the aforementioned, but the asterisk would indicate even more sex and/or gender diverse people: genderqueer, intersex, androgyne, even two-spirit gender identities.





Who is Trans*?


The following are all umbrella terms in their own right, under which may fall many other sex and gender diverse identities.

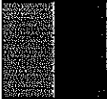
 Transgender – someone whose gender identity may be opposite to their birth assigned sex


 Transsexual – someone who identifies their physical sex as opposite to that assigned at birth, and may choose to transition medically

 Genderqueer – someone who does not identify their gender with the binary system of gender, neither male nor female, or both male and female

 Intersex – someone whose birth sex is ambiguous, neither male nor female, because of a "disorder" of chromosomes, hormones, genitalia, or physical/sexual development

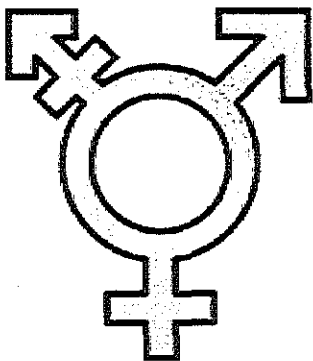
 Androgyne – someone whose gender identity and expression is equally masculine and feminine

 Neutrois – someone who identifies their physical sex as being somewhere between male and female, and may choose to transition medically

 Two-spirit – First Nation or Aboriginal person whose gender identity or sexuality is not defined by colonialist or Western heteronormative ideals

What if someone I know comes out to me as Trans*, Genderqueer, or Intersex?

- ♦ Accept them. They are the same person you have always known.
- ♦ Respect the identity they claim.
- ♦ Use the same pronoun and name they use to identify themselves.
- ♦ Know that Trans*, Genderqueer, and Intersex people face high levels of discrimination in our society. Your acceptance will help combat many of the issues they must face.
- ♦ Know that Trans*, Genderqueer, and Intersex people are remarkably strong and creative individuals, which they must be to be able to live in an often disapproving society.
- ♦ Educate yourselves and others. Do not rely solely on information created by people who are not Trans*, Genderqueer, or Intersex.
- ♦ Join a support group.
- ♦ Advocate for them in your lives and everyday experiences.
- ♦ Become an Ally!



TransSask is...

...a province wide network of individuals and organizations committed to identifying, developing and providing services and resources that meet the needs of trans-identified and sex and/or gender diverse persons within Saskatchewan as well as those who support them. Our efforts remain focused around our core values of support and education within an environment respectful of diversity and equality. At TransSask, our vision is that all people of Saskatchewan no matter their gender identity and/or expression have the information, support and opportunities needed to make for themselves the lives that they are able and wish to have.

For more information

contact TransSask Support Services, Inc.

E: info@TransSask.org

W: www.TransSask.org

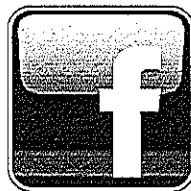
...or by snail mail...

TransSask Support Services

PO Box 3911

Regina, SK S4P 3R8

You can also find us on



Being an Ally to the Trans* Community



PO Box 3911
Regina, SK S4P 3R8

info@TransSask.org

www.TransSask.org

... ..

Supporting Saskatchewan's
Trans*, Genderqueer, and
Intersex Communities

What is an Ally?

An Ally is a visible member of society who is supportive of the transgender, transsexual, genderqueer, and intersex (trans*) communities, and willing to provide a safe space and a ready ear to anyone concerned with issues of sex and/or gender identity and gender expression.

Cisgender and **cissexual** are two important terms with which an ally should become familiar. They describe gender identities where an individual's self-perception of their gender matches the sex they were assigned at birth. Cisgender is complementary to transgender, and cissexual is complementary to transsexual.

There are a number of derivatives of these terms in use, including cis male for a male with a male gender identity, cis female for a female with a female gender identity, cissexism and cisnormativity.

To be a Trans* Ally...

You don't have to be an expert.
You don't have to be a counsellor.
You just have to be there
...and be a friend.

For more information on how to be an ally to the trans* communities, contact
TransSask Support Services at
info@TransSask.org

Four Basic Levels of Becoming an Ally

1.Awareness: Explore how you are different from and similar to trans* people. Gain this awareness through talking with trans* people, attending workshops, and through self-examination.

2.Knowledge/Education: Begin to understand policies, laws, and practices and how they affect trans* people. Educate yourself on the diversity which exists in trans* communities.

3.Skills: Learn to share your awareness and knowledge of trans* issues with others. You can acquire these skills by attending workshops, role playing with friends or peers, and developing supportive connections.

4.Action: This is the most important and frightening step. Show your support in public where people can see it. Although it can be scary, action is the only way to effect change in society.

Options for Visibility as an Ally

- Display posters and other material that clearly associates you as an ally to the trans* communities
- Attend events with trans* themes (movies, speakers, etc.)
- Support trans* groups through attending events, promoting the groups, and encouraging involvement
- Confront transphobic and cisnormative language
- Speak up about offensive jokes
- Celebrate trans* cultural holidays: Trans* Awareness Week, Transgender Day of Visibility, Intersex Awareness Day, etc.

Qualities of an Ally

An Ally...

- believes in the equality and dignity of people who are diverse in their sex and/or gender identity and their right to live and pursue their goals free from intolerance, discrimination, and harassment
- generally has more power than the group they are standing up for, and uses that power and any privileges they may have to make society better for others.
- works to develop an understanding of people who may be different from them and helps to foster that understanding in others
- seeks to develop an understanding of cissexism, homophobia, and transphobia and other forms of discrimination faced by trans* folk
- expects to make some mistakes but does not use mistakes or fear as an excuse for non-action
- works to develop an understanding of how prejudice and discrimination against people who are transgender, transsexual, genderqueer, or intersex oppresses those individuals, while also providing societal privileges to people who are cisgender
- refuses to ignore or accept discrimination, homophobia, transphobia and other oppressions that exist in their environment
- attends events in support of trans* communities



Gender Talk

on CJTR (91.3FM)

every Friday @ 11am

w/ hosts

Dylan & Mikayla

The voice of the
Trans* Community

find us on Facebook
and SoundCloud

Its too late to sit around and wait for
somebody to do something someday.
Someday is now and that somebody is you!

TIME 4 RIGHTS

#ItsTime for Trans* Human Rights

Gender Equality Society of Saskatchewan

#GESS

TransSask Support Services Inc.

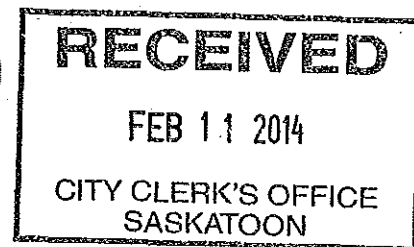
#TransSask

D.3)
205-5

-----Original Message-----

From: hwbecker@thelovefoundation.com [mailto:hwbecker@thelovefoundation.com]

Sent: Monday, February 10, 2014 2:31 PM



First Name: Harold
Last Name: Becker
Organization: The Love Foundation
Address: PO Box 691911
City: Orlando
Province: Florida
Postal Code: 32869
Phone: 8134350531
Fax:

Email: hwbecker@thelovefoundation.com

Comments: I thought you may be interested in participating again this year; please see the following announcement from our foundation. Already over 415 amazing proclamations from prominent governors, mayors, and councils and greetings from senators and congressmen have been presented to offer their support (listed on our site and at the end of this email). We would be honored to include your city and state this year. A sample proclamation is included below for consideration. We have local coordinators if you wish in-state representation. Please email or call if you have any questions at 813-435-0531 or 407-308-7742. Thank you for your kind support.

Harold W. Becker
President/Founder
The Love Foundation, Inc.

The Love Foundation Announces the 11th Annual "GLOBAL LOVE DAY", May 1, 2014

Orlando, FL, February 2014 - It's all about LOVE in global proportions! The Love Foundation is once again inviting people around the world to join together in celebrating and expanding LOVE during a one day planetary event encompassing all nations, all people, and all life on May 1, 2014. This eleventh annual Global Love Day with the theme "Love Begins With Me" will take place as various celebrations around the globe.

Since its initial launch in 2004, The Love Foundation has already received responses from individuals and organizations in over 150 countries along with over 415 proclamations from governors, mayors and councils endorsing the idea. Equally inspiring is their core message which has been translated into 36 languages sharing the vision of the day. TLF Founder, Harold W. Becker, states, "This day is a global recognition of humanity and the power of love within each individual." Awareness for this event is spreading largely by the internet and numerous volunteers. By accessing the Foundation's main web site at www.thelovefoundation.com people of all backgrounds including musicians, artists, government and religious leaders, authors, homemakers, students, NGO's, and businesses from around the world are sharing their support.

The Love Foundation is a 501(c)3 nonprofit organization with the mission of inspiring people to love unconditionally. Established in 2000, TLF has become the internationally recognized leading resource for understanding and applying unconditional love. Their vision is to assist people by building a practical foundation and experience of love within

individuals and society as a whole, through their education, research and charitable programs. For more information, contact Harold W. Becker, President, at email hwbecker@thelovefoundation.com Be a part of it. Spread the word.

Think: Global Love Day
Feel: Love Begins With Me
Remember: May 1, 2014

Proclamation
(Sample)

Whereas, The Love Foundation, Inc., a non-profit organization, has announced GLOBAL LOVE DAY to facilitate in establishing LOVE & PEACE on our planet;

Whereas, GLOBAL LOVE DAY will establish a worldwide focus towards "unconditionally loving each other as we love ourselves";

Whereas, We are One Humanity on this planet;

Whereas, All life is interconnected and interdependent;

Whereas, All share in the Universal bond of love;

Whereas, Love begins with self acceptance and forgiveness;

Whereas, With respect and compassion we embrace diversity;

Whereas, Together we make a difference through love;

Whereas, The Love Foundation, Inc. invites mankind to declare May 1, 2014 as GLOBAL LOVE DAY, a day of forgiveness and unconditional love. GLOBAL LOVE DAY will act as a model for all of us to follow, each and every day;

NOW, THEREFORE, I, _____ of _____, hereby dedicate and proclaim May 1st, 2014 as: GLOBAL LOVE DAY in _____ and invite all citizens to observe this day, which honors the public cause for Global Love, World Peace, and Universal Joy.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of _____ to be affixed this ____ day of _____, 2014

List of Governors, Mayors and Councils Acknowledging Global Love Day to date:
(All are viewable on our website)

Calgary, Canada
Edmonton, Canada
Halifax, Canada
Ottawa, Canada
Regina, Canada
Saskatoon, Canada

Surrey, Canada
Victoria, Canada

Governor Alaska
Governor Connecticut
Governor Florida
Governor Idaho
Governor Iowa
Governor Kentucky
Governor Maine
Governor Montana
Governor New Jersey
Governor New Mexico
Governor Oregon
Governor Oklahoma
Governor Tennessee
Governor Puerto Rico
Governor Rhode Island
Governor Utah

US Senators of FL
US Congressman of NY

Addison, TX
Akron, OH
Albany, OR
Alexandria, VA
Altamonte Springs, FL
Arlington, VA
Atlanta, GA
Atlanta City Council, GA
Baltimore, MD
Bay City, MI
Beverly, MA
Binghamton, NY
Bolingbrook, IL
Buffalo, NY
Burbank, CA
Calabasas, CA
Cambridge, MA
Canton, OH
Cathedral City, CA
Cerritos, CA
Charleston, SC
Charlotte, NC
Cincinnati, OH
Clearwater, FL
Cleveland, OH
Colorado Springs, CO
Columbus, OH
Cooper City, FL

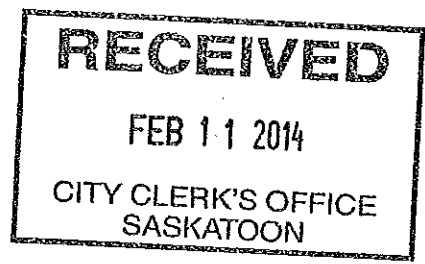
Cupertino, CA
Dallas, TX
Daly City, CA
Dayton, OH
Deerfield Beach, FL
Delaware, OH
Denver, CO
Durham, NC
Edgewater, FL
Elkhart, IN
El Paso, TX
Fairfield, CA
Fullerton, CA
Gainesville, FL
Gilroy, CA
Greenville, SC
Hamden, CT
Harrisburg, PA
Henderson, NV
Hillsborough County, FL
Houston, TX
Huntington Beach, CA
Huntington Park, CA
Iowa City, IA
Irving, TX
Jackson, MI
Jackson, MS
Kalamazoo, MI
Key West, FL
Lakeland, FL
Largo, FL
La Crosse, WI
La Verne, CA
Longview, TX
Louisville, KY
Lowell, MA
Madison, WI
Malibu, CA
Manchester, CT
Massillon, OH
Memphis, TN
Miami-Dade, FL
Michigan City, IN
Middlesborough, KY
Milpitas, CA
Milwaukee, WI
Minneapolis, MN
Mobile, AL
New Castle, PA
New Orleans, LA
New Smyrna Beach, FL
New York City, NY

Noblesville, IN
North Miami, FL
Oklahoma City, OK
Orlando, FL
Ormond Beach, FL
Palm Bay, FL
Palm Springs, CA
Petersburg, VA
Philadelphia, PA
Pine Bluff, AR
Pinellas County, FL
Pinellas Park, FL
Pittsburgh, PA
Plant City, FL
Pomona, CA
Portland, ME
Port St. Lucie, FL
Poughkeepsie, NY
Raleigh, NC
Reading, PA
Rochelle, IL
Rockford, IL
Royal Palm Beach, FL
Sacramento, CA
Salt Lake City, UT
San Diego, CA
San Fernando, CA
San Francisco, CA
Santa Clara, CA
Sarasota, FL
Sarasota County, FL
Savannah, GA
Sioux Falls, SD
Solon, OH
South Daytona, FL
Sparks, NV
St Petersburg Council, FL
Stamford, CT
Suisun City, CA
Tampa City Council, FL
Tampa, FL
Tarpon Springs, FL
Trenton, NJ
Tyler, TX
Vineland, NJ
Warren, OH
Warwick, RI
Watauga, TX
West Hollywood, CA
Westlake, OH
Wichita, KS
Wilmington, DE

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205-5.

From: CityCouncilWebForm
Sent: February 11, 2014 12:33 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Larry Vols
Box #1728
Saskatoon, Saskatchewan
S7K-3R6

EMAIL ADDRESS:

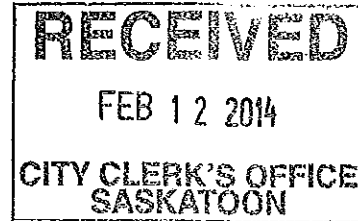
larry.vols@police.saskatoon.sk.ca

COMMENTS:

I am writing to you in order to have the week of April 13-19, 2014 officially proclaimed " National Public Safety Telecommunicators Week". This week is dedicated to all of the staff who serve as public safety telecommunicators throughout our city. It is at this time that we recognize all those people who continuously and without hesitation, assist the public on a daily basis to ensure the health, safety and well being of the citizens of Saskatoon. Members from police, fire and emergency medical services work tirelessly every day to ensure the protection of life and property. They exercise compassion and professionalism in their commitment to respond to emergencies on a daily basis.



205-5
D.5)



February 10, 2014

Mayor and City Council
c/o City Clerk and City Council
City Hall
222 Third Avenue North
SASKATOON, SK S7K 0J5

Your Worship and City Council,

April 28th is recognized by the labour movement across Canada as the day when we mourn the victims of workplace accidents or disease and remember their sacrifice. It is also a time for the renewal of our pledge to continue to urge governments to improve health and safety standards and workers' compensation benefits in the workplace.

The Saskatoon and District Labour Council is holding a commemorative service at the Frances Morrison Library on April 28, 2014 starting at 7:00 p.m. It would be greatly appreciated if the City of Saskatoon would proclaim April 28th as an Annual Day of Mourning in recognition of workers killed, injured or disabled on the job.

We thank you for your attention to our request.

In solidarity,
SASKATOON AND DISTRICT LABOUR COUNCIL

Kelly Harrington
President

KH/tlg
cope 397