

Council Chamber
City Hall, Saskatoon, Sask.
Monday, March 29, 1993,
at 7:00 p.m.

MINUTES OF REGULAR MEETING OF CITY COUNCIL

PRESENT: His Worship Mayor Dayday in the Chair;
Councillors Penner, McCann, Mann, Hawthorne,
Waygood, Dyck, Birkmaier, Mostoway and Thompson;
City Commissioner Irwin;
Director of Planning and Development Pontikes;
Director of Works and Utilities Gustafson;
Director of Finance Richards;
City Solicitor Dust;
City Clerk Mann;
City Councillors' Assistant Kanak

PRESENTATION

His Worship the Mayor and Ms. Lois Lamon, Vice President of CUPE Local 59, presented Ms. Christa Craig and Ms. Guinevere Crawford with joint City of Saskatoon/CUPE Local 59 Scholarships. His Worship the Mayor and Ms. Lois Lamon expressed their congratulations to Ms. Craig and Ms. Crawford.

Moved by Councillor Penner, Seconded by Councillor Mostoway,

THAT the minutes of the regular meeting of City Council held on March 15, 1993, and of special meetings of City Council dealing with the 1993 Preliminary Operating Budget Estimates held on March 13, 16 and 20, 1993, be approved.

CARRIED.

Councillor Birkmaier rose on a point of privilege and noted that this is the beginning of the celebrations for the Centennial Auditorium's 25th Anniversary and recognized the vision of our forefathers with respect to building this facility. She commended the many people who have been involved with the facility on an ongoing basis and invited citizens of Saskatoon to share in the celebrations.

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COMMUNICATIONS TO COUNCIL

The following communications were submitted and dealt with as stated:

A. ITEMS WHICH REQUIRE THE DIRECTION OF CITY COUNCIL

**1) M. P. Ozeroff, Director
Saskatchewan Wheat Pool, dated March 15**

Expressing appreciation to Council for the support given during the farm rally held on January 26, 1993, at Saskatchewan Place. (File No. CK. 277-1)

RECOMMENDATION: that the information be received.

Moved by Councillor Hawthorne, Seconded by Councillor Mann,

THAT the information be received.

CARRIED.

**2) Marlene Hall, Secretary
Development Appeals Board, dated March 18**

Submitting Notice of Development Appeals Board Hearing regarding fence in rear yard at 718 University Drive. (File No. CK. 4352-1)

**3) Marlene Hall, Secretary
Development Appeals Board, dated March 17**

Submitting Notice of Development Appeals Board Hearing regarding existing one-unit dwelling with front and side yard encroachments at 1659 Empire Avenue. (File No. CK. 4352-1)

RECOMMENDATION: that the information be received.

Moved by Councillor Mann, Seconded by Councillor McCann,

THAT the information be received.

CARRIED.

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**4) Hon. Carol Carson
Minister of Community Services, dated March 18**

Advising Council regarding the 1993 Revenue Sharing grant and the reduction in the Revenue Sharing pool for 1994. (File No. CK. 1860-1)

RECOMMENDATION: that the information be received and forwarded to the Administration.

Moved by Councillor Mostoway, Seconded by Councillor Thompson,

THAT the information be received and forwarded to the Administration.

CARRIED.

**5) Lynn Danbrook, Executive Officer
Saskatoon Home Builders Association, Inc., dated March 19**

Requesting Council to proclaim the month of April as New Homes Month. (File No. CK. 205-5)

RECOMMENDATION: that His Worship the Mayor be authorized to proclaim the month of April as New Homes Month.

Moved by Councillor Penner, Seconded by Councillor Mann,

THAT His Worship the Mayor be authorized to proclaim the month of April as New Homes Month.

CARRIED.

6) Peggy A. Clark, Regional Director

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Multiculturalism and Citizenship Canada, dated March 17

Requesting Council to proclaim the week of April 11 to 17, 1993, as Citizenship Week in Saskatoon. (File No. CK. 205-5)

RECOMMENDATION: that His Worship the Mayor be authorized to proclaim the week of April 11 to 17, 1993, as Citizenship Week in Saskatoon.

Moved by Councillor Birkmaier, Seconded by Councillor Mostoway,

THAT His Worship the Mayor be authorized to proclaim the week of April 11 to 17, 1993, as Citizenship Week in Saskatoon.

CARRIED.

**7) J. Glover, President
Blackstrap Racing Club, dated March 11**

Submitting comments regarding the operation of the Mount Blackstrap Recreational Ski Area. (File No. CK. 277-1)

RECOMMENDATION: that the information be received.

Moved by Councillor Penner, Seconded by Councillor Hawthorne,

THAT the information be received.

CARRIED.

**8) Dr. Robert Faulkner, Chair, Education Coordinating Committee
Heart and Stroke Foundation of Saskatchewan, dated March 16**

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Asking Council to reconsider the policy to allow corporate tobacco sponsors to promote their names in City parks and recreational facilities. (File No. CK. 366-1)

RECOMMENDATION: that the information be received.

Moved by Councillor McCann, Seconded by Councillor Mann,

THAT the information be received.

IN AMENDMENT

Moved by Councillor Mostoway, Seconded by Councillor Waygood,

AND that the matter be referred to the Planning and Development Committee.

THE AMENDMENT WAS PUT AND CARRIED.

THE MOTION AS AMENDED WAS PUT AND CARRIED.

**9) M. Totland, President, Saskatchewan Chapter
of the American Public Works Association, dated March 15**

Requesting Council to proclaim the week of May 16 to 22, 1993, as Public Works Week in Saskatoon. (File No. CK. 205-5)

RECOMMENDATION: that His Worship the Mayor be authorized to proclaim the week of May 16 to 22, 1993, as Public Works Week in Saskatoon.

Moved by Councillor Mann, Seconded by Councillor Dyck,

THAT His Worship the Mayor be authorized to proclaim the week of May 16 to 22, 1993, as Public Works Week in Saskatoon.

CARRIED.

**10) Cheryl A. Senecal, Community Education Coordinator
Elizabeth Fry Society of Saskatchewan, dated March 11**

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Requesting Council to proclaim the week of May 3 to 9, 1993, as Elizabeth Fry Week. (File No. CK. 205-5)

RECOMMENDATION: that His Worship the Mayor be authorized to proclaim the week of May 3 to 9, 1993, as Elizabeth Fry Week.

Moved by Councillor Waygood, Seconded by Councillor Penner,

THAT His Worship the Mayor be authorized to proclaim the week of May 3 to 9, 1993, as Elizabeth Fry Week.

CARRIED.

**11) Dan Bichel, President
Saskatoon & District Labour Council, dated March 4**

Requesting Council to proclaim April 28, 1993, as a Day of Mourning. (File No. CK. 205-5)

RECOMMENDATION: that His Worship the Mayor be authorized to proclaim April 28, 1993, as a Day of Mourning.

Moved by Councillor Dyck, Seconded by Councillor McCann,

THAT His Worship the Mayor be authorized to proclaim April 28, 1993, as a Day of Mourning.

CARRIED.

**12) David Fineday
228 Avenue I North, dated March 24**

Requesting permission to address Council regarding pedestrian safety crossing 22nd Street. (File

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No. CK. 6150-3)

RECOMMENDATION: that Mr. Fineday be heard.

Moved by Councillor Birkmaier, Seconded by Councillor Penner,

THAT Mr. Fineday be heard.

CARRIED.

Mr. David Fineday expressed concerns regarding pedestrian safety on 22nd Street from Idylwyld Drive to Avenue P and asked Council to examine measures that could be taken to improve the situation.

Moved by Councillor Penner, Seconded by Councillor Hawthorne,

THAT the information be received and referred to the Works and Utilities Committee for a report.

IN AMENDMENT

Moved by Councillor Mostoway, Seconded by Councillor Waygood,

AND THAT the matter be referred to the Special Traffic Safety Committee for a report on action that is being taken regarding pedestrian safety.

THE AMENDMENT WAS PUT AND CARRIED.

THE MOTION AS AMENDED WAS PUT AND CARRIED.

**13) Mayor Ralph Drew
Village of Belcarra, dated March 16**

Requesting Council to consider endorsement of a resolution asking the Justice Minister to review *The Young Offenders Act*. (File No. CK. 277-1)

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RECOMMENDATION: that the direction of Council issue.

Moved by Councillor Birkmaier, Seconded by Councillor Hawthorne,

THAT City Council endorse the recommendations brought forward by the Village of Belcarra and so advise the Minister of Justice.

CARRIED.

Moved by Councillor Thompson, Seconded by Councillor McCann,

THAT the matter be referred to the Police Commission for a report.

CARRIED.

**14) A. Hamid Javed, Ph.D., Chair
Race Relations Committee, dated March 24**

Expressing appreciation to Council for its decision to support the recommendation to create the position of Race Relations Program Coordinator within the Civic Administration. (File No. CK. 100-10)

RECOMMENDATION: that the information be received.

Moved by Councillor Penner, Seconded by Councillor McCann,

THAT the information be received.

CARRIED.

**15) Terrence A. Leier, Barrister and Solicitor
Willows Golf Corporation, dated March 11**

Requesting permission to address Council regarding report entitled "Willows Residential Development, March, 1993". (File No. CK. 4131-1)

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RECOMMENDATION: that a representative of Willows Golf Corporation be heard.

Moved by Councillor McCann, Seconded by Councillor Dyck,

THAT a representative of the Willows Golf Corporation be heard.

CARRIED.

Mr. Terrence A. Leier, Barrister and Solicitor, Willows Golf Corporation, addressed Council regarding the report entitled "Willows Residential Development, March, 1993" and noted that the proposed development would have a significant impact on the local economy. He indicated that he was instructed by the Willows Golf Corporation to formally request the annexation of the Willows Golf Resort property.

Mr. Leier introduced Mr. Ian MacPherson, Management Consultant for the Corporation, who provided information to substantiate the market potential of the proposed residential development.

Moved by Councillor Penner, Seconded by Councillor McCann,

THAT the information be received and referred to the Administration for a report on the request for annexation.

CARRIED.

**16) Mary Goldak
Box 54, Langham, SK, dated March 19**

Submitting comments regarding hazardous goods park proposed for the City. (File No. CK. 7830-2)

RECOMMENDATION: that the information be received and referred to the Administration to

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respond to Ms. Goldak.

Moved by Councillor Hawthorne, Seconded by Councillor McCann,

THAT the information be received and referred to the Administration to respond to Ms. Goldak.

CARRIED.

**17) Don Archibald, Member
Saskatchewan Building Officials Association, dated March 23**

Requesting Council to proclaim the week of April 11 to 17, 1993, as Building Safety Week. (File No. CK. 205-5)

RECOMMENDATION: that His Worship the Mayor be authorized to proclaim the week of April 11 to 17, 1993, as Building Safety Week.

Moved by Councillor Mann, Seconded by Councillor Birkmaier,

THAT His Worship the Mayor be authorized to proclaim the week of April 11 to 17, 1993, as Building Safety Week.

CARRIED.

**18) Penny Tomlin, Branch Chair
Saskatoon Branch of Save the Children-Canada, dated March 19**

Requesting Council to proclaim the week of May 1 to 8, 1993, as Save the Children Week. (File No. CK. 205-5)

RECOMMENDATION: that His Worship the Mayor be authorized to proclaim the week of May 1 to 8, 1993, as Save the Children Week.

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Moved by Councillor Dyck, Seconded by Councillor Mostoway,

THAT His Worship the Mayor be authorized to proclaim the week of May 1 to 8, 1993, as Save the Children Week.

CARRIED.

**19) Lorna Shaw-Lennox, Special Events Programmer
Winterfest Saskatoon, Inc., dated March 22**

Expressing appreciation to Council for its ongoing support of Winterfest. (File No. CK. 205-4)

RECOMMENDATION: that the information be received.

Moved by Councillor Penner, Seconded by Councillor Mostoway,

THAT the information be received.

CARRIED.

**20) J. L. Grover
228 Avenue I South, dated March 25**

Requesting permission to address Council regarding property at 228 Avenue I South. (File No. CK. 530-2)

RECOMMENDATION: that the information be received and considered with Clause B4, Report No. 8-1993 of the City Commissioner.

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Moved by Councillor Birkmaier, Seconded by Councillor Penner,

THAT Clauses B4 and B7 of Report No. 8-1993 of the City Commissioner be brought forward and that Mr. Grover be heard.

CARRIED.

REPORT NO. 8-1993 OF THE CITY COMMISSIONER

Section B - Planning and Development

- B4) Demolition - Fire-Damaged Apartment
228 Avenue I South
Grover Holdings Ltd.
(File No. CC 530-2) _____**

Report of the City Planner, March 22, 1993.

"During its December 7, 1992 meeting, City Council resolved the following with respect to the property at 228 Avenue I South:

'That, because of its present burned-out state, City Council declare the building located at 228 Avenue I South, Saskatoon, Saskatchewan and more particularly described as:

Lot Six (6), in Block Ten (10), in the City of Saskatoon, in the Province of Saskatchewan, in the Dominion of Canada, according to a Plan of Record in the Land Titles Office for the Saskatoon Land Registration District as No. (GP) 1774,

a nuisance, because in Council's opinion, the building is dangerous to the public safety and health as a result of a fire which occurred in the building on October 11, 1992; and

That Grover Holdings Ltd., the registered and assessed owner, be ordered:

- 1) to demolish or remove the said building and to fill in any open basement or excavation remaining on the site of the said building after the demolition or removal thereof; and**
- 2) to complete the work on or before the 26th day of February, 1993.'**

The Planning Department's staff inspected the property on March 22, 1993, and determined that the

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building remains in a similar condition as was reported to City Council on December 7, 1992. At the time of the inspections, the civic staff noted that construction debris remained around portions of the building's exterior.

The owner applied to the Court of Queen's Bench to review City Council's Demolition Order. On March 4, 1993, his request was dismissed. In light of this dismissal and because the owner has not carried out the Order of Council, it is now appropriate for the City to arrange for the Order to be carried out in accordance with Section 124(5) of The Urban Municipality Act which states:

"If an owner does not comply with an order within the time specified in the order, the Council may placard the building to protect the public and may proceed to have any work done that it considers necessary for the purpose of carrying out the order and the cost of the work is to be added to, and thereby forms part of, the taxes on the land on which the building is or was situated."

- RECOMMENDATION:**
- 1) that the information be received;
 - 2) that the Civic Buildings and Grounds Department be instructed to prepare the appropriate tender documents and to take whatever steps that it considers necessary to carry out the Order of City Council concerning the demolition of the building at 228 Avenue I South; and,
 - 3) that all costs incurred in the tendering process and demolition work be added to and thereby form part of the taxes on the land known as 228 Avenue I South.

ADDENDUM TO REPORT NO. 8-1993 OF THE CITY COMMISSIONER

**B7) Demolition - Grover Holdings Ltd.
228 Avenue I South
(File No. CC 530-2)**

Report of the City Solicitor, March 26, 1993:

"The City Solicitor provided City Council with a brief history of this matter on March 15, 1993. The City Solicitor advised that Grover Holdings Ltd. appealed the Demolition Order to the Court of Queen's Bench and that the Court had upheld the Order. We now wish to advise that Grover Holdings Ltd. has filed a further Notice of Appeal to the Saskatchewan Court of Appeal. The

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Notice of Appeal was served on our office on Thursday, March 25, 1993.

Under the Rules of the Court of Appeal, upon an Appeal being filed, execution of the Judgment appealed from shall be stayed pending the disposition of the Appeal. Therefore, the City cannot proceed to carry out the Demolition Order until this Appeal is finished. We will ensure that the Appeal is dealt with as expeditiously as possible and we will report to Council as soon as the Appeal is decided.

In the meantime, we would suggest that the Administration continue to inspect the building to ensure that it is not in an unsafe condition. If an unsafe condition exists, the City may take such measures as are necessary to protect the public at the expense of the owner and may recover such expense in a like manner as municipal taxes."

RECOMMENDATION: that this report be considered under Clause B4 of the City Commissioner's Report No. 8-1993.

Mr. Grover addressed Council regarding his property at 228 Avenue I South. He indicated that he wishes to repair the property, rather than have it demolished.

Moved by Councillor Penner, Seconded by Councillor Dyck,

THAT the recommendations with respect to Clause B4, Report No. 8-1993 of the City Commissioner be deferred and brought forward once the Appeal has been heard.

CARRIED.

COMMUNICATIONS

21) **J. L. Grover**
228 Avenue I South, dated March 24

Requesting permission to address Council regarding property at 203 Avenue E North. (File No. CK. 530-2)

RECOMMENDATION: that Mr. Grover be heard.

Moved by Councillor Hawthorne, Seconded by Councillor Penner,

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THAT Mr. Grover be heard.

CARRIED.

Mr. Grover expressed concern regarding the inspection of his property at 203 Avenue E North.

Moved by Councillor Penner, Seconded by Councillor Mostoway,

THAT the information be received.

CARRIED.

**22) Patricia A. Hamilton
301 Bottomley Avenue North, dated March 26**

Expressing support for the recommendations of the Planning and Development Committee regarding the rezoning of the West side of Cumberland Avenue. (File No. CK. 4351-1)

RECOMMENDATION: that the information be received and considered with Clause 10, Report No. 8-1993 of the Planning and Development Committee.

Moved by Councillor Penner, Seconded by Councillor McCann,

THAT the information be received and considered with Clause 10, Report No. 8-1993 of the Planning and Development Committee.

CARRIED.

**23) Milton Derry, Vice President, Dundonald Community Association
and Chair, Dundonald Community Association Park
Development Committee, dated March 27**

Requesting permission to address Council and to give a slide presentation on the proposed deferral of the water feature for Dundonald Park. (Files CK. 613-1 and 4205-1)

RECOMMENDATION: that the information be received and considered with Clause 8, Report No. 8-1993 of the Planning and Development Committee.

Moved by Councillor Penner, Seconded by Councillor Birkmaier,

THAT the information be received and considered with Clause 8, Report No. 8-1993 of the Planning and Development Committee.

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CARRIED.

B. ITEMS WHICH HAVE BEEN REFERRED FOR APPROPRIATE ACTION

**1) Walter Nowoselski
1701 - 22nd Street West, dated March 19**

Submitting comments regarding drainage problem in the paved lane adjacent to his property. Referred to the Administration for a report. (File No. CK. 6315-1)

**2) Brie Kalenith, Marketing Director
Midtown Plaza, dated March 22**

Requesting road closures, meter tagging and transit rerouting to accommodate the Midtown Plaza Santa Claus Parade on November 13, 1993. Referred to the Director of Works and Utilities. (File No. CK. 205-1)

**3) Della Winkler
2302 Lorne Avenue, dated March 23**

Submitting comments regarding taxes assessed against the Canadian Polytechnic College. Referred to the Administration to respond to Ms. Winkler. (File No. CK. 1920-1)

4) Councillor Paul Mostoway, dated March 23

Submitting comments regarding electrical hookup deposits for new and expanded business ventures. Referred to the Administration for a report. (File No. CK. 1905-3)

RECOMMENDATION: that the information be received.

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Moved by Councillor Penner, Seconded by Councillor Hawthorne,

THAT the information be received.

CARRIED.

REPORTS

Ms. Trudi Barlow, Chair, presented Report No. 1-1993 of the Municipal Arts Placement Jury;

City Commissioner Irwin submitted Report No. 8-1993 of the City Commissioner and Addendum to Report No. 8-1993 of the City Commissioner;

Councillor Waygood, Member, presented Report No. 8-1993 of the Planning and Development Committee;

Councillor Mostoway, Member, presented Report No. 7-1993 of the Legislation and Finance Committee;

Councillor Hawthorne, Chair, presented Report No. 10-1993 of the Works and Utilities Committee;

Councillor Hawthorne, Chair, presented Report No. 11-1993 of the Works and Utilities Committee; and

Councillor Thompson, Chair, presented Report No. 4-1993 of the Audit Committee.

Moved by Councillor Penner, Seconded by Councillor Mostoway,

THAT Council go into Committee of the Whole to consider the following reports:

- a) Report No. 1-1993 of the Municipal Arts Placement Jury;*
- b) Report No. 8-1993 of the City Commissioner and Addendum to Report No. 8-1993 of the City Commissioner;*
- c) Report No. 8-1993 of the Planning and Development Committee;*

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- d) *Report No. 7-1993 of the Legislation and Finance Committee;*
- e) *Report No. 10-1993 of the Works and Utilities Committee;*
- f) *Report No. 11-1993 of the Works and Utilities Committee; and*
- g) *Report No. 4-1993 of the Audit Committee.*

CARRIED.

His Worship Mayor Dayday appointed Councillor Penner as Chairman of the Committee of the Whole.

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

Committee arose.

Councillor Penner, Chairman of the Committee of the Whole, made the following report:

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

"REPORT NO. 1-1993 OF THE MUNICIPAL ARTS PLACEMENT JURY

Composition of Committee

Ms. Trudi Barlow, Chair
Councillor Owen Mann
Mr. Glen Grismer
Ms. Jeannette Bowes

- 1. Policy Revision
City of Saskatoon Policy C10-007
Arts Policy - Placement
(File No. CK. 100-11)**

Background

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City Council Policy C10-007, "Arts Policy - Placement", delineates the allocation responsibilities for the acquisition and placement of municipally-owned works of art (see appendix A). The Municipal Arts Placement Jury (a jury appointed by City Council) is responsible (in part) to make recommendations to City Council on amendments. As part of a review of Policy C10-007, the Jury undertook an extensive review of a variety of local and provincial arts organizations and art policies of other major cities in Canada.

At the onset, the Municipal Arts Placement Jury appreciates City Council's wisdom in permitting the existing members of the Jury to carry on in their volunteer capacities to the end of 1993. We feel that by the end of 1993, a well considered and workable policy, procedures, and adjudication criteria will have been developed to the benefit of all.

Since September of 1991 the Municipal Arts Placement Jury has held twelve (12) meetings and has adjudicated on two offerings of donated artwork; one donation was declined and the second donation (i.e. Ray Hnatyshyn statue), was accepted in August of 1992. These donations were assessed based on the Municipal Arts Placement Jury's procedures and criteria for adjudicating on the appropriateness and quality of art for placement in open space, civic facilities, and other City-owned property. These procedures and criteria are being submitted to City Council for their information (see appendix B).

Whereas it is hoped that the mandate of the Municipal Arts Placement Jury will evolve to include other considerations in the future, at the present time we offer the following recommended changes to Policy C10-007, Arts Policy - Placement:

- Page 1, Policy Title

Change from: Arts Policy - Placement

Change to: **Visual Arts Placement Policy**

Rationale: This title more accurately reflects the mandate of the Municipal Arts Placement Jury.

- Page 1, Section 1(c)

Change from: To encourage and showcase Saskatoon artists.

Change to: **To encourage and showcase a broad range of artists with priority consideration given to Saskatoon, Saskatchewan, and Canadian artists in that order.**

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Rationale: The potential for donations of artwork to the City becomes more expansive, but still focuses primarily on works by Saskatoon Artists.

- Page 1, Section 1(d)

Change from: To build public awareness for opportunities in the arts and to encourage public involvement in the arts.

Change to: **To build public awareness for opportunities in the arts and to encourage public involvement in and appreciation of the arts.**

Rationale: To enhance public appreciation of the aesthetics of works of art.

- Page 2, Section 3

Change from: A jury appointed by City Council will adjudicate on the appropriateness and quality of art for permanent placement in open space, civic facilities and other City-owned property.

Change to: **A jury appointed by City Council will adjudicate on the appropriateness and quality of art for placement in open space, civic facilities and other City-owned property.**

Rationale: The removal of the word "permanent" allows the City more flexibility in terms of placement of art in the future (i.e. temporary or rotational displays).

- Page 2, Section 3.1

Change from: City Council will appoint a jury each year. Each member of the jury will serve for a one-year term, non-renewable for the next year. After a one year break, a jury member may be reappointed.

Change to: **City Council will appoint a jury each year. Each member of the jury may serve for a two-year term and may be reappointed for further one-year terms. The maximum total numbers of years any one person may serve shall be five years. After a one-year break, a jury member may be reappointed.**

Rationale: This change is recommended to ensure continuity within the composition of the Municipal Arts Placement Jury.

- Page 2, Section 3.2

Change from: The jury will be composed of five members, with at least two members from the professional arts community.

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Change to: **The jury will be composed of seven members with three members from the professional arts community.**

Rationale: Enhancement of the number of members on the Jury will provide for more input on decisions the Jury is charged with and will increase the probability of having a quorum at any given meeting.

- Page 2, Section 4.1 (b)

Change from: Approves the final location for works of art.

Change to: **Approves the location for works of art.**

Rationale: While the responsibility to determine where donated works of art will remain with City Council, deletion of the word "final" allows City Council to address placement of temporary art displays in addition to permanent displays of artwork.

- Page 3, Section 4.2 (a)

Change from: Reviews proposed works of art, communicating with the artist as necessary.

Change to: **Reviews proposed works of art, communicating with the artist and/or donor, where applicable, as necessary.**

Rationale: Whereas the donor and artist are not necessarily the same, a provision should be included within the policy to acknowledge the donor.

- Page 3, Section 4.2

That the following statement be added to this section, "Periodically review the collection and recommend to City Council the circulation/relocation of art in City-owned locations".

Rationale: This statement allows the City to move works of art from one location to another (as deemed necessary) to build public awareness and appreciation of works of art owned by the City of Saskatoon and provides new opportunities for artists to display their work.

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- RECOMMENDATION:**
- 1) that City Council receive the Municipal Arts Placement Jury's procedures and criteria for adjudicating artwork for information;
 - 2) that City Council adopt the amendments to City Policy C10-007, Arts Policy - Placement, as submitted by the Municipal Arts Placement Jury; and
 - 3) that City Council direct the Administration to amend Policy C10-007, Arts Policy - Placement.

ADOPTED.

REPORT NO. 8-1993 OF THE CITY COMMISSIONER

Section A - Works and Utilities

**A1) Enquiry - Councillor Mostoway (September 14, 1992)
Parking for the Disabled
514 Queen Street
(File No. CC 6145-1)**

City Council at its meeting held on December 21, 1992, when dealing with the above matter, resolved:

"that the matter be referred to the Administration to explore ways of communicating to disabled people the fact that vehicles identified with the appropriate disabled person vehicle identification may utilize general loading zones for the maximum allowed parking time posted on the particular block."

Report of the City Engineer, March 15, 1993:

"The Engineering Department has contacted the Saskatchewan Abilities Council to determine the most effective way to notify disabled people that vehicles displaying the appropriate disabled person vehicle identification may utilize the general loading zones for the maximum allowed parking time posted on the particular block. The Saskatchewan Abilities Council and the Canadian

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Paraplegic Association are two organizations that administer the distribution and use of the disabled person placard or licence plate.

Mr. Paul Charlebois of the Saskatchewan Abilities Council has agreed to distribute copies of a letter from the Engineering Department explaining the availability of general loading zones for the disabled. Mr. Charlebois will be distributing the letter to the Canadian Paraplegic Association and to all the local motor vehicle licensing agencies in Saskatoon. The disabled persons' community is a close group and Mr. Charlebois feels that once the letters are distributed, the majority of disabled persons will discover, through 'word of mouth', that they may utilize the general loading zones."

RECOMMENDATION: that the information be received.

ADOPTED.

**A2) Proposed Disabled Person's Loading Zone
219 - 26th Street West
(File No. CC 6145-1)**

Report of the City Engineer, March 23, 1993:

"The Engineering Department has received a request to install a 'Disabled Person's Loading Zone' in front of 219 - 26th Street West. The resident at this address is confined to a wheelchair and is experiencing problems accessing transportation.

The Engineering Department has reviewed the request and proposes that a 'Disabled Person's Loading Zone' be installed in front of 219 - 26th Street West. The loading zone conforms to City guidelines with respect to 'Disabled Person's Loading Zones' in which case no fee is assessed for its installation."

RECOMMENDATION: that a "Disabled Person's Loading Zone" be installed in front of 219 - 26th Street West.

ADOPTED.

**A3) 1992 Traffic Accident Report
March 12, 1993**

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(File No. CC 430-5)

Report of the City Engineer, March 12, 1993:

"Attached is the 1992 Traffic Accident Report prepared by the Engineering Department, Transportation Section. This report has been produced using statistics supplied by the Saskatoon Traffic Accident Information System (STAIS).

The Traffic Accident Report provides statistical data on the number, type and severity of traffic accidents which occurred in Saskatoon during 1992.

It should be noted that the report includes only those accidents where property damage exceeds \$500.00 and/or which involve fatalities or personal injury.

A brief summary of the accident history for 1992 is presented in the 'Quick Facts' section of the report.

The following are some of the more interesting statistics contained in the report:

1. There were 8,399 reportable collisions in 1992 as compared to 8,306 in 1991, an increase of 1.1%.
2. There were 1,661 injuries reported in 1992 as compared to 1,440 injuries reported in 1991.
3. In 1992, there were nine fatalities as compared to eight in 1991, an increase of 12.5%. The nine fatalities consisted of two pedestrian fatalities, one motorcycle fatality, and six motor vehicle fatalities. There were no bicycle fatalities in 1992. The 1992 level of fatalities is still below the 10-year average of 11 fatalities per year.
4. During the period 1983 to 1992, the following relationship between accidents, population and registered vehicles has existed.
 - population has increased by 11.7%.
 - vehicle registrations have increased by 11.7%.
 - number of reportable accidents has decreased by 10.1%.
 - the 10-year trend shows a 9.3% decrease in accidents per capita and an 8.3% decrease in accidents per registered vehicle.

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- the 10-year trend shows the number of pedestrian accidents in 1992, on a per capita basis, was 5.2% lower than in 1983.
- motorcycle accidents peaked in 1981 at 183 and have declined to 57 in 1991 and 61 in 1992.

5. Table 6.6 of the report shows locations in Saskatoon that experienced 20 or more accidents.

The STAIS computerized traffic accident system has proven to be an invaluable tool in identifying high and/or statistically abnormal accident locations. With the aid of the system, several locations were identified and analyzed for possible geometric improvements or additional traffic controls that would have otherwise been overlooked."

RECOMMENDATION: that the 1992 Traffic Accident Report be received and referred to the Works and Utilities Committee and the Special Traffic Safety Committee.

IT WAS RESOLVED: that the 1992 Traffic Accident Report be received and referred to the Works and Utilities Committee and the Special Traffic Safety Committee to review and report on sites of particular concern.

**A4) Tenders for Supply of Wood Power Poles
(File No. CC 1000-2)**

Report of the Manager, Electrical Distribution Department, May 22, 2002:

"The Central Purchasing and Stores Department called for tenders on the supply of wood power poles required for normal maintenance and six approved Capital Projects. Two bids were received and the results are as per attached purchasing tabulation. Unit prices are FOB Saskatoon with all taxes extra.

The tenders have been evaluated and the lowest tender for each item submitted by Bell Pole Co. Ltd. meets the terms of the specification and is acceptable. The net cost to the City, as shown below, will be within the Department's estimate of \$182,760.00:

| | |
|-------------|--------------|
| Base Tender | \$161,808.00 |
| GST at 7% | 11,326.56 |

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| | |
|-----------------|----------------------------|
| PST at 9% | <u>14,562.72</u> |
| Contract Amount | \$187,697.28 |
| GST Rebate | <u>11,326.56</u> |
| Net Cost | <u>\$176,370.72</u> |

The delivery of the wood power poles will be staged as follows:

| | |
|------------|--------------|
| April 1993 | \$ 45,562.00 |
| June 1993 | 130,808.72" |

RECOMMENDATION: that City Council accept the bid submitted by Bell Pole Co. Ltd. for the supply of wood power poles, for a total contract cost of \$187,697.28 FOB Saskatoon, GST and PST included.

ADOPTED.

**A5) Tender for Three Load Break Disconnect Switch Assemblies
 for Avenue C Substation
 (File Nos. CC 1000-2 & 1703)**

Report of the Manager, Electrical Distribution Department, March 22, 1993:

"The Central Purchasing and Stores Department called for tenders on the supply of 14.4 kV load break disconnect switch assemblies for the Avenue C Substation Upgrade Project No. 885-2 and for the connection of Electrical Capacitors to the Avenue C Substation in 1994, under Capital Project No. 720. Three bids were received and opened publicly on February 4, 1993. The results of the three bids are as follows:

| <u>Company</u> | <u>Amount</u> |
|---------------------|---------------|
| Wesco Westinghouse | \$166,940.00 |
| Bren-Maur Powerline | 280,842.00 |
| Siemens Electric | 157,584.00 |

Note: Prices shown do not include GST and PST.

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Project No. 885-2, Avenue C Substation Upgrade, involves the purchase, installation and commissioning of 14.4 kV switching equipment and 138 kV circuit breakers and disconnect switches. City Council, at its meeting of February 8, 1993, approved the purchase of the 138 kV circuit breakers and disconnect switches. The 14.4 kV switching equipment in this tender will be used for connecting new feeder cables to the downtown electrical network from the Avenue C Substation switchgear.

The original specifications called for the supply of three assemblies, each consisting of four cells and three load break switches. One cell and switch in each of the three assemblies was intended to serve as a connection to the electrical capacitors under Project No. 720 in 1994. The Electrical Capacitor Project has recently been reviewed and alternate means of capacitor connection at the Avenue C Substation will now be pursued. As a result, the switchgear equipment requirements for the Avenue C Substation have been reduced. Siemens Electric provided the lowest original bid and its price for the downsized switchgear requirements is \$116,400.00 (GST and PST not included). The equipment offered by Siemens is acceptable.

The Electrical Department's estimate for the switchgear assembly under Project No. 885-2 was \$130,000.00. The net cost to the City, considering GST rebate, is as follows:

| | |
|-------------------------|----------------------------|
| Switchgear | \$116,400.00 |
| PST (9%) | 10,476.00 |
| GST (7%) | <u>8,148.00</u> |
| Total Contract Amount | 135,024.00 |
| GST Rebate | <u>8,148.00</u> |
| Net Cost To City | <u>\$126,876.00</u> |

- RECOMMENDATION:**
- 1) that City Council accept the bid submitted by Siemens Electric Limited for the supply of three 14.4 kV switchgear assemblies for a total contract cost of \$135,024.00, FOB Saskatoon, GST and PST included; and,
 - 2) that the City Commissioner and the City Clerk be authorized to execute the contract documents, as prepared by the City Solicitor, under the Corporate Seal.

ADOPTED.

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Section B - Planning and Development

B1) Communications to Council

From: Ms. Marcella Krienke

2615 Melrose Avenue

Date: February 3, 1993

**Subject: Expressing concern re parking ticket received
at Cosmo Civic Centre and lack of parking
space at this location**

(File Nos: CC 5301-1 and 610-2)

Report of the General Manager, Leisure Services Department, March 9, 1993:

"In a February 3, 1993, letter to City Council, Ms. Marcella Krienke expressed her concern over a parking ticket that she received while attending her son's hockey game at the Cosmo Civic Centre. Ms. Krienke was issued a ticket as a result of parking her vehicle in a restricted area which is reserved for the facility's staff. (A copy of Ms. Krienke's letter is attached for City Council's information.) On February 15, 1993, City Council requested a report on the incident which is referred to in Ms. Krienke's letter.

Background

The Cosmo Civic Centre provides 176 parking stalls for the public on the east and west sides of the building. As well, 25 parking stalls for the staff are located along its east wall; signs are posted along this side of the building which clearly indicate that these parking stalls are reserved on a 24-hour basis for use by the facility's staff.

A laminated window-sticker has been issued for the vehicles of those staff of the various departments and agencies who provide programs or services to the Cosmo Civic Centre (including the Leisure Services Department, the Saskatoon Public Library, the Civic Buildings and Grounds Department, and Hollygon Enterprises). To ensure that the facility's customers are aware of the parking regulations, notices are posted throughout the facility, with the following information:

'Effective Friday, November 20, 1992, any unauthorized vehicles parking in designated private parking and handicapped parking stalls will be ticketed.'

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In addition, staff have been directed to utilize the following procedures whenever there is an unauthorized vehicle parked in the restricted stalls:

1. The license plate's number and the colour and model of the vehicle will be recorded.
2. The front-desk's staff will be provided with this information. They will then announce to the customers in the building (using the facility's intercom system) that there is an unauthorized vehicle parked in the restricted area.
3. If the vehicle is not moved after ten minutes, a commissionaire will be contacted by the front-desk's staff to issue a ticket.

Investigation of the Parking Ticket Issued to Ms. Krienke

With respect to the parking ticket which was issued to Ms. Krienke, the Leisure Services Department has determined that the procedures for ticketing vehicles were not properly followed. Although Ms. Krienke parked her vehicle in the restricted area, no public announcement was made to advise that her vehicle would be ticketed if it was not moved within a specified period of time.

Since the proper notification was not given, the Leisure Services Department is sympathetic to Ms. Krienke's position in this matter. Therefore, her parking ticket has been cancelled.

Availability of Parking for the Cosmo Civic Centre's Customers

As a result of this incident, the Leisure Services Department undertook an informal review of the public parking situation at the Cosmo Civic Centre. The facility's staff monitored the parking areas for a one-week period in February of 1993, between 7:15 p.m. and 9:00 p.m. These hours reflect, on average, the period when the facility incurs its highest usage. These observations reveal that the average occupancy rate of the public parking lots during the hours of the study was 49%:

| | Capacity (Number of Stalls) | Average Accumulation of Vehicles | Average Occupancy Rate |
|-------------------------|--|---|---------------------------------------|
| West Public Parking Lot | 22 | 6 | 27% |
| East Public Parking Lot | 154 | 80 | 52% |
| Total | 176 | 86 | 49% |

Although approximately 51% of the public parking stalls remained vacant, the staff noted that the stalls in the east parking lot, which are closest to the facility's main entrance, were occupied and that vacant stalls were located some distance away towards the end of this lot. It should also be noted

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that the design of the parking lot does not accommodate a passenger drop-off and pick-up area for customers who are using the facility.

Based on the staff's observations, adequate public parking space appears to be available at the Cosmo Civic Centre to accommodate its customers during peak-usage times. The Leisure Services Department is reviewing the staff's parking requirements on evenings and weekends. If all of the existing reserved stalls are not required at these times, some of those which are located closest to the main entrance will be made available for the public's use."

- RECOMMENDATION:**
- 1) that the information be received; and,
 - 2) that Ms. Krienke be provided with a copy of this report.

- IT WAS RESOLVED:*
- 1) *that the information be received;*
 - 2) *that Ms. Krienke be provided with a copy of this report; and*
 - 3) *that the matter of customer-friendly parking policies at civic facilities be addressed by the Planning and Development Committee.*

**B2) The Pest Control Act
Dutch Elm Disease Control Regulations
Appointment of Pest Control Officer for 1993
(File Nos. CC 4510-1 and 4200-1)**

Report of the General Manager, Civic Buildings and Grounds Department, March 15, 1993:

"Section 13 (1) of The Pest Control Act requires City Council to appoint, annually, a Pest Control Officer. The purpose of the Officer is to enforce the Act's Dutch Elm Disease Control Regulations.

Mr. Dave Domke, Supervisor of Arboriculture in the Civic Buildings and Grounds Department, has been selected to fulfil this requirement during 1993."

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- RECOMMENDATION:**
- 1) that Mr. Dave Domke of the Civic Buildings and Grounds Department be appointed as the City of Saskatoon's Pest Control Officer for 1993, in accordance with the provisions of The Pest Control Act; and,
 - 2) that the City Clerk notify the Minister of Agriculture and Food of this appointment in accordance with the requirements of Section 14 of The Pest Control Act.

ADOPTED.

**B3) Request for Encroachment Agreement
614 - 616 Broadway Avenue
Lot Part 11, all of 12; Block A2; Plan A955 (Q24)
(File No. CC 4090-2)**

Report of the City Planner, March 23, 1993:

"Mr. Walter J. Matkowski, on behalf of the owners, has requested to enter into an encroachment agreement with the City of Saskatoon for the above-noted property. As shown on the attached real property report, a part of the building encroaches onto the City's sidewalk along Broadway Avenue. The encroachment has likely existed since 1912, when the building was constructed.

The total area of the encroachment is approximately 1.31 square metres (14.1 square feet) and encroaches by a maximum of 0.13 metres (0.43 feet) onto the sidewalk. If the agreement is approved, the encroachment will be subject to the minimum annual charge of \$50."

- RECOMMENDATION:**
- 1) that City Council recognize the encroachment at 614 - 616 Broadway Avenue [Lot Part 11, all of 12; Block A2; Plan A955 (Q24)];
 - 2) that the City Solicitor be instructed to prepare the appropriate encroachment agreement, making provision to collect the applicable fees; and,

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- 3) that His Worship the Mayor and the City Clerk be authorized to execute the Agreement on behalf of the City under the Corporate Seal.

ADOPTED.

- B4) Demolition - Fire-Damaged Apartment
228 Avenue I South
Grover Holdings Ltd.
(File No. CC 530-2)**

DEALT WITH EARLIER. SEE PAGE NO. 12.

- B5) Land-Use Applications Received by the Planning Department
For the Period Between March 11 and March 22, 1993
(For Information Only)
(File Nos. CC 4355-1 and 4300-2)**

The City Planner has received the following applications which will be reviewed by various agencies and civic departments prior to being submitted to City Council for its consideration:

Discretionary Use

- Application D3/93
1123 Moss Avenue

| | |
|--------------------|---|
| Applicant: | Elim Lodge Inc. |
| Legal Description: | Parcel AA, Plan 75-S-01070 & Parcel BB, Plan 81-S-18446 |
| Current Zoning: | R.4 |
| Proposed Use: | Housing For The Elderly |
| Date Received: | March 18, 1993 |

Subdivision

- Application #8/93
Idylwyld Drive North (North of 60th Street)
(Refer to attached Map No. 1)

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Applicant: Clackson Real Estate Ltd. for Asphalt Services Ltd.
Legal Description: L. S. 4 & 5 - Sect. 21, Twp. 37, Rge. 5 - W.3rd
Current Zoning: A.G.
Date Received: March 11, 1993

Application #9/93
1123 Moss Avenue
(Refer to attached Map No. 2)

Applicant: Webster Surveys Ltd. for Elim Lodge Inc.
Legal Description: Parcel A, Plan 75-S-01070 and Parcel AA, Plan 81-S-18446
Current Zoning: R.4
Date Received: March 19, 1993

RECOMMENDATION: that the information be received.

ADOPTED.

**B6) Subdivision Application #7/93
1813 - 1st Avenue North
(File No. CC 4300-2-2)**

The following subdivision application has been submitted for approval:

Subdivision Application: #7/93
Applicant: Land Manager for the City of Saskatoon
Legal Description: Part of Lots 6, 7, 8 and 9, Block 220, Plan G826
Location: 1813 - 1st Avenue North

The March 17, 1993, report of the City Planner concerning this application is attached.

RECOMMENDATION: that Subdivision Application #7/93 be approved.

ADOPTED.

Section C - Finance

**C1) Investments
(File No. CC 1790-3)**

Report of the City Treasurer, March 16, 1993:

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"With the approval of the Investment Committee, the attached list indicates purchases and sales for the City's various funds."

RECOMMENDATION: that City Council approve the above purchases and sales.

ADOPTED.

**C2) Customer Service Initiatives
(File No. CC 371-3)**

Report of the City Treasurer, March 24, 1993:

"At its meeting held on February 15, 1993, City Council was advised of a number of customer service initiatives being introduced by the City Treasurer's Department.

One of the new programs identified was the Tax Instalment Payment Plan Service or (TIPPS). As outlined in the report, this program provides eligible property tax customers with an opportunity to pay their annual tax bills in equal monthly instalments rather than a single annual payment.

The cities of Calgary, Edmonton, Winnipeg, Kamloops, and Vancouver offer similar programs. Information received from Calgary indicates that its participation rate is approximately twenty- two per cent (22%). Both the residents and the City are very happy with the program.

The monthly payments under this program will not be eligible for prepayment discount, nor will there be penalty assessed on the monthly payments made after June 30. The method of payment will be by automatic withdrawal from an account with chequing privileges. This is consistent with the programs offered in other cities and will require an amendment to our bylaw.

We will be including a brochure with our annual tax bills advising customers of this new service. An application will then be mailed sometime in late fall, to eligible property tax customers identifying their monthly payment amount. The first payments under the new program will begin January 1, 1994."

RECOMMENDATION: that City Council endorse the concept of the Tax Instalment Payment Plan Service (TIPPS), including waiver of prepayment discounts and late payment penalties for program participants.

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ADOPTED.

Section D - Services

D1) Routine Reports Submitted to City Council

| <u>SUBJECT</u> | <u>FROM</u> | <u>TO</u> |
|---|----------------|----------------|
| Schedule of Accounts Paid \$7,010,817.29 (File No. CC 1530-2) | March 9, 1993 | March 16, 1993 |
| Schedule of Accounts Paid \$1,809,586.69 (File No. CC 1530-2) | March 16, 1993 | March 18, 1993 |
| Schedule of Accounts Paid \$4,492,229.88 (File No. CC 1530-2) | March 16, 1993 | March 23, 1993 |

RECOMMENDATION: that the information be received.

ADOPTED.

ADDENDUM TO REPORT NO. 8-1993 OF THE CITY COMMISSIONER

**A6) Saskatoon Transit
1993 Current Budget
(File No. CC 1705)**

Report of the Transit Manager, March 29, 1993:

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"The 1993 Preliminary Operating Budget for the Transit Department was based on a service level reduction equivalent to \$79,100 to meet the budget guidelines of zero mill rate impact. Following the budget review by City Council and a report to the Works and Utilities Committee outlining the proposed service cuts, a series of discussions between the Union and Management took place to explore various means by which service cuts could be avoided. These discussions covered a wide range of topics which could have the potential to reduce costs in a positive manner compared to the negative effects of service cuts.

Saskatoon Transit had planned to start the service to Briarwood this fall. A further review of the development in Briarwood indicates that the majority of new residences in Briarwood are within the 1500 foot walking distance to the nearest bus stop guideline. As a result, the introduction of bus service to Briarwood could be delayed another year, with an estimated cost saving of \$15,000 in 1993. A review of the actual material and supply accounts to date for 1993 indicates that expenditures could be further reduced by \$10,000, which brings the total cost reduction to \$25,000.

There is an agreement by both the Union and Management to form a partnership dedicated to examining other methods or procedures by which operating costs can be reduced by a further \$54,100 in 1993. If successful, the total cost reductions would be \$79,100 and would eliminate the necessity of removing service as previously recommended.

It was further agreed that the joint partnership would actively pursue means by which transit service can be promoted in a positive manner through customer service and involvement in activities which improve the system's image and promote transit usage, without increasing the present budget. These actions being taken are positive means to improve productivity and strengthen the patronage on Saskatoon Transit.

It is recommended that the 1993 Operating Budget for Saskatoon Transit remain as approved and that the service level not be adjusted at this time. There will be a further report presented to City Council through the Works and Utilities Committee, outlining the results achieved by the partnership, prior to the end of June."

- RECOMMENDATION:**
- 1) that the above report be received as information; and,
 - 2) that the matter be referred to the Works and Utilities Committee for a report on the success of the proposed cost reductions in Saskatoon Transit.

ADOPTED.

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- B7) Demolition - Grover Holdings Ltd.
228 Avenue I South
(File No. CC 530-2)**_____

DEALT WITH EARLIER. SEE PAGE NO. 14.

REPORT NO. 8-1993 OF THE PLANNING AND DEVELOPMENT COMMITTEE

Composition of Committee

Councillor G. Penner, Chair
Councillor K. Waygood
Councillor P. McCann

- 1. Decision - Development Appeals Board Hearing
201 Cree Place
(File No. CK. 4352-1)**_____

Attached is a copy of Record of Decision of the Development Appeals Board dated March 11, 1993, respecting the above appeal.

Council will note that the Board GRANTED the appeal.

Pursuant to Council policy in such matters, the Director of Planning and Development is to report to the Planning and Development Committee with recommendations.

Attached is a copy of a report of the Director of Planning and Development dated March 16, 1993, together with a report of the City Planner, dated March 16, 1993.

Your Committee has reviewed this matter and

RECOMMENDS: that the above decision of the Development Appeals Board not be appealed to the Planning Appeals Committee of the Saskatchewan Municipal Board.

ADOPTED.

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**2. Decision - Development Appeals Board Hearing
203 David Knight Crescent
(File No. CK. 4352-1)**

Attached is a copy of Record of Decision of the Development Appeals Board dated March 11, 1993, respecting the above appeal.

Council will note that the Board GRANTED the appeal.

Pursuant to Council policy in such matters, the Director of Planning and Development is to report to the Planning and Development Committee with recommendations.

Attached is a copy of a report of the Director of Planning and Development dated March 15, 1993, together with a report of the City Planner, dated March 15, 1993.

Your Committee has reviewed this matter and

RECOMMENDS: that the above decision of the Development Appeals Board not be appealed to the Planning Appeals Committee of the Saskatchewan Municipal Board.

ADOPTED.

**3. Decision - Development Appeals Board Hearing
322 Duchess Street
(File No. CK. 4352-1)**

Attached is a copy of Record of Decision of the Development Appeals Board dated March 11, 1993, respecting the above appeal.

Council will note that the Board GRANTED the appeal.

Pursuant to Council policy in such matters, the Director of Planning and Development is to report to the Planning and Development Committee with recommendations.

Attached is a copy of a report of the Director of Planning and Development dated March 16, 1993, together with a report of the City Planner, dated March 16, 1993.

Your Committee has reviewed this matter and

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RECOMMENDS: that the above decision of the Development Appeals Board not be appealed to the Planning Appeals Committee of the Saskatchewan Municipal Board.

ADOPTED.

**4. Leisure Services Department
Gordon Howe Campground
1992 Operations
(File No. CK. 4205-7-4)**

Report of the General Manager, Leisure Services Department, February 17, 1993:

"Introduction

For the past several years, the Leisure Services Department has been actively and regularly monitoring the attendance and financial position of the Gordon Howe Campground. In 1989, serviced-site rentals (excluding the tent and overflow areas) reached an all-time low of 6,549 rentals. However, these rentals in each of the past three years have exceeded the 1989 figure, thereby reversing the declining pattern which was being experienced at the Campground from 1985 to 1989. While attendance patterns at the Campground appear to be levelling off, the Leisure Services Department is concerned about the ability of the Campsite Reserve to provide a source of financing for the various improvements which have been identified for this facility.

The following report summarizes the 1992 operations of the Gordon Howe Campground, including its current financial position. The report also identifies the initiatives which are planned for the 1993 season to ensure that this facility continues to attract customers.

Background

The Gordon Howe Campground provides a camping opportunity, in an urban setting, for tourists and visitors to Saskatoon. Campers come to Saskatoon for a variety of reasons, including visiting with family and friends, attending special events (e.g. ball tournaments, festivals), shopping, visiting or utilizing medical facilities, attending summer school, and working on seasonal jobs.

In 1992, 19,525 people stayed at the Gordon Howe Campground. These visitors were

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attracted to this facility, in part, because of its convenient location, its beauty and mature setting, and its friendly staff. Many visitors report that the Gordon Howe Campground is one of the nicest camping facilities that they have used, not only in Canada but also in North America.

Although we receive many positive comments about the Campground, some complaints are also registered by our customers. The most common complaints pertain to the lack of on-site laundry facilities and sewage disposal for individual sites and the inadequacy of the electrical power for accommodating the larger and more modern recreation vehicles.

1992 Operating Results: Overview

Fees and Charges

The following fees and charges have been levied at the Gordon Howe Campground since April 16, 1992:

| | Current Rates (including G.S.T.) |
|-------------------------|---|
| Serviced-site Rentals | |
| Daily | \$15.00 |
| Weekly | \$89.00 |
| Monthly | \$350.00 |
| Unserviced-Site Rentals | |
| Tent | \$8.00/day |
| Overflow | \$8.00/day |
| Sewage Dumping | \$3.00 |

The Leisure Services Department is not proposing a rate increase for the 1993 season. The current rates exceed those which are charged at the Provincial Government's campgrounds,

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but they are in line with the local market. In light of the current economic conditions, the Department feels that a rate increase could be a deterrent in attracting visitors to the Campground.

Attendance

As has already been noted, attendance at the Gordon Howe Campground appears to have stabilized since 1989. The following table summarizes attendance figures over the past five years:

| | 1987 | 1988 | 1989 | 1990 | 1991 | 1992 |
|---|--------------|--------------|--------------|--------------|--------------|--------------|
| Serviced-site Rentals | | | | | | |
| Daily | 9,972 | 8,654 | 6,549 | 7,425 | 5,184 | 5,192 |
| Weekly * | - | - | - | - | 1,197 | 1,162 |
| Monthly ** | - | - | - | - | 600 | 390 |
| TOTAL | 9,972 | 8,654 | 6,549 | 7,425 | 6,981 | 6,744 |
| * The weekly attendance figures are calculated by multiplying the number of weekly bookings (166) x 7 days = 1,162 (for 1992). ** The monthly attendance figures are calculated by multiplying the number of monthly bookings (13) x 30 days = 390 (for 1992). | | | | | | |

In 1992, the Campground's daily rentals increased slightly (0.15%) over the previous season. There was a small decline (3.0%) in weekly attendance and a larger drop (35%) in monthly visitations from the 1991 season. Overall, the Campground experienced a decrease of 3.4% in serviced-site rentals (excluding tent and overflow rentals) from the previous year.

It is important to note that the 35% drop in monthly rentals is due to two long-term campers who stayed a total of seven months in 1991 and did not return in 1992. This represents a total of 210 camper-days.

Over 19,500 visitors from across Canada, the United States, and Europe stayed at the Gordon Howe Campground in 1992. As is shown in the following table, most of our customers come from within Saskatchewan:

| 1992 Distribution of Visitors by Location | |
|---|--------------------------|
| Departure Points | Percentage of Attendance |
| Saskatchewan | 45 |
| Alberta | 16 |

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| | |
|--------------------|------------|
| British Columbia | 15 |
| Manitoba | 7 |
| Ontario | 4 |
| Quebec | 3 |
| Nova Scotia | 1 |
| United States | 5 |
| European Countries | 4 |
| Total | 100 |

Although it is difficult to measure the impact of weather conditions on the attendance, the colder weather which was experienced in July of 1992 was the most significant reason why the Campground did not attain its projected attendance for 1992:

| Attendance for July, 1991 and 1992 | | |
|------------------------------------|-------|------------|
| | July | % Variance |
| 1991 | 2,922 | |
| 1992 | 2,278 | -22.0 |

To account for the varying weather conditions which are experienced from year to year, the 1993 revenue projection in this year's operating budget is based on a two-year (1991 and 1992) average of attendance.

Marketing Initiatives

The Leisure Services Department believes that the marketing initiatives which were undertaken during the past few years have had a positive effect on attracting campers to the Gordon Howe Campground and have contributed significantly towards stabilizing this facility's attendance patterns over the past three years. The City has also been attempting to attract more customers by introducing different pricing strategies.

In 1991, weekly and monthly rates were introduced to attract more campers and to

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encourage them to stay for longer periods. 1992 was the second year of having weekly and monthly rates; although the rentals for these rate-categories were down from the 1991 season, they nevertheless represent a significant number of rental-days (1,552 days in 1992). By encouraging campers to remain longer in Saskatoon, the local economy benefits because of the additional goods and services which are purchased by our campers.

The Leisure Services Department believes that continued promotion of the Gordon Howe Campground is vital in attaining a healthy growth in its usage and revenues. In this regard, the following marketing initiatives are planned for 1993:

- The network for distributing the Campground's brochure will be expanded.
- The facility's advertising will continue to focus on the Saskatchewan market which accounts for 45% of the Campground's customers.

- The weekly and monthly rates will be continued in order to encourage longer stays at the Campground.
- The Department will continue to work with the local tourism industry to promote Saskatoon as a vacation destination-point.
- The Department will continue to explore ways of improving directional signage to the Campground within the city's limits.
- Our affiliation with the "Good Sam" Camping Association (an organization that is similar to an automobile club) will promote our Campground to the Association's 200,000 members in Canada and the United States.

Operating Expenses

The Gordon Howe Campground's 1992 operating revenues were estimated at \$107,900. The actual year-end revenues were \$96,300. In response to lower-than-expected revenues, the facility's operating costs were held below the approved estimates. Nevertheless, it was necessary to finance an operating deficit of only \$1,800 from the Campsite Reserve. (The 1992 approved Operating Budget anticipated an operating surplus of \$1,100.) Therefore, through expenditure reductions, the Administration was able to keep the budgetary impact of the revenue shortfall to \$2,900.

The following table summarizes the operating revenues and expenditures for the Gordon Howe Campground and the facility's provisions to the Campsite Reserve:

| | 1991 Actual | 1992 Budget | 1992 Actual | 1993 Estimate |
|-------------|-------------|-------------|-------------|---------------|
| Revenue | \$92,400 | \$107,900 | \$96,300 | \$97,900 |
| Expenditure | \$113,100 | \$106,800 | \$98,100 | \$107,800 |

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| | | | | |
|----------------------------|------------|----------|-----------|-----------|
| Transfer to (from) Reserve | (\$20,700) | \$1,100 | (\$1,800) | (\$9,900) |
| Reserve Balance | \$69,700 | \$70,800 | \$67,900 | \$58,000 |

The Leisure Services Department is concerned about the current financial position of the Campsite Reserve (\$67,900) and about its ability to provide a source of financing for future improvements. However, because our attendance levels have not been declining, the Department is optimistic that the Campground will continue to operate with a balanced budget in the future. Although the facility's 1993 estimate anticipates an operating shortfall of \$9,900, it is anticipated that this deficit can be reduced through planned cost-saving measures that will be introduced in 1993 and 1994. The following are some of the areas where the Department is attempting to realize savings:

- Casual staff will be rescheduled during the non-prime months (April, May, and September) to provide more efficient coverage.
- The frequency of watering grass will be reduced in the non-prime areas (e.g. overflow area).
- In 1994, the facility's roadway signage program will be completed, thereby reducing its operating expenditures.

Additional increases to the rates will continue to be considered in relation to the future market conditions and will be recommended, whenever possible, to offset the facility's operating costs.

Future Improvements

Although the Gordon Howe Campground is attractive to campers because of its location, setting, and services, a number of improvements will be required in the future to ensure that this facility is able to meet the needs of its current and potential customers. These improvements are necessary to attract a wider range of customers and to accommodate the larger and more modern recreational vehicles (e.g. upgrading the electrical system, providing sewage disposal for individual sites and laundry facilities, and improving the playground equipment). Some of these projects may require alternate sources of funding, beyond what might be available from the Campsite Reserve.

With respect to the provision of laundry facilities, the Leisure Services Department has received a proposal from a local business to provide coin-operated washers and dryers at the facility and at no cost to the City. Based on our customers' requests for such facilities, the Department has placed a high priority on the provision of this amenity at the Campground. Therefore, the Department will be placing an advertisement in The Saskatoon StarPhoenix which requests expressions of interest for the provision of coin-operated laundry facilities at

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the Gordon Howe Campground. The Department feels that a laundry service would not only provide a valued service to our customers at the Campground, but would also attract more campers to the facility, thus generating additional revenue.

Summary

The Gordon Howe Campground's attendance patterns appear to have stabilized over the past three seasons (after experiencing declines in the immediately preceding years). While a small deficit was experienced in 1992 and is budgeted for 1993, the Leisure Services Department is confident that a balanced budget can be attainable within the next two years. However, the current position of the Campsite Reserve is not sufficient to fund all of the improvements which could have revenue-generating potential for this facility. Alternate sources of funding may have to be considered in order to complete some of these projects. Further reports and budgetary proposals will be brought forward to City Council as the various financial options are considered."

Your Committee has reviewed this matter and

RECOMMENDS: that the information be received.

ADOPTED.

**5. 1993 Capital Budget
Project 1051: Environmental Industrial Park
(File No. CK.270-14)**

Report of the Director of Planning and Development, March 8, 1993:

"The approved 1993 Capital Budget includes a \$50,000 provision for addressing various issues pertaining to the designation and development of a single industrial area for chemical-storage facilities that conform with provincial and national regulations, including new regulations which will be enforced in early 1994. At the time when City Council reviewed this project, the attached December 8, 1992, report was considered. (The report was initially submitted to the Planning and Development Committee and then forwarded to City Council for consideration during the review sessions for the preliminary Capital Budget document.)

At the time when the attached report was considered, the City's Administration had not fully established the scope of this capital project. In particular, the Administration was aware

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that this matter was also being considered by the Economic Development Authority, specifically the economic-development potential of expanding the concept from addressing the implications for existing businesses in Saskatoon to encouraging firms from other locations to relocate and to centralize their chemical-storage facilities in our city. To date, the Economic Development Authority has not provided City Council with its comments on this matter.

In the meantime, the City's Administration has given further consideration to this project and has concluded that our review of the issues pertaining to designating an area and to identifying the land-use requirements for an environmental industrial park should be developed within the context of a review of the City's entire industrial land-use policies and zoning requirements. This review would examine the environmental industrial park as one of several industrial land-uses (ranging from business parks to light and heavy industrial areas).

The Planning Department is committed to undertaking a major review of the City's Zoning Bylaw. (A project has been identified in the Capital Budget to finance certain studies pertaining to this review. However, funding has not been approved to proceed with this work in 1993.) In light of the urgent need (because of the Provincial Government's regulatory changes) to review the City's industrial land-use policies and regulations, the City's Administration would like to expand the scope of Project 1051, within the associated approved funding, to encompass a broader range of land-uses than just the environmental industrial park. To accomplish this, the City Administration is requesting a new title for Project 1051 (i.e. Review of Municipal Land-Use Policies), with the initial priority being placed on undertaking such studies and collecting such information as will assist the Planning Department to prepare recommendations that pertain to updating and rationalizing the City's regulations over industrial land-uses.

The review of the Zoning Bylaw has been identified as a corporate priority for 1993 within the economic-development component of the City's strategic plan. During the recent meetings on the City's 1993 Operating Budget, the City's Administration informally advised the Saskatoon Chamber of Commerce and the North Saskatoon Business Association of the Planning Department's interest in commencing the review of this Bylaw during the current fiscal year. Both of these organizations expressed a desire to participate in the consultation phases of this process.

In addition, the Planning and Development Committee has already participated in the review of those portions of the Zoning Bylaw which pertain to home occupations. The City's Administration is discussing, with the Saskatoon Home-based Business Association and others, possible amendments to the current regulations which, in turn, will be incorporated into the overall review of this Bylaw."

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- RECOMMENDATION:**
- 1) that the scope of Project 1051 (Environmental Industrial Park) in the approved 1993 Capital Budget be expanded to allow the funds to be used more generally to finance studies and to acquire data for updating and rationalizing the City's existing land-use policies and regulations (as outlined in the City's Development Plan and Zoning Bylaw);
 - 2) that the first priority for the revised and renamed Project 1051 (Review of Municipal Land-Use Policies) be to provide City Council with an evaluation and recommendations on the City's current land-use requirements, as they apply to all industrial uses (including the proposed environmental industrial park);
 - 3) that the Economic Development Authority, the Saskatoon Chamber of Commerce, the North Saskatoon Business Association and the Environmental Advisory Council be advised that the Planning Department is undertaking a more broadly-based study of the City's industrial land-uses and that these organizations be invited to identify for the Planning Department and/or City Council any specific concerns which they would like to have addressed as part of this review; and
 - 4) that a copy of this report be forwarded to the Municipal Planning Commission and to the Technical Planning Commission for their information.

ADOPTED.

6. **Proposed Amendments to Existing Policy
City of Saskatoon Policy C03-003
(Reserve for Future Expenditures)**
 - **Parking Reserve**
 - **Streetscape Reserve****(Files CK. 1815-1 and 6220-3-0)**

Report of the Director of Planning and Development, March 16, 1993:

"On December 7, 1992, City Council approved a new strategy for funding various

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streetscape projects within the three existing business improvement districts and the operating and capital budgets of the Urban Design Committee. This approval included revisions to the revenue-sharing allocation of parking revenues to the Parking Reserve (9%), to the Streetscape Reserve (43%), to operating grants for the three business improvement districts (3%), and to the City's general revenues (45%).

The final component for implementing the new funding strategy involves amending City of Saskatoon Policy C03-003 (Reserve for Future Expenditures) to update the requirements for the Parking Reserve Fund and to incorporate the requirements for the Streetscape Reserve. The following report provides the general guidelines for each reserve which, if approved by City Council, will amend the existing Policy.

Parking Reserve

Attached is an excerpt of the existing Policy which pertains to this Reserve. The revisions should include the following:

- Source of Funding: In accordance with City Council's December 7, 1992, resolution, the annual provision to the Parking Reserve will be 9% of the actual revenues, net of the G.S.T., that are generated by the City from the following:
 - parking meters,
 - parking permits,
 - convention permits,
 - hooding of meters,
 - leasing of billboards in the City's parking-lots, and
 - fees from taxi stands.

- Application of Funds: Direct expenditures from the Parking Reserve can be made for the following:
 - purchasing land for new parking facilities,
 - constructing new parking facilities,
 - upgrading existing privately- or City-owned parking facilities to the extent that such measures are aimed at increasing the utilization of these facilities (e.g. identification signs) and do not include normal or major maintenance work at the privately-owned facilities,
 - purchasing parking meters for new installations, and
 - purchasing parts for parking meters for major time-limit or rate changes.

This Reserve will not fund the costs of routine maintenance or operations for the parking facilities or their associated equipment.

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- Administration: The Engineering Department is responsible for administering the Parking Reserve. This Department shall submit recommendations to City Council on withdrawals from the Reserve for eligible projects through the annual budgeting process. Post-budget requests must be submitted to City Council, through the Works and Utilities Committee, for approval.

Streetscape Reserve

The Streetscape Reserve has not been incorporated into City of Saskatoon Policy C03-003. The following requirements are being proposed in order to amend the Policy to include this Reserve:

- Source of Funding: In accordance with City Council's December 7, 1992, resolution, the annual provision to the Streetscape Reserve will be 43% of the actual revenues, net of the G.S.T., that are generated by the City from the following:
 - parking meters,
 - parking permits,
 - convention permits,
 - hooding of meters,
 - leasing of billboards in the City's parking-lots, and
 - fees from taxi stands.
- Application of Funds: Direct expenditures from the Streetscape Reserve can be made for the following:
 - major and minor streetscaping projects,
 - installing street furniture,
 - facade restoration programs,
 - flower-pot programs,
 - heritage-awareness programs,
 - streetscape maintenance programs,
 - parking-lot screening,
 - tree-planting programs,
 - the annual operating costs of the Urban Design Committee,
 - design work for projects sponsored by the Urban Design Committee, and
 - miscellaneous improvement projects sponsored by the Urban Design Committee.

The funding from this Reserve can only be applied to projects and programs which are undertaken within the geographical boundaries of the Downtown, Broadway,

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and Riversdale Business Improvement Districts. The Reserve will not fund the costs of routine maintenance or infrastructure-replacement programs.

- Administration: The Urban Design Committee is responsible for administering the Streetscape Reserve. The Committee shall submit recommendations to City Council on withdrawals from the Reserve for eligible projects and programs through the annual budgeting process. Post-budget requests must be submitted to City Council, through the Planning and Development Committee, for approval.

Conclusion

The Treasurer's and Comptroller's Departments have reviewed and agree with the recommendations in this report. On January 21, 1993, the Urban Design Committee adopted these recommendations and resolved that they should be forwarded to the Planning and Development Committee and City Council for approval."

Your Committee has considered this matter and

- RECOMMENDS:**
- 1) that the requirements for the Parking Reserve and for the Streetscape Reserve which have been outlined in this report be approved; and
 - 2) that the Administration be authorized to make the appropriate changes to City of Saskatoon Policy C03-003 (Reserve for Future Expenditures) which will incorporate these requirements into this Policy.

ADOPTED.

**7. Childcare at Leisure Facilities
(File No. CK. 610-1)**

City Council, at its meeting held on January 18, 1993, considered Clause 5, Report No. 2-1993 of the Planning and Development Committee, copy attached, and resolved that the matter be referred back to the Planning and Development Committee to consider alternate service delivery opportunities for childcare and report back to Council.

Your Committee has reviewed this matter and is of the opinion that the pricing strategy is still appropriate. Discussions have been held with the City Solicitor and the Director of Personnel, and

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in light of the fact that these services are already being provided by civic staff, your Committee is not recommending any changes to the delivery system at this time.

The Administration has confirmed that if the recommendations contained in Clause 5, Report No. 2-1993 of the Planning and Development Committee are adopted at this meeting, the pricing strategy can still be implemented on April 1, 1993.

RECOMMENDATION: that City Council consider the following recommendation, as contained in Clause 5, Report No. 2-1993 of the Planning and Development Committee:

- 1) that the financial objective for childcare be set to recover 75% of the total cost of providing the service;
- 2) that the rate structure for childcare be as follows:
 - a) the adult general admission rate for drop-in programs will be the base rate upon which the childcare fee for the first child of a family will be set; and
 - b) that the rate for each additional child of a family will be 60% of the base rate; and
- 3) that bulk tickets which provide patrons with a 20% volume discount (off the regular general admission rates) when purchased in multiples of ten be approved for childcare use.

ADOPTED.

- 8. Communications to Council**
From: Milton Derry
218 Flavelle Crescent
Date: December 21, 1992

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**Subject: Expressing concerns of residents of Dundonald
 with respect to delay in construction and
 operation of a spray feature for Dundonald Park
(Files CK. 613-1 and 4205-1)**

Report of the Director of Planning and Development, February 27, 1993:

"On December 2, 1991, City Council considered the attached report on the status of the construction of paddling pools in Saskatoon's neighbourhood parks following its April 15, 1991, decision to remove the moratorium on the construction of these facilities. The moratorium had originally been imposed by City Council in order for the City to consider the implications of the Provincial Government's new water-quality regulations on the operation of its existing and future paddling, spray, and other neighbourhood-oriented water-features.

The 1991 report was considered by City Council as part of the finalization of the 1992 Capital Budget. Subsequently, because it was a public document, the affected community associations used this document as a means of determining when they could expect the water-features for their parks to be constructed. However, the document clearly explains that all of the decisions with respect to the timing of the construction of these facilities will depend on the availability of the appropriate budgetary resources. In some cases (i.e. those for which prepaid-services funds have not been collected), a source of funding will have to be approved through the capital-budgeting process. In all cases (i.e. water-features which are financed from both prepaid-services and non-prepaid-services funds), there will be subsequent operating implications which will have to be recognized through the operating-budgeting process.

With this background information, the following February 27, 1993, report has been prepared by the General Manager of the Leisure Services Department to respond to the above-noted correspondence concerning the timing of the construction of the proposed spray pool for Dundonald Park. The report also provides an update on the timing of the construction of these water-features in other parks, as a result of City Council's decisions for both the 1992 and 1993 Capital Budgets:

Background

In the attached report which was considered by City Council on December 2, 1991, the Leisure Services Department proposed that new neighbourhood outdoor water-features (where the construction is being funded totally by the Parks and Recreation

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Prepaid Services Levy) should be developed in the same order in which the neighbourhoods were developed and in which a permanent neighbourhood playground program was established. Consequently, in the prepaid-services portion of the 1992 Capital Budget, the Leisure Services Department identified the development of new water-features for various neighbourhoods in accordance with the following timing:

| | |
|--------------------|------|
| Confederation | 1992 |
| Silverwood Heights | 1992 |
| Parkridge | 1992 |
| Dundonald | 1992 |
| Forest Grove | 1993 |
| Lakeridge | 1993 |
| Erindale North | 1993 |
| Silverspring | 1994 |

Current Situation

Following City Council's approval of the 1992 Capital Budget, the Administration initiated the process for the design and construction in 1992 of outdoor water-features for the Confederation Park, Silverwood Heights, Parkridge, and Dundonald Neighbourhoods. The process also commenced on the design, for construction in 1993, of water-features for the Forest Grove, Lakeridge, and Erindale Neighbourhoods.

The design process for these outdoor water-features provides for the participation of each neighbourhood's residents, through their respective community associations. This involves identifying, for each neighbourhood, the residents' preferred types of water-play which will be accommodated in the design of their water-feature and which will determine whether the feature will be a paddling or spray pool or (within the available funding) some other type of water-facility.

The following public meetings were conducted in 1992 as part of the design process for each of the neighbourhoods which have been given the earliest priority for the construction of an outdoor water-feature:

| | |
|--------------------|---|
| Confederation Park | March 19, 1992 (selected a paddling pool) |
| Silverwood | March 24, 1992 (selected a paddling pool) |
| Parkridge | March 26, 1992 (selected a spray pool) |
| Dundonald | April 6, 1992 (selected a spray pool) |
| Forest Grove | September 8, 1992 (selected a spray pool) |
| Erindale North | October 6, 1992 (selected a spray pool) |

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| | |
|--------------|---|
| Lakeridge | May 28, 1992 (selected a spray pool) |
| Silverspring | April 29, 1992 as part of the public input into the design of its neighbourhood park (selected a paddling pool) |

Following these consultations with the neighbourhoods, preliminary conceptual designs were completed and presented, for approval, to the executives of the Confederation Park (on October 9, 1992), to the Silverwood Heights (on April 28, 1992), and to the Dundonald (on October 5, 1992) Community Associations. The contracts for constructing the paddling pools for the Confederation Park and the Silverwood Heights Neighbourhoods were awarded by City Council on December 7, 1992 and on January 18, 1993, respectively. Accordingly, construction began on Confederation Park's paddling pool in November of 1992 and will be completed in the spring of 1993; the construction of the Silverwood Heights Neighbourhood's paddling pool is scheduled to begin in the spring of 1993. Both of these outdoor water-features will be operational in the summer of 1993, assuming that City Council approves the operating provisions (totalling \$18,100) which have been included in the preliminary 1993 Operating Budget.

During the preparation of preliminary designs for the desired spray pools for the Parkridge and the Dundonald Neighbourhoods, the Civic Buildings and Grounds Department was faced with taking into account certain new building-code requirements. The Department undertook research on similar spray pools in other cities before proceeding with finalizing the design of the facilities for these two neighbourhoods. As a result, the City was unable to tender these projects prior to the end of the 1992 construction season.

Revised Schedule for the Construction and Operation of Various Water Features

In December of 1992, the final design and construction of the water-features for the Parkridge and the Dundonald Neighbourhoods were further deferred until the fall of 1993 (for operation in 1994). This deferral was due to the estimated operating-budget impact of the new water-features (estimated at \$9,000 for each pool) which was contemplated in the attached December 2, 1992, report.

The 1993 operating budget impact of introducing two new pools in the Parkridge and Dundonald Neighbourhoods, as well as the two others (in the Confederation Park and the Silverwood Heights Neighbourhoods) for which the construction contracts have already been awarded, would not have allowed the Planning and Development Division to meet its 1993 preliminary operating-budget guidelines. Also, the original proposal for water-features would have added to a significant budgetary pressure which already faces the City's 1994 operating expenditures from

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the development of Silverspring Neighbourhood Park and the upgrading of Wildwood and Kistikan Parks.

Rather than cancelling the four pools, the Division's administration decided (and the Board of Administration agreed) that the 1993 Operating Budget should attempt to absorb, at least, the operating impact of two water-features and that, in the future, a operating-budget program of bringing on two additional neighbourhood water-features per year should be attempted, until the schedule of the proposed facilities has been addressed. Therefore, subject to the operating funds being approved in each year by City Council, the following schedule for the design and construction of new prepaid-funded water-features has now been proposed:

| | |
|----------------|--|
| Confederation | Construction in 1993 (spring), operational in 1993 |
| Silverwood | Construction in 1993 (spring), operational in 1993 |
| Parkridge | Construction in 1993 (fall), operational 1994 |
| Dundonald | Construction in 1993 (fall), operational 1994 |
| Forest Grove | Construction in 1994, operational 1995 |
| Lakeridge | Construction in 1994, operational 1995 |
| Erindale North | Construction in 1995, operational 1996 |
| Silverspring | Not until the school and the neighbourhood park have been built. |

Dundonald Community Association Inquiry to City Council

In December of 1992, all of the communities that are affected by the deferral were notified by the Leisure Services Department of the rescheduling of the development of neighbourhood water-features. In particular, the Dundonald and Parkridge Community Associations were informed of the delay in constructing their water-features from the spring of 1993 to the fall of 1993, with their operation commencing in 1994.

As a consequence, the Dundonald Community Association advised City Council, in a December 21, 1992, letter, about its concern over the delay. The Association also suggested that if the feature is further delayed, it wanted to consider redirecting the prepaid-services funding which was collected for the water-feature to some other type of park-enhancement project. With respect to the latter suggestion, the Department has discussed this matter with the Association on previous occasions. The following is a summary of these discussions:

March 2, 1992: The area recreation consultant met with an ad hoc committee of the Dundonald Community Association to clarify various

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issues and to answer questions about the Parks and Recreation Prepaid Services Levy and about whether these funds could be redirected to other park amenities or development within the Neighbourhood.

April 6, 1992: A public meeting was held for the residents of the Dundonald Neighbourhood to obtain their input and direction on how they wish to use the prepaid-services funding that has been collected for their water-feature. The programming preferences which were stated at the meeting supported the construction of an outdoor water-feature. At that time, the members of the Dundonald Community Association passed a motion to support the building of a spray pool in Dundonald Park.

October 5, 1992: The executive of the Dundonald Community Association considered a preliminary conceptual design for the proposed spray pool which had been prepared by the Civic Buildings and Grounds Department. The executive adopted a motion to accept these drawings.

Another public meeting was scheduled for December 7, 1992, in order to confirm, with the community's residents, a more detailed design of the spray pool prior to going to tender. While this step is not part of the regular public-input process, the Leisure Services Department felt that it would be appropriate in this case in order to ensure that the residents' programming preferences had been addressed. Subsequently, this meeting was postponed due to the delay in the construction of the spray pool; the meeting will be rescheduled for a day which is closer to the tendering date.

In the opinion of the Leisure Services Department, the Dundonald Community Association and its residents have had an opportunity to discuss the issue of redirecting prepaid-services funds to other park-programming components. Based on these discussions, the Department concluded that a spray pool was desired by the residents of the Dundonald Neighbourhood and as a result, the funds have been allocated to prepare preliminary drawings and have been set aside for the construction, later in 1993, of this facility."

Attached is a copy of Milton Derry's letter referred to above.

Additionally, City Council has previously referred the following communications (copies attached)

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to the Planning and Development Committee for consideration:

- 1) Letter dated February 26, 1993 from Tim P. Archer, President, Erindale Community Association, commenting regarding proposed deferral of the building of a paddling/spray pool facility in Erindale;
- 2) Letter dated February 23, 1993 from Scott Roy, President, Sutherland-Forest Grove Community Association, submitting comments regarding postponement until 1995 of the construction of the water feature planned for Les Kerr Park;
- 3) Letter dated February 24, 1993 from Carmen Klatt, Vice-President, Sutherland/Forest Grove Community Association, submitting comments regarding cancellation of pool construction in Les Kerr Park; and
- 4) Letter dated March 4, 1993 from Lynda J. Smallwood, 668 Reid Road, commenting regarding paddling pool situation in Sutherland-Forest Grove area.

- RECOMMENDATION:**
- 1) that, subject to the provision of funding through the budgeting process, the construction of neighbourhood outdoor water-features, which will be fully funded by the Parks and Recreation Prepaid Services Levy, be scheduled on the basis of two such facilities being constructed in each year; and
 - 2) that a copy of this report be sent to all of the community associations which have been identified in this report.

Pursuant to earlier resolution Item A.23 of Communications was brought forward and considered.

Mr. Milton Derry gave a slide presentation comparing the present state of Dundonald Park and Crocus Park. He expressed concern with respect to the delay in the construction of the water feature in Dundonald Park and indicated the necessity for a long term plan for park development.

- IT WAS RESOLVED:*
- 1) *that, subject to the provision of funding through the budgeting process, the construction of neighbourhood outdoor water-features, which will be fully funded by the Parks and Recreation Prepaid Services Levy, be scheduled on the basis of two such facilities being constructed in each year;*
 - 2) *that a copy of this report be sent to all of the community associations which have been identified*

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in this report; and

- 3) *that the matter of the overall park development in the City be referred back to the Planning and Development Committee for a further report.*

**9. Membership - Social Housing Advisory Committee
(File No. CK. 225-41)**

Report of the Chair, Social Housing Advisory Committee, March 16, 1993:

"At its meeting held on October 26, 1992, City Council endorsed Clause 6, Report No. 24-1992, of the Planning and Development Committee.

By option of the report, an additional place on the Social Housing Advisory Committee has been provided for a representative of an interested group.

At its meeting, held on March 10, 1993, the Social Housing Advisory Committee passed the following resolution:

"That the Social Housing Advisory Committee recommend that a representative of the Y.W.C.A. be invited to serve on the Social Housing Advisory Committee for a 2-year term."

Attached is a copy of Clause 6, Report No. 24-1992 of the Planning and Development Committee referred to above.

RECOMMENDATION: that a representative of the Y.W.C.A. be invited to serve on the Social Housing Advisory Committee for a two-year term.

ADOPTED.

**10. Rezoning - Brunskill Neighbourhood
West Side of Cumberland Avenue
from 406 Cumberland Avenue to 14th Street
R.2 to R(Con) District - Bylaw No. 7316
(File No. CK. 4351-1)**

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Report of the City Planner, March 17, 1993:

"Background

On July 2, 1991, City Council passed Bylaw No. 7212 which brought into effect a set of land-use policies for the Brunskill Neighbourhood¹ which arose from the 1990 review of the Core Neighbourhood Study. Shortly thereafter, on October 26, 1992, City Council held a public hearing to consider Bylaw No. 7316, which was intended to rezone the west-side of Cumberland Avenue from 406 Cumberland Avenue to 14th Street in a manner which is consistent with the review of the Core Neighbourhood Study. (See the attached map.)

During the public hearing, City Council received a petition from the residents in the surrounding area who objected to the proposed rezoning. The petitioners cited an increase in the number of revenue-dwellings within, and a loss of the existing character of, their Neighbourhood. City Council defeated a motion to give first reading to Bylaw No. 7316 and referred the matter of the zoning along Cumberland Avenue to the Planning and Development Committee for further review.

During its January 25, 1993, meeting, the Planning and Development Committee considered a report from the Planning Department on this matter and resolved:

- 1) that the matter be referred to the Administration to arrange a meeting with the affected residents of the Brunskill Neighbourhood;
- 2) that members of the Planning and Development Committee be advised of the meeting date and time; and
- 3) that the Administration provide a further report to the Planning and Development Committee following the above-noted meeting with residents of Brunskill.'

On March 2, 1993, the Planning Department met, at the library at Brunskill School, with property-owners along Bottomley and Cumberland Avenues. The Department had notified 78 property-owners about the meeting. Thirty owners attended the meeting (which was held in conjunction with a regular meeting of the Varsity View Community Association).

¹ In 1991, the Planning Department revised the neighbourhood boundaries for Saskatoon in preparation for the 1991 Census. As a result, the Brunskill and Albert Neighbourhoods were amalgamated into what is presently known as the Varsity View Neighbourhood. Since this report is a consequence of the 1990 Core Neighbourhood Study Review, the analysis continues to refer to the Brunskill area, rather than the broader Varsity View area.

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A brief background and explanation of the 1990 review of the Core Neighbourhood Study was presented, as well as a description of the Zoning Bylaw and the effects of the proposed rezoning. The residents were then provided with the opportunity to comment on the proposed changes.

There was strong opposition to any changes in zoning which would legally allow property-owners to increase the land-use density along Cumberland Avenue. The residents accepted the fact that many properties contain suites. However, they did not want the legal limit to reach as high as four units for each site. Several property-owners mentioned that the character of their Neighbourhood would be threatened if the City took any action which supported an increase in the density anywhere within the Brunskill area.

Parking is a major concern for the residents along Bottomley Avenue, but only to the extent that some property-owners along Cumberland Avenue may be operating illegal parking-stations in their back yards. One resident pointed out that up to 11 cars were being parked in one yard.

The residents are aware of the higher density in their area and accept this as a 'fact of life' for their Neighbourhood. However, they are upset by blatant violations of the Zoning Bylaw. The R.2 zoning is satisfactory, if the provisions are enforced. For example, parking-stations are not allowed in the R.2 Zoning District and the residents believe that an effort should be made to enforce this provision. (The Planning Department enforces the Zoning Bylaw on a complaint-basis only, due to the limited resources available within the Department for enforcement action.)

The Planning Department is prepared to accept the opinion of the property-owners in the Brunskill area regarding the matter of conversions along Cumberland Avenue. Therefore, the Department is recommending that the rezoning of Cumberland Avenue should not be pursued any further at this time. As a consequence, the policies contained in the 1990 review of the Core Neighbourhood Study are at variance with the existing zoning. The policy of allowing the conversion of dwelling-units along Cumberland Avenue should be removed in order to confirm that the City will legally allow only one- and two-unit dwellings in this area now and into the future."

Your Committee has reviewed this matter and

RECOMMENDS: 1) that the advertising with respect to the proposal to amend Appendix 03 of the City of Saskatoon Development Plan, between 406 Cumberland Avenue North to 14th Street, from the Low Density

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-- Conversions Policy District to the Low Density -- No Conversions Policy District be approved;

- 2) that the City Planner be requested to prepare the required notice for advertising the proposed amendment;
- 3) that the City Solicitor be requested to prepare the required bylaw;
- 4) that at the time of the public hearing, City Council consider the Planning and Development Committee's recommendation that the Development Plan amendment be approved; and
- 5) that at the time of the public hearing, City Council receive a report and recommendation from the Municipal Planning Commission.

Pursuant to earlier resolution, Item A.22 of Communications was brought forward and considered.

- IT WAS RESOLVED:*
- 1) *that the advertising with respect to the proposal to amend Appendix 03 of the City of Saskatoon Development Plan, between 406 Cumberland Avenue North to 14th Street, from the Low Density -- Conversions Policy District to the Low Density -- No Conversions Policy District be approved;*
 - 2) *that the City Planner be requested to prepare the required notice for advertising the proposed amendment;*
 - 3) *that the City Solicitor be requested to prepare the required bylaw;*
 - 4) *that at the time of the public hearing, City Council consider the Planning and Development Committee's recommendation that the Development Plan amendment be approved; and*
 - 5) *that at the time of the public hearing, City Council receive a report and recommendation from the Municipal Planning Commission.*

**11. Youth Sports Subsidy Program
1993-94 Subsidies
Saskatoon Youth Soccer
(File No. CK. 1720-3-3)**

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Report of the General Manager, Leisure Services Department, March 9, 1993:

"Background

On February 8, 1993, City Council considered a report from the Planning and Development Committee on the Youth Sports Subsidy Program for the 1993-94 season. The report identified the new groups who have applied to be eligible for assistance under this Program and explained the impact of the changes to the various programming variables (i.e. membership, facility costs, programming hours, and participants per hour) that affect the subsidization formula and consequently, the allocation of the Program's budgetary provision for the 1993-94 season. Based on the information in this report, City Council resolved:

`that the subsidization variables which result in total subsidy points (for 37 eligible organizations) of 1,363,669 for the 1993-94 season under the Youth Sports Subsidy Program be approved.'

As a result of this decision, the Leisure Services Department advised each of the 37 eligible youth-sports organization of the amount of subsidization that they would receive. This notification allows these groups to start planning their programming for the 1993-94 season.

Concerns Expressed by the Saskatoon Youth Soccer Organization

Eligible Program Hours

On March 4, 1993, the Leisure Services Department met with representatives of Saskatoon Youth Soccer (at the request of this organization) to discuss the hourly rental costs associated with its use of the Wheatland 'B' Building and the organization's eligible programming hours for subsidization under the Youth Sports Subsidy Program. These representatives were concerned that these two variables were inaccurately assessed in calculating its 1993-94 allocation under the Subsidy Program.

Some of the disagreement with the annual-program-hours variable related to a proposed expansion to the youth-soccer programs. Although more programming time is now available to Saskatoon Youth Soccer as a result of converting the Wheatland 'B' Building into an indoor-soccer facility, the Youth Sports Subsidy Program's allocation formula considers the previous season's actual programming in determining the organization's annual-program-hours variable. In other words, the Subsidy Program uses an organization's past, rather than its projected, programming schedule to justify any changes to the amounts that are applied to the subsidization formula for this variable.

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The representatives of Saskatoon Youth Soccer also expressed concerns over the Leisure Services Department's interpretation of the documentation which was provided by the organization. The Department interpreted certain events which were being sponsored by the organization as tournaments (where an admission fee is charged and where out-of-town teams can participate), rather than as scheduled games within its regular program (where no admission fee is charge and where all teams in a league can participate).

As a result of these discussions, the Leisure Services Department has concluded that a revision to the Saskatoon Youth Soccer organization's annual-program-hours variable is warranted in the Youth Sports Subsidy Program's allocation formula. The eligible hours for the 1992-93 and 1993-94 season should be 721 hours, rather than 623 hours which are currently reflected in the formula.

Rental Rate

Another area of concern to Saskatoon Youth Soccer pertains to the rental rates that are being recognized in the Subsidy Program's formula. The organization's rental costs increased when it moved its programs out of high-school gymnasias and into the Wheatland 'B' Building. As was reported to the Planning and Development Committee on January 19, 1993, the hourly rental costs increased from \$25.00 per hour to \$41.50 per hour as a result of this move. However, it should be noted that the \$41.50-per-hour cost is the consequence of the lease which the City has with the Saskatoon Soccer Centre and which involves the annual payment of \$77,000 -- that is, the per-hour rate is calculated by applying the number of hours that are programmed to the amount of the annual lease. (Coincidentally, this figure compares with the \$40-per-hour rate which was projected in the July 17, 1991, feasibility study that was prepared on the development of an indoor-soccer facility for Saskatoon.)

Now that we are well into the first season of operating the Wheatland 'B' Building as an indoor-soccer facility, the annual operating costs of this facility are becoming more evident. Representatives from Saskatoon Youth Soccer advised the Leisure Services Department that the costs of operating this facility are projected to be between \$110,000 to \$130,000. A telephone discussion with the Executive Director of the Saskatoon Soccer Centre has further confirmed that the annual operating costs are now estimated to be \$110,000 and that a rental charge of \$64 per hour is a reasonable estimate of the rates that should be charged to users of the facility during the 1993-94 season.

The Leisure Services Department will be verifying, in due course, the actual cost of utilities, maintenance, and other operating expenses for this facility. These costs will be used to assess the reasonableness of Saskatoon Soccer Centre's \$64-per-hour rental charge to the Saskatoon Youth Soccer organization. The verified rate will be the one that will be applied in the subsidization formula for the 1993-94 season.

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Financial Implications

Applying the (unconfirmed) rental rate, as well as revising the eligible hours, for the programs which are offered by Saskatoon Youth Soccer will increase the subsidy points for this organization from 25,845 to 46,156. With this new information, the following options are available to City Council:

- **Make no changes to the allocation which has been approved for the 1993-94 season**

The 1993-94 subsidy to Saskatoon Youth Soccer will be provided in accordance with the allocation variables which were approved by City Council on February 8, 1993. Any recognition of the additional eligible hours or of rental costs in excess of \$41.50 per hour will not be considered until the 1994-95 season.

- **Revise the subsidy rate for the 1993-94 season by incorporating the new figures for Saskatoon Youth Soccer**

The recalculation will (subject to verification) increase the total subsidy points for the 37 eligible organizations to 1,383,980 (from 1,363,669 which was approved on February 8, 1993). The higher subsidy points, if approved and if additional funding is not included in the preliminary 1993 Operating Budget for the Youth Sport Subsidy Program, will reduce the hourly subsidy rate for all of the eligible organizations from 40% to 39.4%.

- **Maintain the 40% subsidization rate for the 1993-94 season by increasing the budgeted provision in the 1993 Operating Budget**

The new information from Saskatoon Youth Soccer represents an increase of 20,311 subsidy points. To maintain the 40% subsidization rate for the 1993-94 season, the 1993 budgetary provision for the Youth Sports Subsidy Program should be increased by \$8,200.

The purpose of setting the allocation rate for the Youth Sports Subsidy Program in January or February of each year is to provide the eligible groups with as much lead-time as possible to plan their forthcoming programming season. (The season usually operates from July 1 to June 30 of each year.) After having already been advised of City Council's approval of the 40% subsidization rate (which is lower than the previous year's rate of 40.4%), it is anticipated that most groups would be very unhappy to be advised that City Council had rescinded its approval and had further reduced the subsidization rate to 39.4%. While this action is within City

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Council's authority and while it should be understood by these groups that all municipal funding is subject to approval during the annual budget-review process, the Department has some sympathy for those groups whose programs occur in the summer (e.g. Saskatoon Baseball Council, Wind Drifters Field Hockey Club) and whose programming is close to being finalized.

Consequently, of the above-noted options, the Committee should consider only two -- that is, making no change to the subsidy points which were approved by City Council on February 8, 1993, or maintaining the 40% subsidy rate by asking City Council to increase the 1993 budgetary provision for the Youth Sports Subsidy Program by \$8,200. In considering these options, the Leisure Services Department appreciates that it may be difficult for City Council to consider increasing the expenditures in the 1993 Operating Budget. However, the Department wishes to point out that the 1992-93 season was the first for the Youth Sports Subsidy Program. It was also the first season for operating the Saskatoon Soccer Centre at the Wheatland 'B' Building. The Subsidy Program's first season (which is not finished until June 30, 1993) has been a learning experience for the representatives of the eligible groups and for the staff within the Leisure Services Department. Although this experience is part of the expected evolution of the Program, the Department believes that this does not justify significantly 'short changing' one of the groups that are on the Program's eligibility list.

Furthermore, during City Council's review of the 1993 Operating Budget, the Leisure Services Department has proposed additional expenditure reductions pertaining to savings in utility costs which more than offset the budgetary impact of increasing the Youth Sport Subsidy Program's allocation by \$8,200. Had the information on the Saskatoon Youth Soccer organization's subsidization variables and on the Department's utility cost-savings been available prior to the printing of the preliminary budget document, the Leisure Services Department would have utilized the savings to offset the impact of the additional provision which has been requested in this report."

RECOMMENDATION: 1) that the following February 8, 1993 resolution of City Council be rescinded:

"that the subsidization variables which result in total subsidy points (for 37 eligible organizations) of 1,363,669 for the 1993-94 season under the Youth Sports Subsidy Program be approved";

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- 2) that the subsidization variables be revised to include the additional information (subject to final verification by the Leisure Services Department) from Saskatoon Youth Soccer and the subsidy rate under the Youth Sports Subsidy Program be approved at 40% for the 1993-94 season; and
- 3) that the 1993 Operating Budget for the Youth Sports Subsidy Program be increased by \$8,200 and be approved at \$553,200.

A motion to adopt Recommendations 1) and 2) and to refer the matter of a source of financing for the additional \$8,200 to the Legislation and Finance Committee for a report was lost on a tie vote.

A motion to adopt the recommendations of the report was lost on a tie vote.

IT WAS RESOLVED: that the information be received.

**12. Proposed Amendments to the City of Saskatoon
Innovative Housing Incentive Policy
(Files CK. 750-0 and 750-1)**

Report of the Chair, Social Housing Advisory Committee, March 16, 1993:

"In preparation for this Committee's objective for 1993, various sub-committees have been reviewing past performances of the Social Housing Advisory Committee. Consequently, a review of the Social Housing Policy indicates that it is necessary to reconsider neighbourhood criteria and rent supplement in light of current policy. To this end, the following resolution was passed at the last Social Housing Advisory Committee meeting:

'As a result of discussions between members, the Social Housing Advisory Committee recommends that consideration be given to amending the City's Innovative Housing Incentive Policy as follows:

- i) 3.0 Policy
 - b) Amend the wording to read:
The first priority will be given to units situated in Core Neighbourhoods or the Downtown Area.
- ii) 3.2 Rent Supplement Units
Delete b).'

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The enactment of the above amendments will provide some additional flexibility to the Policy which will enable a) groups outside the core and downtown area to be considered for the City of Saskatoon's 5 percent financial assistance, should there not be an application for development within the core or downtown area; and, b) any application for the provision of rent supplement units to be governed more by the amount of money available at the time, rather than abiding by a specified maximum number of units.

The Chairman of the Social Housing Advisory Committee will be available to attend the meeting of the Planning and Development Committee; at which time, the above report will be discussed in order to answer any questions from the Committee."

Attached, for Council's information, is a copy of Policy C09-002 - "Innovative Housing Incentives".

Your Committee has reviewed this matter and

- RECOMMENDS:**
- 1) that the wording of Section 3.1 b) of Policy C09-002 (Innovative Housing Incentives) be amended as follows:
 - "b) The first priority will be given to units situated in Core Neighbourhoods or the Downtown Area"; and
 - 2) that Section 3.2 b) of Policy C09-002 (Innovative Housing Incentives), dealing with rent supplement units, be deleted.

ADOPTED.

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**13. Comprehensive Audit
Planning Department -- Building Standards Branch
Mandatory Inspections of Buildings
(File No. CK. 530-4)**

Report of the City Planner, March 2, 1993:

"Background

In 1992, the Audit Services Department issued its comprehensive-audit report on the Planning Department's Building Standards Branch. One of the recommendations in this report was that 'mandatory inspections should be seriously considered as an alternative to the current cyclical system'. The report further stated that 'mandatory inspections at specified stages of construction should be implemented to increase the effectiveness and efficiency of the program'. These recommendations were proposed on the assumption that such an approach to the building-inspection program would eliminate the unproductive time that is associated with inspection-visits which occur when no one is home or when construction has not progressed to the point where a meaningful inspection can take place.

During its November 16, 1992, meeting, the Planning and Development Committee considered a November 8, 1992, report in which the Planning Department provided its analysis of the implications of implementing a mandatory system of inspections. (A copy of this report is attached as Schedule 1.) Prior to making any recommendations to City Council, the Committee decided to consult with representatives of the Saskatoon Homebuilders Association Inc. and of the Saskatoon Construction Association.

On December 14, 1992, the Planning and Development Committee heard presentations on behalf of the Saskatoon Homebuilders Association Inc. and of the Saskatoon Construction Association. (Copies of their briefs are attached as Schedule 2.) After considering the Planning Department's report and the briefs from the industry, the Committee decided on January 4, 1993, that because of the financial and staffing implications (as well as the lack of support by the Saskatoon Homebuilders Association and by the Saskatoon Construction Association), it could not support the implementation of a mandatory building-inspection system. The City's Administration was requested to prepare a report recommending that City Council should rescind the February 17, 1992, resolution that instructed the Planning Department to proceed with implementing mandatory building-inspections.

In preparing the following report, the Planning Department has worked closely with the Saskatoon Homebuilders Association Inc. and the Saskatoon Construction Association. The recommendations contained in this report are expected to meet the objectives both of the industry and of the City.

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Mandatory versus Cyclical Building-Inspection System

A description of the mandatory and cyclical building-inspection systems is provided in the November 8, 1992, report (pages 6 and 7). The key components of the two systems are summarized in the following table:

| Mandatory | Cyclical |
|--|--|
| Compliance with applicable legislation and bylaws is accomplished through specified inspections of the work at critical stages of construction. | Compliance with applicable legislation and bylaws is accomplished through inspection of the work by way of random visits to the construction site. |
| The onus is on the contractor to request each inspection. | The onus is on the building-inspector to schedule the inspections. |
| The service levels associated with responding to requests for inspections must be set to avoid costly construction delays. | The service levels are allowed to vary as a result of fluctuations in the workload, sick leave, and the speed of construction. |
| The staff levels must be able to fluctuate in order to respond to the inspection workload and to continuously achieve the approved service levels. | The staff levels remain relatively constant over a construction season due to the flexibility in the service levels. |
| Efficiencies affect the staffing levels. | Efficiencies affect the service levels. |
| Easy and quick access to the Department's building records results in more effective use of the inspectors' time. | Easy and quick access to the Department's building records results in more effective use of the inspectors' time. |

Concerns Expressed Regarding a Mandatory Building-Inspection System

As expressed in their briefs to the Planning and Development Committee's December 14, 1992, meeting, the Saskatoon Homebuilders Association Inc. and the Saskatoon Construction Association have concerns about the implementation of a mandatory building-inspection system. (See Schedule 2.) In response to some of these concerns, the Planning Department has attempted, in this report, to provide an alternative system of inspections which will, with minimal additional resources, meet the building-inspection program's expectations which were identified on page 4 of the report which was considered by the Planning and Development Committee on November 8, 1992.

Alternative Approaches to Building-Inspections

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Various approaches and styles may be used in setting up a building-inspection program. Each approach has a different impact on the cost, effectiveness, liability, and responsiveness of the program. The Planning Department has identified three approaches for the Committee's consideration:

Cyclical Building-Inspections (Present System)

Construction is inspected on a cyclical (rotational) basis. A cyclical building-inspection program endeavours to spot-check the construction of buildings and to provide follow-up inspections where deficiencies are noted. The effectiveness of this approach is impossible to measure since all of the critical stages of construction may not be observed by the inspector because the work may be covered at the time of the inspection. This occurs because the inspector has no formal method of scheduling inspections for the critical stages of construction. Of the three inspection approaches which were examined, this one requires the least resources, but is the most ineffective due to the inherent flexibility of the service level (i.e. the inspectors observe whatever they can at the construction site).

Mandatory Building-Inspections (Proposed by Audit Committee)

Construction is inspected at critical stages to ensure compliance with building codes and regulations. Under a mandatory building-inspection system, the inspector must be satisfied that the construction complies with the applicable codes and regulations before it is permitted to continue. As a result, delays and additional costs due to follow-up inspections will occur until compliance is attained.

The effectiveness of this system is measurable since the inspections take place at critical stages of construction. Service levels can be set for various types and sizes of projects. These service levels will, in turn, determine the program's staffing requirements. Additional start-up resources and on-going costs will also be required. Of the three approaches which are discussed in this report, this system is the most effective and the most expensive approach to implementing an inspection program.

Call-In Building-Inspections (Proposed by Planning Department)

The inspector will be notified by the contractor who will phone the Planning Department when a critical stage of construction is reached. The inspector has the opportunity to inspect the construction before further progress covers up the work. If the Department's staffing levels or other circumstances do not permit an inspection to take place, the inspector, in consultation with the supervisor, will have the option to forgo an inspection or to schedule

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an inspection at a later date. When an inspection identifies deficiencies, a follow-up inspection may be requested.

The effectiveness of this program is measurable since the inspections can occur at critical stages of the construction. Different service levels can be set for various types and sizes of projects. The specified service level when combined with the number of inspections which were forgone will provide an objective means of projecting the Department's staffing requirements. In light of the Planning Department's current staff complement and supporting resources, minimal additional resources will be required to implement this system. (See Tables 3 and 4.) Overall, this system is more effective and more measurable than the present cyclical building-inspection system which is used by the City of Saskatoon.

Implementation of a Call-In Building-Inspection System

Limiting the Number of Inspections

Present System:

The City's building inspectors perform their duties in assigned zones within Saskatoon's geographical boundaries. After a building permit is issued, the inspector follows a cyclical inspection system. This means that the City's staff will normally inspect on a neighbourhood-by-neighbourhood basis in order to minimize the travelling time which is involved in moving among the projects' sites. As a result, an inspector may make the same number of inspections on a small project as on a large project.

Proposed System:

More effective use of the inspector's time can be made by limiting the number of inspections on a project depending on its type and size. This would be accomplished by inspecting at critical stages of construction, as described in the November 8, 1992, report on mandatory building-inspections.

In the case of larger projects it would not be possible to inspect all of the construction at a critical stage since such work may occur continuously over a period of days (e.g. pouring cement on a large project may occur daily over a period of two weeks). The building inspector would visit the project at some time during the period of activity in order to inspect the method of construction and to ensure that it complies with all of the applicable codes and regulations.

Based on the Department's current staff complement, Table 1 of this report indicates the average number of inspections that are proposed for various types of building categories.

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The number of inspections proposed in this report has been reduced from the number that were proposed in Table 1 of the November 8, 1992, mandatory building-inspection report. The reduction is possible because the inspector is not required to see all of the critical stages of construction and because greater responsibility is placed on the contractor and on the professional designer to ensure that fewer follow-up inspections are required.

Figure 1 illustrates how this service level would have affected the inspectors' workload in 1991 and 1992, based on the actual number and type of permits that were issued. The shaded area above the heavy line represents the workload during the peak construction season and will require the filling of the temporary building-inspector position that has been included, for several years, in the Department's budgeted staff complement.

Scheduling of Inspections

Present System:

When a particular stage of construction needs to be observed, the onus is on the Planning Department to schedule the inspection. There is no onus on, or requirement for, the contractor to alert the Department that a certain stage of construction has been reached and to provide it with the opportunity to make the inspection. As a result, an inspector may inspect a site; however, because the construction did not proceed as quickly as expected or, alternatively, it proceeded faster than expected or because access to the building could not be obtained, the inspection may not have been very effective or as complete as it should be.

Proposed System:

To assist the scheduling of inspections, the contractor will be responsible to call-in when specified stages of construction have been reached. The contractor would be advised, when a permit is issued, of the stages when a call-in is required. This proposal will not only provide the inspector with the opportunity to see the building at the critical stages of construction, but it will also reduce the number of ineffective inspections where construction has not proceeded as expected.

To schedule the building-inspections, the call-in procedure must be mandatory. The contractor will be required to give 24-hours notice of being at a specified call-in stage of construction. The building inspector will make every attempt to inspect the project within the 24-hour notice period. However, the contractor can continue working and need not wait until an inspection has been made. Such a system will address the concern of the Saskatoon Home Builders Association Inc. regarding the potential of incurring costly delays as a result of the Planning Department being unable, because of inadequate staff resources or peaks in workload, to inspect in a timely fashion.

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To avoid disputes with contractors on claims that notification was provided, it will be necessary for the Planning Department to acquire a time-recording device. The equipment will record, on tape, the Department's telephone conversations with contractors.

Introduction of Check Sheets

Present System:

The building inspector uses a generalized check sheet, with no reference to specific requirements of the Building Code. Written reports are not left with the contractor.

Proposed System:

Check sheets will be developed which the inspector will use to comment on the different stages and categories of building construction. A copy of the inspector's report will be left with the contractor after each inspection.

Improving the Communications System

Present System:

After leaving City Hall in the morning, the building inspectors have no immediate and direct contact with the support staff or with other officials of the Planning Department. If further information is required (e.g. verifying a zoning appeal decision or discussing, with one of the engineers, the structural sufficiency of a component of the project), the inspector must either:

- find a telephone to call the office,
- drive back to the office, get the information, and then go back to the site, or
- obtain the information on the next morning and then do a follow-up inspection on that day.

This is not a very effective and efficient system for supporting the Department's field-staff. It also detracts from the Department's level of customer service.

Proposed System:

In order to utilize the inspectors' time more effectively and to minimize the delays in getting information to the contractor, a cellular phone should be purchased for each inspector. In addition to providing a readily available means of contacting the Department's staff at City

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Hall, the phone can be used by the inspectors to contact contractors who are not at the site at the time of the inspection. Contractors will then have a direct communication link to the inspector, including the ability to leave messages if it is inconvenient for the inspector to discuss a matter at a particular time with a contractor (e.g. because the inspector is in the process of undertaking an inspection of another project).

Development of a Comprehensive Data Base

Present System:

Information on previous building permits, stop-work orders, correction notices, occupancy permits, and other relevant matters are handled manually.

Proposed System:

It is proposed to design and to develop a comprehensive data base for the Department's new and existing records. This will ensure instant access to all information on every property. The services of a systems analyst will be required due to the complexity and magnitude of the task.

Table 4 of this report provides a cost estimate for developing such a data base during the 1995 to 1997 period. (See Table 2.) In the interim, the Planning Department's existing staff will work to improve the existing permit-recording system and to ensure that the building inspectors have quicker access to all information on a particular site. It may be necessary to obtain the services of a scheduling clerk if the Department's present staff complement is not adequate to schedule building-inspections (under a call-in system) and to enter the information into the data base in a timely fashion.

Additional Improvements to Ensure Efficiency

Introduction of Deterrents

Follow-up inspections to obtain compliance on deficiencies are very time-consuming and may continue for some time after a project has been substantially completed and occupied. To encourage timely compliance, many other municipalities use deterrents such as installing the water meter only after deficiencies have been corrected, issuing tickets to the violators, or charging an additional fee for follow-up inspections. Getting the job done with the least amount of follow-up will minimize the City's overall cost of providing the building-inspection program. It is therefore in the interest of the City and the contractor that deterrents are introduced as part of the enforcement procedures. The Planning Department intends to explore, with the City Solicitor's Office, the potential for implementing deterrents to support the proposed inspection system.

Increase of Building Permit Fee For Construction Without a Permit

Currently, many projects start before a building permit is issued. If the job is completed before the Planning Department is aware of it, the owner will not likely obtain a permit. If the property is sold and a request is made for a Building Information Abstract, then the illegal construction may be discovered and the abstract may not be issued until a permit has been applied for.

If the inspector notices that certain construction is proceeding without a permit, the inspector may spend time attempting to have the contractor voluntarily obtain the required permit; as a last resort, an order will be issued. While a building permit will eventually be obtained, this is not a very productive use of an inspector's time.

In an attempt to encourage contractors and homeowners to obtain building permits before they commence construction, consideration will be given to amending the Building Bylaw to allow the Planning Department to levy higher building-permit fees on work which has commenced without a permit. A further report on this matter will be provided as part of the subsequent review of building-permit application fees.

Improving Training

Training is not available to assist the inspectors in keeping pace with the changes in construction methods, the use of new materials, and the amendments to the National Building Code and associated legislation. Certification training for building inspectors is scheduled to be delivered in Saskatchewan for the first time in the fall of 1993. Such a course would assist the inspectors to become more proficient in carrying out their duties.

Provision has been made in the Planning Department's 1993 budget to allow some inspectors to commence this training program. However, because it consists of three certification levels and because participants have to complete the certification requirements at one level before entering the next level, the completion of the training program by all of the Department's building inspectors will take a number of years. Additional funds must be available in the Department's budget to cover the costs of certifying its inspectors. These additional funds are identified in Table 3 (i.e. \$3,500 per year commencing in 1994).

Acquisition of Aids to Assist Inspections

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Many of the requirements in the Building Code are performance-orientated. The following are some examples:

- a minimum sound transmission rating between residential suites,
- minimum lighting levels both in normal occupancy and in emergency situations, and
- maximum opening pressures on exit doors.

The technology exists and instrumentation is available to check these and many other components of the National Building Code. The building inspectors should have the necessary equipment to measure such items.

Service Levels to Meet the Expectations of the Building-Inspection System

The service levels which have been proposed in Table 1 of this report must be evaluated after the first year of implementing the new inspection system in order to verify their appropriateness. It should be pointed out that in this report, a minimal amount of time has been permitted for follow-up inspections. If more time is required for such inspections, either more inspectors will be required, other types of inspections will have to be reduced, or supplemental fees will have to be introduced to fund these inspections.

Table 1 identifies a targeted service level that the Planning Department feels can be accommodated in 1993 with its current staff complement of building inspectors (5.5 staff years, consisting of 5 permanent inspectors and a 0.5 temporary inspector), provided that the modifications to the current cyclical building-inspection system are made as suggested in this report. This staffing level is reflected in the Planning Department's 1993 preliminary operating budget.

Financial Implications of Proposed System

Tables 3 and 4 outline the estimated resources that will be required to implement a mandatory call-in building-inspection system. Table 3 identifies the costs to implement the system in 1993 (\$19,200) and to maintain it in subsequent years (\$12,000 per year). Table 4 provides details on the cost of developing a comprehensive data base for the proposed building-inspection system which will increase its efficiency. (The total cost of \$114,000.00 can be spread over a three-year period, at approximately \$38,000 per year.)

None of the costs which have been identified to implement the new system have been included in the Planning Department's preliminary 1993 operating budget. If the Planning and Development Committee is prepared to consider increasing building and plumbing permit fees, as well as others charges which are levied by the Planning Department in 1993, an attempt will be made to finance these costs from the additional revenue.

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Budget-Approval and Implementation Strategies

The proposals in this report will improve the effectiveness and efficiency of the City's building-inspection program. In addition to achieving the program's expectations, the Planning Department believes that it has addressed some of the concerns which were expressed in the comprehensive-audit report on the Planning Department's Building Standards Branch. The timing of this report is such that the recommendations on a new system of building-inspections which have been proposed by the Planning Department may not be approved by City Council prior to approving the City's 1993 Operating Budget. In light of this, the following budget-approval and implementation strategies are proposed for the building-inspection program:

- 1) If the proposed inspection system is acceptable, the Planning and Development Committee should submit this report to City Council's March 15, 1993, meeting, as information. The Committee should indicate that it endorses, in principle, the proposed mandatory call-in inspection system. However, City Council should be requested to forward copies of this report to the Audit Committee, to the Saskatoon Homebuilders Association Inc., and to the Saskatoon Construction Association for comment back to City Council, at which time a final decision can be made on whether to approve the new system of building-inspections. To coordinate the submission of these responses to the same meeting of City Council, a date for considering the report and the responses can be established (e.g. April 26, 1993).
- 2) The Planning Department's preliminary 1993 operating budget will be considered on March 13, 1993. To allow sufficient time for City Council to consider implementing a different method of inspections, the Committee could recommend the following budget-approval strategy:
 - a) that the Planning Department's building-inspection funding and staffing, as has been proposed in the preliminary 1993 Operating Budget, be approved subject to a decision on the type of building-inspection system that will be used in 1993;
 - b) that as part of the interim approval of the building-inspection funding, the proposed budgeted expenditures for this function be increased by \$19,200 and the Department's operating revenues be increased by \$19,200; and
 - c) that as part of the proposed \$19,200 increase in revenues, the Planning Department bring forward revenue proposals in 1993 which, if approved by City Council, will attempt to generate these funds as part of the implementation of the new building-inspection activities or in recognition of the Planning Department's other responsibilities.

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If City Council decides that it wishes to retain the current inspection system, then it can decide whether it wishes to approve the operating budget for the building-inspection program as presented in the Department's preliminary 1993 operating budget (and excluding the \$19,200 revenue and expenditure allocation for the proposed new system) or to have a further review undertaken of the current cyclical system.

Also, if Council agrees with the new building-inspection system, it will still have the flexibility to consider phasing-in options for its implementation. For example, the implementation may be phased in relation to the approval of the Department's revenue proposals. This phasing will not affect the City's overall net operating budget as long as the revenue and expenditure relationship is maintained throughout the approval process. If sufficient revenues cannot be generated in 1993, the implementation could be scheduled for January 1, 1994, with the budgetary impact being addressed in the 1994 Operating Budget."

Your Committee has reviewed this matter and endorses, in principle, the implementation of a mandatory call-in building inspection system.

RECOMMENDATION:

- 1) that the information be received;
- 2) that a copy of this report be forwarded to the Audit Committee, to the Saskatoon Homebuilders Association Inc. and to the Saskatoon Construction Association for comments which will be considered at City Council's May 10, 1993, meeting;
- 3) that, on May 10, 1993, City Council consider the following recommendations:
 - a) that City Council's February 17, 1992, resolution to implement a mandatory building inspection system be rescinded;
 - b) that a mandatory call-in building inspection system be implemented in the manner which has been described in this report;
 - c) that the service levels identified in Table 1 of this report be established as the basis for the number of inspections that will generally be required on any site and that these service levels be utilized in

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establishing the building inspection staffing requirements under a mandatory call-in building inspection system;

- d) that the Administration report further on:
- the implementation date and the financing implications for implementing the mandatory call-in inspection system; and
 - the introduction of alternative revenue structures that will encourage contractors to obtain a building permit before starting construction and to avoid having deficiencies which require numerous follow-up inspections;
- 4) that the Planning Department's building inspection funding and staffing, as has been proposed in the preliminary 1993 Operating Budget, be approved subject to a decision on the type of building inspection system that will be used in 1993;
- 5) that, as part of the interim approval of the building inspection funding, the proposed budgeted expenditures for this function be increased by \$19,200 and the Department's operating revenues be increased by \$19,200; and
- 6) that, as part of the proposed \$19,200 increase in revenues, the Planning Department bring forward revenue proposals in 1993 which, if approved by City Council, will attempt to generate these funds as part of the implementation of the new building inspection activities or in recognition of the Planning Department's other responsibilities.

ADOPTED.

REPORT NO. 7-1993 OF THE LEGISLATION AND FINANCE COMMITTEE

Composition of Committee

Councillor M.T. Cherneskey, Q.C., Chair
Councillor M. Thompson
Councillor P. Mostoway

1. Communications to Council

From: Donald Johnson

3384 Westminster Road, Regina, SK

Date: February 26, 1993

**Subject: Requesting Council to pass a resolution to
establish a press council in Saskatchewan**

(File No. CK. 365-1)

Attached is a copy of the above communication which was considered by City Council at its meeting held on March 15, 1993 and the following motion was ADOPTED:

"Moved by Councillor Penner, Seconded by Councillor Birkmaier,

THAT the information be received and referred to the Legislation and Finance Committee.

CARRIED."

Your Committee has considered this matter and supports the concept of a Press Council in Saskatchewan.

RECOMMENDATION: that City Council endorse the concept of a Press Council in

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Saskatchewan and His Worship the Mayor be requested to forward a letter outlining Council's position on this matter to Mr. Donald Johnson and the relevant Minister of the Provincial Government.

A motion to adopt the recommendation was defeated.

IT WAS RESOLVED: that the information be received.

2. Communications to Council

From: Dr. William A.S. Sarjeant

674 University Drive

Date: March 9, 1993

**Subject: Expressing concerns regarding private
parking lots in Saskatoon**

(File No. CK. 6120-1)

Attached is a copy of the above communication as well as a copy of Clause 3, Report No. 5-1993 of the Legislation and Finance Committee on this matter. City Council considered the above communication at its meeting held on March 15, 1993 and adopted the following motion:

"Moved by Councillor McCann, Seconded by Councillor Penner,

THAT the information be received and referred to the Legislation and Finance Committee for further review and report.

CARRIED."

Your Committee has reviewed this matter, and on the advice of the Solicitor, has determined that it is in the best interest of the City not to become involved with signage problems on private property.

Your Committee has also reviewed the matter of similarities in the look of the City's tickets vs those being issued by private parking lot owners, as referenced in the attached clause, and does not wish to pursue this matter any further.

RECOMMENDATION: that the information be received.

ADOPTED.

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3. Communications to Council

From: Jim Yuel, Chair

Economic Development Authority

Date: March 5, 1993

**Subject: Advising Council of dates of environmental
assessment hearings for three new uranium
mining developments and urging Council to give
serious consideration to preparing and presenting
a supporting brief for the three new mines**

(File No. CK. 3500-1)

City Council considered the above matter at its meeting held on March 15, 1993 and adopted the following motion:

"Moved by Councillor Mann, Seconded by Councillor McCann,

THAT the groups be advised before the 19th of March that the City intends to present a brief at the hearings and that the matter be referred to the Legislation and Finance Committee for review and report.

IN AMENDMENT

Moved by Councillor Waygood, Seconded by Councillor Dyck,

AND that the matter be referred to the Saskatoon Environmental Advisory Council.

THE AMENDMENT WAS PUT AND LOST.
THE MAIN MOTION WAS PUT AND CARRIED."

Attached is a copy of the brief requested by City Council, as well as a copy of the communication from Jim Yuel as referenced above.

RECOMMENDATION: that the attached brief be approved and presented to the Uranium Mines Review Panel Hearings to be held May 4 to 7, 1993.

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- IT WAS RESOLVED:* 1) *that the City of Saskatoon present a brief in support of the Saskatchewan uranium mining industry at the Uranium Mines Review Panel Public Hearings to be held in Saskatoon May 4 - 7, 1993; and*
- 2) *that the matter be referred to back to the Legislation and Finance Committee to prepare a new brief for Council's consideration.*

REPORT NO. 10-1993 OF THE WORKS AND UTILITIES COMMITTEE

Composition of Committee

Councillor M. Hawthorne, Chair
Councillor D.L. Birkmaier
Councillor B. Dyck
Councillor O. Mann

**1. Request for Extension of Water Services Boundary
Town of Martensville
(File No. CK. 7781-5)**

Report of the Manager, Water and Pollution Control Department, March 3, 1993:

"The Town of Martensville has made a request to the Saskatchewan Water Corporation for permission to extend the boundaries of its water service area (copy of correspondence attached). The extension would include two separate parcels of land.

One parcel includes 3.92 acres and will accommodate future high school expansion. The second parcel includes 5.52 acres presently owned by the Town. The parcel will be used as a site for a four ball diamond complex.

Policy C09-018, Potable Waterline Connections, provides for the extension of service area boundaries on the condition that the extension will not affect the contract volume as established by the Saskatchewan Water Corporation and the City. The 1992 consumption on the north treated pipeline was only 63 percent of the contract volume which has been established at 499 million gallons per year. The increase in consumption due to the proposed development outlined in the request for a boundary extension will not result in significant increases in the total flow to the north pipeline.

City Council approved extension to the service area boundaries of the Town of Martensville in February 1990, April 1991, and again in April of 1992. The 1990 extension included a 2.63 acre parcel, the 1991 extension included 58.4 acres, and the 1992 extension included

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12.12 acres. The extensions do not appear to have had any significant impact on water consumption. The past five-year consumption records for the north treated line are shown below:

| | <u>1988</u> | <u>1989</u> | <u>1990</u> | <u>1991</u> | <u>1992</u> |
|---|-------------|-------------|-------------|-------------|-------------|
| Annual Consumption (Millions of Gallons) | 349.5 | 341.4 | 341.7 | 297.5 | 315.2 |

The extension of the boundaries will not at this time result in the need to increase the contract volume as established by the City and the Saskatchewan Water Corporation, and the Saskatchewan Water Corporation supports the request by the Town of Martensville."

Your Committee has reviewed this matter and

- RECOMMENDS:**
- 1) that the request by the Town of Martensville for an extension of the boundaries of its water service area be approved; and
 - 2) that the Saskatchewan Water Corporation be so advised.

ADOPTED.

**2. High Lift Pumping Facility Upgrade - Stage 2
Project Number 715
Water Treatment Plant
(Files CK. 1703 and 670-3)**

Report of the Manager, Water and Pollution Control Department, March 3, 1993:

"The 1992 Water Utility Capital Budget included \$1,591,000 for the upgrade of a high lift pumping facility at the City of Saskatoon's Water Treatment Plant. The purpose of this project is to replace three small, forty-year-old pumps, which have reached the end of their service life, with one 20 MIGD pump. The replacement of three small pumps with one large unit will result in a significant savings on maintenance costs as well as an increase in flexibility and efficiency of the high lift pumping system with the installation of a variable speed drive controller in the future.

The project is being carried out in two stages. The first stage included the design and construction of a new pump room to house the replacement pump. On February 3, 1992,

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Council approved awarding the contract for the construction of this first stage to the firm of Stuart Olson for a Contract Net Price of \$479,877.00. The work included inlet piping connecting the new pump room to existing clear wells, a 12.8 m x 10.0 m x 12.7 m building structure, and appropriate heating, lighting, and ventilation. The construction began in late February and was substantially complete in July, 1992.

The second phase of the project includes the supply and installation of a 20 MIGD pumping assembly. On September 14, 1992, Council approved awarding the contract for the supply only of the new pumping assembly, including pump complete with 1500 HP motor, coupling and base, to Dresser Pump Division for a contract Net Price of \$196,644.27. Tenders for the installation of the pumping assembly, which represents the remaining portion of the second stage of the project, were received and opened on February 25, 1993 (copy of Tabulation of Price Quotations attached). The work includes installation of the pump, and the supply and installation of high voltage switchgear, transformer, motor starter, valving, a flow meter, and all piping necessary to connect the pump to the City's distribution system. The bids are summarized as follows:

| <u>Contractor</u> | <u>Location</u> | <u>Base Bid</u> |
|------------------------------------|------------------------|------------------------|
| POW City Mechanical | Saskatoon, SK | \$496,345.00 |
| Chemcon Installations Ltd. | Saskatoon, SK | \$524,409.00 |
| Inter-City Mechanical (1985) Ltd. | Saskatoon, SK | \$543,797.00 |
| TSL Mechanical Ltd. | Lanigan, SK | \$549,200.00 |
| Flegel Construction (1981) Ltd. | Saskatoon, SK | \$552,265.00 |
| J.V. & M. Associates Inc. | Saskatoon, SK | \$556,750.00 |
| A.M.E. Systems Ltd. | Saskatoon, SK | \$567,941.00 |
| Balzer's Installations Ltd. | Regina, SK | \$576,871.00 |
| Lockerbie and Hole Company Ltd. | Saskatoon, SK | \$594,334.00 |
| Acadia Armstrong Construction Ltd. | Saskatoon, SK | \$615,720.00 |

The consulting firm of Catterall & Wright Ltd. has completed a commercial and technical bid evaluation. POW City Mechanical, the low bidder, was found to meet all qualifications necessary to carry out the required work.

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The summary of the total purchase cost and appropriate taxes is as follows:

| | |
|-------------------------------|--------------------|
| Base Price (including P.S.T.) | \$496,345.00 |
| G.S.T. (7%) | <u>34,744.15</u> |
| Contract Amount | \$531,089.15 |
| G.S.T. Rebate (4%) | <u>(19,853.80)</u> |
| Contract Net Cost | \$511,235.35" |

Your Committee has reviewed this matter and

- RECOMMENDS:**
- 1) that City Council accept the low bid meeting specification from POW City Mechanical for the installation of the pumping assembly required for the high lift pump upgrade at the Water Treatment Plant, at a contract price of \$531,089.15, including P.S.T. and G.S.T.; and
 - 2) that the City Commissioner and the City Clerk be authorized to execute the contract documents as prepared by the City Solicitor, under the Corporate Seal.

ADOPTED.

**3. Micro Vax II - Teleride Information System
(File No. CK. 261-1)**

Report of the Transit Manager, March 10, 1993:

"Our Micro Vax II was purchased in 1989 for the Teleride application. The equipment was specified by SAGE as that which would be required to accommodate the needs of Teleride, Vehicle Maintenance System and the Material Management System.

It is evident that SAGE under-estimated the capacity required for the Teleride System now that the calling rate has reached 3,000 to 4,000 calls daily. SAGE is continuing its efforts to increase the number of calls in the future since its revenue is dependent on increased patronage being generated from increased calls.

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The present problems are as follows, and they can be expected to increase in the future:

- 1) Staff using the Materials Management System are now experiencing up to one hour per day lost-time waiting for the computer to respond to commands.
- 2) The staff member responsible for software and system performance must do some of the procedures (builds) at home to avoid further delays to waiting time.
- 3) The annual maintenance cost for the existing Micro Vax II is \$9,300 and is estimated to increase to \$11,300 by 1997.
- 4) Disk space for the operation of the systems is limited requiring additional time to delete files.

Digital Equipment Corporation has made a proposal to upgrade our system to a Micro Vax 3100 Model 80. This computer is ten times more powerful and would double the disk space.

The proposed price is as follows:

| | |
|------------|-----------------|
| Total Cost | \$36,492.00 |
| P.S.T. | 2,863.36 |
| G.S.T. | <u>2,554.44</u> |
| Total Cost | \$41,909.80 |

Digital Equipment Corporation has agreed to wave the cost of \$7,800 to transfer the system license which would increase the cost if purchased in 1994.

The current Budget contains the sum of \$9,261 for the existing maintenance contract, and it is recommended that this be used as a downpayment leaving \$32,648 to be financed. The funds can be borrowed from the Transit Vehicle Replacement Reserve at 9% with repayment over four years which is approximately \$10,000 annually.

The effect on Saskatoon Transit's current Budget would be as follows:

| Year | Existing Maint. | Repayment of Loan | New Maint. Contract | Total Cost | Effect on Current |
|------|--------------------|----------------------|------------------------|---------------|----------------------|
|------|--------------------|----------------------|------------------------|---------------|----------------------|

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| | Contract | | | | Budget |
|------|------------------------------|----------|---------|----------|------------|
| 1993 | \$ 9,261 Used as Downpayment | | | | 0 |
| 1994 | \$ 9,729 | \$10,000 | 0 | \$10,000 | + \$ 271 |
| 1995 | \$10,210 | \$10,000 | 0 | \$10,000 | (\$ 210) |
| 1996 | \$10,721 | \$10,000 | \$4,340 | \$14,340 | + \$3,619 |
| 1997 | \$11,257 | \$10,000 | \$4,557 | \$14,557 | + \$3,300 |
| 1998 | \$11,820 | 0 | \$4,785 | \$ 4,785 | (\$7,035) |

The cost of purchasing the equipment now would be equivalent to the existing maintenance contract and should not either increase or decrease the current Budgets for 1993, 1994 or 1995. The estimated increased cost for 1996 would be \$3,619 and \$3,300 for 1997. After 1997, there would be a reduction of \$7,035 in 1998.

It is estimated that the above problems will be eliminated for a five- to eight-year period. There is the additional benefit that the system will be more reliable, which is imperative to the success of the Teleride Information System.

We have also investigated a lease/purchase-option over a four-year period and the total cost would be \$63,600 compared to \$49,300 (including interest) required to purchase the equipment in 1993."

- RECOMMENDATION:**
- 1) that a Micro Vax 3100 Model 80 be purchased at a cost of \$41,910;
 - 2) that the \$9,261 provided in the 1993 Current Budget for the existing Maintenance Contract be used as a downpayment; and
 - 3) that the remaining funds be financed through borrowing from the Transit Vehicle Replacement Reserve.

ADOPTED.

REPORT NO. 11-1993 OF THE WORKS AND UTILITIES COMMITTEE

Composition of Committee

Councillor M. Hawthorne, Chair
Councillor D.L. Birkmaier
Councillor B. Dyck
Councillor O. Mann

**1. Proposed Curb Crossing
Rainbow Petroleum Distributors Ltd.
Faithfull Avenue and 52nd Street
(File No. CK. 6220-1)**

Report of the City Engineer, March 12, 1993:

"A request has been received from Rainbow Petroleum Distributors Ltd. for a permit to construct a 60-foot curb crossing on Faithfull Avenue, to serve as an exit from a truck wash to be located on Lot 15, Blk. 864, Plan 86-S-19141. A site plan showing the proposed building and crossing is attached.

The maximum width of crossing that may be approved by the Administration under Bylaw No. 4785 is 40 feet."

Your Committee has reviewed this matter and

- RECOMMENDS:**
- 1) that City Council approve the granting of a permit for the 60-foot curb crossing as requested, conditional on the development of the property proceeding as indicated on the attached plan; and
 - 2) that the applicant, Rainbow Petroleum Distributors Ltd., assume responsibility for any and all costs.

ADOPTED.

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**2. 1993 Local Improvement Program
Capital Projects #788 (Concrete Walk, Curb & Gutter)
and #894 (Street Paving New Base)
(File No. CK. 4140-1)**

Your Committee has considered the following report of the City Engineer dated March 16, 1993:

"Attached is the Engineering Department's proposed program of Local Improvement projects for Capital Budget Projects 788 (Infrastructure) and 894 (New Construction). A summary of each Capital Project follows:

A. Concrete Walk, Curb & Gutter - Infrastructure - Capital Project #788

Attached is Schedule A1, detailing the locations, types of work, and estimated cost, of sidewalk and curb replacement proposed for advertising. It consists of 59 locations.

A listing of the proposed program, and condition information is included as Schedule A2. The average age of the sidewalks and curbs is 37.3 years. The replacement program includes both concrete and asphalt sidewalks, located throughout the whole City. These were built during the period from 1947 to 1957. The City's construction standard changed during this period from a two-layer construction standard to a single-pour redimix standard. The primary type of distress is surface spalling where the entire surface of the sidewalk deteriorates. Tree root displacement is the most common secondary distress mode. The average condition rating is 88, with a range of 93 to 100. The condition rating indicates the extent of deterioration of a given section in percentage terms.

The methodology used for developing this program was reported in detail in the 1992 local improvement submission - Local Improvement Program 1992, dated March 18, 1992.

B. Street Paving New Base - L.I. - Capital Project #894

Attached are Schedules B1 and B2 for proposed new street paving, sidewalk, and curb construction for 1993. Both items have been requested by abutting owners."

RECOMMENDATION: 1) that the Local Improvement Program for Infrastructure Walk, Curb and Gutter construction appended as Schedule "A1" be approved;

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- 2) that the Local Improvement Program for New Paving, Sidewalk and Curb construction as detailed in Schedules "B1" and "B2" be approved; and
- 3) that the Administration be directed to make application to the Local Government Board for approval of the Local Improvement Programs.

ADOPTED.

Pursuant to motion by Councillor Birkmaier and carried by a majority of members of Council, the hour of the meeting was extended beyond 10:30 p.m.

REPORT NO. 4-1993 OF THE AUDIT COMMITTEE

Composition of Committee

Councillor M. Thompson, Chair
Councillor D.L. Birkmaier
Councillor P. McCann

- 1. Value-for-Money Audit
Vehicle and Equipment Services Department**

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(File No. CK. 1600-9)

Attached is a copy of the memo of the City Auditor dated March 18, 1993 forwarding the complete Audit Report on the Vehicle and Equipment Services Department, which has been reviewed by the Audit Committee in a meeting with the Administration. As Council will find, this report has identified several areas that require adjustment and these areas will be reviewed during 1993.

Your Committee believes that certain cost-saving measures will be introduced through appropriate administrative adjustments during 1993, and this will have a major impact on the 1994 operations. The Audit Committee will be meeting to discuss the administrative Implementation Plan as per the recommendations to follow, and will report further to City Council.

Also attached is a copy of the report of the Director of Finance dated March 18, 1993 which addresses issues related to the Vehicle and Equipment Replacement Reserve. This item will be the subject of major review during 1993, and your Committee will report further on the matter at the appropriate time.

- RECOMMENDATION:**
- 1) that the City Solicitor be requested to prepare a bylaw to establish the proper legal status for the Civic Vehicle and Equipment Replacement Reserve, and bring forward the bylaw to City Council for approval through the Audit Committee;
 - 2) that the City Solicitor be invited to meet with the Audit Committee to discuss the legal status of the City's other capital reserves;
 - 3) that the Administration confirm compliance with *The Environmental Management and Protection Act* at all civic fuel dispensing facilities;
 - 4) that the Administration be requested to review and report on the financial implications of adopting an accumulated depreciation (i.e. fully-funded) vs cash flow model for ensuring reserve sufficiency, and report to City Council through the Audit Committee;
 - 5) that the Administration prepare a further report with respect to issues related to reserve management (as outlined on pages 16-18 of the Audit Report), and bring forward a final report

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to the Audit Committee for review, addressing the sufficiency of the Civic Vehicle and Equipment Replacement Reserve;

- 6) that the Administration ensure that future budget submissions to City Council include an analysis of the sufficiency of the Civic Vehicle and Equipment Replacement Reserve;
- 7) that funds in the Civic Vehicle and Equipment Replacement Reserve not be used for purposes other than that for which the Reserve was established;
- 8) that the concept of a "Rate Stabilization Reserve" be reviewed by the Administration;
- 9) that vacant staff positions, for which funding has been provided in the 1993 Operating Budget, be reviewed by the Administration and the Operating Budget adjusted accordingly;
- 10) that the Administration be directed to update the Department's Program Overview with appropriate performance indicators, giving due consideration to indicators recommended in the Audit Report;
- 11) that the Administration complete the Implementation Plan in Section IV of the Audit Report, including but not limited to post-budget resource requirements, and table this Implementation Plan with the Audit Committee on or before May 10, 1993;
- 12) that the Director of Works and Utilities report to the Works and Utilities Committee, on a quarterly or semi-annual basis, the status of all audit recommendations; and
- 13) that the Administration complete a detailed analysis of the long-term impact on the Corporation with respect to the audit recommendations regarding the funding of the Civic Vehicle and Equipment Replacement Reserve, and provide a report to City Council through the Audit Committee.

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- IT WAS RESOLVED:*
- 1) *that the City Solicitor be requested to prepare a bylaw to establish the proper legal status for the Civic Vehicle and Equipment Replacement Reserve, and bring forward the bylaw to City Council for approval through the Audit Committee;*
 - 2) *that the City Solicitor be invited to meet with the Audit Committee to discuss the legal status of the City's other capital reserves;*
 - 3) *that the Administration confirm compliance with The Environmental Management and Protection Act at all civic fuel dispensing facilities;*
 - 4) *that the Administration be requested to review and report on the financial implications of adopting an accumulated depreciation (i.e. fully-funded) vs cash flow model for ensuring reserve sufficiency, and report to City Council through the Audit Committee;*
 - 5) *that the Administration prepare a further report with respect to issues related to reserve management (as outlined on pages 16-18 of the Audit Report), and bring forward a final report to the Audit Committee for review, addressing the sufficiency of the Civic Vehicle and Equipment Replacement Reserve;*
 - 6) *that the Administration ensure that future budget submissions to City Council include an analysis of the sufficiency of the Civic Vehicle and Equipment Replacement Reserve;*
 - 7) *that funds in the Civic Vehicle and Equipment Replacement Reserve not be used for purposes other than that for which the Reserve was established;*
 - 8) *that the concept of a "Rate Stabilization Reserve" be*

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reviewed by the Administration;

- 9) *that vacant staff positions, for which funding has been provided in the 1993 Operating Budget, be reviewed by the Administration and the Operating Budget adjusted accordingly;*
- 10) *that the Administration be directed to update the Department's Program Overview with appropriate performance indicators, giving due consideration to indicators recommended in the Audit Report;*
- 11) *that the Administration complete the Implementation Plan in Section IV of the Audit Report, including but not limited to post-budget resource requirements, and table this Implementation Plan with the Audit Committee on or before May 10, 1993;*
- 12) *that the Director of Works and Utilities report to the Works and Utilities Committee, on a quarterly or semi-annual basis, the status of all audit recommendations;*
- 13) *that the Administration complete a detailed analysis of the long-term impact on the Corporation with respect to the audit recommendations regarding the funding of the Civic Vehicle and Equipment Replacement Reserve, and provide a report to City Council through the Audit Committee; and*
- 14) *that the Administration review and report on the financial and operational implications of progressively reducing the number of City-owned vehicles by fifty percent over the next five years."*

Moved by Councillor Penner, Seconded by Councillor Mostoway,

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

CARRIED.

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MOTIONS

REPORT OF CITY CLERK:

"Council is requested to consider the following appointments of Deputy Mayor for the months indicated:

Councillor P. McCann - For the month of May, 1993;
Councillor O. Mann - For the month of June, 1993;
Councillor M. Hawthorne - For the month of July, 1993."

Moved by Councillor Penner, Seconded by Councillor Mostoway,

THAT the following be appointed Deputy Mayor for the months indicated:

*Councillor P. McCann- For the month of May, 1993;
Councillor O. Mann - For the month of June, 1993;
Councillor M. Hawthorne - For the month of July, 1993."*

CARRIED.

Moved by Councillor Penner, Seconded by Councillor McCann,

THAT the meeting stand adjourned.

CARRIED.

The meeting adjourned at 10:35 p.m.

Mayor

City Clerk