

## **ORDER OF BUSINESS**

### **REGULAR MEETING OF CITY COUNCIL**

**MONDAY, DECEMBER 5, 2011 AT 6:00 P.M.**

1. **Approval of Minutes** of regular meeting held on November 21, 2011.
  
2. **Public Acknowledgements**
  
3. **Hearings (6:00 p.m.)**
  - a) **Discretionary Use Application – Licensed Restaurant**  
**2917 Early Drive – B1 Zoning District**  
**Brevoort Park Neighbourhood**  
**Applicant: Aaron Wignes and Mike McKewon**  
**(File No. CK. 4355-011-9)**

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

The City Planner has advised that notification posters have been placed on site and that letters have been sent to all adjacent landowners within 150 metres of the site.

Attached is a copy of the following material:

- Report of the General Manager, Community Services Department dated October 24, 2011, recommending that the application submitted by Aaron Wignes and Mike McKewon requesting permission to use 2917 Early Drive for the purpose of a licensed restaurant be approved subject to the following conditions:
  - 1) that the applicant obtaining a Development Permit, and all other relevant permits (such as Building and Plumbing Permits) and licenses;
  - 2) that the Municipal Endorsement provided to Saskatchewan Liquor and Gaming Authority (SLGA), for both the restaurant and patio, be for a licensed restaurant only;
  - 3) that no lights or amplified music be permitted on the patio; and

- 4) that the final plans submitted for the restaurant and patio being substantially in accordance with the plans submitted in support of this Discretionary Use Application.
- Letter dated November 14, 2011, from the Secretary to the Municipal Planning Commission advising the Commission supports the recommendation for approval of the discretionary use application but is recommending that the condition relating to lighting be changed to allow non-intrusive lighting to provide a minimum level of lighting for comfort and safety; and
  - Letter dated October 27, 2011, from Louise and Winfried Grassmann, submitting comments.

**b) Proposed Zoning Bylaw Text Amendment  
Section 12.5.5(1) Pertaining to Sale of New Vehicles  
From an Accessory Building Within the Auto Mall District  
Applicant: Vaughn Wyant Investments Ltd.  
Proposed Bylaw No. 8975  
(File No. CK. 4350-011-5)**

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The purpose of this hearing is to consider proposed Bylaw No. 8975.

Attached is a copy of the following material:

- Proposed Bylaw No. 8975;
- Report of the General Manager, Community Services Department dated September 26, 2011 recommending that the proposal to amend Section 12.5.5(1) of the Zoning Bylaw No. 8770, be approved;
- Letter dated October 13, 2011, from the Secretary to the Municipal Planning Commission advising that the Commission supports the above-noted recommendation; and
- Notice that appeared in the local press on November 12, 2011.



c) **Proposed Rezoning from B2 to B1 by Agreement  
811 – 29<sup>th</sup> Street West – Westmount Neighbourhood  
Applicant: Dance Ink Ltd.  
Proposed Bylaw No. 8982  
(File No. CK. 4351-011-10)**

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The purpose of this hearing is to consider proposed Bylaw No. 8982.  
Attached is a copy of the following material:

- Proposed Bylaw No. 8982;
- Report of the General Manager, Community Services Department dated November 9, 2011, recommending that the proposed amendment to the Zoning Bylaw No. 8770 to rezone Lot 9, Block 44, Plan No. 101285737 (811 29<sup>th</sup> Street West) from a B2 – District Commercial District to a B1 – Neighbourhood Commercial District, subject to a Zoning Agreement, be approved;
- Letter dated November 28, 2011 from the Secretary to the Municipal Planning Commission advising that, while not unanimous, the Commission determined that it does not support the above-noted recommendation;
- Notice that appeared in the local press on November 19, 2011; and
- Letters from the following people submitting comments:
  - Ashley and Brad Berns, dated October 3, 2011, submitting comments and attaching various letters of support;
  - Daniel and Christine Neilson, dated September 23, 2011;
  - Larry Cooper, dated September 16, 2011 (two letters);
  - Nineteen form letters dated October 22, 2011, submitted by various residents;
  - Emmeline Chan, dated October 1, 2011;
  - Stephen Carruthers, dated November 27, 2011;
  - Corey Brotheridge, dated November 28, 2011;
  - Chantelle Cyr, dated November 27, 2011;
  - Elisha Yang, dated November 27, 2011;
  - Neil and Sheryl Henrikson, dated November 27, 2011;
  - Aaron Anton, dated November 28, 2011;
  - Alan Korejbo, dated November 27, 2011;
  - Debbie Ireland, dated November 27, 2011;
  - Elizabeth Robertson, dated November 28, 2011;
  - Kevin Shock, dated November 28, 2011;

- Jennifer Rosen, dated November 29, 2011;
- Adrian Rosen, dated November 29, 2011;
- Terry Edmison, dated November 29, 2011;
- Irene Haubrich on behalf of Larry Cooper, dated November 28, 2011;
- Valerie Bouvier, dated November 29, 2011;
- Todd Seaborn, dated November 29, 2011; and
- Susan Berrns, dated November 29, 2011.

Letters from the following people requesting to speak to Council:

- Brad Berrns, dated November 29, 2011, providing information regarding the application;
- Ashley Berrns, dated November 29, 2011;
- Matthew Gallant, dated November 29, 2011;
- Mervin Richelhoff, dated November 28, 2011;
- Miya Henrikson, dated November 28, 2011;
- Ryan Brown, dated November 28, 2011;
- Betty Hills, dated November 28, 2011;
- Madeline Zelinski, dated November 28, 2011;
- Dorothy Blaney, dated November 28, 2011 (requesting that Irene Haubrich read her letter on her behalf);
- Irene Haubrich, dated November 28, 2011;
- Brenda LaPlante, dated November 29, 2011;
- Chad Kereluk, dated November 29, 2011; and
- Linda Coe-Kirkham, dated November 29, 2011.

#### **4. Matters Requiring Public Notice**

- a) **C.N. Industrial Neighborhood  
Proposed Closure of portion of Jasper Avenue and  
Consolidation with Lot 7, Block 531, Registered Plan No. 65S13572  
(File No. CK. 6295-011-11)**
- 

The following is a report of the General Manager, Infrastructure Services Department dated November 24, 2011:

**“RECOMMENDATION:** 1) that City Council consider Bylaw 8984;

- 2) that the City Solicitor be instructed to take all necessary steps to bring the intended closure forward and to complete the closure;
- 3) that upon closing part of Jasper Avenue, as indicated on Plan of Proposed Closure of part of Jasper Avenue and Consolidation prepared by George, Nicholson, Franko, & Associates Ltd., dated October 18, 2011, and on Plan No. 240-0055-005r001, the land be transferred to Greystone Investments Ltd. in exchange for a portion of Lot 7, Block 531, Registered Plan 65S13572, to be used for the widening of Jasper Avenue; and
- 4) that all costs associated with this closure be paid for by the applicant.

### **REPORT**

A request has been received from City Manager's Office to close a portion of Jasper Avenue, as shown on Plan 240-0055-005r001 (Attachment 1). The purpose of the closure is for further development of the Circle Drive South Project. The portion of road closed will be transferred to Greystone Investments Ltd., in exchange for a portion of Lot 7, Block 531, Registered Plan No. 65S13572, to be used for the widening of Jasper Avenue.

### **PUBLIC NOTICE**

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

- Advertised in the StarPhoenix on Saturday, November 26, 2011;
- Posted on the City Hall Notice Board on Thursday, November 24, 2011; and
- Posted on the City of Saskatoon website on Thursday, November 24, 2011.

### **ATTACHMENTS**

1. Plan 240-0055-005r001;
2. Copy of Proposed Bylaw 8984; and
3. Copy of Public Notice."

**b) Transfer of Funding from the Water and Sewer Infrastructure Replacement Reserve to the Stabilization Reserve for Water and Wastewater**  
**File No.: CK. 1702-1, CK. 1815-1 and US. 1700-1**

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The following is a report of the General Manager, Infrastructure Services Department dated November 24, 2011:

- “RECOMMENDATION:**
- 1) that funding in the amount of \$943,000 be returned to the Water and Sewer Infrastructure Replacement Reserve from the following Capital Projects:
    - a) Project 1615 - Water Distribution, in the amount of \$563,000;
    - b) Project 1616 - Waste Water Collection, in the amount of \$100,000; and
    - c) Project 1617 – Primary Water Mains, in the amount of \$280,000; and
  - 2) that the \$943,000 in returned funding be transferred from the Water and Sewer Infrastructure Replacement Reserve (Capital) to the Water and Wastewater Stabilization Reserve (Operating).

**REPORT**

City Council, at its meeting held on November 21, 2011, considered a report of the General Manager, Infrastructure Services Department (Attachment 1) regarding transfer of funding required to mitigate a deficit realized in 2011 due to decreased revenues in the Water and Wastewater utilities resulting from reduced consumption due to the watering ban instituted in the summer of 2011. Council approved the recommendation that the Administration proceed with Public Notice to return \$943,000 to the Water and Sewer Infrastructure Replacement Reserve from Capital Projects 1615 – Water Distribution; 1616 – Waste Water Collection; and 1617 – Primary Water Mains; and that the returned funding be transferred from the Water and Sewer Infrastructure Replacement Reserve (Capital) to the Water and Wastewater Stabilization Reserve (Operating).

**ENVIRONMENTAL IMPLCIATIONS**

There are no environmental implications.

### **PUBLIC NOTICE**

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

- Advertised in the StarPhoenix on Saturday, November 26, 2011;
- Posted on the City Hall notice board on Thursday, November 24, 2011; and
- Posted on the City of Saskatoon webpage on Thursday, November 24, 2011.

### **ATTACHMENT**

1. Report of the General Manager, Infrastructure Services Department considered by Council on November 21, 2011; and
2. Notice that appeared in the StarPhoenix on November 26, 2011.”

## **5. Unfinished Business**

### **a) Panhandling (File No. CK. 5000-1)**

Attached is a copy of Clause 1, Report No. 13-2011 of the Administration and Finance Committee which was dealt with by City Council at its meeting held on November 21, 2011, and attachments referred to therein.

City Council resolved that further consideration of this matter be deferred to this meeting.

Also attached is a letter from Nicole White, dated November 21, 2011, submitting comments.

## **6. Reports of Administration and Committees:**

- a) Administrative Report No. 22-2011;
- b) Legislative Report No. 16-2011;
- c) Report No. 18-2011 of the Planning and Operations Committee;
- d) Report No. 14-2011 of the Administration and Finance Committee;

- e) Report No. 10-2011 of the Land Bank Committee;
- f) Report No. 7-2011 of the Naming Advisory Committee; and
- g) Report No. 19-2011 of the Executive Committee.

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

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

**9. Question and Answer Period**

**10. Matters of Particular Interest**

**11. Enquiries**

**12. Motions**

**13. Giving Notice**

**14. Introduction and Consideration of Bylaws**

Bylaw No. 8975 - The Zoning Amendment Bylaw, 2011 (No. 20)

- Bylaw No. 8982 - The Zoning Amendment Bylaw, 2011 (No. 22)
- Bylaw No. 8983 - The Cemeteries Amendment Bylaw, 2011
- Bylaw No. 8984 - The Street Closing Bylaw, 2011 (No. 13)
- Bylaw No. 8985 - The Capital Reserve Amendment Bylaw, 2011
- Bylaw No. 8986 - The Capital Reserve Amendment Bylaw, 2011 (No. 2)

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

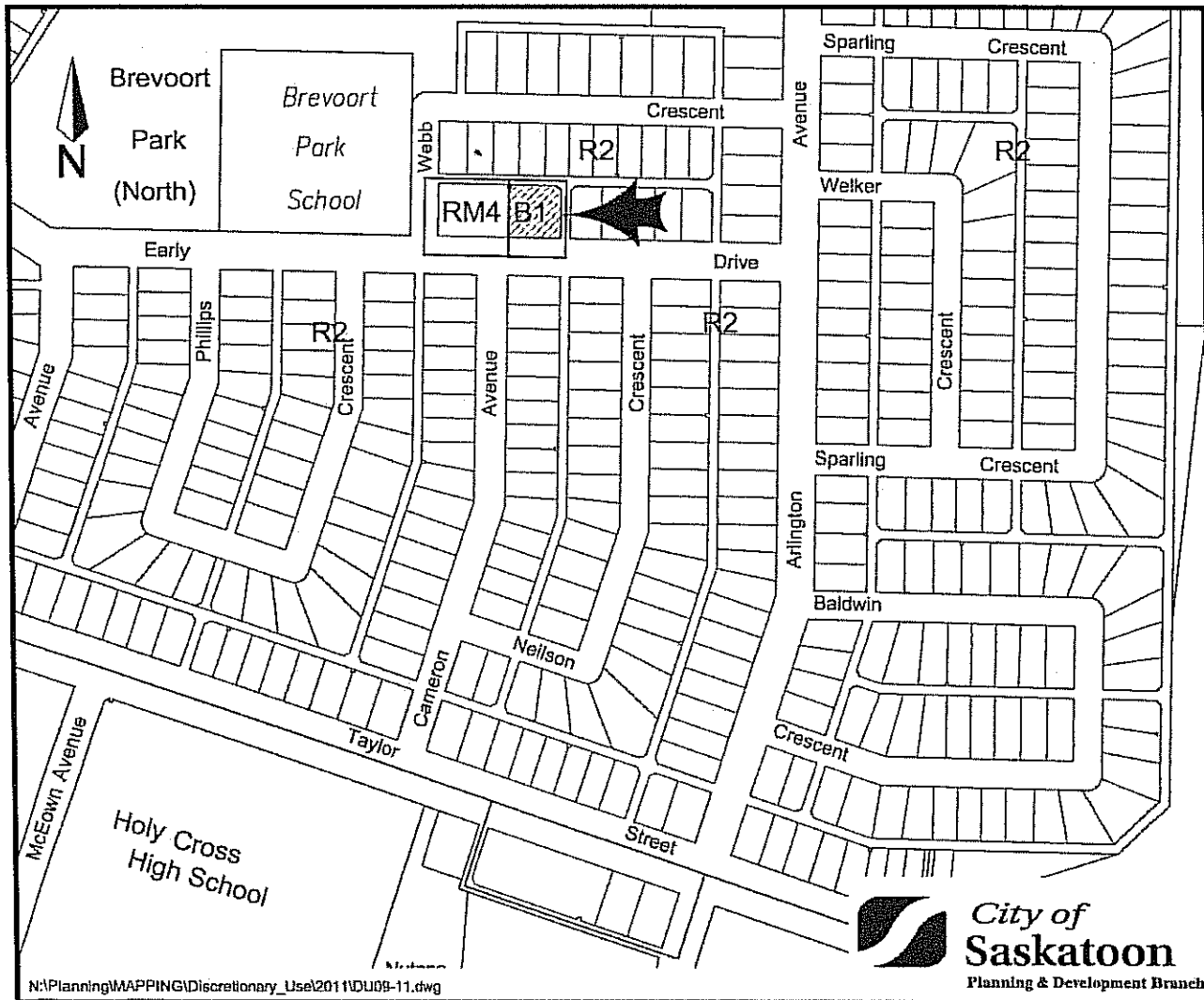
3a

# COMMUNITY SERVICES DEPARTMENT

<b>APPLICATION NO.</b> D9/11	<b>PROPOSAL</b> Discretionary Use – Licensed Restaurant	<b>EXISTING ZONING</b> B1
<b>LEGAL DESCRIPTION</b> Lot 21, Block 424, Plan No. 61S10302		<b>CIVIC ADDRESS</b> 2917 Early Drive
		<b>NEIGHBOURHOOD</b> Brevoort Park
<b>DATE</b> October 24, 2011	<b>APPLICANT</b> Aaron Wignes and Mike McKewon 2807 Clarence Avenue South Saskatoon SK S7J 1M7	<b>OWNER</b> John Papouches 311 Avenue P North Saskatoon SK S7L 2V7

**RECEIVED**  
  
**OCT 27 2011**  
  
 CITY CLERK'S OFFICE  
 SASKATOON

## LOCATION PLAN



N:\Planning\MAPPING\Discretionary\_Use\2011\DU09-11.dwg



**A. COMMUNITY SERVICES DEPARTMENT RECOMMENDATION**

that a report be forwarded to City Council at the time of the public hearing recommending that the application submitted by Aaron Wignes and Mike McKewon requesting permission to use 2917 Early Drive for the purpose of a licensed restaurant be approved subject to the following conditions:

- 1) that the applicant obtaining a Development Permit, and all other relevant permits (such as Building and Plumbing Permits) and licenses;
- 2) that the Municipal Endorsement provided to Saskatchewan Liquor and Gaming Authority (SLGA), for both the restaurant and patio, be for a licensed restaurant only;
- 3) that no lights or amplified music be permitted on the patio; and
- 4) that the final plans submitted for the restaurant and patio being substantially in accordance with the plans submitted in support of this Discretionary Use Application.

**B. PROPOSAL**

An application has been submitted by Aaron Wignes and Mike McKewon requesting City Council's approval to operate a licensed restaurant at 2917 Early Drive. The existing commercial building contains a dance studio, movie rental store, and a barber shop.

The proposed restaurant would consist of seating for 30 people in a public assembly space of just less than 30 square meters. An outdoor patio is proposed on the northeast corner of the building that would seat an additional 25 people. The applicants also intend to obtain a restaurant permit and patio endorsement from SLGA.

This property is zoned B1 District in the Zoning Bylaw No. 8770. In this district, restaurants are a discretionary use. The Administration notes that discretionary use approval was previously granted for a restaurant at this location in 2003, but the use was discontinued for a time period exceeding 24 months. As per the discretionary use process, if the use ceases for a period exceeding 24 months, a new discretionary use application is required.

**C. REASON FOR PROPOSAL (BY APPLICANT)**

To provide a great family diner to an elderly area and also to provide readymade meals, which suit the residents in the area being of an older demographic.

**D. JUSTIFICATION**

1. Community Services Department Comments

a) Introduction

A "restaurant" means a place where the primary source of business is the provision of food prepared and served to patrons seated at tables or counters, in a motor vehicle on the premises, or for off-site consumption, and may include drive-through service.

b) Official Community Plan Policy

This property is designated as residential on the Official Community Plan Land Use Map.

In accordance with the Official Community Plan Bylaw No. 8769, neighbourhood commercial sites shall be provided in each neighbourhood, as necessary, to serve the daily needs of the residents in the neighbourhood.

c) Roadway Access

Access to the site is available via Early Drive. In the City of Saskatoon's (City) Roadway Classification System, the street is designated as a local street.

d) Parking Requirements

Total development at this site requires 13 off-street parking spaces. Based upon the information submitted by the applicant, 19 off-street parking spaces have been provided.

e) Zoning Bylaw No. 8770 Requirements

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

f) Compatibility with Adjacent Land Uses

The subject site is surrounded by properties zoned for residential use. The property to the west of the site is zoned RM4, and contains a low-rise multi-unit dwelling. The remaining surrounding properties are zoned R2 and contain one-unit dwellings. A dance studio and barber shop are located in the same building as the proposed restaurant.

The Administration would like to note that no complaints were received while the previous restaurant occupied this location.

Given the above, your Administration is of the belief that the proposed commercial use is compatible with the surrounding land uses.

g) Building Standards Branch

The Building Standards Branch has no objection to the proposal provided that Building Permits are obtained for the construction and/or demolition of buildings located on the subject site.

2. Comments by Others

a) Infrastructure Services Department

The proposed discretionary use is acceptable to the Infrastructure Services Department.

b) Utility Services Department – Transit Services Branch

Transit has no concerns with the proposal.

At present, Saskatoon Transit's closest bus stop is approximately 230 meters from the above referenced property on the east side of Arlington Avenue, just north of Welker Crescent.

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

**E. COMMUNICATION PLAN**

The President of the Brevoort Park Community Association was notified of this application by letter dated September 19, 2011. In addition, the Planning and Development Branch, Community Services Department, sent out notification letters to assessed property owners within a 150 metre radius of the site to inform residents of the proposal and to request feedback regarding the proposed restaurant. Four calls were received: two in support and two inquiries about the type of restaurant.

There was extensive community engagement concerning the previous restaurant at this location; therefore, a public meeting was held on Thursday, October 13, 2011, at St. Matthew School. Seven people attended the meeting, of which four were residents of the Brevoort Park neighbourhood. Three concerns were identified at the meeting. One concern was raised regarding the potential for the restaurant to become a nightclub. The applicants confirmed that if approved, their liquor permit will require the sale of food to exceed the sale of alcohol on each bill. The Administration notes lounges and nightclubs are not permitted uses or discretionary uses within the B1 District.

The proposed patio on the northeast side of the property also prompted concerns. Issues of privacy, noise, and lighting were raised. The applicants stated that 8 foot walls would be located on the north and west sides of the patio, and a 5 foot wall would be located on the east side. The applicants also stated they would not have lights on the patio in order to discourage patrons from lingering late into the evening. Additionally, the applicants stated they would like to play music on the patio, but if this caused concern from the neighbours, they would be willing to compromise with the residents to ensure there are no ill effects. (Note that no music will be permitted.)

The third major concern identified parking and circulation issues in the rear and side lane. Attendees noted that patrons of the dance school use the rear lane as their main access to the studio and often park in the lane restricting traffic and blocking the lane. The applicants agreed with the concerns of the attendees and hoped that they could help negate these issues by erecting a fence and placing no parking signs along the alley. The Administration notes that the on-site parking requirement for the entire building is 13 spaces, and 19 spaces have been provided.

Though comment sheets were provided at the meeting, to date no written comments have been submitted.

Once the Municipal Planning Commission has considered this application it will be advertised in accordance with Public Notice Policy No. C01-021 and a date for a public hearing will be set. Advertising will consist of sending notices to all assessed property owners within 150 metre radius of the site and to the President of the Brevoort Park

D9/11  
2917 Early Drive  
October 24, 2011

Community Association. The applicant will also place a notice sign on site as prepared by the Community Services Department.

**F. ENVIRONMENTAL IMPLICATIONS**

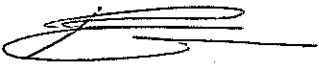
There are no environmental and/or greenhouse gas implications.

**G. ATTACHMENTS**

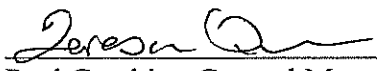
1. Fact Summary Sheet
2. Site Plan
3. Community Engagement Summary

Written by: Danae Lockert, Planner 13  
Planning and Development Branch

Reviewed by:

  
\_\_\_\_\_  
Randy Grauer, MCIP, Manager  
Planning and Development Branch

Approved by:

  
cc Paul Gauthier, General Manager  
Community Services Department  
Dated: October 26, 2011

cc: Murray Totland, City Manager

<b>FACT SUMMARY SHEET</b>
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**A. Location Facts**

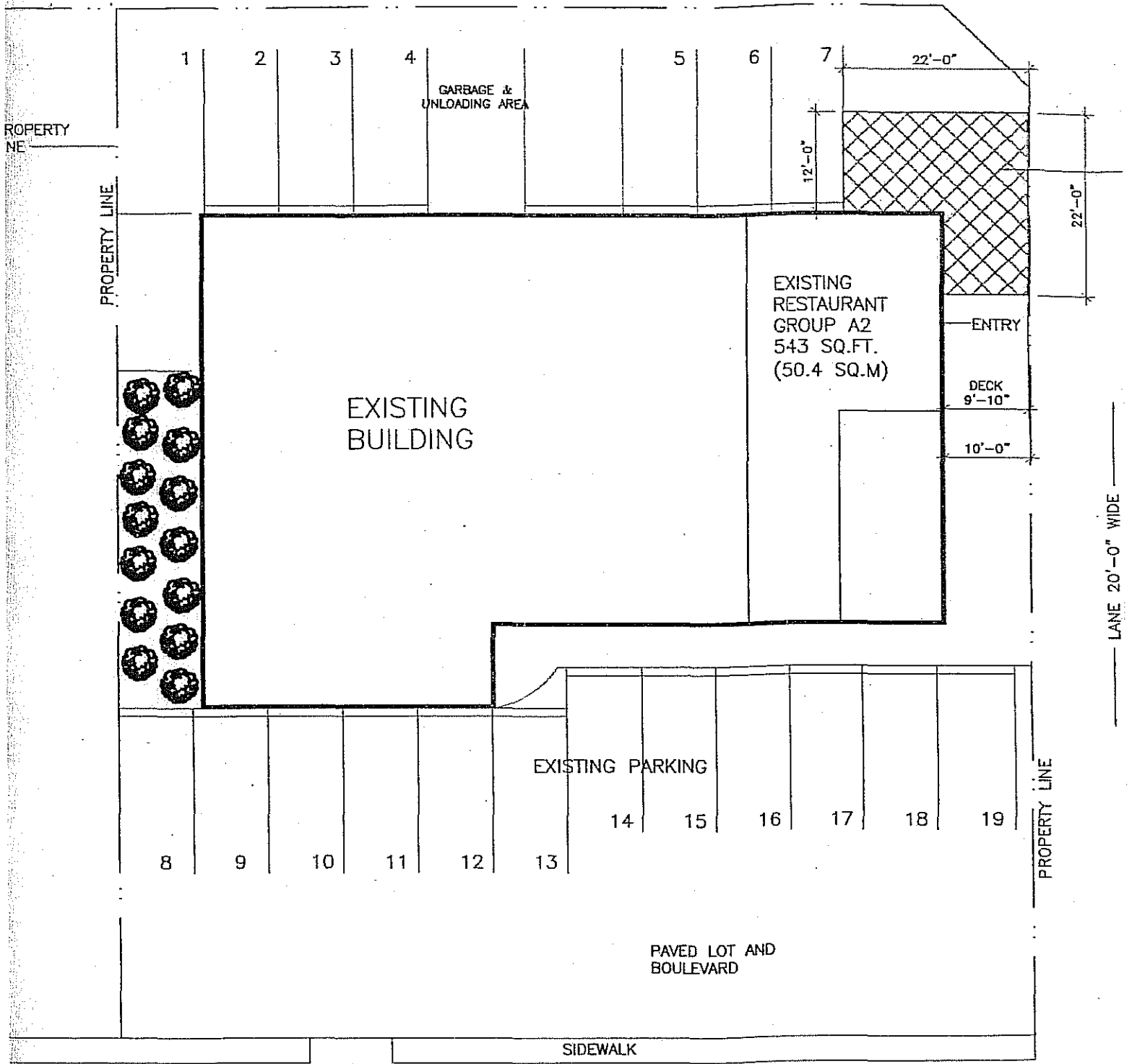
1.	Municipal Address	2917 Early Drive
2.	Legal Description	Lot 21, Block 424, Plan 61S10302
3.	Neighbourhood	Brevoort Park
4.	Ward	8

**B. Site Characteristics**

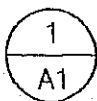
1.	Existing Use of Property	Shopping Centre
2.	Proposed Use of Property	Restaurant
3.	Adjacent Land Uses and Zoning	
	North	One-unit dwelling – R2
	South	One-unit dwelling – R2
	East	One-unit dwelling – R2
	West	Multi-unit dwelling – RM4
4.	No. of Existing Off-Street Parking Spaces	20
5.	No. of Off-Street Parking Spaces Required	13
6.	No. of Off-Street Parking Spaces Provided	19
7.	Site Frontage	33.53 metres
8.	Site Area	1,117.14 square metres
9.	Street Classification	Local

**C. Official Community Plan No. 8769**

1.	Existing Official Community Plan Designation	Residential
2.	Existing Zoning District	B1



EARLY DRIVE 40'-0" WIDE



# SITE PLAN

1/16" = 1'-0"

**RECEIVED**

AUG 25 2011

CITY OF SASKATOON  
COMMERCIAL PERMIT OFFICER



# Community Engagement Project Summary

**Project Name:** Public Information Meeting for Discretionary Use –  
Proposed Licensed Restaurant in Brevoort Park

**Applicant:** Aaron Wignes & Mike McKewon  
**File:** PL 4355 – D9/11

## Community Engagement Project Summary

### Project Description

A public information meeting was held regarding a proposed licensed Restaurant at 2917 Early Drive in Brevoort Park. The applicant proposed to operate a small restaurant with an outdoor patio and to serve alcohol with meals. The meeting provided residents of Brevoort Park, specifically those within 150 meters of the subject site, the opportunity to comment on the proposal and ask any questions that they may have.

The meeting was held at St. Matthew School Thursday, October 13, 2011 at 7 PM.

### Community Engagement Strategy

- Purpose: To inform and consult. Residents provided with overview of applicant's proposal and provided opportunity to ask questions and provide comments. Written comments will be accepted for the next few weeks.
- What form of community engagement was used: Public Information meeting, with an opportunity to listen to a presentation by the applicant and speak directly with the applicant and/or City staff following the presentation. City staff also provided overview of the discretionary use process, and the next steps following the meeting.
- Level of input or decision making required from the public – comments and opinions were sought from the public.
- Who was involved
  - Internal stakeholders: The standard referral process was implemented. The following Departments were contacted for comments: Building Standards Branch, Transit Services, & Infrastructure Services Department. Councillor Penner and Community Consultant were also contacted.
  - External stakeholders: Brevoort Park Community Association, Ward Councillor & Community Consultant contacted in addition to mailouts to residents. Seven people attended the meeting, four were residents of Brevoort Park.

### Summary of Community Engagement Input

- Key milestones, significant events, stakeholder input



This community engagement initiative provided interested & concerned individuals with an opportunity to learn more about the proposed use and to provide perspective and comments which will be considered by both the proponent and municipal staff in further analysis of this proposal.

- Timing of notification to the public including dates of mailouts, psa's, newspaper advertisements, number of flyers delivered, who was targeted/invited

#### Notification Processes

Notification Method /Date Issued	Details	Target Audience / Attendance	Attendance / Contact
Initial Notification Letter regarding proposed use  August 24, 2011	Letters outlining the details of the proposal were sent to residents, Community Association, Ward Councillor and Community Consultant.	As per public notice policy, notices were sent to property owners within 150 meter radius of subject site	4 phone calls were received regarding the letter
Public Information Meeting Notice  September 19, 2011	84 flyers delivered by mail to residents, Community Association, Ward Councillor and Community Consultant.	Residents within 150 meters of the site	
Public Information Meeting Notice (Change in meeting date and location)  September 26, 2011	84 flyers delivered by mail to residents, Community Association, Ward Councillor and Community Consultant, notifying them of the change in date and location of meeting	Residents within 150 meters of the site	

- Analysis of the feedback received, provide a brief summary of the comments to capture the flavour of the feedback received:
  - In general feedback and comments received at the public meeting were positive, but highlighted a few concerns regarding the clientele of the restaurant, the patio, and parking/traffic issues. Attendees were concerned that the restaurant may become a late night gathering place and have more of a lounge/tavern atmosphere. Additional concerns were raised regarding the patio and the potential for patrons to be out on the patio late, and that if lights or music were playing on the patio that it would be disruptive to the neighbours across the lane. Thirdly, traffic and parking was a concern. Attendees noted that patrons of the dance school often park in the alley, blocking traffic and thought that the restaurant would only increase the traffic issues.
  - Though comment sheets were provided at the meeting, to date, no written comments have been submitted.
- Impact of community engagement on the project/issue:
  - the feedback at the meeting was supportive, pending the concerns noted above; one individual was opposed

- How will input be used to inform the project/issue:
  - Input received from the community will be used to measure the support of the neighbourhood for this proposal and to highlight any major concerns
- Any follow up or reporting back to the public/stakeholders
  - Participants at the meeting were advised that they will receive direct notice of the Public Hearing if they provided their name and mailing address on the sign in sheet.

### Next Steps

Action	Anticipated Timing
Internal Review to be completed with municipal departments	September/October 2011
Planning and Development Report prepared and presented to Municipal Planning Commission. MPC reviews proposal and recommends approval or denial to City Council	November 8, 2011
Public Notice - report prepared and Public Hearing date set. Brevoort Park Community Association, Community Consultant, Ward Councillor as well as all participants at Public Meeting will be provided with direct notice of Public Hearing, as well as all residents who were notified previously. A notification poster sign by applicant will be placed on site.	November 21, 2011 to December 5, 2011
Public Hearing – Public Hearing conducted by City Council, with opportunity provide for interested persons or groups to present. Proposal considered together with the reports of the Planning & Development Branch, Municipal Planning commission, and any written or verbal submissions received by City Council.	December 5, 2011
Council Decision - may approve or deny proposal.	December 5, 2011

### Attachments

Notice of Public Information Meeting  
Attendance Sheet

Completed by: Danae Lockert, Planner 13, 975-7889  
Date: October 20, 2011

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

# PUBLIC INFORMATION MEETING

**\*\*\*New Date & Location\*\*\***

A meeting will be held:

**Thursday, October 13, 2011**

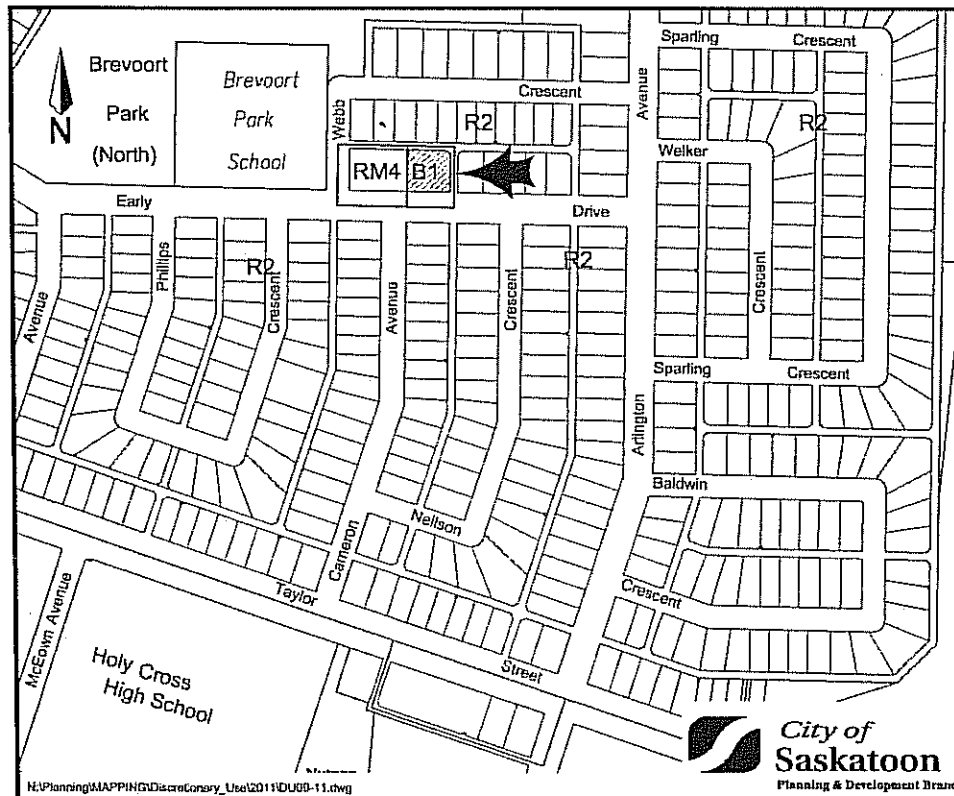
**Location: St. Matthew School (Gym)**

**(1508 Arlington Avenue)**

**7:00PM**

Residents are invited to review the proposed discretionary use. Aaron Wignes and Mike McKewon have submitted a discretionary use application in order to operate a Licensed Restaurant, with an outdoor patio off the north-east corner of building, at 2917 Early Drive. This property is zoned B1 District. In this district, a Licensed Restaurant may only be approved at the discretion of City Council.

The purpose of the meeting is to provide neighbouring residents the opportunity to find out the details of the proposal, and for the applicant to obtain public input on this matter. The City of Saskatoon will also be in attendance to provide details on the discretionary use process.



**For more information, please contact:**

Danae Lockert, Planning and Development Branch  
City of Saskatoon, Community Services Department,  
Phone: 975-7889 or email: [danae.lockert@saskatoon.ca](mailto:danae.lockert@saskatoon.ca)



*City of*  
**Saskatoon**  
Office of the City Clerk

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

November 14, 2011

City Clerk

Dear City Clerk:

**Re:    Municipal Planning Commission Report for Public Hearing  
      Discretionary Use Application – Licensed Restaurant  
      2917 Early Drive – B1 Zoning District  
      Brevoort Park Neighbourhood  
      Applicant: Aaron Wignes and Mike McKewon  
      (File No. CK. 4355-011-9)**

The Municipal Planning Commission, at its meeting held on November 8, 2011, considered a report of the General Manager, Community Services Department dated October 24, 2011, with respect to a Discretionary Use Application requiring approval to operate a licensed restaurant at 2917 Early Drive.

The Commission also considered the attached letter dated October 27, 2011 from Louise and Winfried Grassmann, providing comments on the above.

The Commission has reviewed the matter with the Administration and the Applicant's representative. The following is a summary of issues reviewed and further clarification provided:

- The patio is located on the northeast corner of the building. Lanes separate the patio from residential properties on both the north and east sides.
- With respect to the proximity of a licensed restaurant to elementary school, it was confirmed that there were no issues identified with respect to the previous use of this site as a licensed restaurant.
- While the Applicant has not specifically spoken to the school, he has talked to parents dropping off children at the dance school and they seem receptive to the proposal. The Commission encouraged the Applicant to meet with the school to let them know about their plans for the restaurant.
- The hours of operations were discussed. It is anticipated that the patio would be used from approximately May to September and until 10 or 10:30 p.m.
- In terms of the condition recommended by the Administration that no lights or amplified music be permitted on the patio, there was discussion of what would be allowed in terms of lighting and music in residential properties and whether a minimum level of lighting should be provided for comfort and safety, while still ensuring that it is not directed at nearby residential properties. It was further noted that the level of noise for residential properties and this property would have to be within the guidelines of the Noise Bylaw.

November 14, 2011

Page 2

- The Administration reviewed their rationale for supporting the application, while at the same time considering the issues brought forward by residents, which resulted in the recommendation for no lighting or amplified music.
- The Applicant provided further details of the reason for the proposal, including a focus on local food content and making available affordable, ready-made meals.

Following review of this matter, the Commission is supporting the recommendation for approval of the Discretionary Use Application but is recommending that the condition relating to lighting be changed to allow non-intrusive lighting to provide a minimum level of lighting for comfort and safety. The Commission is, therefore, recommending that the application submitted by Aaron Wignes and Mike McKewon requesting permission to use 2917 Early Drive for the purpose of a licensed restaurant be approved, subject to the following conditions:

- 1) that the applicant obtaining a Development Permit, and all other relevant permits (such as Building and Plumbing Permits) and licenses;
- 2) that the Municipal Endorsement provided to Saskatchewan Liquor and Gaming Authority (SLGA), for both the restaurant and patio, be for a licensed restaurant only;
- 3) that lighting on the patio be limited to non-intrusive lighting and that no amplified music be permitted on the patio; and
- 4) that the final plans submitted for the restaurant and patio being substantially in accordance with the plans submitted in support of this Discretionary Use Application.

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

Yours truly,

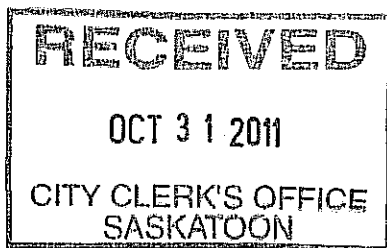


**Diane Kanak**  
Deputy City Clerk

DK:sj

Attachment

4355-011-9



October 27, 2011

City of Saskatoon

Dear Sirs,

We attended the public information meeting, held October 13, 2011, at St. Matthew School. The neighbors were invited to a review of the application for a licensed restaurant with an outdoor patio off the north-end corner of the building 2917 Early Drive.

We voiced concerns at the meeting. With due respect we would like to repeat these here:

A licensed restaurant is in our view not compatible with the two elementary schools, the park and the play grounds just a few yards away.

Traffic is already now often very congested in the alley behind the proposed restaurant. As well, the parking lot is full most evenings due to the cars generated by the successful dance school established on the premises. There is no room in the evenings for the additional cars that a restaurant will bring. Right from the beginning, the owners of the restaurant will be in conflict with the parents who are bringing their children to the dance school. That will not be a happy start.

We regard as fundamentally wrong the idea of adding a restaurant patio, even a small one, at the back corner of the building as there is not nearly enough room there. It will certainly infringe on the privacy of the adjoining private back yards.

Piped in music on the patio, even if it is muted as Mr. Wignes and Mr. Mc Kewon are proposing, is a nightmare for the residents of a quiet neighborhood such as ours.

We have nothing against people who want to start out on a business adventure. However, this is the wrong spot to do it, Early Drive is not 8<sup>th</sup> Street!

Sincerely,

Louise and Winfried Grassmann  
13 Webb Crescent, Saskatoon S7H 3L5  
phone: 373-0745

36)

**BYLAW NO. 8975**

**The Zoning Amendment Bylaw, 2011 (No. 20)**

The Council of The City of Saskatoon enacts:

**Short Title**

- 1. This Bylaw may be cited as The Zoning Amendment Bylaw, 2011 (No. 20).

**Purpose**

- 2. The purpose of this Bylaw is to permit the sale of new vehicles from an accessory building in the Auto Mall District.

**Zoning Bylaw Amended**

- 3. Zoning Bylaw No. 8770 is amended in the manner set forth in this Bylaw.

**Section 12.5.5 Amended**

- 4. Section 12.5.5 is amended by adding “new and” before “used” in subsection (1).

**Coming into Force**

- 5. The Bylaw shall come into force on the day of its final passing.

Read a first time this    day of    , 2011.  
 Read a second time this    day of    , 2011.  
 Read a third time and passed this    day of    , 2011.

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Mayor

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City Clerk

4350-011-5

RECEIVED

OCT 03 2011

CITY CLERK'S OFFICE  
SASKATOON**COMMUNITY SERVICES DEPARTMENT**

<b>APPLICATION NO.</b> PL 4350-Z6/11	<b>PROPOSAL</b> Proposed Zoning Bylaw Text Amendment – Section 12.5.5(1) pertaining to sale of new vehicles from an accessory building within the Auto Mall District	<b>EXISTING ZONING</b>
<b>LEGAL DESCRIPTION</b>		<b>CIVIC ADDRESS</b> N/A
		<b>NEIGHBOURHOOD</b>
<b>DATE</b> September 26, 2011	<b>APPLICANT</b> Vaughn Wyant Investments Ltd. 374 3rd Avenue South Saskatoon SK S7K 1M5	<b>OWNER</b>

**A. COMMUNITY SERVICES DEPARTMENT RECOMMENDATION:**

that at the time of the public hearing, City Council consider the Administration's recommendation that the proposal to amend Section 12.5.5(1) of the Zoning Bylaw No. 8770, as indicated in the attached report, be approved.

**B. PROPOSAL**

An application has been submitted by Vaughn Wyant Investments Ltd. requesting that Section 12.5.5(1) of Zoning Bylaw No. 8770 be amended to accommodate the sale of new vehicles from accessory buildings within the Auto Mall District.

This amendment has been requested in order to expand the range of uses permitted within accessory buildings in the Auto Mall District. Currently, new vehicle sales are permitted only from the principal building on the site, and each site is limited to one principal building. Accessory buildings are permitted in the Auto Mall District, and currently allow for the sale of used vehicles, as well as other accessory uses such as car wash, automobile servicing, and the sale and servicing of recreational vehicles.

**C. REASON FOR PROPOSAL (by Applicant)**

This amendment will accommodate a specific request from the Vaughn Wyant Automotive Group. They operate the Jubilee Ford car dealership from the principal building on their site, and propose to renovate an accessory building on the site to accommodate a new car showroom for a Porsche vehicle dealership. The sale of new vehicles would be provided in addition to their accessory uses established.

This amendment will apply to all sites located with the Auto Mall District. The applicant contacted all property owners/auto dealers within the auto mall to obtain their endorsement of the proposed amendment. Signed Letters of Consent have been



submitted by the property owners representing the various car dealerships located in the auto mall.

**D. BACKGROUND INFORMATION**

In April 2000, the Zoning Bylaw No. 8770 was amended to establish an AM – Auto Mall District with the purpose of “providing for motor vehicle sales and service and other directly related uses in a high quality, comprehensively planned environment which is conveniently located to serve motor vehicle customers” (Section 12.5.1).

Section 12.5.2 establishes the permitted uses within the Auto Mall District, as “The sale, rental, leasing, and associated servicing of new motor vehicles having a gross vehicle weight (GVW) of less than 10,000 kg” and identifies minimum development standards for this use. Only one principal building is permitted on any site.

Section 12.5.5 provides for accessory building and uses, which includes: “(1) The sale, rental, leasing, and associated servicing of used motor vehicles having a gross vehicle weight (GVW) of less than 10,000 kg, in association with permitted vehicle sites.”

Accessory buildings must maintain the same development standards, with respect to front, side, and rear yard setbacks, as well as building height, as the principal building. The Zoning Bylaw No. 8770 also specifies off-street parking requirements which include one space per vehicle for sale, rental or lease, and three spaces for each service bay.

In addition, Section 12.5.6 (3) specifies that: “Any number of accessory buildings shall be allowed provided that the total gross floor area of all accessory buildings does not exceed 40 percent of the gross floor area of the principal buildings.”

**E. JUSTIFICATION**

1. Community Services Department Comments

a) Proposed Zoning Bylaw No. 8770 Text Amendment

The proposed amendment will expand the application of this zoning provision by providing for the sale, rental, leasing, and associated services of new vehicles from within accessory buildings. This amendment will provide the flexibility to accommodate a range of services provided by motor vehicle dealers, including new car sales for a number of product lines.

Section 12.5.5 (1) as amended, would add the phrase “new and” to include provision for new vehicle sales from an accessory building. As amended section 12.5.5 (1) would read:

- (1) “Sale, rental, leasing and associated servicing of new and used vehicles having a gross vehicle weight of less than 10,000 kg, in association with permitted vehicle sites.”

This use may be provided in addition to the provision of other accessory uses related to motor vehicle sales. Existing requirements with respect to minimum development standards, off-street parking, screening, landscaping, and lighting will ensure that the expanded range of uses permitted within accessory buildings maintains the intent of the Auto Mall District in providing a high quality, comprehensively planned environment. Currently, Zoning Bylaw No. 8770 does not set limits on the number of accessory buildings permitted on each site, but the total gross floor area of accessory buildings may not exceed 40 percent of the gross floor area of the principal building. This restriction will remain in place.

b) Development Review Section

Since the adoption of the Auto Mall District, the properties situated within the auto mall have been substantially developed.

The proposed text amendment will provide for a broader range of uses within accessory buildings while retaining the restriction on the gross floor area of accessory buildings to a maximum 40 percent of the gross floor area of the principal building.

No negative impacts as a result of this text amendment are anticipated.

c) Future Growth Section

We understand that this amendment is to facilitate the addition of a Porsche car dealership on the existing Jubilee Ford car dealership site. We have no concerns regarding the Zoning Bylaw No. 8770 text amendment to Section 12.5.5 (1).

d) Building Standards Branch

The Building Standards Branch has no objection to the proposed Zoning Bylaw No. 8770 text amendment application. Building permits will be

required to be obtained before any construction, alteration, or renovations on this parcel begin.

2. Comments by Others

a) Infrastructure Services Department

The proposed Zoning Bylaw No. 8770 amendment is acceptable to the Infrastructure Services Department.

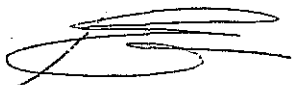
**F. ENVIRONMENTAL IMPLICATIONS**

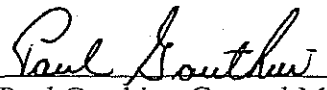
There are no environmental and/or greenhouse gas implications.

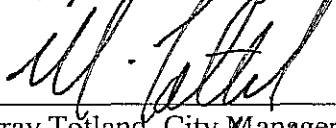
**G. COMMUNICATION PLAN**

If the application is approved for advertising by City Council, a notice will be placed in The StarPhoenix once a week for two consecutive weeks. Upon completion of the required notice period, City Council will hold a public hearing to consider all written and oral submissions.

Written by: Jo-Anne Richter, Senior Planner II  
Planning and Development Branch

Reviewed by:   
Randy Grauer, MCIP, Manager  
Planning and Development Branch

Approved by:   
Paul Gauthier, General Manager  
Community Services Department  
Dated: September 29, 2011

Approved by:   
Murray Totland, City Manager  
Dated: Oct 3/11



## Zoning Notice



### AUTO MALL ZONING DISTRICT

### PROPOSED ZONING BYLAW TEXT AMENDMENT - BYLAW NO. 8975

Saskatoon City Council will consider an amendment to the City's Zoning Bylaw (No.8770). Bylaw No. 8975 will expand the range of uses permitted within accessory buildings in the Auto Mall District to include the sale of new vehicles. Currently, accessory buildings are permitted in the AM District and allow for the sale of used vehicles, as well as other accessory uses such as car wash, automobile servicing, and sale and servicing of recreational vehicles.

**Section 12.5.5 (1), as amended, would state the following:**

"The sale, rental, leasing and associated servicing of new motor vehicles having a gross vehicle weight (GVW) of less than 10,000 Kg, in association with permitted vehicle sites."

**REASON FOR THE AMENDMENT** – The reason for this amendment is to permit the sale of new vehicles from an accessory building in the Auto Mall Zoning District.

**INFORMATION** - Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge:

Community Services Department, Planning and Development Branch  
Phone: 975-7723 (Daniel Gray)

**PUBLIC HEARING** - City Council will hear all submissions on the proposed amendment and all persons who are present at the Council meeting and wish to speak on **Monday, December 5th, 2011 at 6:00 p.m. in Council Chamber, City Hall, Saskatoon, Saskatchewan.**

All written submissions for City Council's consideration must be forwarded to:  
His Worship the Mayor and Members of City Council  
c/o City Clerk's Office, City Hall  
222 Third Avenue North, Saskatoon, SK S7K 0J5

All submissions received by the City Clerk by 10:00 a.m. on Monday, December 5th, 2011 will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Bylaw.

3c)

## BYLAW NO. 8982

### The Zoning Amendment Bylaw, 2011 (No. 22)

The Council of The City of Saskatoon enacts:

#### Short Title

1. This Bylaw may be cited as The Zoning Amendment Bylaw, 2011 (No. 22).

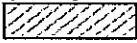
#### Purpose

2. The purpose of this Bylaw is to authorize a rezoning agreement which is annexed hereto as Appendix "B".

#### Bylaw No. 8770 Amended

3. The Zoning Bylaw is amended in the manner set forth in this Bylaw.

#### Zoning Map Amended

4. The Zoning Map, which forms part of Bylaw No. 8770 is amended by rezoning the lands shown as  on Appendix "A" to this Bylaw and described in this Section from a B2 District to a B1 District subject to the provisions of the Agreement annexed as Appendix "B" to this Bylaw:

- (a) Civic Address: 811 29<sup>th</sup> Street West  
Surface Parcel No. 136106928  
Legal Description: Lot 9, Block 44, Plan No. 101285737 Ext 75  
As described on Certificate of Title 00SA32592,  
description 75.

#### Execution of Agreement Authorized

5. The Mayor and Clerk are authorized to execute the Agreement annexed as Appendix "B" to this Agreement.

**Coming into Force**

6. This Bylaw shall come into force on the day of its final passing.

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

Read a third time and passed this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

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Mayor

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City Clerk

Appendix "A"



# REZONING

From B2 to B1 by Agreement



**City of  
Saskatoon**

Planning & Development Branch

## Rezoning Agreement

This Agreement made effective this \_\_\_\_ day of \_\_\_\_\_, 2011.

Between:

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

- and -

**Dance Ink Ltd.**, a body corporate incorporated under the laws of the Province of Saskatchewan (hereinafter referred to as "the Owner")

### Whereas:

1. The Owner is the registered owner of the land described as follows:
  - (a) Civic Address: 811 29<sup>th</sup> Street West  
Surface Parcel No. 136106928  
Legal Land Description: Lot 9, Blk/Par 44, Plan 101285737 Ext 75  
As described on Certificate of Title  
00SA32592, description 75  
  
(hereinafter referred to as "the Land");
2. The Owner has applied to the City for approval to rezone the Land from a B2 District to a B1 District subject to this Agreement to allow the development of the proposal specified in this Agreement;
3. The City has an approved Official Community Plan which, pursuant to Section 69 of *The Planning and Development Act, 2007*, contains guidelines respecting the entering into of agreements for the purpose of accommodating requests for the rezoning of land;
4. The City has agreed, pursuant to the provisions of Section 69 of *The Planning and Development Act, 2007*, to rezone the Land from a B2 District to a B1 District, subject to this Agreement.



Now therefore this Agreement witnesseth that the Parties hereto covenant and agree as follows:

**Land to be Used in Accordance with Agreement**

1. The Owner agrees that, upon the Land being rezoned from a B2 District to a B1 District subject to the terms of this Agreement, none of the Land shall be developed or used except in accordance with the terms and conditions set out in this Agreement.

**Use of Land**

2. The Owner agrees that the use of the Land will be restricted to that of a private school for dance and martial arts instruction limited to a maximum of eight (8) students at any given time. No alcoholic beverages may be served or provided to patrons in conjunction with the operation of the private school.

**Development Standards**

3. The development standards applicable to the Land shall be those applicable to an B1 District except as follows:
  - (a) Parking: a minimum of two on-site spaces plus one loading space;
  - (b) Side Yard Setback: 0 metres minimum.

**Noise and Vibration**

4. Noise or vibration that may be injurious or constitute a nuisance beyond the boundaries of the Land are prohibited.

### **Application of Zoning Bylaw**

5. The Owner covenants and agrees that, except to the extent otherwise specified in this Agreement, the provisions of The City of Saskatoon Zoning Bylaw No. 8770 as amended from time to time shall apply.

### **Compliance with Agreement**

6. The Owner covenants and agrees not to develop or use the Land unless such development, use and construction complies with the provisions of this Agreement.

### **Dispositions Subject to Agreement**

7. The Owner covenants and agrees that any sale, lease or other disposition or encumbrance of the Land or part thereof shall be made subject to the provisions of this Agreement.

### **Definitions**

8. Any word or phrase used in this Agreement which is defined in Zoning Bylaw No. 8770 shall have the meaning ascribed to it in that Bylaw.

### **Departures and Waivers**

9. No departure or waiver of the terms of this Agreement shall be deemed to authorize any prior or subsequent departure or waiver, and the City shall not be obliged to continue any departure or waiver or permit subsequent departure or waiver.

### **Severability**

10. If any covenant or provision of this Agreement is deemed to be void or unenforceable in whole or in part, it shall not be deemed to affect or impair the validity of any other covenant or provision of this Agreement.

### **Governing Law**

11. This Agreement shall be governed and interpreted in accordance with the laws of the Province of Saskatchewan.

### **Effective Date of Rezoning**

12. It is understood by the Owner that the Land shall not be effectively rezoned from a B2 District to a B1 District subject to this Agreement until:
  - (a) the Council of The City of Saskatoon has passed a Bylaw to that effect; and
  - (b) this Agreement has been registered by the City, by way of Interest Registration, against the Title to the Land.

### **Use Contrary to Agreement**

13. (1) The Council of The City of Saskatoon may declare this Agreement void where any of the Land or buildings thereon is developed or used in a manner which is contrary to the provisions of this Agreement, and upon the Agreement being declared void, the Land shall revert to the district to which it was subject to before rezoning.
- (2) If this Agreement is declared void by the Council of The City of Saskatoon, the City shall not, by reason thereof, be liable to the Owner or to any other person for any compensation, reimbursement or damages on account of loss or profit, or on account of expenditures, or on any other account whatsoever in connection with the Land.

### **Registration of Interest**

14. (1) The Parties hereto acknowledge that this Agreement is made pursuant to Section 69 of *The Planning and Development Act, 2007* and the Owner agrees that this Agreement shall be registered by way of an Interest Registration against the Title to the Land. As provided in Section 236 of *The Planning and Development Act, 2007*, Section 63 of *The Land Titles Act, 2000* does not apply to the Interest registered in respect of this Agreement.

## Affidavit Verifying Corporate Signing Authority

*Canada* )  
*Province of Saskatchewan* )  
*To Wit:* )

I, \_\_\_\_\_, of the City of Saskatoon, in the  
(Name)  
Province of Saskatchewan, \_\_\_\_\_, make oath and say:  
(Position Title)

1. I am an officer or director of the corporation named in the within instrument.
2. I am authorized by the corporation to execute the instrument without affixing a corporate seal.

Sworn before me at the City of )  
Saskatoon, in the Province of )  
Saskatchewan, this \_\_\_\_\_ day of )  
\_\_\_\_\_, \_\_\_\_\_ )  
\_\_\_\_\_ )  
A Commissioner for Oaths in and for )  
the Province of Saskatchewan. )  
My Commission expires )  
\_\_\_\_\_ )  
(or) Being a Solicitor. )

\_\_\_\_\_  
(Signature)

- (2) This Agreement shall run with the Land pursuant to Section 69 of *The Planning and Development Act, 2007*, and shall be bind the Owner, its successors and assigns.

**Enurement**

15. This Agreement shall enure to the benefit of and be binding upon the Parties hereto and their respective heirs, executors, administrators, successors and assigns.

**The City of Saskatoon**

\_\_\_\_\_  
Mayor

c/s

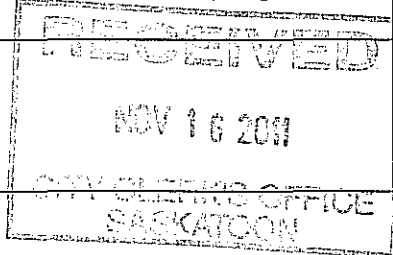
\_\_\_\_\_  
City Clerk

**Dance Ink Ltd.**

\_\_\_\_\_  
\_\_\_\_\_  
c/s

## COMMUNITY SERVICES DEPARTMENT

<b>APPLICATION NO.</b> Z11/11	<b>PROPOSAL</b> Proposed Rezoning from B2 to B1 by Agreement	<b>EXISTING ZONING</b> B2
<b>LEGAL DESCRIPTION</b> Lot 9, Block 44, Plan No. 101285737		<b>CIVIC ADDRESS</b> 811 29 <sup>th</sup> Street West
<b>DATE</b> November 9, 2011	<b>APPLICANT</b> Dance Ink Ltd. 4 Porteous Crescent Saskatoon SK S7J 2S8	<b>NEIGHBOURHOOD</b> Westmount
		<b>OWNER</b> Dance Ink Ltd. 4 Porteous Crescent Saskatoon SK S7J 2S8



### LOCATION PLAN



**PROPOSED REZONING**

From B2 to B1 by Agreement —

**City of Saskatoon**  
Planning & Development Branch

**A. COMMUNITY SERVICES DEPARTMENT RECOMMENDATION:**

that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to the Zoning Bylaw No. 8770 to rezone Lot 9, Block 44, Plan No. 101285737 (811 29<sup>th</sup> Street West) from a B2 – District Commercial District to a B1 – Neighbourhood Commercial District, subject to a Zoning Agreement, be approved.

**B. PROPOSAL**

The Planning and Development Branch has received an application from Dance Ink Ltd. requesting that Lot 9, Block 44, Plan No. 101285737 (811 29<sup>th</sup> Street West) be rezoned from a B2 - District Commercial District to a B1 – Neighbourhood Commercial District, subject to a Zoning Agreement. The proponent proposes to convert the existing building from a photography studio to a private dance and karate school.

This property is currently zoned B2 – District Commercial District. This building was previously used as a photography studio, which is a permitted use within the B2 Zoning District. The proposed rezoning to B1 by agreement would permit the proposed dance and karate school, while addressing non-compliance with parking requirements.

**C. REASON FOR PROPOSAL (By Applicant)**

The current zoning does not permit private schools. The proponent has identified that the proposed programs will benefit the community by providing a safe environment that will encourage youth to be involved in extracurricular activities. Dance and karate classes will promote physical fitness, health, and positive friendships, while helping to steer youth from associating themselves in non-constructive activities. Our student's parents have reported that their children have shown marked improvements in school, manners, and behaviour as a result of participation in these programs. In addition, many members of the Westmount community have limited access to transportation, making the operation of this business at this location more accessible to those who could not otherwise attend.

**D. BACKGROUND INFORMATION**

Westmount, one of Saskatoon's oldest communities, is a centrally located neighbourhood with predominantly residential land use. The 29<sup>th</sup> Street West site is one of two neighbourhood commercial locations found within the neighbourhood boundaries.

The subject site has been zoned and operated as a commercial land use throughout the property's history, with the most recent use being a personal service trade (photography studio). In 1988, the owner of the photography studio added a substantially large addition to an existing building, which more than tripled the size of the structure located on the site. This addition complied with all relevant zoning requirements.

## **E. JUSTIFICATION**

### **1. Community Services Department Comments**

#### **a. Development Review Section**

The proposed dance and karate school at 811 29<sup>th</sup> Street West is a favourable amenity for community members of all ages, as it promotes a variety of natural health benefits, provides a neighbourhood activity that teaches self discipline, and fosters cohesion in the area. The Development Review Section understands and supports the merits of the proposed business, seeing this type of business as offering valuable opportunities for active and healthy lifestyles to the residents of Saskatoon.

While the Development Review Section understands and supports the merits of the proposed business, there are issues which have been of concern to the neighbourhood residents:

1. Parking: Parking requirements within the B1 Zoning District of Zoning Bylaw No. 8770 identify that private schools in the B1-Neighbourhood Commercial District require 1.2 spaces per classroom, plus one space per four students at design capacity, plus one off-street loading space. Staff identified a design capacity of eight people for this facility that would require a total of three parking spaces and one off-street loading space. Currently, there are two parking spaces at the rear of the building along with one off-street loading space, resulting in a parking space deficiency of one off-street parking space.

The applicants advise that they have made arrangements to accommodate student parking through lease agreements with neighbouring residents and businesses, and have asked the students to respectfully park adjacent to non-residential properties in the neighbourhood, including the power utility building at 709 Avenue I North.



2. Noise: Concerns have been expressed regarding the noise levels created by music from the dance school. We understand that the Saskatoon Police Service has been involved in this respect and that charges have been laid on three occasions. The dispositions of these charges have not been determined by the Courts. To evaluate these noise concerns, civic staff attended the site on two separate occasions to gain a firsthand appreciation of this noise issue. Based on these inspections, staff noted that a small amount of noise could be heard outside of the proposed school when the music in the building was at a very high volume; however, in the view of the attending staff, the noise was not loud enough to be perceived as a nuisance. The subject property, as well as the adjacent residence, are zoned Commercial. Some amount of noise and traffic is to be expected in a commercial location. However, in order to attempt to address noise concerns, it is recommended that a clause be included in the Zoning Agreement that would address noise and vibration issues.

b. Proposed Zoning Agreement

Section 69(1) of the *Planning and Development Act, 2007*, provides that a person may apply to have a property rezoned to permit the carrying out of a specific proposal. In this instance, the proposed Zoning Bylaw No. 8770 amendment is intended to change the zoning designation from B2 District to B1 District by agreement, which will provide for the development of a private school.

More specifically, it is recommended that the zoning agreement include the following provisions:

- Use:
- i. The use of the existing building as a private school consisting of dance and martial arts instruction limited to a maximum of eight students at any given time.
  - ii. No alcoholic beverages may be served or provided to patrons in conjunction with the operation of the private school.

Parking: A total of two parking spaces and one loading space are required.

Nuisance: Noise or vibration that may be injurious or constitute a nuisance beyond the boundaries of the subject property shall be prohibited.

Side Yard Setback: No minimum side yard setback shall be required.

All other development standards shall be those required in the B1 Zoning District.

c. Neighbourhood Planning Section

After considering information regarding the request to rezone 811 29<sup>th</sup> Street West from a B2 Zoning District to B1 by Agreement Zoning District for the purpose of a proposed dance and fitness studio, the Neighbourhood Planning Section has noted some concerns with the application.

During its June 27, 2011 meeting, City Council adopted the Westmount Local Area Plan (LAP). This report is in favour of additional active programming in the neighbourhood. Several stated goals in Section 4.0 Health (p.76) relate to the benefits of this proposal, such as:

- i) "Encourage healthy daily activities in the neighbourhood through the built environment";
- ii) "Implement in motion activities in the neighbourhood";
- iii) "Improve neighbourhood parks and programming to encourage healthy lifestyles"; and
- iv) "Encourage neighbourhood youth in healthy activities and initiatives."

However, the Westmount LAP report does not establish a position on potential future rezoning or redevelopment applications for the small cluster of commercial properties located on 29<sup>th</sup> Street West.

While the Westmount LAP supports opportunities for healthy and active living, the Neighbourhood Planning Section has concerns related to parking for the proposed business at 811 29<sup>th</sup> Street West. It is our belief this use will generate significant demand for parking; both for drop-off/pick-up and longer term use. We appreciate the applicant's effort to secure additional nearby parking stalls, but are of the opinion it will not be sufficient, and vehicles will regularly be parked on-street throughout the

area, especially when classes are turning over. It is also noted these additional parking stalls across the rear lane technically do not meet the definition of adjacent parking in Zoning Bylaw No. 8770. The increased parking demand could create considerable negative impact for neighbours living in the immediate vicinity of the business entrance; it is possible vehicles will consistently double park during drop-off/pick-up, which could result in safety being compromised.

d. Future Growth Section

We have no concerns with the proposed amendment. The proposed use is complementary to the predominantly residential land use in the area and is of a scale compatible with that of surrounding uses.

e. Building Standards Branch

The Building Standards Branch has no objection to the proposed rezoning.

A Building Permit is required to be obtained before the proposed occupancy change to Assembly Occupancy (dance and fitness studio) occurs. All drawings submitted for review, in support of the building permit application, are required to be signed and sealed by a design professional licensed to practice in the Province of Saskatchewan.

The site plans submitted have not been reviewed for code compliance.

2. Comments by Others

a. Infrastructure Services Department

The proposed Zoning Bylaw No. 8770 amendment, as noted above, is acceptable to the Infrastructure Services Department. The applicant is encouraged to make provisions for all additional parking spaces.

b. Transit Services Branch

Saskatoon Transit has no easement requirements regarding this site.

At present, Saskatoon Transit has a bus stop approximately 65 metres from the subject site on the west side of Avenue H North and just south of 29<sup>th</sup> Street West.

Bus service is at 30 minute intervals Monday to Saturday and at 60 minute intervals after 18:00 Monday to Saturday, early Saturday mornings, Sunday, and statutory holidays.

**F. COMMUNICATION PLAN**

A Public Information Meeting was held on November 3, 2011, for the community to gather information and provide feedback regarding this application with 58 people in attendance. Notices were distributed to property owners in a 200 metre radius of the site, and a total of 214 notices were distributed by mail. A summary of the meeting as well as additional correspondence is included in the attachments.

Once this application has been considered by the Municipal Planning Commission, it will be advertised in accordance with the Public Notice Policy No. C01-021, and a date for a public hearing will be set. The Planning and Development Branch will notify the Westmount Community Association and the Community Consultant of the public hearing date by letter. A notice will be placed in The StarPhoenix three weeks prior to the public hearing. Notice boards will also be placed on the site. The property owners in the vicinity will also be notified in writing.


**G. ENVIRONMENTAL IMPLICATIONS**

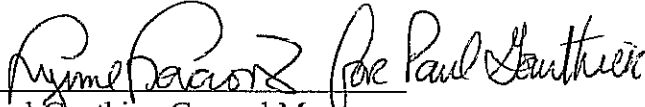
There are no environmental and/or greenhouse gas implications.


**H. ATTACHMENTS**

1. Fact Summary Sheet
2. Community Engagement Project Summary of 26 comments sheets submitted after the public information meeting
3. A copy of the form letter received from 19 Westmount community members in opposition
4. Five letters of opposition from Westmount community members
5. A petition in opposition signed by 79 community members
6. A petition in support signed by 63 community members
7. Two letters in support of the proposal

Written by: Daniel Gray, Planner 16  
Planning and Development Branch

Reviewed by:   
Randy Grauer, MCIP, Manager  
Development Services Branch

Approved by:   
Paul Gauthier, General Manager  
Community Services Department  
Dated: November 10, 2011

Approved by:   
Murray Totland, City Manager  
Dated: Nov. 16/11

<b>FACT SUMMARY SHEET</b>	
<b>A. <u>Location Facts</u></b>	
1. Municipal Address	811 29 <sup>th</sup> Street West
2. Legal Description	Lot 9, Block 44, Plan No. 101285737
3. Neighbourhood	Westmount
4. Ward	4
<b>B. <u>Site Characteristics</u></b>	
1. Existing Use of Property	B2 – District Commercial
2. Proposed Use of Property	B1 – Neighbourhood Commercial by Agreement
3. Adjacent Land Uses and Zoning	
North	Residential
South	Residential
East	Residential
West	B2 – District Commercial
4. No. of Existing Off-Street Parking Spaces	2
5. No. of Off-Street Parking Spaces Required	3
6. No. of Off-Street Parking Spaces Provided	2
7. Site Frontage	9.14 metres
8. Site Area	349.53 m <sup>2</sup>
9. Street Classification	Arterial
<b>C. <u>Official Community Plan (OCP) Policy</u></b>	
1. Existing OCP Designation	Commercial
2. Proposed OCP Designation	Commercial
3. Existing Zoning District	B2
4. Proposed Zoning District	B1 by Agreement



# Community Engagement Project Summary

**Project Name:** Public Information Meeting for Proposed Rezoning –  
811 29<sup>th</sup> Street West from B2 to B1 by Agreement

**Applicant:** Dance Ink Ltd.  
**File:** PL 4350 – Z11/11

## Community Engagement Project Summary

### Project Description

A public information meeting was held regarding a proposed rezoning of a commercial property located at 811 29<sup>th</sup> Street West from B2 to B1 by Agreement. The proposed rezoning would accommodate a future dance and karate school, subject to a Zoning Agreement. The meeting provided residents of Westmount, specifically those within 200 meters of the subject site, to learn more about the proposed rezoning and business, and have the opportunity to comment on the proposal and ask any questions that they may have.

The meeting was held at SIAST – Kelsey Campus on Thursday, November 3<sup>rd</sup>, 2011 at 7 PM.

### Community Engagement Strategy

- Purpose: To inform and consult. Residents were provided with an overview of applicant's proposal and provided the opportunity to ask questions and provide comments. Written comments will be accepted for the next few weeks.
- Form of community engagement was used: Public information meeting, with an opportunity to listen to a presentation by the applicant and speak directly with the applicant and/or City staff following the presentation. City staff also provided overview of the rezoning process, and the next steps following the meeting.
- Level of input or decision making required from the public: Comments and opinions were sought from the public.
- Who was involved:
  - Internal stakeholders: The standard referral process was implemented. The following Departments were contacted for comments: Building Standards Branch, The Future Growth Section, Transit Services, & Infrastructure Services Department. Councillor Heidt and the Community Consultant for the ward were also contacted.
  - External stakeholders: Westmount Community Association, Ward Councillor & Community Consultant contacted in addition to mail-outs to residents. Fifty-eight people signed in at the meeting.

### Summary of Community Engagement Input

- Key milestones, significant events, stakeholder input  
This community engagement initiative provided interested & concerned individuals with an opportunity to learn more about the proposed use and to provide perspective and comments,

which will be considered by both the proponent and municipal staff in further analysis of this proposal.

- Timing of notification to the public including dates of mail-outs, PSA's, newspaper advertisements, number of flyers delivered, who was targeted/invited

**Notification Processes:**

Notification Method /Date Issued	Details	Target Audience / Attendance	Attendance / Contact
Public Information Meeting notice  October 17 <sup>th</sup> , 2011	214 Public Information Meeting notices outlining the details of the proposal were sent to registered property owners. Letters along with the public meeting notice were also sent to the Community Association, Ward Councillor and Community Consultant.	As per public notice policy, notices were sent to property owners within a 200 meter radius of subject site (increased from standard of 75 meters).	8 phone calls were received regarding the public meeting

- Analysis of the feedback received, provide a brief summary of the comments to capture the flavour of the feedback received:
  - Feedback and comments received at the public meeting established support and opposition for the proposal. There was a total of 26 comment forms received regarding this proposal:
    - Many Westmount residents in attendance felt that the lack of parking and noise levels resultant of the proposed activity would be detrimental to the livelihood of those neighbouring the proposed use.
    - Many people in attendance voiced their support for the proposed land use, identifying the benefits that Dance and Karate would bring to the neighbourhood, including improved health benefits, the addition of affordable, positive activities for youth in the area, and self discipline.
  - Most concerns waived around parking in and around the subject site, noting the limited parking availability on the site and the surrounding residential streets.
  - The proponent identified that they are willing to work to alleviate parking concerns and are looking at possible lease agreements between the business and neighbouring land owners.
  - A neighbouring business owner supports the business and the benefits it will provide the neighbourhood, noting that the proponent is welcome to park along Avenue I North beside the business.
  - Neighbours noted that although the proposed activity occurs indoors, the noise and vibrations that accompany the proposed use can be heard outside the boundaries of the property and vibrations felt within neighbouring homes.
  - Some community members feel having two businesses on this block is adequate and that anymore commercial land use would depreciate the value of housing in the area.



- Some concerns were the opinion that a few residents of the community may stop this proposal from being approved.
  - Some established residents in the area are of the belief that approval of this proposal will hinder their wishes to age in place because of the intensified activity that would result from the proposed business.
  - A total of 24 letters in opposition to the proposal were received at the meeting
    - 19 form letters signed by community members;
    - 5 letters from various community members.
  - A 79 person petition in opposition of the proposal was presented at the meeting
  - A total of 8 letters and 5 emails were received in support of this proposal
  - A 63 person petition in support of this proposal was received after the meeting
- Impact of community engagement on the project/issue:
    - The feedback at the meeting will provide MPC and Council with opinions and comments of the surrounding community.
  - How will input be used to inform the project/issue:
    - Input received from the community will be used to measure the support of the neighbourhood for this proposal and to highlight any major concerns.
  - Any follow up or reporting back to the public/stakeholders
    - Participants at the meeting were advised that they will receive direct notice of the Public Hearing if they provided their name and mailing address on the sign in sheet.

## Next Steps

Action	Anticipated Timing
Internal Review to be completed with municipal departments	November 2011
Planning and Development Report prepared and presented to Municipal Planning Commission. MPC reviews proposal and recommends approval or denial to City Council	November 22, 2011
Public Notice - report prepared and Public Hearing date set. Westmount Community Association, Community Consultant, Ward Councillor as well as all participants at Public Meeting will be provided with direct notice of Public Hearing, as well as all residents who were notified previously. A notification poster sign by applicant will be placed on site.	December 21, 2011 to December 6, 2011
Public Hearing – Public Hearing conducted by City Council, with opportunity provide for interested persons or groups to present. Proposal considered together with the reports of the Planning & Development Branch, Municipal Planning commission, and any written or verbal submissions received by City Council.	December 5, 2011
Council Decision - may approve or deny proposal.	December 5, 2011

**Attachments:**

Notice of Public Information Meeting  
Attendance Sheet  
Copy of Form Letter  
Copy of Petition in Opposition  
Copy of Petition in Support

Completed by: Daniel Gray, Planner 16, 975-7723

Date: November 8<sup>th</sup>, 2011

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

Office of the City Clerk  
 2nd Floor, City Hall  
 222, 3rd Ave. North  
 Saskatoon, SK S7K 0J5

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October 22 , 2011

To: His Worship the Mayor and City Council Members

I am writing to express opposition to the rezoning by approval process that would allow the legal operation of a Karate School and a Dance Studio between two residences, in the center of the 800 block of 29th Street West. We urge you in the strongest manner to reject this application for rezoning and respect the traditional character of Westmount.

Please consider the impact of this development on constituents who have made their homes in the area. Privacy and convenience have been severely compromised and property values may be measurably damaged. Potential homebuyers will negatively factor issues such as noise, traffic and parking into their purchase decisions.

Allowing the project to proceed will cause residents to question the relevance of our current zoning bylaw system, the purpose of which is to ensure the controlled and appropriate development of our city. There is a credibility issue here that goes well beyond this specific development. If a property can be rezoned to accommodate the wishes of one business against the wishes of numerous residents in the area, what protection does current zoning provide to residents in any area of the city?

Additionally:

- I would not appreciate a dance/karate school on my street, and I support my neighbours on 29th St. West in their opposition to this proposed business on theirs.
- I request that City Council Members take such action as may be required to cease the activities of this business, which have been ongoing since August 25th, 2011, until this process is complete.
- I feel that this type of business is inappropriate for our neighbourhood and would be better situated on an arterial road such as 22nd Street. To my knowledge, a business of this type, size and scope does not exist in any other residential area and should not be allowed in Westmount.
- I believe this business will increase safety issues due to increased traffic, illegal u-turns, drop offs and pickups and parking increases on 29th St West and surrounding residential streets.
- I feel it will disrupt the right to quiet enjoyment of our property. I believe that residents of Westmount deserve the same consideration as all other neighbourhoods. This business has already changed the character of the neighbourhood and has created hardships for residents through the use of amplified music, late operating hours, limitations on residential parking and increased vehicular traffic.

We implore you to consider the needs of constituents in this neighborhood, who have contributed so much to the community financially and otherwise.

COPY

ATTACHMENT 4

814-29<sup>th</sup> Ave. West,  
Saskatoon, Sask.,  
Oct 31<sup>st</sup>, 2011.

Danny Gray, Planning + Development Br.,  
City of Saskatoon, Community Services Dept.

Dear Mr. Gray:

I am still in shock over the realization of the Dance Ink operating across the street @ 811-29<sup>th</sup> St. W.

How can the city justify them operating a business without a license and advertising their establishment as well. I just don't understand this at all.

I have lived here for 32 years and was looking forward to spending quite a few more years here.

Since the business (Dance Ink) has been operating (Aug 2011), the parking is a constant battle. Seldom can I park in front of my house, and some evenings friends don't visit because they don't want to walk any distance at night alone.

I thought the City of Saskatoon was encouraging seniors to live in

their own homes if able. As I am nearly 70 years old and a widow, I thought I could live comfortably in my own home, but find increasing problems with a business that is not supposed to be there. They advertise "free parking" but at whose expense.

I'm afraid some child will get hurt car-walking as well.

I find this situation very upsetting, this business is not improving our neighbourhood. What can be done and will it get done to satisfy all parties?

When this business opened up, the residents were not consulted or considered at all. I know I was never approached on this matter.

I trust that you are considering the 800 block of 29<sup>th</sup> St W. in this matter.

Repeating again, "How can a business advertise + operate without a license for over 2 months?"

With Respect  
Madeline Zelinski

To: Danny Gray  
Planning and Development Branch  
City of Saskatoon, Community Services Department

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Re: 811-29th St. W. Rezoning Proposal

My name is Betty Hills. I was born in the Westmount area and raised in Saskatoon. I attended Mount Royal Collegiate. My parents both owned businesses in this city, until they retired. My brother still operates a business in the Riversdale Business District. I currently teach classes in Criminal Justice at a local college, where, as part of a program that I developed, my class volunteer weekly in the city's core areas, serving breakfast at the Friendship Inn and at a local elementary school. As a resident in the area, I have a strong commitment to it.

My purpose in writing is to express my strong opposition to the zoning by agreement of 811- 29th St. W., for the purpose of operating a dance/karate studio. I have co-existed with a business (photography) at that location for a number of years with no problems. My opposition is to the *type* of business being proposed. I understand that the proposal would change the zoning for this property to B1. This zoning is inappropriate given the definition in Saskatoon's Zoning Bylaw which states that a B1 zoning should serve the "daily convenience needs" of the residents in the neighbourhood <sup>[1, 14]</sup> This business is neither a convenience nor a need, but a specifically targeted business focused on the entire city and beyond. It would be more appropriately located in a dedicated commercial area, as indeed, most similar businesses are.

I would like it understood, that as a former professional athlete, I encourage youth involvement in recreational activities. However, that is that is completely irrelevant as to whether a business of this nature, scope and size belongs between two residences in the middle of a block in an area that is predominantly a low density residential area. This business represents a "harmful encroachment of an incompatible use of property" and, in that manner, does not conform to the Official Community Plan Bylaw. <sup>[2]</sup>

In addition, having owned comparable businesses for many years, I clearly understand the problems associated with a venture of this kind which include nuisance, traffic and parking problems and a myriad of safety issues. It is not compatible with the character of Westmount, as a whole. <sup>[3]</sup>

In 2005, with family concerns and limited funds, I made the decision retire in my hometown, in view of the lower cost of living (at that time). I purchased 813-29th St. W. I chose Westmount because it was quiet, residential, familiar and affordable.

I purchased my home at a time when it was difficult to sell real estate in Westmount. The property had been essentially abandoned, required a new roof and furnace and was gutted inside. However - it was structurally sound, very private, and had a large building at the rear for storage. My plan was to create a comfortable home that I could afford immediately as well as in retirement. My strategy was to complete renovations as I could afford to pay for them, rather than using credit. With that goal in mind, I did much of the work myself.

I was informed that it was a commercial property. The zoning, however, had limited uses and certainly did not include such things as dance studios. Both 811 and 813- 29th St. W. had been developed by and for photographers. On purchase, I notified the City that it would be a residence. They have, and still do, recognize this, as reflected in my property taxes.

While many projects are still planned, I have now have a comfortable home with a very small mortgage and no other debt attached to it. It is on a street made up mostly of home owners who have lived here for many years, including a number of older women, who share my hope of aging in place. I understand that the

Saskatoon Council on Aging promotes that concept and that it is endorsed by our City. It is certainly important to persons in my age group and older. <sup>[13]</sup>

The City of Saskatoon and the Province of Saskatchewan have also developed initiatives meant to encourage the development of affordable housing. <sup>[16, 17]</sup> Like many residents, the cost of housing, in the current market, would be prohibitive for me. My home is the very essence of "affordable housing" - as it was planned to be. The problems created by this business may force me to leave my home. It would seem contrary to the city and the provincial housing goals to allow this to happen.

The purchasers of 811-29th St. W. opened a dance/karate studio, without assuring that zoning was correct, without applying for a business license or building permits and without consulting the neighbourhood. In short - there was no plan. This proposal, if allowed, will negate my careful planning, hard work and financial investment in favour of their ill-researched purchase and after-the-fact plans.

DanceInk has subjected me to many hours and days of amplified music, more specifically the low frequency/high intensity sound of bass. It is audible in my living room, bedroom and in my yard. Since they started operation in August 2011, there have been numerous days and evenings when I was unable to open my windows, use my deck or yard, or have company visit. It created so much stress that I sought a physician's advice and have a letter from him attesting to that. I was also forced to cancel a surgery that had been booked in September because I knew that a quiet recovery period at home was impossible. There have been many times when I was forced to leave my home in order to have some quiet time. I can't begin to contemplate sleep until their classes finish, at 10:30 p.m. The stress and lack of sleep has had a detrimental effect on my health and my job performance.

In addition to losing my home, I will be subject to financial loss. It will be difficult, if not impossible to sell my property as either a home or as a commercial property, in view of the constant noise, heavy traffic, lack of available parking and the nature of the business next door. I have invested a considerable amount of time and money in the purchase and renovations of this house. It also represents my retirement security. I feel that rezoning this property to accommodate a new business that will destroy the value of my property would be discriminatory, in that it would give an unfair advantage to one property owner at the expense of another.

I have often heard that erasing the perceived "east side/west side" mentality is important to the development of Saskatoon. I believe that allowing a business such as this would only underline that divide. It gives the impression that Westmount residents do not require the same considerations as would be expected in any other residential neighbourhood.

In addition to my personal objections, as part of the larger community, I see a number of problems with allowing this type of business in Westmount. I would like the Planning Department and City Council to consider the following:

A) The demand for this type of business would be limited for these reasons:

1. Westmount is a predominantly low density residential area with a large percentage of owner occupied homes. It has a higher than average population of seniors and a lower than average number of individuals aged 15-19. The first group has little need of such a service and the second, a target group, is not large. Westmount has a lower than average income level and higher than average number of single parent homes. The cost of dance at this school, as listed on their website and brochure, runs between \$38.00 for 1/2 hour per week to \$375.00 for unlimited dance. This is a prohibitive cost for many people in our area. <sup>[4, 14, 18]</sup>
2. As of 2009, the area was home to 2,232 residents and 945 households, which is not enough to sustain such a business. They have stated that they have 200 *current* students. It is unlikely that almost 10% of Westmount residents are students. If these 200 students are *not* Westmount residents then this business

does not serve the daily convenience needs of *our* neighbourhood , as specified in the B1 zoning description <sup>[1, 4, 11]</sup>

3. Currently there is a martial arts school in a strip mall at 29th St /Ave. P and a dance school at 25th St./Ave. C, accessible to those in the neighbourhood who might use such services. More of the same type of service at such proximity would be oversaturation. <sup>[5] [6]</sup>

B) This business will negatively impact the community of Westmount in several ways. The impact on a community is a consideration for land use decisions in the Community Plan Bylaw. It will particularly affect those residents on 28th and 29th St., Ave H, and Ave I. <sup>[7]</sup>

1. Traffic increases created by this business, both vehicular and pedestrian, are already a problem.
2. Safety issues other than increased traffic, have been identified, including vehicles stopping in the middle of 29th St. to drop off students, vehicles making U-turns on 29th St. and Ave I, children and adults jaywalking and vehicles blocking the alley between 28th St. and 29th St.
3. Noise increase has been substantial. The business plays amplified music, sometimes hours at a time, on a daily basis. Police have responded to nuisance complaints on many occasions. Neighbours are also subject to car doors slamming, vehicles starting (including the stereos) and increased pedestrian noise as late as 11:00 p.m., which interferes with resident's ability to rest and/or sleep.
4. Hours of operation, given the above, are excessive for *any* residential community. This business is operational 7 days per week, as late as 10:30 p.m. and they have advertised their intent to extend the hours even further. Similar type businesses (dance), even those in dedicated commercial districts, are normally closed early Saturday afternoon and on Sunday. All other businesses in Westmount are either closed evenings and/or week-ends or have a low rate of traffic and parking, and are situated on corner lots.
5. Residential parking concerns have increased substantially. As in all core neighbourhoods, street parking is essential to quality of life in Westmount. Most street parking near this business is taken up by their clients every evening and on the week-end. Normal daily tasks can be difficult if a car can't be parked in front of the resident's home. Visitors often have to park elsewhere. As winter approaches, this is expected to worsen as clients will park as close to the business as possible. The residents are concerned that they will have to wait until 11:00 p.m. to move their cars to their homes. They are also concerned that the number of vehicles will interfere with snow clearing, especially on 29th St. W. While residents are given notice of snow removal, business clients will not be, and will therefore continue to park on the street.

C) This proposal does not conform to the objectives of the Local Area Plan Land Use Policy goals which "seek to protect and preserve low density areas from potentially harmful development" or to the considerations for rezoning applications such as "compatibility with the scale and character of surrounding buildings and the neighbourhood as a whole, the traffic patterns for persons or vehicles and the parking and loading zones required." We are concerned that if this proposal is allowed, it will be the first of many attempts to alter zoning standards to suit an individual, rather than the community. <sup>[8, 9]</sup>

D) This development is "detrimental to the health, safety, convenience or general welfare of persons residing or working in the vicinity or injurious to property, improvement or potential development in the vicinity", contrary to the Zoning Bylaws <sup>[10]</sup>

1. In addition to previously mentioned concerns, this development will likely cause a decrease in both residential and commercial values of nearby properties. Potential buyers will have a negative impression of an area where there is too much noise and traffic, and little or no parking.
2. The World Health Organization has identified low frequency noise, such as the sound of bass, to be a problem that can considerably increase adverse effects on health and can disturb rest and sleep even at low sound levels. <sup>[12]</sup>
3. This business continues to violate the city's Noise Bylaw, which specifically addresses amplified music and states that any "device that produces or reproduces sound in a manner that is plainly



audible to any person other than the player or operator of the device, and those who are voluntarily listening to the sound" is prohibited.

4. There are outstanding issues with drainage. The roof of this business drains directly onto the two properties on either side. They have been asked in person and then notified by registered mail that the situation needs to be remedied. They have ignored the requests to date. This is contrary to the Property Maintenance and Nuisance Abatement Bylaw.<sup>[18]</sup>

F) This proposal does not meet Land Use Goals identified in the Westmount Area Plan. It also ignores the objectives of the Area Plan to attract and maintain middle class seniors and families or to promote vibrant businesses on *arterial* roads (22nd St.)<sup>[14]</sup>

G) The owners of this business have shown no regard for community concerns, or the bylaws of our city. We believe that, if this is the case prior to approval, than it will most certainly continue after. We object to a allowing a business that will , not only harm the neighbourhood, but one that seems to do what ever they like regardless of rules or the consequences to others.

In conclusion, while I object to this proposal, I am confident that the Planning and Development Branch and City Council will continue to support the importance of affordable housing and the ideals of the Age-Friendly Saskatoon initiatives. In addition, I trust that Westmount's unique character will be protected from this type of business development, as it should be. It is not a good fit for our community. At the end of their day, the owners of this business go home to their own quiet neighbourhoods. Westmount residents deserve no less. I ask that you reject the proposal for a dance/karate school at 811-29th St. West. Thank you.

Betty Hills  
813 29th St. W., Saskatoon  
bbhills@shaw.ca

#### References:

1. Zoning Bylaw No. 8770, 10.3 B1- Neighbourhood Commercial District 10.3.1 Purpose
2. Official Community Plan Bylaw No. 8769, Sec. 17.2 (a) and (b)]
3. Official Community Plan Bylaw No. 8769, Sec. 20.1.1 A (b)(i)].
4. Neighbourhood Profiles, Saskatoon 2009
5. Zoning Bylaw No. 8770, 4.7.3 Discretionary Use Evaluation Criteria (b) (d)
6. Official Community Plan Bylaw No. 8769, Social Development 17.2 Development Standards/ Policies/Demand (iii)
7. Official Community Plan Bylaw No. 8769, Social Development 17.2 Policies: Neighbourhood Viability (d)
8. Official Community Plan Bylaw No. 8769, 20.1 Local Area Plan Neighbourhood Land Use Policies (c) (d)
9. Official Community Plan Bylaw No. 8769, 20.1.1 Local Area Plan Neighbourhood Land Use Policy Districts (A) (b) (i, iii, iv and v)
10. Saskatoon Zoning Bylaw 8770, 4.7.3 Discretionary Use Evaluation Criteria (2) (d)
11. Saskatoon Star Phoenix 10/30/11
12. World Health Organization (Berglund et al., 2000)
13. Saskatoon Council on Aging/ Age-Friendly Saskatoon Initiative funded by the Government of Canada/
14. Westmount Local Area Plan Final Report April 2011
15. Provincial Policy Framework and Action Plan for Older Persons -- Saskatchewan May 2003
17. City of Saskatoon Housing Business Plan 2011
18. Station 20 West Community Enterprise Center /Income disparity
19. Property Maintenance and Nuisance Abatement Bylaw No. 8175/Part III, 24(3)
20. Noise Bylaw 8244 5.1(c) and 6(b)

COPY

To whom it may concern,

I have lived in the West Mount area for about 15 years. For the past two months there has been cars parking all over the neighbourhood due to a new so called dance studio on 29<sup>th</sup> street that doesn't have a license to operate. I would like to know how someone can operate a business without a license or parking lot for the cars. I have watched the people going in and out of the building every hour, and the cars that stop in front of the business to drop people off and pick up people. There's been times where cars have almost been rear ended from stopping in front of the building. 29<sup>th</sup> street is only single lane traffic.

Every spring the side walk in front of my house floods with three to four inches of water that freezes at night I have tried three times to get the city to fix this problem, but they tell me its not a problem, now a business that isn't licensed but still operating makes me wonder what this city is coming to.

Dennis Phelan

November 3, 2011

COPY

Danny Gray  
Planning and Development Branch  
City of Saskatoon, Community Services Department

Re: 811-29th St. W. Rezoning Proposal

I am writing to express opposition to the rezoning process that would allow the legal operation of both a Karate and Dance Studio at 811 - 29th Street West.

My name is Dorothy Blaney. I have lived 807 - 29th Street West, for over 45 years. My house was built 90 years ago by my father in law and it was passed on to my husband because of the care he had provided for his parents. My husband never wanted to leave the neighbourhood but had considered it briefly when he became ill. However, he felt confident I would be able to carry on with my life in my home after he was gone and we stayed in our house. Over the years we did improvements to keep the house up to date. Our neighbourhood has always been nice, quiet and relaxing. We have had good neighbours that are always there to help each other when needed....it has always been more like a country environment than a city.

Now, our neighbourhood has changed...it is not so quiet anymore. Now, I see increased traffic and reduced parking because of a business next to me that I am told by City Officials, does not have a business license to operate. I have seen groups of people all ages come and go every day for the past two months from that property. I come home with groceries in a cab and have to rely on a taxi driver to help me walk down the street to my house with groceries, because there is no parking in front. Will the new neighbours be more considerate in the winter months? I can only think it will get worse. I am also concerned with the amount of traffic we will see on our street with the 25th Street expansion.

A number of years ago, a large quonset was built on the property at 811 - 29th Street West. We did not know this building was going up until the concrete floor was poured. This structure has blocked all sunlight to my yard from the west. This owner routed water from the roof of the quonset into my garden, flooding my plants. I asked the new owners to remove

the drain pipe from my yard and when they did not comply, I sent a registered letter. The request was to re-route the drainage by September 30th. They still have not re-directed the water spout.

I am writing this letter because my feeling is that the city may accommodate this new business, but not consider the neighbourhood people's rights. As a long term resident and taxpayer, I feel that people in our neighbourhood have a right to live as we did before this business moved in. I take pride in my neighbourhood, and I have faithfully kept my yard and the boulevard out front trim, clean and watered, to do my share in keeping my neighbourhood and Saskatoon beautiful.

I feel that this type of business does not belong in a residential neighbourhood and would be best suited elsewhere. I am sure that nobody would want this business next door to them. We have heard their loud music at night and neighbours have had to call the police. I can not understand why City administrators would allow this business to continue with their activities for so long without licenses and permits.

We ask you to listen to the wishes of your constituents in this neighbourhood, who have contributed so much to the community financially and otherwise. Please deny the rezoning application and allow the residents to enjoy their property as they have in the past.

Best Regards,



Dorothy Blaney  
807 - 29th Street West  
Saskatoon, SK

November 3, 2011

Danny Gray  
City of Saskatoon  
Planning and Development Branch  
Community Services Department

COPY

Re: 811-29th St. W. Rezoning Proposal

My name is Irene Haubrich. I live at 808 - 29th Street West, which is situated across the street from the "proposed business" we are here to discuss this evening. I purchased my home eleven years ago and have enjoyed being part of the neighbourhood very much during this time.

I will outline some of the events and issues we feel need to be discussed at this meeting tonight:

1. At the onset of the unusual activity in our neighbourhood in late August, we contacted City officials and have maintained correspondence with them regarding the on-going activity without license or permit of this business and keep us informed with the approval process and report concerns as they arose.
2. Over the past two months, residents have observed students in dance and karate attire being dropped off and picked up in front of 811 - 29th Street West.
3. We have seen an increase in vehicles parking along 29th Street, Avenue H and Avenue I, with people walking from these vehicles to this business.
4. This business' web site indicated "grand opening and registration" dates of both August 26th and September 6th, with classes beginning September 6th.
5. An event called THE DANCE PROJECT II was held at this location on August 25<sup>th</sup> & 26<sup>th</sup>. The neighbourhood was packed solid with cars and parking was an impossibility for residents.
6. Over the past two months, advertisements were placed by Dance Ink. on Saskatoon Kijiji, Yumdeal.com, Saskatoon Groupon, Deliver the Deals.com, Swarm Jam, Baby Mama Facebook, Dealcatcher.com, Dealery.com, and on their Facebook site. We are very concerned with the Kijiji advertisement which offered to host bachelorette parties, private parties and pub crawls, due to the potential for additional noise and traffic into the evening and early morning hours. These advertisements were passed on to various City officials, Councillor Myles Heidt and The Westmount Community Association. We have been assured this information will be included in the report to the Municipal Planning Commission.

Is this correct?

- I have printed documentation on all these events and advertisements
7. On September 9th, we were advised by Tim Stewart, (Manager, Planning & Development), that the owners would be applying for Re-Zoning by Approval.
  8. On September 11th, a business sign was installed at the front of this property without permit, as confirmed by city officials. This sign remains standing with a paper attached at the bottom which reads "Opening Soon".
  9. We were advised after our presentation in opposition to this business at City Council Meeting on September 12th that the owners would be submitting an application for re-zoning by approval. It was then ruled by Mayor Atchison that there would be no further discussion of our presentation and the meeting was adjourned.
  10. This business dropped off pamphlets inviting the neighbourhood to an open house September 25th to see their facility. I live across the street from this business and did not receive an invitation.
  11. On October 2<sup>nd</sup>, we hosted a Neighbourhood Gathering at my residence. We welcomed opinions from both sides. In attendance was one of the students from Shotokan Karate. This student advised us that he and his daughter live in Silverwood and attend classes at this location.
  12. At the City Council meeting on October 11, this business requested a temporary license which would allow them to operate until the re-zoning process was completed.

Has a temporary license been issued to allow them to operate at this time?

13. The write up in The Star Phoenix, October 29th Business Section, states that this business is already open at 811 - 29th Street West and currently has 200 students enrolled. What percentage of these students are from Westmount?
14. I spoke with Scott Larson from the Star Phoenix on November 3rd and asked him if he was aware when he wrote this article that this business did not have a license to operate. I also informed him of this meeting taking place tonight to discuss the required rezoning that would allow a business of this type in a residential area. He advised me that he was fully aware of the business' situation.
15. How has this business been able to operate without a license? My understanding is that this Public Meeting is an opportunity for the city, applicant and stakeholders to discuss the application with the owner and the city in regards to operations of a future business.

16. What building permits did this business acquire for their renovation from a photography studio to a dance studio, as was identified in the Star Phoenix write up?
17. In Reference to City of Saskatoon Zoning Bylaw  
Section 4.3 Development Permits

My understanding is that this business requires a Development permit and a sign permit based on the following sections of the Zoning Bylaw:

**Section 4.3.1 Development Permit Required**

Except as specifically exempted by this bylaw, no person shall undertake a permitted or discretionary form of development or commence a permitted or discretionary use without having first obtained a development permit. A building permit or sign permit is not valid unless a subsisting development permit, where such a permit is required by this bylaw, has been issued and remains valid.

**Section 4.3.2**

If my understanding of this Bylaw clause is correct, it identifies that a development permit is also required for "a change in use" of a property.

18. The Discretionary use approval process on the city web site and indicates the steps as follows:
- Pre-Application Discussion - Applicant may consult with Community Associations and Residents. Was this done?
  - Submission of Application and Application Review- Application circulated to City departments for comment and notification to Community Association, Ward Councillor and Property Owners
  - Municipal Planning Commission Review and Recommendation to City Council
  - Public Hearing
  - Decision of City Council
  - Development permit
- At this point, the applicant submits final plans, and an application is made for a development permit and building permit.
19. If this business is operational, has this building had a fire inspection approval and does it meet all the code requirements for the large volume of students they have identified as 200 students currently attending their classes?
20. What measures have been taken to insulate amplified sound from the business that currently is affecting adjoining residential properties? Police have been called on numerous occasions for noise bylaw offences.
- Please reference Saskatoon Police Service File # 2011-97725

**21. RE: 4.7.4 Terms and Conditions for Discretionary use Approval**

What arrangements have been made to provide adequate access and circulation for the pedestrian and vehicle traffic generated, as well as an adequate supply of on-site parking and loading spaces?

22. What are the limitations for the size of the building and allowances front, sides and back of the building to allow for garbage pickup and loading?
23. What will be the repercussions of additional traffic on this block, with traffic slow down and congestion caused by drop-offs and pickups at this location?

Current Traffic Volumes 800 Block 29th Street West:

Unofficial Traffic Count November 1, 2011 4:40 p.m. - 6:00 p.m.

652 Vehicles

- The residents request that traffic counters be placed on this street to officially record the current daily traffic and impact additional traffic will have on the neighbourhood, prior to any consideration of an approval for this business.
24. What is the anticipated impact of additional traffic from 25th Street Expansion on 29th Street West?
25. Why should this business be given re-zoning consideration when it goes against the wishes of many of the residents as well as the traditional commercial uses of this neighbourhood?
26. Has this business registered with the Saskatchewan Government?
27. We strongly feel that this type of business has been and will continue to be a disruption to the neighbourhood, and that the property at 811-29th Street is unsuitable for this type of business.
- We believe that residents of Westmount should be able to have the same quiet enjoyment of our property as all other neighbourhoods. Instead, we have increased noise levels lasting into the evening.
  - Increased traffic raises safety concerns for the increased number of pedestrians and cyclists, as well as traffic congestion caused by drop-off and pick-up vehicles.
  - To our knowledge, a business of this type, size and scope does not exist in any other residential area in this city.
  - This business has already changed the character of the neighbourhood and created hardship for the residents, especially those that are elderly. We anticipate these hardships will increase over the coming winter.



- We also believe that we will potentially suffer a decrease in property values. This position was confirmed by Jason Yochim, Manager of Member Services, Saskatoon Region Association of Realtors, when I discussed the situation with him a few weeks ago.

Most important, we feel we have the right to voice our opinions regarding the future development of our neighbourhood.

- ❖ On October 2, Elizabeth Robertson, a student of Dance Ink, wrote to City Council with some very harsh statements regarding the group of residents on this street that are opposing the Dance Ink project. We were described as an "ill informed band of narrow minded bullies". I am surprised someone who has never met any of us would make such a statement and would wonder who has instructed her as to our supposed characters. Elizabeth Robertson, a current faculty member of the Department of Archaeology at the University of Saskatchewan, used her University e-mail account to submit these comments to City Council. This letter is posted on the City Council minutes for October 11th.
- ❖ When Betty Hills and I were leaving City Hall after the October 11th meeting, we were addressed by a lady, presumably Mr. Berns' wife, who told us to "get off our brooms". Our position is the preservation of the integrity and character of our neighbourhood, and we will not be drawn into personal attacks and petty name-calling.

The Golden Rule is arguably the most essential basis for the modern concept of human rights, in which each individual has a right to just treatment and a reciprocal responsibility to ensure justice for others. The golden rule is best interpreted as saying: "Treat others only as you would like to be treated in the same situation."

We feel we have not been treated with respect throughout this process, and that our rights and opinions as long term residents of this block are being looked upon by this group as unimportant, irrelevant, and as an obstacle to their wishes and goals of their business.

In all honesty, who could want this business in such a close proximity to one's home?

The City of Saskatoon Zoning Bylaw clearly states that "the purpose of the B1 District is to permit commercial uses which serve the daily convenience needs of the residents of the neighbourhood".

**RE: Community Plan Bylaw 8769**  
Distinct Policy Districts

Residential Land Use and Neighbourhoods

g) Neighbourhood commercial sites shall be provided as necessary to serve the daily convenience shopping needs of neighbourhood residents

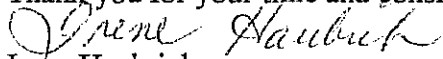
District Commercial Areas

a) District Commercial Areas are intended to provide a level of service and range of commercial uses that might include retail stores, restaurants, service stations, small shopping centres, medical clinics, and related health services. District commercial services shall generally be located at the intersection of Arterial Roads or Collector roads.

We feel any approvals issued for this business will set an unhealthy precedent for future business development in Saskatoon, with other potential businesses feeling justified in "operating now and applying later".

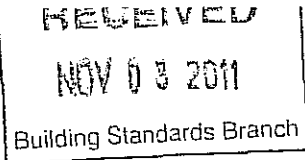
We request City Council members take such action as may be required, to cease the ongoing activities of this business and halt the re-zoning by approval process that would allow the operation of a Karate and Dance school to operate at this location.

Thank you for your time and consideration



Irene Haubrich

249-0768



Su ATTACHMENT 5  
Befy 17/11/11 AS  
Sept 12/11

## His Worship Mayor Don Atchison and Members of City Council

We, as Westmount residents, are presenting Council with a petition in opposition to the approval of the business licence and permits that would allow the operation of Shotokan Karate Saskatoon and Dance Ink, together also known as Saskatoon Arts and Fitness Center, at 811 - 29th Street West.

We first brought our concerns to the attention of Councillor Myles Heidt, Mark Emmons, (Senior Planner, Neighbourhood Planning) as well as the new owners of this property, *prior* to purchase closure and possession date.

This business has been running, since late August, without licence, required permits or approvals, as confirmed by Darryl Dawson (Business Licence and By-Law Compliance) on September 2nd, 9th and again on September 12th.

We have observed students in dance attire being dropped off, picked up and parking coinciding with the posted class schedule. Mr. Dawson has advised us to monitor and report the activity. We can verify that, as of today's date, they continue to operate. On September 11th, a business sign was installed at the front of the property without permit.

The business web site indicates "grand opening" dates of both August 26th and September 6th, with classes beginning Sept 6. An event called THE DANCE PROJECT II was held on August 25<sup>th</sup> & 26<sup>th</sup> - 9:00 am- 4:30. The advertised fee was \$90 payable by Cash or Cheque, indicating an operational business.

While we recognize that this is a commercial B2 lot, this designation is meant to provide services for 2-5 neighbourhoods, which in this case would be mainly the core neighbourhood area. It has been published that clients are from as far away as Lanigan.

On September 9th we were advised by Tim Stewart, (Manager, Planning & Development), that the owners will be applying for Re-Zoning by Approval.

We strongly feel this type of business is inappropriate in a predominantly residential area and would be better situated on an arterial road.

We have already noticed substantial increase in traffic, especially during the evening hours. The adverse effect will only increase as business grows. This business *is* scheduled to operate 7 days a week from early morning to late evening. Overlapping classes of 20 students potentially means an additional 40 cars in the immediate area at any given time.

The 25th Street expansion, allowing access to the central business district, will also add substantially to the growing traffic concerns on 29th Street West, as previously identified in our Local Area Plan.

1

Presentation to City of Saskatoon Council

September 12, 2011

Opposition to Re-Zoning by Agreement  
Property: 811 - 29th. Street West  
Saskatoon, SK

# **PETITION**

## **City of Saskatoon**

**His Worship Mayor Donald Atchison and City Council, Saskatoon, SK**

We, the undersigned owners and/or residents of Westmount , do hereby petition the City of Saskatoon Council Members to take such action as may be required, to cease the approval process for a business license and permit and disallow the proposed operation of a Karate and Dance Studio at 811 - 29th Street West, Saskatoon SK. under the name of Dance INK. We, feel that this type of business will not be of benefit to our community and will decrease property values due to increased traffic on the streets, reduced parking on residential streets and increased noise levels. We feel this type of business is inappropriate for a residential neighbourhood and would be best established on an arterial street.

Petition Contact: Irene Haubrich  
Telephone: 306.249.0768  
808 29th St. West, Saskatoon SK

Petition Contact: Betty Hills  
Telephone: 306.343.6153  
813 29th St. West, Saskatoon SK

Filed this 12th. day of September, 2011

Petition to City of Saskatoon

RE: Pending Business Licence and Additional Required Permits

Dance INC / Shotokan Karate Club

Proposed Operating Location: 811 - 29th Street West Saskatoon SK

The following signatures indicate residents of Westmount who do not support the operation of the two businesses noted above in conducting the businesses of both a dance and karate studio at 811 - 29th Street West. Saskatoon, SK

Signature	Address	Date
	808-29 ST. W. SASKATOON	SEPT 5, 2011
	813-29th St W. Saskatoon	Sept 5, 2011
Cindy Warlow	812-29th St. W Satoon	Sept. 5, 2011
	822 29th St W	SEPT 5 2011
	822-29 <sup>th</sup> W.	Sept 5/2011
	807-29th St. W.	SEPT 5/2011
	805-29th St. W.	Sept 5/2011
Wendy J. Hall	808-28 <sup>th</sup> Str. W.	Sept. 5/2011
	808-28 <sup>th</sup> Str. W.	Sept. 5/2011
	814-28th St. W.	SEPT 5/2011
Rob Westhaver	<del>818</del> -28th West	SEPT 5/2011
	816 28th west	Sept 5/2011
	664 6371-533 Ave N	Sept 5/2011
	535 Ave N	Sept 5-2011
	541 Ave I N.	Sept 5/2011
	511 Ave J N.	Sept 5/2011
	701 Ave I North	Sept 5/2011
	705 Ave I North	Sept 5/2011
	703 Ave I N	Sept 5/2011
	714 29 St. West	5 Sept 2011
Ray Doe	706-29th St.	" " "
Ray Douchaud	706-29th St	✓ - ✓
Kevin Haurich	808 29th St. W	" "

Petition to City of Saskatoon

RE: Pending Business Licence and Additional Required Permits

Dance INC / Shotokan Karate Club

Proposed Operating Location: 811 - 29th Street West Saskatoon SK

The following signatures indicate residents of Saskatoon who do not support the operation of the two businesses noted above in conducting the businesses of both a dance and karate studio at 811 - 29th Street West. Saskatoon, SK

Signature	Address	Date
James Kudryk	433 Ave K N	Sept 5/11
J. Bull	431 Ave K No.	Sept 5/11
John Kay	803 Ave I North	Sept 5/11
Jim [unclear]	803 Ave I N	Sept 5/11
W. DeKambridge	803 Ave I No.	Sept 5-11
Barnd Williams	807 Ave I North	Sept 5/11
Shendrick Wilson	901 Ave K North	Sept 5/11
Connie Bain	817 Ave I North	Sept 5/11
Mark Young	817 Ave I North	Sept 5/11
Suzanne Dahlbeck	922 Trotter Ave	Sept 5/11
Rick [unclear]	87 Ave U N	Sept 5/11
Rula West	821 Ave I No.	Sept 5/11
Ray Vorlaty	829 Ave I N	Sept 5/11
Robert Atto	831 Ave I N.	Sept 5-11
Lillian Kazdell	833 Ave I N.	Sept. 5/11
Gulas, Gordon	837 Ave I N.	Sept 5/11
Janet Kolla	837 Ave I North	
Nasha Boyd	1411 - 11th St. E.	Sept 5/11
Janet Pearson	830 Ave I N	Sept 5/11
John [unclear]	824 Ave I N	Sept 3/11
Mark [unclear]	824 Ave I North	Sept 5/11
Madeline Zelinski	814 29th St W.	Sept 5 2011
David [unclear]	402 Ave P South	Sept 10 2011

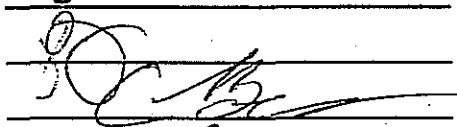
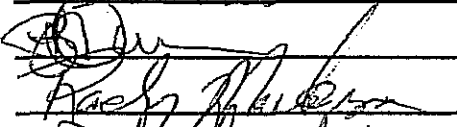
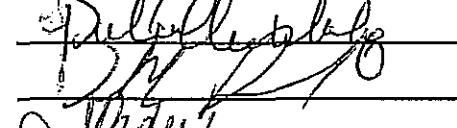
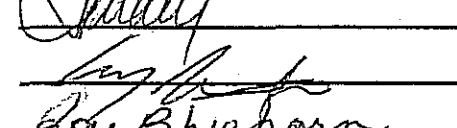
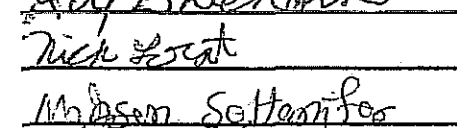
Petition to City of Saskatoon

RE: Pending Business Licence and Additional Required Permits

Dance INC / Shotokan Karate Club

Proposed Operating Location: 811 - 29th Street West Saskatoon SK

The following signatures indicate residents of Saskatoon who do not support the operation of the two businesses noted above in conducting the businesses of both a dance and karate studio at 811 - 29th Street West. Saskatoon, SK

Signature	Address	Date
	112 Ave G North	09/06/11
	115-28th St.	09/06/11
Brian Sewar	917 - Ave S North	09/06/11
Shely Bejan	803 29th St West	09/06/11
Nana Sparwin	118 - AVE L SOUTH	09/06/11
Dean Bezarsic	803 29TH ST W	09/07/11
Shudith Clifford	419 - 30th St W	09/07/11
ISAGANI SUFFANGA	927 AVE. H No	09/07/11
<del>XXXXXXXXXX</del>	817 Ave H North	09/07/11
	831 Ave H North	09/07/11
Ashley Harker	833 Ave H No.	09/07/11
	833 Ave H North	09/07/11
	216 31st St W	09/07/11
	216 - 31st St W	09/07/11
	832 AVE H N.	09/07/11
Roy Buchanan	826 AVE. H. N	09-07-11.
Rick West	826 AVE H N	09-07-11
Morgan Satterfor	818 AVE H N	09-07-11
Kate Allen	802 29 ST WEST	07-09-11





We as members of this community, along with the members of Dance Ink and Shotokan Karate Club located at 811 29<sup>th</sup> Street West, support the location and operation of this facility in our neighborhood. This community based business supports the guiding principles laid out in the Westmount Local Area Plan Report put forth by the City of Saskatoon. We provide a safe and positive place for the youth of this community to learn and maintain a healthier lifestyle through fitness programs such as dance and karate. It is a place that is centrally located within the community making it easily accessible and within walking distance for many. We already have parents who have stated that if not for this facility being in this location, their child(ren) would not be able to participate as there is not always a ride available. It is a known fact that activities such as dance and karate help to improve self-confidence and self-esteem with obvious physical fitness benefits. It is also believed to have positive effects on school performance, as well as, social and communication skills. All of these are the reasons why this business is only a positive presence in our neighborhood.

NAME	PHONE #	COMMENTS
Debbie Ireland	382-8538	Beautiful facility. Welcoming to all who come. Great place for my kids
Mija Henriksen	310-6050	This building improves the quality of my life. I ♥ ASHLEY DANCE
Michaela Baldoza	202-0277	this building like my home ♥
Louise Seidel	382-0192	This dojo is a big aspect of our family life.
Stephanie Draeger	683-0444	Building is a positive aspect of the neighborhood would like for it to be a 2nd home.
Sara McGregor	978-9888	I would not be dancing if it wasn't for Ashley and Dance Ink. It is the best!
Karlene Lestrat	384-7025	The building is like a home to me and it is very great. If it wasn't for Ashley and dance I don't know what I would do. It's the best!
Kayla Inland	382-8538	I live here more than I live at my house. The building along with the people are a part of my life

NAME	PHONE #	COMMENTS
Krishia McLaren	306-360-7372	Ashley and Dance Ink has given me the only opportunity for me to dance!
Chloe Ireland	306-382-8538	Dance Ink is a great family oriented place to be. It is like home to me.
Cheryl Dakiniewich	306-381-7587	I am an adult dancer at Dance Ink and I appreciate Ashley so much.
Carolyn Parr-Hillestad	306-229-4564	As an adult dancer and school teacher in this Caswell community, I see the incredible positive impact Ashley & Dance Ink has on our youth.
Avery Deichert	306-262-5309	Ashley is amazing. Dance is amazing. Dance Ink is amazing.
Kallie Nadeau	306-567-4255	This studio is incredible! It gives us, as dancers, the chance to reach our full potential.
Michele Duong	306-262-5122	This dance studio is a great aspect to our community; it is our home and our family. All thanks to Ashley! ❤️
Kendra Laing	306-398-7981	This is my opportunity to have an extra-curricular activity between attending university classes.
Brynn Cubbon	306-321-4811	I am attending university and it is a chance for me to continue dancing.
Joby Arnold	306 933-2578	My daughter loves dancing with Ashley. This studio is perfect.
Vanessa Clement	306-384-0127	Dancing keeps my daughter focused, fit and healthy. Without this facility, she would be without these benefits that improve her self esteem.

NAME	PHONE #	COMMENTS
Elissa Clement	384-0127	This studio is my home. I love it! ☺
Shelby Arnold	933-2578	This is my second home.
* Jamie CURR	<del>383</del> 343-6899	We live across the street we both feel <del>this business</del> a positive addition <del>to</del> on
* Ryan Brown	343-6899	is our area (818 29th st W)
* Sabrina Hanes	270-8554	I think this business is a great asset to our neighbourhood as we have nothing like it close by.
* Danton Gordon	974-3403	This is definitely a positive thing for our neighbourhood.
Laura Bennett	382-0565	Excellent facility Best thing that could happen in this neighborhood.
Spencer J. Bennett	382-0565	"
Brenda LaPlante	280-3254	We live nearby, Michelle loves dance, wonderful people (owner) beautiful building!!
Michelle LaPlante	290-1434	I love dance, but I had to quit, but dance ink has given me a chance to start what I love again!!
Janet Salyn	<del>978</del> 978-7732	Wonderful Dance Studio Terrific Instructor

NAME	PHONE #	COMMENTS
Larilee Braaten	290-7014	This is a great location for my daughter to take dance.
Lorene Wojciechowski	202-6699	We Love Ashley. She is a great dancer. We live in Martinsville so the location is perfect for us. I think the location is a great positive asset for the neighborhood.
Jennifer Herasymuk	716-5653	Amazing studio with wonderful teachers, very welcoming and is literally my second home.
Danny Hertz	382-9128	I enjoy karate very much.
Lynnda Calareo	790-437-3819	This is a great facility. It keeps kids off the street and busy.
Cathie Watson	979-7409	Best thing for this community.
Annay Murray	652-1608	Have lived in this community for 4+ yrs, and totally support the purpose of this facility. Exactly what Caswell/Westmont needs.
Glyn Kennel	261 3358	
Natasha Bergen	262-6353	Amazing Addition to the Community! my children use this facility + owners are perfect for the area.
Shane Birdsall	384-3264	I am impressed with this group an addition to the community (come and see what they do for yourself)
Valerie A Baurli	384-7025	Everyone needs a place to feel safe + pursue their dreams.

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 ville so  
 fact for  
 less is  
 a great  
 positive  
 asset for  
 the neighborhood.  
 This is a  
 positive  
 experience  
 for the  
 community  
 individuals

NAME	PHONE #	COMMENTS
Mackenzie Yakubowski	384-6143	This place makes my days better I ♡ Ashley :)
Kerri McLaren	242-1353	This is an amazing spot for a studio with the sunset in the back.
Nadeau	567-4255	How can Kids & Teens Keeping active & off the street be a bad thing?
Ashley Henrikson	382-1796	A fitness centre is an obvious benefit to any community. This centre is following all regulations!
Sherry Zimmerman	382-8747	What a great fitness center for all ages. Keeps people (kids) out of trouble off the street & in good shape
Amanda Zimmerman	382-8747	This is mine and everyone here's second home. When- ever I step in the building my day instantly gets better
Albrand	382-8538	Fantastic facility great teachers, this is a real positive place for the community
Aaron Aron	380-1232	This is an incredible facility. Karate has been a tremendously rewarding activity for me. Venture will positively shape
Baron Baron	381 8053	A place for kids to find something positive to do instead of finding trouble. Home like
Jennifer Rosen	975 0379	This is much better than our last facility and will allow for people to interact with others that not have with out this.
Adrian Rosen	975-0379	Great facility, fantastic people. What a wonderful opportunity for the community.

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NAME	PHONE #	COMMENTS
Maureen Blom	382-2136	only positive comments
Mahira Blom	382 2136	a step in the right direction in the neighborhood
Ann Karyko	382-0107	- Great for the Community & for the children (& Adults)
Glen + Liana Kenney	664-3004 816 Rusholme Rd.	Great for the neighborhood. Glad to have you here
Bryce Tuchscherer	382-1351	Quiet, respectful. Amazing, Awesome people
Verus Fleury	244-6533	FAMILY ATMOSPHERE. VALUES #1 AWESOME MENTORS.
Nick Korolis	341-2120	All positive Good values!!
Rayanna LaPlante	955-3244 503-Ave I North	Glad to have dance/karate in our neighborhood. Positive!!
Myles Tuchscherer	382-1351	Well constructed facility that gives many youth an excellent atmosphere for the development of physical and social skills.

NAME	PHONE #	COMMENTS
-JUTTA NADEAU Jurat Nadeau	(306) 567-3089	I believe different arts should be ENCOURAGED by community members of
Marie Nadeau MNAdeau	(306) 567-3089	-Better to have a dance studio promoting fitness & the arts than a gang -keeping youth out of trouble!

it keeps youth busy and out of criminal activities!

Daniel and Christine Neilson  
231 Steiger Cres  
Saskatoon SK S7N 4K1

September 23, 2011

**RE: Letter support for Shotokan Karate Saskatoon, located at 811 29th Street West**

To His Worship Donald J. Atchison,

We are writing to you as citizens who support the relocation of Shotokan Karate Saskatoon to 811 29th Street West, as part of the Saskatoon Arts and Fitness Centre. Studies have shown that traditional karate instruction, like the instruction offered at Shotokan Karate Saskatoon, promotes self improvement, discipline, and respect for others as much as technique and physical fitness. A karate club is particularly valuable to an inner city neighbourhood where young people left with nothing to do in their spare time may be at risk of falling in with the wrong crowd.

It is common knowledge that Canadians are generally in poor health. Sedentary lifestyles contribute to chronic disease, poor health outcomes, and an increasing burden on our public healthcare system. Physical activity guidelines recommend that children participate in sixty minutes of physical activity per day, but according to a Statistics Canada report released in March of this year, Canadian children and youth are sedentary for 8.5 hours a day, and only 7% reach the recommended level of physical activity<sup>1</sup>. Meanwhile only 15% of adults reach the recommended level of moderate to vigorous physical activity for maintaining good health<sup>2</sup>. The karate, dance, and fitness classes offered at the Saskatoon Arts and Fitness Centre offer children and adults alike the opportunity to become more active in a fun and friendly atmosphere, contributing to improved health and physical fitness. In addition to better health through physical fitness, studying traditional karate encourages students to seek perfection of character, be faithful to oneself, be committed to what you do, endeavour to excel, respect others, and refrain from violent behaviour. In a world that seems to be growing more uncivil by the day, these are principles to be valued and encouraged.

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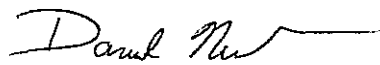
<sup>1</sup> Mark S Tremblay, et al. "Physical activity of Canadian children and youth: accelerometer results from the 2007 to 2009 Canadian Health Measures Survey." *Health Reports / Statistics Canada, Canadian Centre For Health Information = Rapports Sur La Santé / Statistique Canada, Centre Canadien D'information Sur La Santé* 22.1 (2011): 15-23.

<sup>2</sup> Mark S Tremblay, et al. "Physical activity of Canadian adults: accelerometer results from the 2007 to 2009 Canadian Health Measures Survey." *Health Reports / Statistics Canada, Canadian Centre For Health Information = Rapports Sur La Santé / Statistique Canada, Centre Canadien D'information Sur La Santé* 22.1 (2011): 7-14.

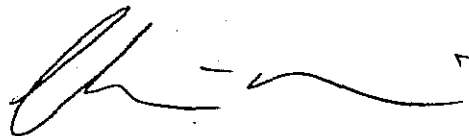


Over the past ten years we have had the opportunity to train with other karate clubs in Saskatoon, Edmonton and Winnipeg; the Saskatoon Arts and Fitness Centre is a fantastic facility, the instructors at Shotokan Karate Saskatoon are first rate, and the atmosphere is family friendly. The Westmount community and Saskatoon as a whole can be proud to be home to Shotokan Karate Saskatoon and the Saskatoon Arts and Fitness Centre.

Sincerely,



Daniel Neilson, PhD.



Christine Neilson

CC: Brad Berrns, Saskatoon Shotokan Karate

Dear Mayor and Council,

October, 1, 2011

I am writing in support of the Shotokan Karate Club of Saskatoon located at 811-29<sup>th</sup> Street West and the club to remain in the current location.

My husband Henry and my daughter Andrea have been part of the Shotokan Karate Club for the past three years. We are extremely impressed by the leadership of the club and the positive health benefit we gained from the activities.

We are excited that the club had finally found a desirable location to call home. The location at 811-29<sup>th</sup> Street will benefit all club members and will add tremendous benefits to our community and the immediate neighborhood.

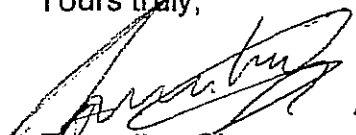
The following are the obvious gains to our citizens:

- A place for the community to meet and exercise
- A place that promote health and fitness to all ages
- A community oriented place that is within walkable and bikeable distance
- A place to learn and appreciate Japanese culture
- A place to build strong family and healthy citizens
- A place to grow cultural diversity in our community
- A place to promote community well being
- A high quality leisure facility that will enrich our community as a whole

In addition, Saskatoon Shotokan Karate Club and the location is clearly aligned with the community's vision. This collective vision is identified in the council adopted **Local Area Plan Report** and in harmony with the larger community vision from **Saskatoon Speaks** should be fully supported.

We look forward to a favorable decision that is in support of the Saskatoon Shotokan Karate Club to remain in the current location of 811-29<sup>th</sup> Street West.

Yours truly,



Emmeline Chan



*City of*  
**Saskatoon**  
Office of the City Clerk

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

November 28, 2011

City Clerk

Dear City Clerk:

**Re:    Municipal Planning Commission Report for Public Hearing  
      Proposed Rezoning from B2 to B1 by Agreement  
      811 - 29th Street West – Westmount Neighbourhood  
      Applicant: Dance Ink Ltd.  
      (File No. CK. 4351-011-10)**

The Commission, at its meeting held on November 22, 2011, considered a report of the General Manager, Community Services Department, dated November 9, 2011, with respect to the above application to rezone 811 – 29<sup>th</sup> Street West from a B2 – District Commercial District to a B1 - Neighbourhood Commercial District.

The Administration reviewed the submitted report and addressed questions from the Commission. The following further clarification was provided:

- Two off-street parking spaces are being provided, along with one off-street loading zone, resulting in a parking deficiency of one off-street parking space. The applicants are working on further parking arrangements with neighbouring businesses and property owners for additional parking. The applicants will ask students to park in front of non-residential properties, including in front of the power utility building at the corner of Avenue I and 29<sup>th</sup> Street.
- The Administration did not verify where the petitioners in support of the proposal reside and addresses were not provided.
- The property has been zoned commercial throughout its history. The Local Area Plan did not recommend any changes to zoning. It is currently B2, with a recommendation to move to B1 by Agreement. B2 Zoning is for district commercial while B1 is for neighbourhood commercial.
- The application for rezoning is for the use of the existing building as a private school for dance and karate classes. Private schools are not a permitted use in either B1 or B2 Districts. They are listed as discretionary uses and must receive City Council approval. The Administration recommended the rezoning by agreement process rather than the discretionary use approval process. This provides the opportunity to limit uses on the site and to identify any site specific characteristics, such as parking.
- The inclusion in the proposed zoning agreement of the restriction that the private school would not be allowed to serve alcoholic beverages was to mitigate any concerns.

- With respect to the three noise complaints, the disposition of these charges has not been determined by the Courts. Saskatoon Police Services laid charges under the Noise Bylaw. To ensure that any issues related to noise are addressed appropriately, the proposed zoning agreement would state that noise that may be a nuisance beyond the boundaries of the subject property would be prohibited.
- The previous owner used this property as a photography studio. The Applicant has done work to accommodate a dance and karate studio. A business license is before the Administration and has been set aside until this application can be dealt with. The Applicants have made arrangements to use alternate locations for their classes.
- The zoning and uses of surrounding properties are as follows:
  - Properties to the west along 29<sup>th</sup> are zoned B2, including a convenience store on the corner at 819; an appliance repair store at 817; a former photography studio, currently used as a residence at 813; and the subject property, formerly a photography studio.
  - A Saskatoon Light and Power substation is located at the adjacent corner to the west (709 Avenue I North).
  - The remaining properties surrounding the subject property have R2 Zoning (one and two-unit dwellings.)
- 29th Street has a median in the middle of the street.
- The Administration did not have information about the time of the noise complaints.
- In discussion of the hours of operation for this business and other businesses in the area, the Administration clarified that they cannot control the hours of operation of a business.
- With respect to occupancy change to accommodate the dance and fitness studio, there are certain requirements regarding fire codes that must be addressed, as discussed in the report under comments from the Building Standards Branch.
- It was confirmed that the applicants are deficient by one off-street parking space for their proposed use. They have made arrangements for additional parking at alternate locations. The parking requirement for private schools in the B1 and B2 zoning districts is 1.2 spaces per classroom and one per four students. Based on the proposed zoning agreement limiting the maximum number of students for the private school for dance or martial arts instruction to eight students at any given time, 3.2 (rounded to 3) parking spaces would be required. Three off-street parking spaces and one off-street loading zone would be required. Two off-street parking spaces and one loading zone are available at the rear of the building.

The Commission also received a presentation from the Applicants, Ashley and Brad Berns, in support of their application, as summarized below:

- They have both been volunteering and teaching in the community and city, as well as at events at the provincial and national level, for a number of years. They operate community and school programs in the Westmount and neighbouring communities. They provide both dance and karate instruction. They were of the view that the building was perfect for the dance studio.

- Further parking provisions were considered in light of concerns raised. Copies of a drawing showing available parking were circulated. They identified 22 parking spaces for use by their students and parents (8 on-street parking spaces by the Saskatoon Light and Power substation; 5 off-street spaces being leased from neighbouring residents; 3 permanent stalls at the rear of their property; and 4 on-street parking spots by an existing business along Avenue I.)
- Clarification was provided with respect to noise complaints relating to their property and visits from Saskatoon Police Service regarding noise concerns.
- They also provided clarification with respect to the petition provided in support of the proposal, which was undertaken after they became aware of another petition circulating in the neighbourhood in opposition to their proposal.
- They support the good neighbour policy in resolving any issues. With respect to parking, they will ask people not to park in front of residences. A high number of students are from the neighbourhood. They will provide safe storage for bicycles.
- The intent for this facility is also to provide a safe place for students to come and do homework while waiting for classes. Many would walk there from nearby elementary and high schools. This facility would not be housing all of their students, as other locations are used for their classes, including rented space and Dance Saskatchewan facilities.

In response to questions from the Commission, the following is a summary of further clarification and comments provided by the Applicants:

- With respect to possible safety concerns for students crossing the street to alternate parking locations, the applicant indicated there could be potential for that to happen in any location; however, students would be advised regarding preferred places for them to park.
- They have space for only one dance or karate class to be held at a time. There would be a maximum of eight students in a class. There could be other students there working on homework before their class. The maximum number of students in the facility either in class or waiting for a class would be 15 or 16. There is one instructor.
- The location was chosen, in part, because it was close to schools and students can walk directly to the studio. After class, some of the children would walk home as they live in the neighbourhood. Others would be picked up.
- It was clarified that a recent segment on the local media about one of their dance projects was done at Bethlehem Collegiate. Both are teaching out of other locations, including rented space at a local church, space at Dance Saskatchewan facilities, and schools.
- With respect to parking, they would ask residents to let them know if there are any concerns as they would be happy to work with them on this. They would also monitor this to determine whether there were any issues and make sure they were addressed.
- On the matter of noise concerns, this building has been built as a sound proof building. The previous owner hosted wedding parties at the photography studio. It was important to the applicants to choose a building that would be sound proof so as not to impact

neighbouring properties. They have invested more in the building to make sure that the music cannot be heard even at high volumes. The dance floor space is only 800 square feet and they would not be able to teach with the music cranked up.

- The applicants have no intent to operate outside the capacity of this building. This is only one location where they provide classes. They also work out of Dance Saskatchewan facilities and host classes at schools. If they need increased capacity, they would have to look at different buildings or alternate locations. If they were hosting a karate seminar, this would not be done at this location but at locations noted above. While they could accommodate 15 at this location, that is not what is in the proposed agreement.
- The intent for the hours of operation would be 5 to 10 p.m. on weekdays; Saturday from 10:30 a.m. to 8:30 p.m.; and Sunday from noon to 4 p.m. They are also looking at the possibility of day-time fitness classes, working with two or three people at a time.

The Commission also received presentations from two residents in the area, as summarized below. Ms. Irene Haubrich, resident across the street on 29<sup>th</sup>, expressed opposition to the proposal, expressing concerns regarding:

- Impact on investment in her property and her enjoyment for future retirement;
- Advertising for the business referencing this location – concerns about student numbers reflected in the advertisements and current status of operation at this location;
- Amount of activity on the street and noise with people coming and going – impact of the hours of operation on people living nearby, including ability to sleep and to have windows open.
- Lack of available parking on the street and residents not having the opportunity to park in front of their own homes, particularly for those who are elderly;
- Volume of vehicles currently on 29<sup>th</sup> Street and the addition of more with this proposal and other changes in the area, noting that this is not considered an arterial road;
- Impact on parking and traffic volumes, with reference to width of street; location of boulevard and snow clearing on the street; and congestion with students being dropped off and picked up and blocking both sides of the street; and
- Safety concerns with children jaywalking and running across the street.

Ms. Beth Hills, resident living next door to the studio, also addressed the Commission expressing opposition to the proposal, as summarized below:

- Although she was aware this was a commercial property, she understood it could be used for something like a retail store to serve the neighbourhood and not for a dance/karate studio serving people beyond that the neighbourhood boundary.
- She questioned the parking requirements for this type of use.
- With reference to advertisements in the local paper and online, small classes of 20 were mentioned, along with 200 students. She questioned where the students would be coming from. Very few students walk to the studio.
- If she leaves her residence, chances are she won't be able to find parking near her home.

- The hours of operations (7 days/week, with different hours on weekdays and weekends, and all year long) will impact the residents, including noise from people arriving and leaving the property, and, in her view, is not a compatible use in a low density residential area, and will impact her ability to enjoy her back yard.
- The majority of places she has attended for karate classes or events have not been in residential areas.

The following further clarification was provided by the Administration with respect to questions from the Commission:

- With respect to snow clearing, subsequent to the meeting, it was determined that Infrastructure Services classifies 29<sup>th</sup> Street as a Major Collector, with a Priority 3 snow removal classification.
- Permitted uses in the B2 Zoning District were reviewed, as well as considerations in terms of a zoning agreement to restrict uses for the site and consideration of parking, landscaping and other requirements under the Zoning Bylaw.
- In terms of the possibility of implementing a residential parking permit program, the Administration noted that although it is Infrastructure Services that administers this program, it is their understanding that typically residential parking permits programs are implemented around large land uses, such as the hospitals, university and SIAST. From their perspective, in terms of land use and looking at the bylaw requirements for parking, the Applicant has done what was required. They confirmed that it is not a right to be able to park in front of your home. Streets are public property and anyone can park there. There are no off-street parking requirements for one and two-unit dwellings.

The Commission also received the following further clarification in response to further questions from the Commission:

- An advertisement regarding their business was placed in the local paper in the hopes that their proposal would be approved. They are still operating their business outside of this location. They are promoting the opportunity they are hoping will exist for this location. When they purchased the property, they understood from their realtor that this was a permitted use. Upon determining that this was not so, they are now moving forward with the necessary approvals. They are currently renting two other buildings.
- They support the good neighbour policy and questioned the traffic volumes referenced earlier. They reiterated that they will be asking students and parents not to park in front of residents but rather at the five leased spaces and on-street parking around the corner by the convenience store or by the utility building if their spots are full.
- They are trying to provide a safe environment for students and an opportunity to do homework inside the building prior to their classes. They are limited by the size of the building as to the number of students they can have at this location. This location was not intended to house all 200 students.
- As discussed above, the Applicants have three parking spaces in the back of their property and five parking spaces available on adjacent sites. There are five or six spaces

November 28, 2011

Page 6

near the convenience store that they have been allowed to use. There are also eight spaces in front of the Saskatoon Light and Power building, which would be closer than across the street or across the boulevard as referenced above. The Applicants will work with neighbours to alleviate any concerns regarding parking.

During review of the matter, the Commission identified concerns with respect to the impact of the proposed business on the residents in the area, including increased traffic and parking availability for residents. The Commission also has concerns with respect to the safety of children crossing the street to available on-street parking spaces, as well as the congestion that may occur when students are dropped off or picked up.

While not unanimous, the Commission determined that it does not support the Community Services Department's recommendation for approval of the proposed amendment to Zoning Bylaw No. 8770 to rezone Lot 9, Block 44, Plan No. 101285737 (811 29<sup>th</sup> Street West) from a B2 – District Commercial District to a B1 – Neighbourhood Commercial District, subject to Zoning Agreement.

Yours truly,



**Diane Kanak**  
Deputy City Clerk

DK:sj





# Zoning Notice



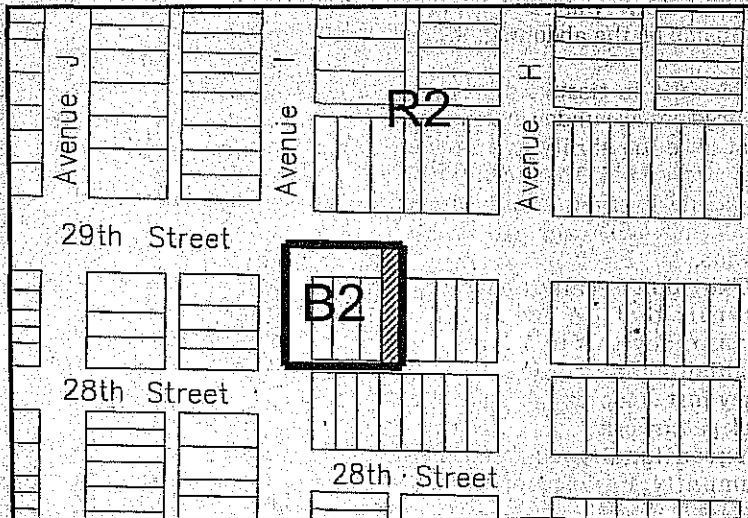
## WESTMOUNT NEIGHBOURHOOD

### PROPOSED ZONING BYLAW AMENDMENT – BYLAW NO. 8982, THE ZONING AMENDMENT BYLAW, 2011 (No. 22)

Saskatoon City Council will consider an amendment to the City's Zoning Bylaw (No. 8770). Through Bylaw No. 8982, The Zoning Amendment Bylaw, 2011 (No. 22), the property in the Westmount Neighbourhood as shown in the map below will be rezoned from B2-District Commercial District to a B1-Neighbourhood Commercial District, subject to a Zoning Agreement.

**LEGAL DESCRIPTION** – Lot 9, Block 44, Plan No. 101285737

**CIVIC ADDRESS** – 811 29th Street West



### PROPOSED REZONING

From B2 to B1 by Agreement



**REASON FOR THE AMENDMENT** – The proposed rezoning would accommodate the use of the property as a dance and martial arts school with a reduction in required parking from three space to two spaces.

**INFORMATION** - Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge:

Community Services Department, Planning and Development Branch  
Phone: 975-7723 (Daniel Gray)

**PUBLIC HEARING** - City Council will hear all submissions on the proposed amendment, and all persons who are present at the City Council meeting and wish to speak on **Monday, December 5th, 2011, at 6:00 p.m. in City Council Chamber, City Hall, Saskatoon, Saskatchewan.**

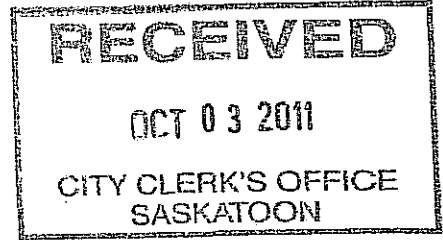
All written submissions for City Council's consideration must be forwarded to:

His Worship the Mayor and Members of City Council  
c/o City Clerk's Office, City Hall  
222 Third Avenue North, Saskatoon SK S7K 0J6

All submissions received by the City Clerk by 10:00 a.m. on Monday, December 5th, 2011, will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Bylaw.

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From: CityCouncilWebForm  
Sent: October 03, 2011 2:57 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Ashley and Brad Berrns  
811 29th St W  
Saskatoon  
Saskatchewan  
S0L 0N2

EMAIL ADDRESS:

COMMENTS:

Ashley and I have dropped off detailed information as attached to the Mayor and the City Manager. We have been very frustrated and seem to have hit nothing but an incredible road block with the City.

We are also very troubled why the city endeavored on a Westmount Development Plan that took two years of community involvement and was endorsed by our City Council but it seems to not have any value if it is not being supported by our own city officials. We have only a couple of very aggressive and out spoken neighbors that claim to represent the community. How can this be true in-light of the study and as detailed in our attachments. We changed nothing on our building architecturally and fall within the zoning with desecration. It make absolutely no sense to us how an application can be such a long and difficult process. This is not and "Open for Business" environment. Please review at your convenience and feel free to contact Ashley at 260-9114 or myself at 230-9265 any time.

To Whom It May Concern:

My name is Ashley Berrns. I am 24 years old and I have lived in Saskatoon all my life. I had a dream. It was to open a dance studio. I have been chasing this dream since childhood. I began taking dance at the age of 3 and continued to be passionate about it throughout my adolescence and now my adulthood. Dance has given me so much, and for years I have found tremendous reward in giving back and passing on my passion and experience to others. I have enjoyed teaching dance for such organizations as the Saskatchewan Mental Health Association, Saskatoon Leisure Services, After School Programs as well as for the Saskatoon School board in both the Physical Education and Dance Programs. Now the experience that I have had enhanced my desire to open a dance studio in our community. My dream of opening a studio became closer to reality the moment I set eyes on this building at 811 29<sup>th</sup> St W. I knew this was the moment I had been waiting for as the building was perfect. The dream my dad and I had was right before our eyes. Realistically, I knew this was going to be the hardest challenge of my life, but I thought my goal was achievable.

After 2 years of searching for a building in Saskatoon, a studio finally became available that would suit our needs. We knew that our business fit the Core Values of Westmount Local Area Plan and the building was Zoned B2. Those core values were endorsed by the Westmount community and City Council. The comprehensive plan for the neighborhood supports \*More Family Centered Activities, especially in getting kids involved, \*Youth and their involvement are central to the neighborhood well being, \*Retain affordability, \*Become more environmentally friendly (See page 22 – Westmount Guiding Principles). Our building is also identified in the plan as a needed commercial property in this community to help serve neighborhood convenience (See page 45). The Westmount vision also says the community is family-centered and open-minded. We knew we would be a natural fit in this community as many students already reside in or very close to this neighborhood. My dad and I have been active in this area for many years volunteering for school programs at Mayfair, Caswell, E.D. Feehan, Tommy Douglas and more.

I have dedicated my life to studying dance and have been heavily involved in the arts community. I went to University to study business while attaining my certification in teaching dance. I danced in numerous companies & performances, most recently the Saskatoon Fireworks Festival & Olympic Torch Ceremony in Saskatoon. I traveled throughout Canada & abroad to learn from the best. I spent years teaching at established studios in Saskatoon while also traveling to many dance studios throughout our province. Cudworth, Shellbrook & Lanigan are a few of the amazing communities that gave me teaching opportunities through non profit organizations when I first started out on my dream. I also direct a non-profit organization aimed at giving opportunities to aspiring professional dancers and aiding in transitioning them into the profession.

The biggest challenge I faced when beginning my business, was obtaining a mortgage to purchase the building. I focused on my business plan, which I began in the Eleventh grade. I spent hundreds of hours writing it, then presented it to banks and other lenders hoping and praying someone would support my business. I had to sell my house and pull

together funds from savings and family. After being refused by 5 banks and after many other failed attempts, I was very lucky to secure a mortgage and business loan. The biggest struggle was timing. I had to secure my mortgage and have possession by mid august in order for my business to make it. If my building was not ready for September 1<sup>st</sup>, I would miss the season and not be able to bring in enough revenue to make it until September 2012. In this short 2 months I managed to do it, and I had my mortgage secured just on time. Now, we took possession and had our specially built sprung floors and mirrors up in only 4 days. We opened our doors and now are being forced to close them. The city has refused to allow us to operate due to parking. Yet, the prior business in the building operated successfully since 1988 without any parking problems. The previous business had more vehicle traffic than we anticipate. Our membership is made up primarily youth, most of them from this neighborhood. Many of the students walk or bike, and some are dropped off by parents. We provide safe storage for those who bike and encourage green methods of transportation. We chose this neighborhood to open our studio because we have build a strong foundation and membership within this community and the adjoining neighborhoods.

The city is presenting us with so many challenges and delays, we believe our business may fail. We are struggling to understand why a business operated in this exact location since 1988 under B2 zoning without difficulty. We have made no structural changes to this building and our business falls within the B2 category. Our business cannot make it through the extended time frame the city is taking to get our application processed, which is 4-8 month's. We do not understand why this building would not be automatically grandfathered as it has been servicing the community since 1988 and this is an established neighborhood. The month of September is registration month, and is a critical time for my business. I haven't been able advertise my new studio and I have even been stopped from putting up a sign during registration because the city won't allow me to.

This month is the "make it or break" it month, and I can't even operate my business at my building because the city is forcing me to operate somewhere else. The unexpected expenses due to operating out of a temporary location includes not only rent, but huge costs for temporary barre's, mirrors and a dance floor. The worst part is, I now have the inability to attract new clients, which I need to generate revenue to pay for these costs. No new students will come to a business operating out of an unsatisfactory location for an uncertain amount of time. My business is suffering and cannot make it through the extended time frame the city is taking to get our application processed, which is 4-8 months. My expenses in September have been steadily increasing. I faced an unexpected \$3500 application fee to the city for contract rezoning, which came at the worst time possible. I still need to pay another \$1500 as well. Financially my business needs to operate for me to be able to afford these costs, and to keep the building that I purchased to start my business.

I have not received any assistance from the city's zoning department. I have spent countless hours at City Hall with applications and in meetings. We are now on the 4<sup>th</sup> application, after poor guidance and 3 cancelled applications. We were given no direction, information or assistance right from the very first meeting we had with Darryl

Dawson and Danae Lockert of Planning & Development. There was prejudice towards us from the moment the meeting began. I was told before even sharing any information about my business, that I would not be able to operate anything but a photography studio at the building I just purchased. Mr. Dawson was very determined that there were no solutions and stated that the building would never meet parking requirements.

Why when a business operated in this building since 1988 is there all of a sudden parking issues? We can't change the way this city was built and how much parking was allotted for a commercial business. Now that the city has new requirements for parking, no new business will be able to operate in this building. We have done our best and leased 5 parking spaces adjacent to our property for a period of 5 years. The department has no protocol and has wasted so much of our valuable time. For instance, we get permission to have a sign from one person, then days later Mr. Dawson calls and tells me I have to take it down. He tells me that I am not cooperating, and he continuously threatens to take measures to close my business. I am doing nothing wrong. I have done everything to follow the procedures that are being presented. We have been treated rudely and unfairly. The treatment the city has extended to us has been brutal and dis-heartening. Unfortunately is not the only battle we are currently facing.

I have learned that negative assumptions of my business were made by a resident in the community, who happens to be living in a commercial property next to my studio. This resident complained to the city about our business before we even had possession of the property. She believes a dance studio is not good for our community, and is doing everything in her power to convince others as well. She has been campaigning in the neighborhood with slanderous and untrue information. She delivered defamatory letters to the neighborhood stating her negative view on our legitimate business, before we even opened our doors.

These letters were addressed by Myles Heightt, our Westmount community councilor, and Mark Emmons, the editor of the Westmount Local Area Plan. We immediately took these letters to them and to the city's zoning department, and stressed how much it was hurting our business. They agreed that it was wrong, contained false information, and was not written or supported by them, but did nothing to stop the continuation of these actions made by this resident.

The problems have escalated and this week she called the police twice on us for no reason. They came to our door with a noise complaint, but there was no noise, and they were shocked that they were called for nothing. She has gone door-to-door in the neighborhood pushing residents into signing a petition to "Save their Neighborhood" and not allow our business to obtain licensing. She has made a presentation in front of city council, called and complained to the City of Saskatoon and our councilors countless times, and has convinced others to do the same. It is very clear that the City is only concerned about these complaints. They have made little effort to hear about us, our business or the truth. We are reaching out for help as our business is being destroyed right before our eyes. Not only that, my career and reputation in this city are at stake. We are facing our own city officials who are listening to these illegitimate complaints,

instead of addressing the real problem. Now, they are ceasing our businesses operation at our new facility. How can we stop the harassment and slander when the city takes no action, and instead closes our business's doors?

Our petition and letters of support (attached) express the community's distress regarding the current situation, while proving that the neighborhood wants us here. The youth have chosen our location as one of their favorites in the neighborhood according to the Westmount Development Plan. We want to enhance this positivity and provide a safe environment for youth.

This city's zoning department appears not to support new business in this city and will single handedly take down a credible business that will bring great things to this city and the community. Their delays are unacceptable. This is not how any new business is able to operate and flourish. My business is perfect for this building and location. I am a young entrepreneur dedicated to this city, not only as a taxpayer, but as a contributing member to society. I am in complete despair about the prejudice and lack of support I have been given by the City of Saskatoon.

I have always called Saskatoon my home, and after traveling the world to train and expand my experiences, I chose Saskatoon to open my dance studio. I love the city, I love the people and I love the opportunities. Please allow me the opportunity to show the city what a great addition Dance Ink will be to this "open for business" city. My expectations of people have been shattered but my dream survives.

Sincerely,

Ashley Berns  
260-9114

Brad Berns  
230-9265

Jamie Curr  
818 29<sup>th</sup> Street West  
Saskatoon, Saskatchewan  
S7L 0N3  
1(306) 343 6899

September 27<sup>th</sup>, 2011

Dance Ink  
811 29<sup>th</sup> Street West  
Saskatoon, Saskatchewan

Witness Statement.

To whom it may concern;

This letter is intended to be an account of the events I, Jamie Curr have personally witnessed from mid August till September 26<sup>th</sup>, 2011.

Approximately a week before Ashley Berrns took possession of the property, 811 29<sup>th</sup> Street West. Beth came across the street to ask me if I had heard about the business moving in to the building beside her, I said no I had not, she informed me that it would be a dance/karate studio, I was actually excited to hear, that type of business would be moving in to the neighbourhood, as we have 3 children all under the age of 10, that are involved in extra circular activities and how convenient it would be to have right across the street. Beth told me that the issue at hand would be parking because "she had taught students in Ontario, and there would be constant comings and goings of parents dropping and picking up their children" I said to Beth "yes parking is a concern, or possibly could become a concern" Beth also stated that her and another neighbour were going to be starting a petition to have the business shut down or at least moved out of our area and that we should call in any concerns to the city, and that parking passes for residents of our block might be an idea, also that she would be back to discuss, her concerns more at a later date.

I met Ashley Berrns, for the first time August 19<sup>th</sup>, 2011. I was sitting on our front deck at 818 29<sup>th</sup> Street West. Ashley introduced herself and we spoke a little in regards to the business, she was going to be opening. I told Ashley that the neighbourhood had already been talking a little about the business she was intending to open and that there were a few concerns from the neighbours about possible issues with parking. Ashley asked me how I already knew about her business and I said that Beth, her neighbour had stopped over and told me that a dance/karate studio was moving in to the building beside her and that her biggest concern at that time seemed to be parking; further more there was talk of a petition. Beth saw that Ashley and I were talking; she also came across 29<sup>th</sup> Street, from her property of 813 29<sup>th</sup> Street West, onto my front lawn and confronted Ashley about the parking. Someone had already parked in her "spot" (which is street parking right on 29<sup>th</sup>); Beth continued to say that she tries to park her Jeep liberty, as to not block the appliance stores drive way, because she is a conscientious neighbour and that's what we do in this neighbourhood. Ashley apologized to Beth,

several times and said that she was unaware of that issue and that she would ask people coming to the studio to not block Beth's parking spot or the appliance stores drive way. Beth continued talking about the parking issue, Ashley asked her to please stop, and said again "I'm sorry" with tears in her eyes, "but this is my first day here and in the building, I just received the keys this morning and I'm just trying to enjoy this moment and you are ruining, what should be one of the happiest days of my life". Beth then said to Ashley that she wasn't happy about the day either and that she was upset and going in for surgery, Beth then turned back around and went back across 29<sup>th</sup> to her property 813 29<sup>th</sup> Street West. I voiced to Ashley, my concerns about the possible parking issues, Ashley said that they would be informing the patrons of the business to try and park along the other side of the convenience store and that most of her students would be dropped off and picked up in front of Dance Ink. Ashley felt that parking shouldn't be an issue due to the short drop off and pick up times and that most of her students car pool. Ashley asked that I please come over at any time that I was inconvenienced due to parking and if the vehicle belonged to a parent or student, she would ask whomever to move their vehicle. Since that time, we have had one issue with parking in front of our home, and true to her word, I went over to Dance Ink and spoke to the receptionist as Ashley was busy instructing a class and the issue was rectified immediately.

During the first week that Ashley was working on her property, I saw Beth lean over the railing of her front deck and yell very aggressively at a woman standing on Ashley's property.

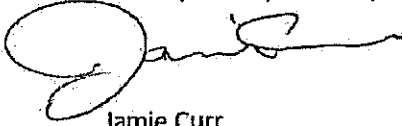
On August 26<sup>th</sup>, 2011 I was in the front yard and I saw Brad Berrns pull up in front of Dance Ink, I wanted to speak with him about Karate classes for our son Braydon. I walked over to Dance Ink and I went inside and spoke with Brad. When I left the building Dorothy, the neighbour on the other side of the studio, walked up to me and said "I haven't been saying anything about his daughter" "where is he!!!? Where is the owner? I want to speak with him right now" Dorothy told me that she was very upset. I replied to her "yes, you look very upset right now" then I said "but I don't think you yelling at me, is going to help anything, especially when I had nothing to do with whatever has upset you" I then said "I'm just trying to go home" I pointed at our home, then stepped around her and crossed the street. Dorothy, Beth and our next door neighbour Madeline were talking on the sidewalk in-between Beth's property and Dance Inks property, our neighbour Madeline waved and walked over; she then said, "Dorothy felt bad for yelling at you because she thought you were someone else". She continued to say "Dorothy and Beth were upset about the business being in between their two homes". At this point Ryan said "that area is zoned for commercial businesses; Beth had to know that when she bought her property, her house was a photography studio, before she bought it". Madeline then informed us that Beth had told her, there is loud music coming from the building, that Dance Ink has a ad on the internet advertising pub crawls and dancing at bachelorette parties; furthermore, that Dance Ink is charging 300 dollars plus a month for dance classes and that's just too expensive for people in our area to be paying. Ryan and I both suggested to Madeline that she should go over to dance Ink and speak with Ashley and Brad, because what she has heard is not exact truths, but interpretations of base truths. Ryan and I also said to Madeline, we feel the treatment that the Berrns have received since coming in to the neighbourhood has been completely unfair and unjust, and that we are embarrassed that one person has caused this much upset and not just for the owners and patrons at Dance Ink, but for all of us on the direct block and neighbourhood as a whole.

To the best of my knowledge all of the facts that I have above stated are accurate. On a personal note it is my opinion, having this type of business in our area is beneficial, because it gives the youth in the area several constructive physical outlets, in a safe and controlled environment, that they might not normally have. I also feel that Dance Inks prices are more than fair and reasonable for this neighbourhood; as



well, since this building is zoned for a business, I feel that a dance studio is a more beneficial business for our neighbourhood than a bar, tattoo, or a massage parlour.

Thank you for your time;

A handwritten signature in black ink, appearing to read 'Jamie Curr', with a large, stylized initial 'J'.

Jamie Curr

From: Liz Robertson <liz.robertson@usask.ca>  
Subject: Letter to mayor and council  
Date: October 2, 2011 7:59:29 PM CST  
To: brad@b@sasktel.net  
1 Attachment, 22.5 KB

Hey, Brad,

I just used the on-line form at the City of Saskatoon website to submit the attached text to the mayor and council. I hope it strikes the note of justifiable pissed-off-ness that I like to strive for in all my best writing for my condo board...

Cheers,

Liz

Dr. Elizabeth C. Robertson  
Department of Archaeology and Anthropology  
University of Saskatchewan  
Archaeology Building, 55 Campus Drive  
Saskatoon, Saskatchewan S7N 5B1  
Tel: (306) 966-4177  
Fax: (306) 966-5640  
E-mail: liz.robertson@usask.ca



SKCSupport.doc (22.5 KB)

I am writing to express my grave concern regarding the profound difficulties that Shotokan Karate Saskatoon and Dance INK are encountering in their efforts to establish business premises at 811 29th Street West. I have been a member of Shotokan Karate Saskatoon since August 2010, and I have been very impressed with its head instructor, Brad Berns, as well as assistant instructor Ashley Berns, who is also the driving force behind Dance INK. In addition to their commitment to providing affordable quality karate and dance instruction, Brad and Ashley are notable for the warm sense of community that they have built among both their youth and adult students, an atmosphere that I have particularly enjoyed as a relative newcomer to Saskatoon.

For these reasons, I was very happy when they took advantage of an opportunity this summer to purchase a permanent studio space to serve as a home base for their classes. But I have subsequently become greatly dismayed by the obstacles that they have encountered due to harassment by neighbours of their new studio and the apparent endorsement of this harassment by some city employees. I am fully confident that Brad and Ashley, as individuals with a strong commitment to community building, would never under any circumstances engage in any activity that would be to the detrimental to their neighbours or their students. Yet their neighbours have subjected them to accusations as extreme as including stripping among their services. More importantly, some of the battery of patently untrue and irresponsible statements that have been made regarding Brad and Ashley's business appear to have been enough for city business licensing personnel to subject them to a costly and damaging wait before they can undertake instruction at their new building

This is ludicrous on a number of levels. First, it creates an atmosphere antagonistic toward the kind of healthy business development that one would expect the City of Saskatoon would want to welcome and encourage. It also strikes out at two people who want to establish a business not merely based on profit motive, but in very large part due to their focus on making affordable dance and martial arts instruction available in a part of the city where they know that there is a great need for both the community and the reasonable pricing that they are committed to. Last, this situation empowers and protects an ill-informed band of narrow-minded bullies as they engage in activities that have entered the realm of the libelous.

With these things in mind, I sincerely hope that some reason and justice can be brought to bear on this situation in an appropriately swift and efficient manner that will end this costly prevarication and allow Brad and Ashley to finally undertake business at their new studio. As I mentioned, I am a relative newcomer to Saskatoon and have up to now been impressed by my interactions with the people and employees of a city that has struck me as friendly, reasonable and well run. I would be deeply saddened if a continuation of the difficulties being encountered by Shotokan Karate Saskatoon and Dance INK were to force me to have to reconsider this opinion.

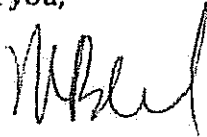
September 19, 2011

Dear Sir or Madam:

This is an official letter supporting Shotokan Karate Club located at #811 - 29<sup>th</sup> Street West, Saskatoon. My daughter and I have been members for almost a year. We drive over 68km from Prud'homme (over an hour; twice a week) to participate in the classes. There are many karate clubs that are closer to us, but we stay with Shotokan because of the people and environment.

The style of karate at Shotokan is about respect and manners, which is very important to us. Also, the students are learning self-defense in a safe and comfortable atmosphere. I fully support this business.

Thank you,



Michelle Beckhusen

Box 91  
Prud'homme, SK  
S0K 3K0

To whom it might concern,

My name is Edgar Garza; I am a resident and a homeowner in the community of Westmount in Saskatoon.

The reason for this letter is to express the importance that the location of 811, 29<sup>th</sup> Street West where Dance studio (Dance Ink) and Karate Dojo (Shotokan Karate Club Saskatoon) run their programs is of personal importance to our family.

Please allow me to explain you our situation.

Our family consists of my youngest daughter Abigail, (3 years old) my older daughter Zorianna (7 years old) and Myself.

My older daughter has had motor problems since birth, the burden of therapy, physiotherapy, doctors, operations, MRIs, etc ; is sometimes overwhelming, so much that my ex-wife (the mother of my kids) could not handle it and left the family home almost 18 months ago.

I am a strong believer that for kids to develop their maximum capacities either physical as to social, they must be involved in sports. This is of special importance for my older daughter, which needs the exercise to stimulate the correct movements in her body. Unfortunately regardless of all my efforts to get her involved in sports my working schedule and distances made it impossible for her to take any class of this nature. Last winter we tried gymnastics on Saturdays, but with the small one and timing was not possible, besides that for physical capacities to increase in range and strength is needed at least 3 times practice per week. So my first attempt to get her involved in a sport (just like any kid has the right to play ) failed.

In September of this year the studio at 811, 29<sup>th</sup> street west opened, and truly speaking that was the best news for us in so long. This studio is located at a 10 minute walk from our house. So even if I have to work at the time the class start, I can still tell the babysitter to drop her off.

The second thing about this studio is that is run by two truly extraordinary teachers, in only three weeks of classes I can see a huge advantage in my daughters walking and overall big motor movements. And from the social stand point of view this place is just so positive and supportive, is the best environment for a kid to develop in the right direction. This environment has worked as a self team booster for her.

As a full time single parent and a full time worker, I have the need to rely unto others. Among those I heavily rely in the concept of community. My daughter's school is Westmount community school, (two blocks from our house) my daycare is inside E.D. Fehan high school. We buy groceries at Westmount foods, and our pharmacy is located in avenue H almost corner with 29<sup>th</sup> street. All of our needs are met within 15 minutes walk.

During the summer, my older daughter partakes in the summer park program located one block down the road. And every week for as long as the community paddling pool is open we visit it as a family at least once. Where I want to go with this, is to exemplify how heavily our family relies in the community for our wellbeing and lifestyle. We cannot afford either in time, money nor distance to rely in another community for services.

Is not a secret the fact that kids are living in a world full dangers and temptations, such as drugs, alcohol and irresponsible sex. Is also a well-known fact that kids who are involved in sports and extracurricular activities are less vulnerable; now, my older daughter can be flagged as a high risk youth, because given her physical disability, her attention deficit disorder and a single parent household. If the studio is closed down personally is increasing my daughters risks for this dangers. As I said, if the studio moves, as sad as it sounds my kids would not be able to have extracurricular activities.

Our family needs this studio. We need it in order to provide my daughters with an equal opportunity to succeed in life whatever they want to do, regardless if they were brought up in Westmount or Briarwood.

In my eyes, closing this location is putting my kids and the entire community at a disadvantage versus if we lived somewhere else in the city, such as Briarwood or Silversprings, where dance studios and karate dojos are abundant.

In the community meetings we always talk about crime and youth at risk and what to do, it was brought that we must keep the youth occupied with summer programs and extra school programs. Now, how can you argue against closing this studio if is exactly what is doing. This studio is opening the opportunity for our youth to grow as responsible individuals in all aspects in life.

I personally find confusing the fact that the city instead of embracing, promoting and helping this kinds of establishments is using biased opinion of very few community members to close our kids development.

I have been explained the problem about this location, that is parking permits, I find this to be ridiculous, that is because most people just walk to the studio, just like us, and the ones that drive just drop off their kids and pick them up later. And on top of that there is parking at the back.

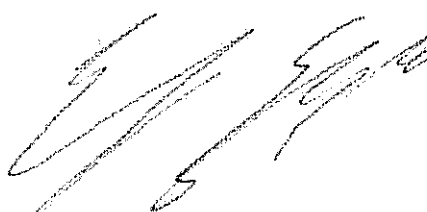
I urge the authorities to please consider this personal experience and motivation for this studio to reopen. As the Queen herself said in her 2010 Christmas Speech for the Commonwealth, urges individuals and governments to focus in Sport as a "unifying force(.....) in building communities and creating harmony".

Also please remember that "It takes a village to rise a child" Hilary Clinton. Closing this studio is closing our youth's equal opportunity to succeed and enjoy.

If you have any doubt about this please feel free to contact me at (306) 2442676 or directly to my cell (306) 716 9770

Thank you

Edgar Garza



September 21, 2011

To whom it may concern,

I am writing this letter in support of the Shotokan Karate Club of Saskatoon located at 811 – 29<sup>th</sup> Street West in Saskatoon. My daughter Jennifer (16 years old) and I (48 years old) have been members of this club for nearly 5 years. I would like to go on record as saying this organization is a family-oriented, community-focused organization that openly welcomes all who are interested. There is no discrimination based on race, creed, age, financial status, etc.....all that is required is a desire to learn.

I have seen tremendous, positive growth in Jennifer as a result of her training at the Shotokan Karate Club of Saskatoon. The mental, physical, and cultural aspects of martial arts training have increased both her self-confidence and self-esteem. This has greatly assisted her in making sound choices with respect to the many challenges she faces as a high school student in Saskatoon today. I have also seen similar results in many of the other young people that have been members of our club. Martial arts training has transformed them into proud and respectful young men and women within their communities.

Another positive aspect of being affiliated with the Shotokan Karate Club of Saskatoon is the friendships we have formed with various members of the community. There are many fine people in these communities that we would otherwise never have met. Those friendships foster a kinship and understanding between various communities within the city of Saskatoon, which is beneficial to the city as a whole. Further to that, because the Shotokan Karate Club of Saskatoon is associated with many other clubs across Canada, we are given an opportunity to expand those friendships across provincial borders. We are also given ample opportunity throughout the year through seminars, competitions, etc. to promote the City of Saskatoon to other communities across Canada.

Finally, the Shotokan Karate Club of Saskatoon has assisted Jennifer and me to develop a healthy lifestyle in both mind and body. The benefits of the physical exercise are obvious. Less obvious are the mental benefits, which have led us to live less stressful, disciplined, and confident lives.

I would expect that any community would happily welcome an organization that enables the community to grow and flourish by bringing the people of that community, and others, together. The Shotokan Karate Club of Saskatoon will do that.

Sincerely,



Adrian Rosen

Daniel and Christine Neilson  
231 Steiger Cres  
Saskatoon SK S7N 4K1

September 23, 2011

**RE: Letter support for Shotokan Karate Saskatoon, located at 811 29th Street West**

To His Worship Donald J. Atchison,

We are writing to you as citizens who support the relocation of Shotokan Karate Saskatoon to 811 29th Street West, as part of the Saskatoon Arts and Fitness Centre. Studies have shown that traditional karate instruction, like the instruction offered at Shotokan Karate Saskatoon, promotes self improvement, discipline, and respect for others as much as technique and physical fitness. A karate club is particularly valuable to an inner city neighbourhood where young people left with nothing to do in their spare time may be at risk of falling in with the wrong crowd.

It is common knowledge that Canadians are generally in poor health. Sedentary lifestyles contribute to chronic disease, poor health outcomes, and an increasing burden on our public healthcare system. Physical activity guidelines recommend that children participate in sixty minutes of physical activity per day, but according to a Statistics Canada report released in March of this year, Canadian children and youth are sedentary for 8.5 hours a day, and only 7% reach the recommended level of physical activity<sup>1</sup>. Meanwhile only 15% of adults reach the recommended level of moderate to vigorous physical activity for maintaining good health<sup>2</sup>. The karate, dance, and fitness classes offered at the Saskatoon Arts and Fitness Centre offer children and adults alike the opportunity to become more active in a fun and friendly atmosphere, contributing to improved health and physical fitness. In addition to better health through physical fitness, studying traditional karate encourages students to seek perfection of character, be faithful to oneself, be committed to what you do, endeavour to excel, respect others, and refrain from violent behaviour. In a world that seems to be growing more uncivil by the day, these are principles to be valued and encouraged.

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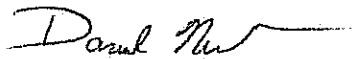
<sup>1</sup> Mark S Tremblay, et al. "Physical activity of Canadian children and youth: accelerometer results from the 2007 to 2009 Canadian Health Measures Survey." *Health Reports / Statistics Canada, Canadian Centre For Health Information = Rapports Sur La Santé / Statistique Canada, Centre Canadien D'information Sur La Santé* 22.1 (2011): 15-23.

<sup>2</sup> Mark S Tremblay, et al. "Physical activity of Canadian adults: accelerometer results from the 2007 to 2009 Canadian Health Measures Survey." *Health Reports / Statistics Canada, Canadian Centre For Health Information = Rapports Sur La Santé / Statistique Canada, Centre Canadien D'information Sur La Santé* 22.1 (2011): 7-14.

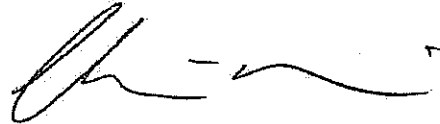


Over the past ten years we have had the opportunity to train with other karate clubs in Saskatoon, Edmonton and Winnipeg; the Saskatoon Arts and Fitness Centre is a fantastic facility, the instructors at Shotokan Karate Saskatoon are first rate, and the atmosphere is family friendly. The Westmount community and Saskatoon as a whole can be proud to be home to Shotokan Karate Saskatoon and the Saskatoon Arts and Fitness Centre.

Sincerely,



Daniel Neilson, PhD.



Christine Neilson

CC: Brad Berrns, Saskatoon Shotokan Karate

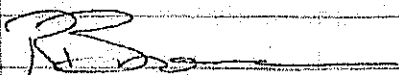
- confronted outside with my parents about parking and possibly coming around with a petition for us to sign

- confronted on door step with another lady from 800 block of 29<sup>th</sup> street asking to sign a petition. Offering information about the dance studio - stating we are in a poverty/low income area, traffic is going to be increased due to 25<sup>th</sup> street expansion, no parking from 8am - 11pm. That the dance classes cost \$375 a month. - I added that it was for <sup>all</sup> intense <sup>parties</sup> I told her I was excited about them being here because we (Jennie Curran and I) have kids and that it was close and accessible.

She told me she used to teach for X amount of years and she knows what is going to happen and politely told her I would discuss it with my GF and get back to her

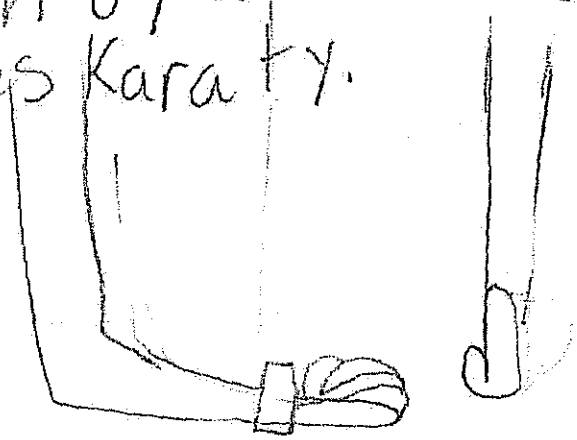
She has to listen to bass thumping until 11pm

Her and the lady approached me again on Sep 25<sup>th</sup> telling me that the dance studio is advertising on kijiji and saying they are doing pub crawls, stagettes and bachelor parties → led me to the conclusion that they were offering alcohol and having pubcrawls stop at their dance studios. also stripping for the other mentioned parties.



Karaty is my favorite thing in  
life. If you stop it my heart will  
be broken. I need disaplenn and I  
want to no what I can't do in  
life to make me a villen and d-fence  
my self. Please don't stop Karaty

And by the way this letter is  
rotten by a forth grader child who  
loves Karaty.



We as members of this community, along with the members of Dance Ink and Shotokan Karate Club located at 811 29<sup>th</sup> Street West, support the location and operation of this facility in our neighborhood. This community based business supports the guiding principles laid out in the Westmount Local Area Plan Report put forth by the City of Saskatoon. We provide a safe and positive place for the youth of this community to learn and maintain a healthier lifestyle through fitness programs such as dance and karate. It is a place that is centrally located within the community making it easily accessible and within walking distance for many. We already have parents who have stated that if not for this facility being in this location, their child(ren) would not be able to participate as there is not always a ride available. It is a known fact that activities such as dance and karate help to improve self-confidence and self-esteem with obvious physical fitness benefits. It is also believed to have positive effects on school performance, as well as, social and communication skills. All of these are the reasons why this business is only a positive presence in our neighborhood.

NAME	PHONE #	COMMENTS
Dulcine Ireland	382-8538	Beautiful facility. Welcoming to all who come. Great place for my ch
Maja Henriksen	310-6050	This building improves the quality of my life. I ♥ ASHLEY! DANCE
Michaela Berdoza	202-0272	this building like my home ♡
Louise Seidel	382-0192	This dojo is a big aspect of our family life.
Stephanie Draeger	683-0444	Building is a positive aspect of the neighborhood would like for it to be a 2nd home.
Sara McGregor	978-9888	I would not be dancing if it wasn't for Ashley and Dance Ink. It is the best!
Karlene Lestrat	384-7025	The building is like a home to me and it is very great. If it wasn't for Ashley and dance I don't know what I would do. It's the best!
Kayla Inland	382-8538	I live here more than I live at my house. The building along with the people are apart of my life

NAME	PHONE #	COMMENTS
Krishia McLaren	306-360-7372	Ashley and Dawn Clark has given me the only opportunity for me to dance!
Chloe Ireland	306-382-8538	Dance Ink is a great family oriented place to be. It is like home to me.
Cheryl Dakiniewich	306-381-7587	I am an adult dancer at Dance Ink and I appreciate Ashley so much.
Carolyn Parr-Hillestad	306-229-4564	As an adult dancer and school teacher in this Caswell community, I see the incredible positive impact it has on our youth.
Avery Deichert	306-262-5309	Ashley is amazing. Dance is amazing. Dance Ink is amazing.
Kallie Nadeau	306-567-4255	This studio is incredible! It gives us, as dancers, the chance to reach our full potential.
Michele Duong	306-262-5122	This dance studio is a great aspect to our community; it is our home and our family. All thanks to Ashley and it's all thanks to Ashley!
Kendra Laing	306-398-7981	This is my opportunity to have an extra-curricular activity between attending university class.
Brynn Cubbon	306-321-4811	I am attending university and it is a chance for me to continue dancing.
Joby Arnold	306 933-2578	My daughter loves dancing with Ashley. This studio is perfect!
Vanessa Clement	306-384-0127	Dancing keeps my daughter focused, fit and healthy. Without this facility, my daughter would be without these benefits that improve her self-esteem.

NAME	PHONE #	COMMENTS
Elissa Clement	384-0127	This studio is my home. I love it! ☺
Shelby Arnold	933-2578	This is my second home.
* Jamie CURR	<del>383</del> 343-6899	We live across the street we both feel <sup>is</sup> this business a positive addition <sup>to</sup> our
* Ryan Brown	343-6899	we own area (818 29th st W)
* Sabrina Hanes	270-8554	I think this business is a great asset to our neighbourhood as we have nothing like it close by.
* Dan How Gordon	974-3403	This is definitely a positive thing for our neighbourhood.
Laura Bennett	382-0565	Excellent facility Best thing that could happen in this neighborhood.
<del>Laura J. Bennett</del>	382-0565	"
Brenda LaPlante	280-3254	We live nearby, Michelle loves dance, wonderful people (owners) beautiful building!!
Michelle LaPlante	290-1434	I love dance, but I had to quit, but dance ink has given me a chance to start what I love again!!
Janet Salyn	<del>29</del> 978-7732	Wonderful Dance Studio Terrific Instructor

NAME	PHONE #	COMMENTS
Lorilee Braaten	290-7014	This is a great location for my daughter to take dance.
Lorene Wojciechowski	202-0699	We Love Ashby. She is a great dancer. We live in Martinsville so the location is perfect for us. I think it's a great asset for the neighborhood.
Jennifer Herasymuk	716-5653	Amazing studio with wonderful teachers, very welcoming and is literally my second home.
Danny Hertz	382-9128	I enjoy karate very much.
Lynnda Calareo	790-437-3819	This is a great facility. It keeps kids off the street and busy.
Cathie Watson	979-7409	Best thing for this community.
Annig Murray	652-1608	Have lived in this community for 4+ yrs, and totally support the purpose of this facility. Exactly what Caswell/Westmont needs.
Glyn Kermeli	261 3355	
Natashla Bergen	262-6353	Amazing Addition to the community! my children use this facility + owners are perfect for this area.
Shane Birdsall	384-3264	I am impressed with this group an addition to the community (come and see what they do for yourself)
Valerie A Baurli	384-7025	Everyone needs a place to feel safe & pursue their dreams.

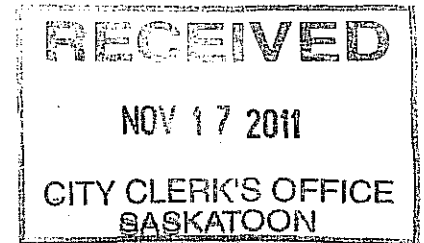
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NAME	PHONE #	COMMENTS
Mackenzie Yakubowski	384-6143	This place makes my days better I love Ashley :)
Kerri McLaren	242-1353	This is an amazing spot for a studio with the gymset in the back.
Nadeau	567-4255	How can Kids & Teens Keeping active & off the street be a bad thing?
Ashley Hewitson	382-1796	A fitness centre is an obvious benefit to any community. This centre is following all regulations!
Sherry Zimmerman	382-8747	What a great fitness center for all ages, keeps people (kids) out of trouble off the street & in good shape
Armanda Zimmerman	382-8747	This is mine and everyone here's second home. When our group is in the building my day instantly gets better
Alexand	382-8538	Fantastic facility great teachers, this is a real positive place for the community
Aaron Aton	380-1232	This is an incredible facility, Karate has been a tremendously rewarding activity for me - this venture will positively shape people's lives in so many ways
Rosen Barb	381 8053	A place for kids to find something positive to do instead of finding trouble. That's like it is a must-have in this community.
Jennifer Rosen	975 0379	This is much better than our last facility and will allow for people to interact with others that they might not have with out this.
Adrian Rosen	975-0379	Great facility, fantastic people - What a wonderful opportunity for the community.



NAME	PHONE #	COMMENTS
Maureen Blom	382-2136	only positive comments
Mahira Blom	382 2136	a step in the right direction in the neighborhood
Alan Kenney	382 10199	- Great for the community & for the children (& adults)
Glen + Liana Kenney	664-3004 816 Rusholme Rd.	great for the neighborhood - Glad to have you here
Bryce Tuchscherer	382-1351	Quiet, respectful. Amazing, Awesome people
Verus Fleury	244-6533	FAMILY ATMOSPHERE. VALUES #1 AWESOME MENTORS.
Nick Korolis	341-2120	All positive Good values!!
Rayanna LaPlante	955-3244 503-Ave I North	Glad to have dance/trampoline in our neighborhood positive!!
Myles Tuchscherer	382-1351	Well constructed facility that gives many youth an excellent atmosphere for the development of physical and social skills.

Daniel and Christine Neilson  
231 Steiger Cres  
Saskatoon SK S7N 4K1



September 23, 2011

**RE: Letter support for Shotokan Karate Saskatoon, located at 811 29th Street West**

To His Worship Donald J. Atchison,

We are writing to you as citizens who support the relocation of Shotokan Karate Saskatoon to 811 29th Street West, as part of the Saskatoon Arts and Fitness Centre. Studies have shown that traditional karate instruction, like the instruction offered at Shotokan Karate Saskatoon, promotes self improvement, discipline, and respect for others as much as technique and physical fitness. A karate club is particularly valuable to an inner city neighbourhood where young people left with nothing to do in their spare time may be at risk of falling in with the wrong crowd.

It is common knowledge that Canadians are generally in poor health. Sedentary lifestyles contribute to chronic disease, poor health outcomes, and an increasing burden on our public healthcare system. Physical activity guidelines recommend that children participate in sixty minutes of physical activity per day, but according to a Statistics Canada report released in March of this year, Canadian children and youth are sedentary for 8.5 hours a day, and only 7% reach the recommended level of physical activity<sup>1</sup>. Meanwhile only 15% of adults reach the recommended level of moderate to vigorous physical activity for maintaining good health<sup>2</sup>. The karate, dance, and fitness classes offered at the Saskatoon Arts and Fitness Centre offer children and adults alike the opportunity to become more active in a fun and friendly atmosphere, contributing to improved health and physical fitness. In addition to better health through physical fitness, studying traditional karate encourages students to seek perfection of character, be faithful to oneself, be committed to what you do, endeavour to excel, respect others, and refrain from violent behaviour. In a world that seems to be growing more uncivil by the day, these are principles to be valued and encouraged.

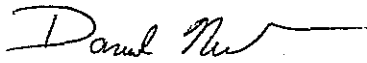
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<sup>1</sup> Mark S Tremblay, et al. "Physical activity of Canadian children and youth: accelerometer results from the 2007 to 2009 Canadian Health Measures Survey." *Health Reports / Statistics Canada, Canadian Centre For Health Information = Rapports Sur La Santé / Statistique Canada, Centre Canadien D'information Sur La Santé* 22.1 (2011): 15-23.

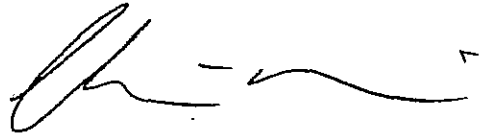
<sup>2</sup> Mark S Tremblay, et al. "Physical activity of Canadian adults: accelerometer results from the 2007 to 2009 Canadian Health Measures Survey." *Health Reports / Statistics Canada, Canadian Centre For Health Information = Rapports Sur La Santé / Statistique Canada, Centre Canadien D'information Sur La Santé* 22.1 (2011): 7-14.

Over the past ten years we have had the opportunity to train with other karate clubs in Saskatoon, Edmonton and Winnipeg; the Saskatoon Arts and Fitness Centre is a fantastic facility, the instructors at Shotokan Karate Saskatoon are first rate, and the atmosphere is family friendly. The Westmount community and Saskatoon as a whole can be proud to be home to Shotokan Karate Saskatoon and the Saskatoon Arts and Fitness Centre.

Sincerely,



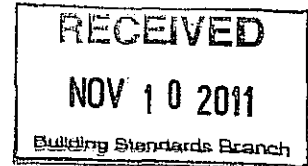
Daniel Neilson, PhD.



Christine Neilson

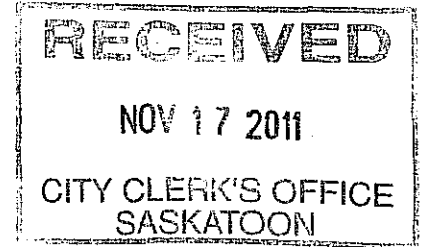
CC: Brad Berns, Saskatoon Shotokan Karate

4351-011-10



Larry Cooper  
2233 Hanselman Avenue  
Saskatoon, Sask.  
S7L6A7

Date: September 16, 2011  
Reference: Dance Inc./Shotokan karate club Saskatoon  
Attention: Office of the City Clerk  
City of Saskatoon



It has recently come to my attention that there is some controversy over a new martial arts/dance school and fitness center opening at 811 29<sup>th</sup> street West, Saskatoon.

I wish it to be known that I have no personal interest in this facility other than a possible place to practice martial arts/physical fitness and it will not personally affect me in any way if this facility opens in this area or not. I have practiced and taught martial arts for many years but am currently not actively instructing, but I do have a small group of former students that may be looking for a family setting to continue their training. With this in mind I have paid one visit to the facility on September 6, 2011. The head instructor gave me a tour of the facility and explained their courses, schedules and fee structure with an offer of a group or family rate if a small group of us joined together.

I was told that the facility was now open for classes and was able to observe a small class of young women practicing. The instructor informed me that the facility and location had received approval from the city of Saskatoon to operate on a short term basis until their formal license and approval was received by the end of September. He further informed me that the city was in agreement with the facility opening at this location and wanted to support his expansion into this area.

Following my tour of the facility I stopped to visit friends that live in the immediate neighbourhood and upon telling them of my visit to the martial arts studio they informed me of some considerable resistance to the concept based on several factors relating to its impact on the neighbourhood. Based on my visit and tour of the facility I expressed my opinion that it was probably too late to resist the business since I had been advised that it had already received city approval and was currently in operation.

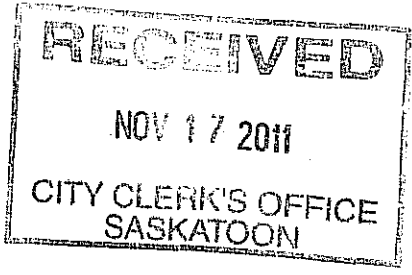
Since it is not my desire to impose on the residence of the neighbourhood I have reconsidered and will not be joining this club. I have since been asked if I would be willing to offer a written statement attesting to the information as described above. This information is true as it was presented to me by the head instructor of the Shotokan Karate Club Saskatoon, so I therefore have no objections to offering this statement.

Finally, I want to repeat my opening statement that I have no vested interest in this facility or in the neighbourhood and will not in any way be personally affected whether it continues operation or not.

Sincerely,

Larry Cooper

4351-011-10



Larry Cooper  
Owner/Manager  
Scientific Instrumentation Ltd.  
Saskatoon Machine Works Limited  
KORYO TAEKWONDO ACADEMY  
2233 Hanselman Avenue  
Saskatoon, Sask.  
S7L 6a7

Reference: Rezoning proposal 811 29<sup>th</sup> Street West  
  
Attention: Danny Gray, Planning and Development Branch  
City of Saskatoon, Community Services Department,  
  
Date: November 3 2011

Introduction:

My name is Larry Cooper. I have been invited to speak to the issue of rezoning 811 29<sup>th</sup> street west to accommodate a martial arts/dance studio operation. I have been a business owner/manager in Saskatoon for more than thirty years. In addition to my commercial business interests, I have also been involved in the business and sport of martial arts for more than 30 years. During this time I have operated a for profit business offering martial arts training in the city of Saskatoon at 5 different business specific locations in addition to providing training at several community centers. I currently have no business interest in offering martial arts training and have no vested interest what so ever in the operation of a business at the 811 29<sup>th</sup> street location. I strongly support martial arts training as being a positive benefit for young and old alike in the proper business or recreational setting. My interest in this application is solely to provide my professional opinion as a business owner as to the viability and neighbourhood impact at this specific location.

I first became interested in this martial arts school on September 6 at which time I responded to an advertisement for classes at the 29<sup>th</sup> street location. My interest was in transferring several of my students to a suitable school since I no longer have the time to commit to ongoing instruction. After a tour of the facilities and discussions with the head instructor I became aware that there was some controversy within the immediate neighbourhood and a concern about the impact the school would have on the neighbours. I investigated the concerns and determined that I could not in good conscience recommend that my students attend classes at this location.

The Business Case

Having operated a "for profit" martial art business in Saskatoon and surrounding districts for more than 25 years I have considerable experience in the requirements of operating such a

business. During this time I have rented or owned space in 5 different commercial/industrial locations, rented space in 6 recreational facilities and taught classes for several community associations using school gymnasium facilities. In searching for rental space over the years I utilized the services of professional real estate agents to investigate properties including those in primarily residential settings. In each case based on the advice and due diligence of the real estate agent and on my own experience I declined to locate in the residential neighbourhood for business, ethical and common sense rational. Following are some of the reasons that this rational should apply to rejecting the application for rezoning the 811 29<sup>th</sup> street location to allow martial arts and dance class instruction.

1. A very conservative estimate of income and expenses for this location would demonstrate that at least 200 students/clients are necessary to make it a financially viable operation.
2. With this type of enrolment required the business will be marketing very hard to use every possible opportunity to use the facilities for the maximum number of hours per day. This is plainly in evidence from the advertising to date for:
  - Martial arts classes
  - Fitness classes
  - On site facilities for "childcare" type services including cooking facilities to prepare lunches and to do homework.
  - Dance classes
  - Late night stagette parties
3. From my own business experience we offered martial arts classes, self-defence and fitness classes, an archery range, rented the facility for 3<sup>rd</sup> party dance instruction, hosted children's parties and special functions and basically anything else that was related to bring in enough paying customers to utilize the space and make a profit. With all of that it was still marginal. Basically a standalone facility must operate for extended hours to make even a conservative profit.
4. Based on even 200 students that will practice 3 times per week, there will be close to 100 additional vehicles stopping, dropping off and picking up students in the area immediately surrounding the facility.
5. Students and members of a martial arts club typically select the club based on their preference of a martial art and the instructor as priorities over the location, with the quality of facilities also being an important factor. For the proposed facility to be a success it will have to appeal to a broad selection of clients outside of the immediate neighbourhood. When we moved our location, the members followed. There was never a time when we had a core of members from any one district, but rather always served a client base that stretched across the entire city and extended to outlying communities. For this facility to be successful, the vast majority of members will not be from within the Westmount community, let alone the immediate neighbourhood. The residence close to the facility will undoubtedly pay the price of inconvenience in exchange for almost no direct benefit to them.

6. Adult classes are attended by people requiring parking, and children's classes require drop off and pick up, plus most parents exercise the option to watch the classes which also requires close proximity parking.
7. Even a small class of 20 young children running out to their cars after dark represents a significant hazard to themselves and to drivers in the area. That's precisely the reason there is a 30km per hour speed limit in school zones, but there will be no such protection in this location.
8. On a typical summer evening I would have a group of anywhere from 2 to 10 parents and students standing outside our facility visiting and many of them smoking. I don't think this is desirable in a quiet residential setting.
9. While martial arts classes are not typically noisy by many standards, there is a large component of the "awe inspiring " yells and screams that we are all familiar with and most instructors will take considerable pride in teaching their students the self-confidence to exercise their lungs in a very healthy and vocal manner during the classes. One of my industrial neighbours complained about our lunch hour classes to the point where I cancelled them and then relocated in the interest of being a good community neighbour, and this was in an commercial/light industrial zoned district.
10. Martial arts instruction is traditionally about respect, courtesy and consideration for others. I could not in good conscience even considering opening and operating a martial arts training center for children where I would be in immediate conflict with my neighbours.
11. The martial arts and dance instruction needs of this area are already very adequately served by community facilities and not for profit organizations operating from community facilities, and in many cases by for profit organizations operating from established facilities in commercially zoned districts.



## Conclusion

I fully support the values of offering martial arts instruction and practice to young and old alike as a form of recreation, physical and mental fitness and instilling a sense of community and social values into our youth. That's precisely the reason that our communities spend considerable money on providing public recreational facilities. For those wishing to take it a step farther to operate "for profit" businesses, there are many opportunities in commercial and industrial settings.

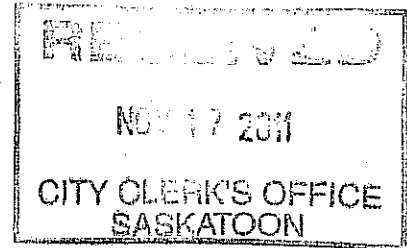
Having been in the martial arts business for many years I can appreciate the desire of the owners to establish a business that they love in a low cost facility. It does however concern me that the facility will be established in direct confrontation with the wishes of the residents of the area. This is not consistent with good business practices nor with the established tenets practiced by most martial arts organizations.

I believe the proposed facility cannot offer a viable service to it's members without posing a significant and ongoing disruption to the lives of the residents in the immediate vicinity. In addition, it could very well pose a safety risk to it's members by operating in an area that was never designed or intended for this type of activity.

Sincerely,

Larry Cooper

Office of the City Clerk  
 2nd Floor, City Hall  
 222, 3rd Ave. North  
 Saskatoon, SK S7K 0J5



October 22 , 2011

To: His Worship the Mayor and City Council Members

I am writing to express opposition to the rezoning by approval process that would allow the legal operation of a Karate School and a Dance Studio between two residences, in the center of the 800 block of 29th Street West. We urge you in the strongest manner to reject this application for rezoning and respect the traditional character of Westmount.

Please consider the impact of this development on constituents who have made their homes in the area. Privacy and convenience have been severely compromised and property values may be measurably damaged. Potential homebuyers will negatively factor issues such as noise, traffic and parking into their purchase decisions.

Allowing the project to proceed will cause residents to question the relevance of our current zoning bylaw system, the purpose of which is to ensure the controlled and appropriate development of our city. There is a credibility issue here that goes well beyond this specific development. If a property can be rezoned to accommodate the wishes of one business against the wishes of numerous residents in the area, what protection does current zoning provide to residents in any area of the city?

Additionally:

- I would not appreciate a dance/karate school on my street, and I support my neighbours on 29th St. West in their opposition to this proposed business on theirs.
- I request that City Council Members take such action as may be required to cease the activities of this business, which have been ongoing since August 25th, 2011, until this process is complete.
- I feel that this type of business is inappropriate for our neighbourhood and would be better situated on an arterial road such as 22nd Street. To my knowledge, a business of this type, size and scope does not exist in any other residential area and should not be allowed in Westmount.
- I believe this business will increase safety issues due to increased traffic, illegal u-turns, drop offs and pickups and parking increases on 29th St West and surrounding residential streets.
- I feel it will disrupt the right to quiet enjoyment of our property. I believe that residents of Westmount deserve the same consideration as all other neighbourhoods. This business has already changed the character of the neighbourhood and has created hardships for residents through the use of amplified music, late operating hours, limitations on residential parking and increased vehicular traffic.

We implore you to consider the needs of constituents in this neighborhood, who have contributed so much to the community financially and otherwise.

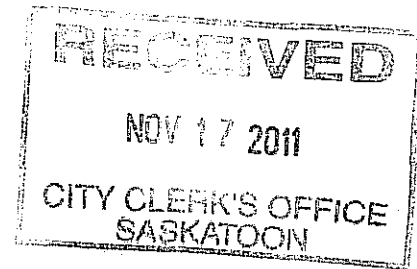
*Nick Janzen*

*Oct 30/11*

*NICK JANZEN*

*533 Ave I. No.*

Office of the City Clerk  
2nd Floor, City Hall  
222, 3rd Ave. North  
Saskatoon, SK S7K 0J5



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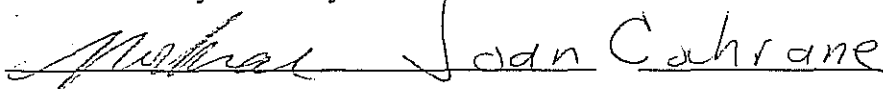
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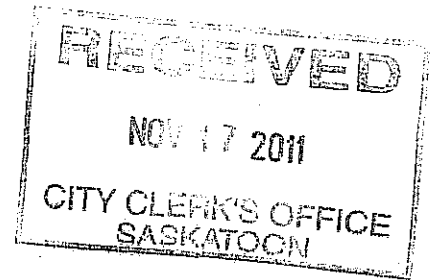
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\_\_\_\_\_

831 Ave DN  
934 4881

Office of the City Clerk  
2nd Floor, City Hall  
222, 3rd Ave. North  
Saskatoon, SK S7K 0J5



October 22 , 2011

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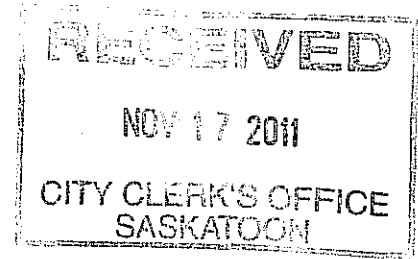
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Mr D. G. Dofour

816 28th St West

A handwritten signature in dark ink, appearing to be "D. G. Dofour", written over a horizontal line.

Office of the City Clerk  
2nd Floor, City Hall  
222, 3rd Ave. North  
Saskatoon, SK S7K 0J5



October 22 , 2011

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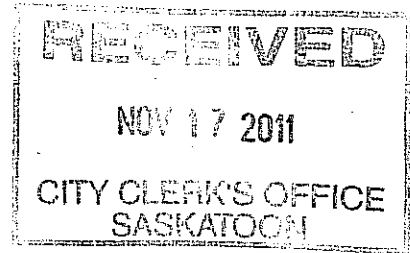
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Miss Siobhán L.M. Hopkins 816 28 St West

A handwritten signature in black ink, appearing to be "Siobhán L.M. Hopkins", written over a horizontal line.

Office of the City Clerk  
2nd Floor, City Hall  
222, 3rd Ave. North  
Saskatoon, SK S7K 0J5



October 22 , 2011

To: His Worship the Mayor and City Council Members

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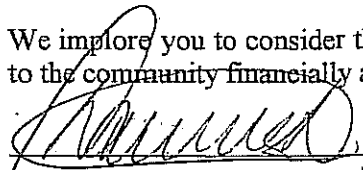
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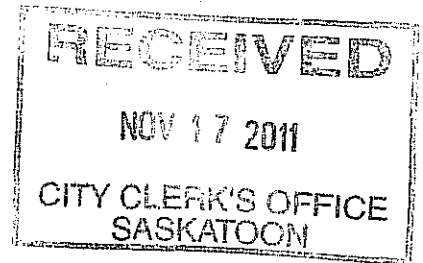
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\_\_\_\_\_  
523 Ave I N

  
\_\_\_\_\_

Office of the City Clerk  
2nd Floor, City Hall  
222, 3rd Ave. North  
Saskatoon, SK S7K 0J5



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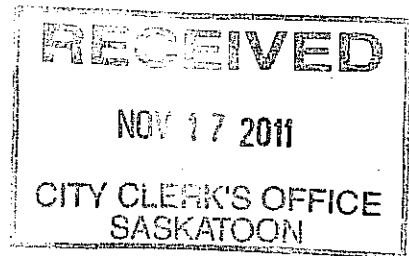
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K. Carr Katie Carr 531 Ave JN  
Oct 31, 2011

Office of the City Clerk  
2nd Floor, City Hall  
222, 3rd Ave. North  
Saskatoon, SK S7K 0J5



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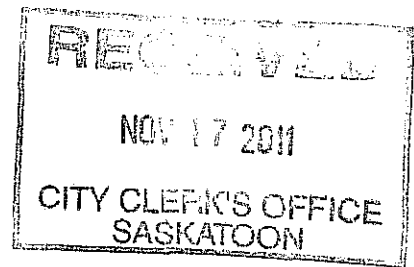
Gloria Hiebert

Gloria Hiebert

529 Ave I North.



Office of the City Clerk  
2nd Floor, City Hall  
222, 3rd Ave. North  
Saskatoon, SK S7K 0J5



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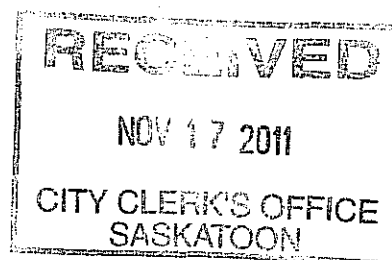
BASIL WALKER

Oct-22-2011

Basil Walker

535 - Ave I - North 2

Office of the City Clerk  
2nd Floor, City Hall  
222, 3rd Ave. North  
Saskatoon, SK S7K 0J5



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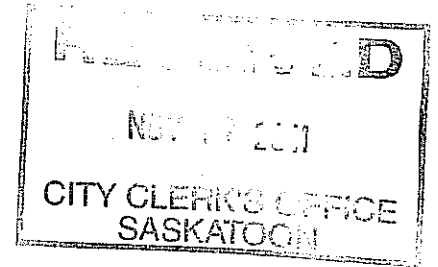
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MaryAnne Blais

#32 Ave E, N.

Mary-Anne Blais

Office of the City Clerk  
2nd Floor, City Hall  
222, 3rd Ave. North  
Saskatoon, SK S7K 0J5



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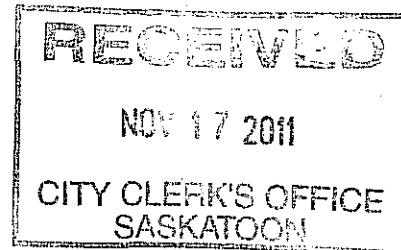
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Jeremy McCarty Oct 30 11 541 Ave I North  
Jeremy McCarty

Office of the City Clerk  
2nd Floor, City Hall  
222, 3rd Ave. North  
Saskatoon, SK S7K 0J5



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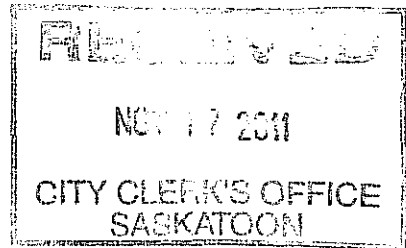
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Thomas Lapointe 525 Ave NW Thomas Lapointe

Oct 20 / 2011

Office of the City Clerk  
2nd Floor, City Hall  
222, 3rd Ave. North  
Saskatoon, SK S7K 0J5



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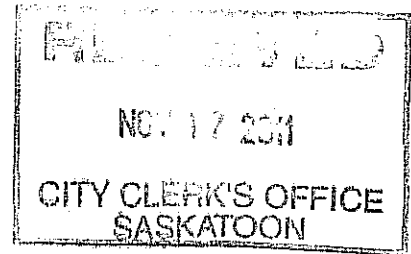
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Janine Irmen  
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Oct. 31/11  
609 J North

Office of the City Clerk  
2nd Floor, City Hall  
222, 3rd Ave. North  
Saskatoon, SK S7K 0J5



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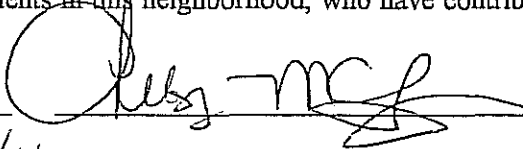
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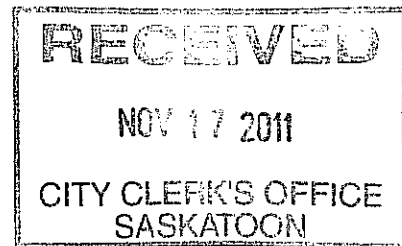
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Cheryl McGregor   
605 J.W. Oct 31/11

Office of the City Clerk  
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222, 3rd Ave. North  
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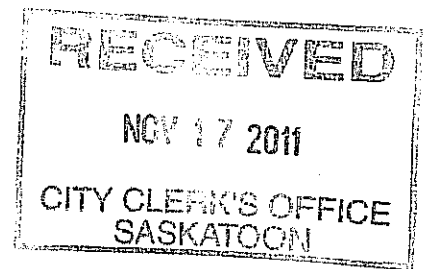
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Lyla West  
821 Ave. I, No

Lyla West

Oct. 31/11

Office of the City Clerk  
2nd Floor, City Hall  
222, 3rd Ave. North  
Saskatoon, SK S7K 0J5



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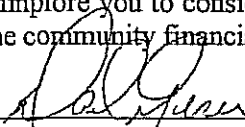
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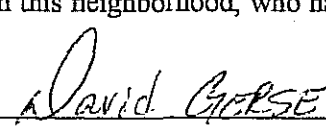
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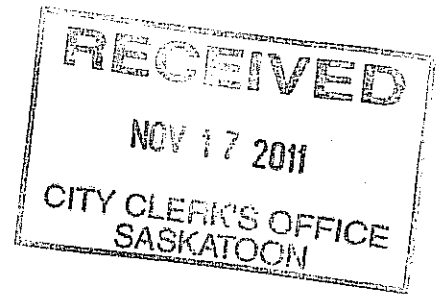
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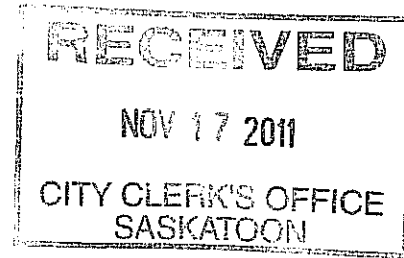
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- I request that City Council Members take such action as may be required to cease the activities of this business, which have been ongoing since August 25th, 2011, until this process is complete.
- I feel that this type of business is inappropriate for our neighbourhood and would be better situated on an arterial road such as 22nd Street. To my knowledge, a business of this type, size and scope does not exist in any other residential area and should not be allowed in Westmount.
- I believe this business will increase safety issues due to increased traffic, illegal u-turns, drop offs and pickups and parking increases on 29th St West and surrounding residential streets.
- I feel it will disrupt the right to quiet enjoyment of our property. I believe that residents of Westmount deserve the same consideration as all other neighbourhoods. This business has already changed the character of the neighbourhood and has created hardships for residents through the use of amplified music, late operating hours, limitations on residential parking and increased vehicular traffic.

We implore you to consider the needs of constituents in this neighborhood, who have contributed so much to the community financially and otherwise.

A large, stylized handwritten signature in black ink, written over a horizontal line. The signature is somewhat abstract and difficult to decipher.

Office of the City Clerk  
2nd Floor, City Hall  
222, 3rd Ave. North  
Saskatoon, SK S7K 0J5



October 22 , 2011

To: His Worship the Mayor and City Council Members

I am writing to express opposition to the rezoning by approval process that would allow the legal operation of a Karate School and a Dance Studio between two residences, in the center of the 800 block of 29th Street West. We urge you in the strongest manner to reject this application for rezoning and respect the traditional character of Westmount.

Please consider the impact of this development on constituents who have made their homes in the area. Privacy and convenience have been severely compromised and property values may be measurably damaged. Potential homebuyers will negatively factor issues such as noise, traffic and parking into their purchase decisions.

Allowing the project to proceed will cause residents to question the relevance of our current zoning bylaw system, the purpose of which is to ensure the controlled and appropriate development of our city. There is a credibility issue here that goes well beyond this specific development. If a property can be rezoned to accommodate the wishes of one business against the wishes of numerous residents in the area, what protection does current zoning provide to residents in any area of the city?

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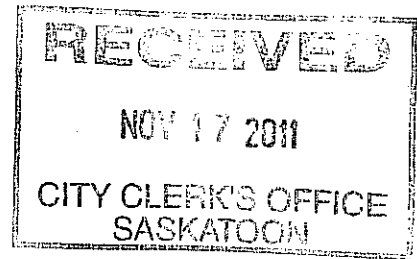
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Dean Baczynski

OCT 20 2011

Dean Baczynski

Office of the City Clerk  
2nd Floor, City Hall  
222, 3rd Ave. North  
Saskatoon, SK S7K 0J5



October 22 , 2011

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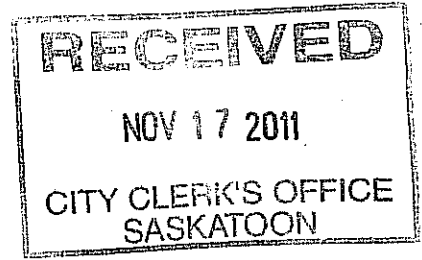
We implore you to consider the needs of constituents in this neighborhood, who have contributed so much to the community financially and otherwise.

Shelly Berger

Oct 30 2011

Shelly Berger

Office of the City Clerk  
2nd Floor, City Hall  
222, 3rd Ave. North  
Saskatoon, SK S7K 0J5



October 22 , 2011

To: His Worship the Mayor and City Council Members

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J. Dajoe  
Oct. 31/11

Jaqui Dajoe

NOV 17 2011

CITY CLERK'S OFFICE  
SASKATOON

4351-011-10

Dear Mayor and Council,

October, 1, 2011

I am writing in support of the Shotokan Karate Club of Saskatoon located at 811-29<sup>th</sup> Street West and the club to remain in the current location.

My husband Henry and my daughter Andrea have been part of the Shotokan Karate Club for the past three years. We are extremely impressed by the leadership of the club and the positive health benefit we gained from the activities.

We are excited that the club had finally found a desirable location to call home. The location at 811-29<sup>th</sup> Street will benefit all club members and will add tremendous benefits to our community and the immediate neighborhood.

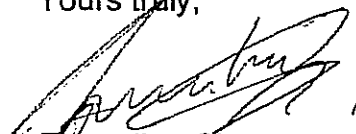
The following are the obvious gains to our citizens:

- A place for the community to meet and exercise
- A place that promote health and fitness to all ages
- A community oriented place that is within walkable and bikeable distance
- A place to learn and appreciate Japanese culture
- A place to build strong family and healthy citizens
- A place to grow cultural diversity in our community
- A place to promote community well being
- A high quality leisure facility that will enrich our community as a whole

In addition, Saskatoon Shotokan Karate Club and the location is clearly aligned with the community's vision. This collective vision is identified in the council adopted **Local Area Plan Report** and in harmony with the larger community vision from **Saskatoon Speaks** should be fully supported.

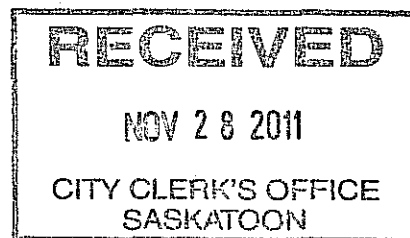
We look forward to a favorable decision that is in support of the Saskatoon Shotokan Karate Club to remain in the current location of 811-29<sup>th</sup> Street West.

Yours truly,



Emmeline Chan

**From:** CityCouncilWebForm  
**Sent:** November 27, 2011 10:11 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Stephen Carruthers  
1736 Avenue F North  
Saskatoon  
Saskatchewan  
S7L 1Y3

EMAIL ADDRESS:

[stevecarolyn@sasktel.net](mailto:stevecarolyn@sasktel.net)

COMMENTS:

To whom it may concern,

Hello, my name is Steve Carruthers and I am writing concerning the rezoning of 811, 29th Street West. I do not want to speak at the meeting, but I would like this letter to be shared.

I have been a member of the Mayfair/Caswell Community for the past 11 years. My family and myself have been involved with the Shotokan Karate Club for 6 years. Now, we have a new facility of our own and it offers a clean and safe environment within walking distances of my home and close to the schools my children attend. I have been training at Mayfair School and the Church, but it would be nice if we could use our new facility as well.

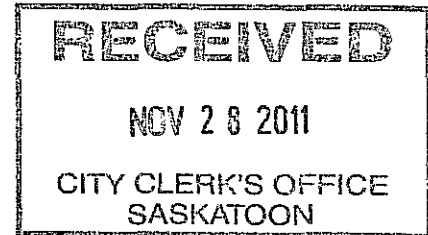
I have heard some nasty rumours about the dojo and the good people that run it and they are simply not true. From what I've seen over the past 6 years, the Shotokan Karate Club, promote healthy life skills and life decisions. I do believe that with the club's values, this facility would have a positive impact on the neighbourhood. There is also a "Good Neighbour Rule" I would definitely obey should I decide to drive to the dojo and park on the side street so that the residents would not be put out.

Thank you for your time and please have this letter shared with any and all people that are involved in the matter concerning the dojo.

Sincerely,

Steve Carruthers

**From:** CityCouncilWebForm  
**Sent:** November 28, 2011 12:10 AM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Corey Brotheridge  
435 ave i north  
saskatoon  
Saskatchewan  
s7l2g7

EMAIL ADDRESS:

[blamerellik@hotmail.com](mailto:blamerellik@hotmail.com)

COMMENTS:

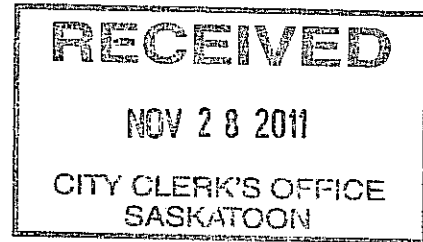
In regards to Shotokan Karate Club on 29th street West

They have our Full support on opening a Karate Club in Westmount area. my family has been looking for an activivty we all can enjoy and with nothing else in the neighborhood availble this is a perfect fit. my son and six. im a signle father with not alot of freetime. so the convince of having such a great outlet in Westmount community is a benefit to current residents and future home buyers. Im understanding there is some oposition in regards to the opening of this Karate Club, i doubt any of the persons against the opening of a karate Club have any young children living with them. i walk to the Club for information on training schedules and to ask Brad for advice on how i can help my son with his training. not once have i seen any cars cluttering the roads or any loud noise coming from the building. even when i drive by the Proberity to get to mayfair school where my son does his Karate training there is never any vehicles blocking anyone else house or has there never been loud stero. my son trains out of the anglican church and mayfair school. to remove this from a desprate neighborhood will only inccress the odds of it to countinue the decay its been going. i grew up in westmount. such a facility should be encouraged supported and recognized, anyone looking to buy a home in any area allways looks to find what activitys are availble to there children. this will be a positive building and a great place for youth to go to. my son and 6 right now and i hope when hes 14 he has a place like Shotokan to go to after school instead of the streets or to the basements of there friends house. because im a single parent and working full time i do not have the time or means to drive across the city to take him to another facility. removing Shotokan karate Club from westmount also removes karate from my 6 year old boy. please counsider the familys this benefits. most with young children.

please Accept Shotokan Karate Club into the Westmount community. my sons future needs for a safe place depend on it. thank for your time.

i dont not want to publicly speak.

**From:** CityCouncilWebForm  
**Sent:** November 27, 2011 3:31 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Chantelle Cyr  
119-830 Idylwyld Dr. N  
Saskatoon  
Saskatchewan  
S7L0Z6

EMAIL ADDRESS:

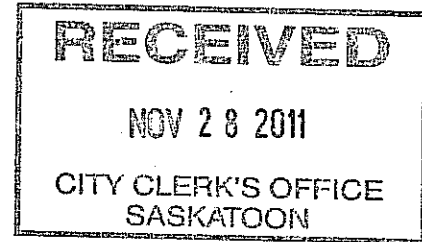
[chantillylace2005@hotmail.com](mailto:chantillylace2005@hotmail.com)

COMMENTS:

To whom it may concern im writing you on behalf of my son Colby whos in the karate class located on 811 29th street. My son has benifeted from this class so much its located within walking distance from my home and his fathers so getting there is very convient since we do not have to drive. I beleive he would not be attending this class if it were not in the loction it is, its a beautiful building and my son looks forward to it when he practices there. It would be wonderful if he could have actual classes there i have never heard excess noise coming from the building as i walk by almost daily to take my son home to his fathers actually I have never heard ANY noise coming from the outside of the building. I hope very much there are able to stay open and have classes there it would be a shame to not have it in our community. Yours truley Chantelle Cyr



**From:** CityCouncilWebForm  
**Sent:** November 27, 2011 5:12 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Elisha Yang  
819 29th Street West  
Saskatoon  
Saskatchewan  
S7L 0N2

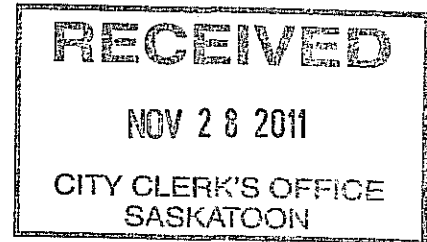
EMAIL ADDRESS:

[lish446@hotmail.com](mailto:lish446@hotmail.com)

COMMENTS:

I am in complete support of the prospective dance/karate studio located at 811 29th St W. The new owners have been respectful to our neighbourhood since the first day they were here. I live at, and run the convenience store at 819 29th St, just a couple doors down. I can confidently say that the proposed business is a great benefit to our community. Our commercial/residential corner is perfect for this type of business. Not to mention the building is impressive. We have condoned the use of the street parking beside our business for them to use. This a safe spot for kids to get dropped off or for people to park. This business has more than ample parking available to operate successfully, without disturbing the neighbourhood. I am disturbed by what I have witnessed over the past few month's, especially with the police interruption. Police called for noise complaints? I walk my child down the alley multiple times a day/evening and have never heard noise from their building. I am mad that my tax dollars are being wasted along with the officers time. I can clarify that the evenings of the many calls/visits there was no disturbance in our neighbourhood and there never has been. I hope that the zoning is passed and this building can serve as a needed convenience for the community.

**From:** CityCouncilWebForm  
**Sent:** November 27, 2011 6:48 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Neil & Sheryl Henrikson  
503 Sumner Place  
Saskatoon  
Saskatchewan  
S7L 7L9

EMAIL ADDRESS:

ssh Henrikson@hotmail.com

COMMENTS:

His Worship the Mayor and Members of City Council,

We are writing this letter in regards to the rezoning application of 811 - 29th Street west, currently owned by Brad and Ashley Berrns of Dance Ink and Shotokan Karate.

Our family has lived in three different locations of Ward 4 for over 20 years. Our youngest daughter, a 15 yr. old honour role student at Bedford Road Collegiate is very involved in Dance, Fitness and Karate at Dance Ink. Although classes for all her activities are not currently being held at the studio, due to this situation, Ashley has still allowed her to walk to the studio after school and wait for the carpool to take the students to either Mayfair school for karate or the Anglican church for dance classes. It continues to be upsetting to hear that members of the community are still making complaints about traffic and parking when the studio isn't even the location of the classes.

If the application is approved as we hope it is, we feel the impact of traffic will be minimal at best. It has been widely reported that the facility has 200 students, which is in fact not accurate. The number of students registered for classes at the 811 - 29th Street west location actually sits at 53. Brad has been teaching karate out of Mayfair school for several years and has no plans to change that. Ashley is a very busy dance instructor and teaches classes out of other locations as well so even though the number of students taught by both Brad and Ashley is likely close to 200, the number at Dance Ink/Shotokan Karate is one quarter of that. This could easily be realized by a visit to the facility. It is certainly not physically designed to be anything but a small business serving a small cliental. The studio floor size only measures 850 sq. feet, which as you can imagine would not be large enough for a large group of students engaged in a physical activity.

A concern regarding student safety was brought up at the community meeting on Nov. 3rd and as parents we feel we can speak to that as well. We of course want our daughter and all the students to be safe as they enter and exit the property. Like most parents during drop off it is important for us to see our daughter get safely into the building. We have actually tested our options for drop off in order to, first, meet our need for safety, while still being considerate to the flow of 29th street traffic and the neighbours. Stopping on either side of

Ave. I, or in front of the confectionary on 29th will allow us to see our daughter enter the studio in under one minute, and with the studio only being the fourth property in, the crosswalk is easily accessible. And as indicated we do carpool more often than not, so - one would think the impact of only 53 carpooling students, on a major collector roadway, with a daily traffic volume of 3,433 vehicles, would not in any way be considered a significant impact. The situation is the same for parking. On occasions when parents have needed to park, we certainly do try to be considerate of the neighbourhood. If a spot directly in front of the studio is not available, Ashley has indicated since August, that we park along the areas of Ave. I, that are not in location of peoples homes, which is exactly what we do.

We would like to once again express our disappointment that this situation seems to have been fuelled by misinformation and fear of change. We feel the many rumours spread through the community about the operations and Ashley herself have had a significant impact on the reputation of a hard working young entrepreneur. This impact has by no means escaped the students as well. We have in fact heard the reference to "The Golden Rule" several times during the past couple months and agreeably it is an essential basis of human rights. Most of us do teach our children to "treat others as you would like to be treated" but some of us might be forgetting this goes both ways. It is very disrespectful to spread lies relating to a person's character and as parents it is offensive that we would even consider having our daughter attend illegitimate types of classes. Although we ourselves have not seen it, others have reported that a neighbour has in fact taken pictures of students and parents entering and exiting the building. If this is true it is very disturbing and potentially frightening.

As parents we hope that the wisdom of council will allow the fact that this is an essential business to roughly 50 families. We hope that you will see that Brad and Ashley Berrns have all intentions of making the facility a valued member of the Westmount community. We hope that the students of Dance Ink and Shotokan Karate can very soon be in their permanent home.

The City of Saskatoon website has a wonderful greeting written by His Worship Mayor Don Atchison that states "we celebrate life through our festivals, special events and rich offering of the arts, sports and recreation."

"If you are looking for a place to establish or expand your business, you have come to the right place! We welcome more businesses"

His Worships message concludes with "I urge you to always be passionate about our city. Saskatoon is all of us, from all walks of life . It is a place to celebrate - and to proudly call our home."

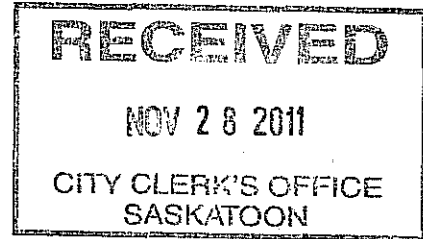
These are fundamental statements that should make us all very proud.

In hopes this situation comes to a resolution on Dec. 5th we hope we can do just that - enjoy our home!

Sincerely,

Neil & Sheryl Henrikson  
503 Sumner Place  
Saskatoon

From: CityCouncilWebForm  
Sent: November 28, 2011 8:41 AM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Aaron Anton  
1818A Clarence Ave S  
Saskatoon  
Saskatchewan  
S7H 2G1

EMAIL ADDRESS:

[antona@sasktel.net](mailto:antona@sasktel.net)

COMMENTS:

I'm writing in support of Shotokan Karate Saskatoon and Dance Ink in their business application for 811 29th Street West. I'm a karate student training with Shotokan Karate Saskatoon, and I'm concerned that Brad and Ashley Berrns have not had a truly fair and equitable application experience.

Through my participation in the community meeting held November 3, 2011, it is my belief that a handful of people who are in opposition to this venture have presented false arguments against Shotokan Karate Saskatoon and Dance Ink, and have unjustly delayed the approval process. The complications that they have introduced have caused great distraction from the heart of the matter. With respect to the karate club, the consequence of this has been a forced relocation to other venues, and the inconvenience of having the opportunity to train in a prime facility wasted.

As heard in the community meeting, and in the Berrns' presentation to Council on October 11, 2011, their venture will provide many considerable benefits to a community that desires this facility. There is great support for this application, and I ask Council and city officials to examine the legitimate facts as they address it.

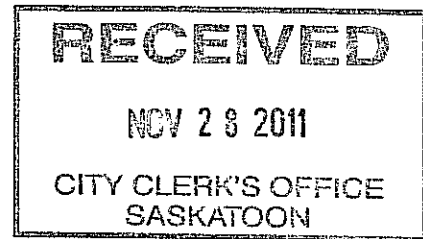
With regards to the parking situation I'm aware of a good neighbour policy, and I will be adhering to that when training can proceed at our intended facility.

I will not be registering as a speaker at the upcoming Council meeting, however, I plan to attend, and I wanted to communicate my concerns to you in advance.

Sincerely,

Aaron Anton

**From:** CityCouncilWebForm  
**Sent:** November 27, 2011 10:31 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Alan Korejbo  
62 Mackie Crescent  
Saskatoon  
Saskatchewan  
S7L 3V3

EMAIL ADDRESS:

korejbo@gmail.com

COMMENTS:

November 27, 2011

City of Saskatoon  
City Hall  
222 3rd Ave. North  
Saskatoon, Saskatchewan  
S7K 0J5

To His Worship the Mayor and Members of City Council:

I am writing in regards to Dance Inc/Shotokan Karate Club Saskatoon, 811 29th Street Saskatoon. This letter is for correspondence and support. I do not wish to speak. My name is Alan Korejbo. I am one of the people who are listed as being one of the instructors of Shotokan Karate Club, Saskatoon. I am a father and husband who is trying to make a difference in his community by sharing his knowledge of Shotokan Karate with the people of his neighborhood. Shotokan Karate has been an important part of my life for over twenty years, having been a part of community based karate in British Columbia, Alberta, and now Saskatchewan. I am originally from Saskatchewan, and have always been proud of my roots - I am glad that Saskatoon is now my new home, and am willing to do my part in making it a great place to live. Shotokan karate and the Shotokan Karate and Dance Inc have a lot to offer our community, both young and old, in social and health benefits. I do not have any financial interests in the above property or business, and my primary motivation for being a part of this club is to help the members of my community (which include myself) partake in the social and health benefits of tradition karate.

Although I am happy to continue my teaching support at Mayfair school, I find it quite unfortunate that we have been unable to teach karate at our new facilities. I was quite saddened to hear that there was opposition to the karate club opening at 811 29th street. However, I was also confused as to the reasons it was opposed. Apparently, there have been complaints about the users of the karate/dance club causing a ruckus, smoking and swearing in front of the club at 11:00 pm. I as well as a handful of other members of the karate club have used the club for personal training, but I have never, ever seen our members smoking and swearing in front of the club. I have, however, seen many people walking on this (public) sidewalk in front of this building, and I have seen/heard this type of activity from people

not associated with the dance club or the karate club. In fact, I don't think that I even know of anybody from the karate club that smokes. So, this seems to be a strange complaint. I have also heard that there have been complaints that we park in front of our neighbors houses. Hmm, the few of us that have ever used this facility, always park along side of the confectionary, or along side of the Saskatoon power facility down the block, and not in front of our neighbors building. This has been our policy since the beginning of our use of this building. However, just today when I walked to the 811 29 street location (from the Saskatoon power facility), I did see a couple of vehicles - not associated with either the karate or dance club - park in front of our neighbors' buildings. One used the phone booth on the corner; the other ran into the confectionary. I have also heard that there have been complaints of loud music coming from our member's vehicles. I have never seen or heard this myself. In my opinion, everyone that I have ever seen using these facilities is extremely respectful. The club membership is largely made of families, so once classes begin there will be no opportunity for unsupervised activity before and after class.

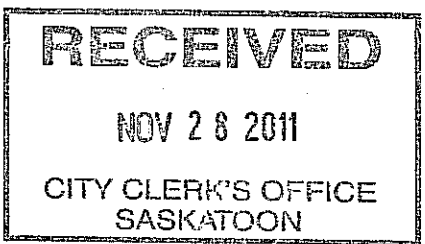
One of the main reasons that I am writing this letter is because I have heard of a couple of horrible, horrible rumours spread of our club at 811 29th Street. One place one such rumour came to my attention was from a hockey mother from my ten year old son's hockey team. Someone had emailed her and told her that she should be opposed to the karate club opening on 811 29th street because our club had "strippers, and was serving alcohol to under aged minors." Okay, this is an outright lie about us - being spread to intentionally ruin our reputations. This is hurtful, ILLEGAL, and just plain wrong. My ten year old son does not need to be hurt by these kinds of rumours. I have heard these rumours from a couple of different sources, and it is likely that they stem from the same (is it one or two) people that have been scheming to drive us out of the neighborhood. So, it appears that any support against what we are doing at 811 29th Street is based on mistruths (lies), likely spread by one or two people.

This leads to an important question. Why would anyone make up stories to make us disreputable? I have been told that one of the main proponents against us is our neighbor Beth. The first time that I was introduced to her, she told me that she was a very high ranking karate black belt (7th degree I believe). She also told me that she was interested in starting her own karate club soon (I think she said next fall). She said that she was going to do this from the building she owns adjacent to our club. So you could imagine my surprise when I was told that she had been rallying the neighborhood to get us shut down when it is a business that she was contemplating on starting herself. Could it be possible that she was doing this because we would be her competition??? A second reason that came to my mind is that of property value. At present, I understand that our building, as well as hers, is zoned commercial. I did meet the previous owner, and he was operating a commercial photography business at 811 29th Street before selling it to Ashley and Brad Berrns. What would happen to the price of Beth's property if she could change the zoning to residential? I am guessing that it would bring the property value up considerably. So although human behaviour is rarely rational and often difficult to understand, I believe that in this case, this questionable behaviour may simply be based on personal greed. Although this is only a theory, it does give a likely motive for some of the horrible rumours being spread around about us.

Although there is much on my mind about this unfortunate problem, I am going to wrap my letter with a couple of requests. One is that decisions made in regards to this property be based on the TRUTH, not on the intentional lies that have been spread about us by one or two people. The second is that the case against this property is treated fairly. This means considering the positive contributions that these clubs will make to so many of the members of this community against what only one or two people are trying to make you believe - likely for their own personal gain.

Sincerely,  
Alan Korejbo

From: CityCouncilWebForm  
Sent: November 27, 2011 1:08 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:  
  
Debbie Ireland  
306 Flavelle Cres

Saskatoon  
Saskatchewan  
S7L 6L5

EMAIL ADDRESS:  
  
deb.ireland@sasktel.net

COMMENTS:

To Whom It May Concern:

Regarding the Re-zoning application for Dance INK at 811 29th Street W.

We are writing this letter to address the negative correspondence with the hope that we can help to clarify these points and allegations that have been made against Dance Ink and Brad and Ashley Berrns. My husband and I are Al and Debbie Ireland and we have 2 daughters who dance with Ashley, ages 14 and 16. They also, along with Al, began taking Karate this September with Brad. This brings my to my first point. according to the letters from the neighbors that are opposing this business, they have been spreading lies and rumors stating that Ashley is a stripper and teaching stripping in this facility. I can assure you that neither of our daughters are learning stripping from Ashley, nor is the rest of the membership. This studio is meant primarily for the use of young dancers learning tap, jazz and ballet styles, as well as Karate classes.

During the summer Ashley bought this property with the dream of opening her own small dance studio. She had a professional realtor who misled her in order to make this sale. He advised her that the building was properly zoned for her needs and that in 5 days she would have her business license and be on her way. In order to open a dance or karate studio, you must be ready to operate by September. There was advertising and registrations because Ashley had no reason to believe that there would be a problem. Once it was brought to her attention and the City got involved, Ashley and Brad where advised to find another location to conduct their classes. They have co-operated with the City of Saskatoon at every turn, and as a result, classes are being taught in other locations.

This brings us to our next point. again, according to the handful of busy-bodies who are stalking Dance INK's website and face book page, looking for absolutely any bit of information, taking it out of context and making up fictitious accusations, such as: Extra traffic, parking problems, noise issues, safety issues, etc. These issues are imaginary at this point since Dance Ink is not operating in this building. Dance Classes are being held at the Christ Church Anglican at 28th Str W and Ave E, and Karate is taking place at Mayfair School Gym, which is located on 34th Street. We can attest to this because that is where our

kids have to go every night. I (Debbie) do come to this building Tuesday - Friday to unlock the doors and provide supervision as the dancers do come back here in between classes at the church to have their supper, and do homework. There are times when the music will be playing, however ~~it is not~~ turned up loud and I believe representatives from the City have tested the noise and discovered that there was no problem.

This brings us to point #3: We would like to address the issue of the police being called to this location on 10 occasions. I (Debbie) have been present on some of these occasions. The very 1st time they came was Tuesday, Sept 20th at about 7:50 PM. I was here with another adult and 3 children. There were no classes going on and there was absolutely no noise coming from this location. no excessive traffic, as 3 of us were here in 1 car and 2 in another. we were all parked in the back. The same type of thing has happened on several occasions and it is our feeling that the woman who continues to call the police for no reason should possibly be held responsible for those actions. She assumes there are classes happening here when they aren't, and has now damaged Ashley's reputation in yet another way. How does this continue to go on without consequences for her (or them).

Another point that has been brought up is the property value and the fear that it will be reduced with this business located here. We believe that is not true. Property value is directly affected by having bad neighbors. Dance Ink's wish is to be a great neighbor, a responsible corporate citizen and a positive presence in the community. There are many less than positive businesses that could have opened in this location that would have been "properly zoned". I think the few people who are opposed to Dance INK should consider that fact. My worry is that the property value of this building has been reduced because of the negativity, the slander and untruths being spread by the neighbor(s). If City Council does not vote in favor of Dance INK then it will be next to impossible to sell this property to any future business. Let's remember this is a commercial property. It could end up in the hands of people who would not look after the property, or could even become abandoned. This would not be a positive outcome for anyone involved.

Dance Ink's next door neighbor, who is the person who really got this attack rolling, states in her letter to the city that she bought the property next door to 811 29th Str W so she could retire quietly in her home town in a residential area in 2005. Well, my husband grew up in Westmount and I grew up nearby. The photography studio that was here before Ashley, and the Grocery store and appliance store have been operating for many years before 2005. We feel that if a quiet retirement in a residential area was the goal, then to purchase a commercial property in between 2 operating businesses on a busy street may have been a bad idea.

Many of Betty's charges are not substantiated with facts. At best, they are assumptions. She compared Dance Ink to a "similar business" that she owned somewhere else at some other time. Dance Ink is unique in that the membership is small and it will remain small. There is only 1 dance/karate floor and the classes are small. Only 1 class can go on at a time and some of our members are indeed residents of this community. This means that the traffic and noise will not become the problem that is being feared here. Many members can walk here and even now when the dancers come to the facility in between their classes they all come together and go back together. This is already a high traffic area, we are not adding enough extra traffic to make any difference or raise any safety concerns. A group of dancer's who are members and do have to drive here, often come altogether in one car. I think the parents of any young members are responsible enough to ensure their child's safe entry and exit from this building as they would in any location.

I would really like to address the statement made in Betty's letter where she states, and I quote, "I can't begin to contemplate sleep until their classes finish at 10:30 PM. The stress and lack of sleep has had a detrimental effect on my health and my job performance." This statement is a complete fabrication. Dance INK has not been operating in this facility since early September when we were advised by the city not to. Even when the dancers are



here for supper or homework, they are gone long before 10:30. I (Debbie) lock up the building by 9PM. I would like to state that there are many other statements in Betty's letter and in the others that are blatantly untrue.

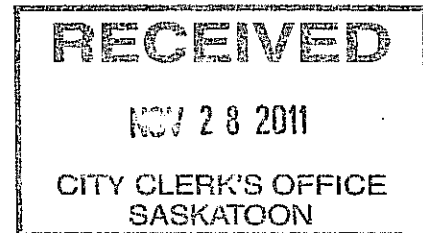
Further to this, we also have a concern about some statements that came from a letter written to Danny Gray on Nov 3, at the City of Saskatoon, by Irene Haubrich. She brings up 2 instances where she feels that people from Dance INK's camp have commented on the character of the few people who are presenting this opposition. I would like to counter that statement by mentioning the fact that these women have gone around this neighborhood numerous times and have told people that Ashley is a stripper, teaches stripping, serves alcohol, and runs stagette parties. All of which are false. These are indeed, attacks on Ashley's character, not to mention the damage done to her reputation by continuously calling the police for no reason. None of these people know her and have spread many lies in order to get uninformed people to sign petitions and go against this business.

In conclusion, I sincerely hope that council is able to separate the truth from the lies, and is able to see the value of Dance INK's presence in the Westmount community. Their hope is to provide a quality place for the people who choose to be members here while being the best neighbor they can possibly be.

Sincerely,

Debbie & Al Ireland

From: CityCouncilWebForm  
Sent: November 28, 2011 9:16 AM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Elizabeth Robertson  
105-615 Perehudoff Crescent  
Saskatoon  
Saskatchewan  
S7N 4K6

EMAIL ADDRESS:

[liz.robertson@usask.ca](mailto:liz.robertson@usask.ca)

COMMENTS:

Although I am reluctant to take more of your valuable time, I felt that it was important to contact you again in regards to the concerns that I expressed in a previous letter regarding the difficulties that Shotokan Karate Saskatoon and Dance INK are encountering in their ongoing efforts to receive a license to conduct business at 811 29 Street West. As a member of Shotokan Karate Saskatoon, I am deeply dismayed that this situation has not yet been unresolved. More importantly, it upsets me greatly that Brad Berrns and Ashley Berrns not only remain unable to conduct business at 811 29 Street West, but continue to be subject to high levels of resultant financial and personal stress due to allegations by a small number of neighbours who appear not just unwilling to apprise themselves of the true nature of what Brad and Ashley propose, but intent on misrepresenting it to city officials and other members of their community in a misguided effort to drive them out of business.

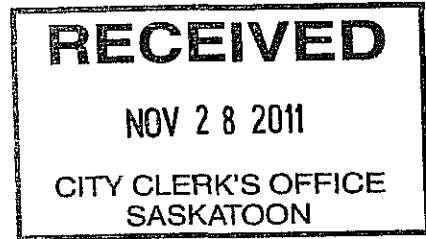
Brad and Ashley purchased the space at 811 29 Street West with the specific intent of using its small studio area for classes of no greater than eight individuals. Larger groups were to be accommodated at spaces such as Mayfair Elementary School, and, in fact, given the current licensing problems, the school gym and a nearby church are where their instructional activities have been occurring over the last few months. Yet those opposing their business plans have argued that these kinds of groups will present issues in terms of local traffic and parking, and, in fact, are already doing so. Frankly, this makes no sense whatsoever. 29 Street West currently carries volumes of traffic that exceed 3000 cars per day. A projected three to four classes per day at 811 29 Street West would add an absolute maximum of 32 vehicles if every person in these classes came in his or her own vehicle; this is at most slightly over 1% of current traffic levels on this artery. As for parking, Brad and Ashley, who have kindly made their space available to their members for personal dance and karate practice, have been engaged in an active policy of ensuring that all those using the studio do not park in front of neighbours' houses; in fact, there is a posted map at the entrance of the space for reference. They have also made it clear that maintaining a good neighbour policy that involves considerate parking and quiet activity by those entering and leaving the building will be an expectation outlined in their membership contracts and already strive to make that clear to those members who are using the space for personal practice.

These are only two examples of Brad and Ashley's dedication to undertaking their business in a manner that respects the character of the neighbourhood in which they would like to offer

classes, and I could certainly offer many more, including the afternoon I spent practicing in the studio while watching Brad conscientiously working to assess and improve his previous, already substantial efforts to ensure no noise leakage from the space. Certainly, that experience forces me to believe that repeated complaints by particular neighbours to Saskatoon Police Services about noise from the facility are frankly malicious, especially given the low volume of those who are currently using the space in the absence of classes being held on the premises. And it underlines for me my very strong feeling that the difficulties that Brad and Ashley are encountering are being generated by a very small number of people with questionable motivations, rather than neighbours who are genuinely concerned about the development trajectory of their neighbourhood and what Brad and Ashley's efforts would mean to it. Because if these people had made an honest effort to acquaint themselves with Brad and Ashley and their business plans, I think that they would be pleased and excited to see 811 29 Street West purchased by such a community-oriented pair of dedicated small business owners who want only to provide instructional services that could be of tremendous value in providing a positive and integrative setting for the adults and youth of the Mayfair and Caswell Hills areas.

With all this in mind, I would respectfully ask that, as you consider the question of approving business licensing for Shotokan Karate Saskatoon and Dance INK, you consider those of us who have perhaps been less strident than certain other parties regarding this decision, but who would nonetheless be deeply and negatively affected in the event that Brad and Ashley are unable to move ahead with their business plans. I understand that this issue will be before council next Mon, Dec 5, and I would very much like this letter to be part of the package of related submissions, although I unfortunately cannot be present to speak about my concerns in person. Thank you very much for taking the time to consider these concerns.

**From:** CityCouncilWebForm  
**Sent:** November 28, 2011 1:46 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

kevin shock  
812 28th St West  
Saskatoon  
Saskatchewan  
S7L 0L5

EMAIL ADDRESS:

[kevin47@hotmail.com](mailto:kevin47@hotmail.com)

COMMENTS:

Regarding the re-zoning of 811 29th St W.

My name is Kevin Schock and I live at 812 28th St W. My property is directly behind 811 29th St W, across the alley. As an immediate neighbor I want this business here, and I believe that the community of Westmount will benefit from this business. I am not the type of person to get my nose into other peoples business, but what is going on here is just wrong! I am very disturbed by the continuing campaign to stop a potential business from operating. This is a commercial property so what is the problem? This business is a preferable neighbor for me. Compare this to other types of business's that could open without discretion in a B2 zone including: Stores, Restaurants, Pawn Shops, Medical clinics and so on. With a dance/karate studio there is a membership so they have more control of parking and also attract positive, respectful clientele; other businesses have little control of their client base or where their customers will park.

The new business and owners have not been a problem in the neighborhood, and I can't see them ever being. I have never heard any noise from this property and I am in confusion as to why the police have come on so many occasions for so-called noise disturbances. I have never heard noise and live directly behind them! I have heard that a charge is being reviewed before the courts. I think the people who are calling the police unnecessarily should be charged not only for wasting our taxpayer dollars, but also for harassment. I was home the night of this charge (October 12th), and I can confirm that there was no noise or disturbance. Don't be mistaken by the negative perceptions some people are trying convince so many of. I will shake my head at our city if a couple of very vocal and malicious community members win, and this young entrepreneur loses her business. The biggest loss will be to Westmount and Saskatoon. Please make the right decision here. Many residents in Westmount do appreciate this business here, and its too bad the complainers are so persistent that they have even mislead other people to believe their construed perspectives.

I have experienced many attempts to convince me to not support this business. This started with a letter that I received in my mailbox in late August. The letter held a clear negative view of the business and looked as though it was written by city administration and our city councilor Myles Heidt. I went and met these neighbors for myself and discovered the letter was a misrepresentation of this prospective business. The letter had numerous untrue

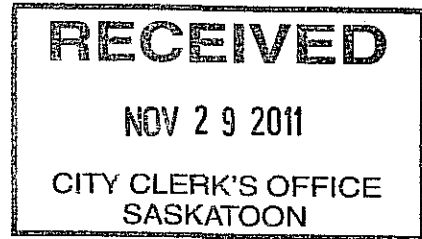
statements including that our property values would decrease. I am not concerned for my property value, the building was commercial before I moved here anyway. This was the first of many attempts made by the same people to stop this new business.

The next attempt to persuade me to oppose this business was a petition, which I was harassed to sign continuously. I have witnessed and personally experienced a specific neighbors attempt to slander this business in a defamatory manner. What someone has done in the past 3 month's has put these business owners in a terrible and unfair situation, which I cannot even begin to comprehend. How can so few people create such opposition? By persistent commitment to the cause since August, in a fashion that I do not agree with. The leader of this campaign/petition is residing in a commercial property herself and has been nothing but problems for her other neighbors as well.

I don't understand the parking issue that has been raised by some residents. Every house on our block has rear parking. Nothing has changed on our block and I haven't seen or witnessed any parking or traffic problems. I have even offered to provide 2 parking spaces for the new business to use if needed. Lets cooperate and work together to create a wonderful community. That is what these business owners are here to do.

I hope that enough people with the true perspective of what's actually happening in our neighborhood will speak up and are heard. We can't let pessimistic neighbors ruin something so great for Westmount. As an immediate neighbor to the business, I am in complete support of it and hope this zoning bylaw is passed.

**From:** CityCouncilWebForm  
**Sent:** November 29, 2011 11:44 AM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Jennifer Rosen  
450 Perreault Lane  
Saskatoon  
Saskatchewan  
S7K 6B6

EMAIL ADDRESS:

COMMENTS:

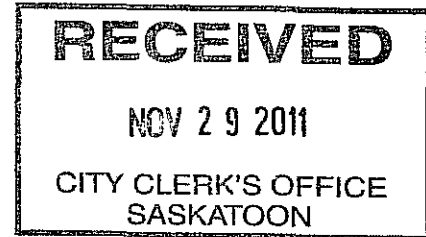
I am submitting this letter in regards to the re-zoning application at 811-29th Street, Saskatoon. I am not planning to speak at the Council meeting but wanted to express my opinion regarding the above matter for your consideration.

My name is Jennifer Rosen. I am 16 years old. I live in Silverwood Heights and have been a member of the Shotokan Karate Club of Saskatoon for 5 years.

As a teenager I know the value of having an opportunity to immerse myself in an environment that enables positive growth. The Shotokan Karate Club of Saskatoon has provided me with that environment. I have benefitted tremendously from the physical, mental, and cultural aspects of my martial arts training. It has given me the confidence to make positive life choices in spite of peer pressures to do otherwise.

I have made many friends in the Westmount community and enjoy the time I spend with them whether it be in a training or social environment. We support and encourage each other at seminars, competitions, and other community events. There are many fantastic people in the Westmount community that I never would have met were it not for Brad and Ashley. I fully support the facility located at 811 - 29th Street. Thank you.

**From:** CityCouncilWebForm  
**Sent:** November 29, 2011 11:43 AM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Adrian Rosen  
450 Perreault Lane  
Saskatoon  
Saskatchewan  
S7K 6B6

EMAIL ADDRESS:

[a.rosen@sasktel.net](mailto:a.rosen@sasktel.net)

COMMENTS:

I am submitting this letter in regards to the re-zoning application at 811-29th Street, Saskatoon. I am not planning to speak at the Council meeting but wanted to express my opinion regarding the above matter for your consideration.

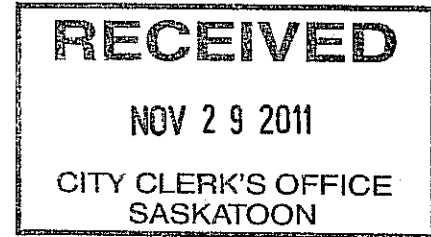
My name is Adrian Rosen and I live in Silverwood Heights. I have been an active member of the Shotokan Karate Club of Saskatoon since it's inception a little over 5 years ago.

Even though I live in Silverwood Heights, my association with this club has given me an opportunity to contribute to positive growth in the Westmount community. Whether it be through fundraising initiatives, karate seminars, or various social functions, I have thoroughly enjoyed the opportunity to act as a role model and mentor for the many youth of the community who have joined our club. The karate club has not only contributed to the physical well-being of these youth. It has also contributed to an increase in their self-confidence and self-esteem. This was evident in the spring of 2011 when I coached a group of Mayfair School youth that attended karate Nationals in Wetaskiwin, Alberta. Without the Shotokan Karate Club of Saskatoon these youth would not have had an opportunity to attend such an event. These athletes not only represented their community well, but the entire City of Saskatoon.

Finally, being a member of this club has allowed me to meet and become friends with many wonderful people in this community. In my opinion, inter-community relationships should be encouraged and nurtured as they only serve to strengthen our city as a whole.

The Shotokan Karate Club of Saskatoon is a family-oriented, community focused organization that openly welcomes all who are interested. Knowing Brad and Ashley and they values that they represent, were the shoe on the other foot, I would openly welcome their organization in my own community. I fully support the establishment of their facility at 811- 29th Street. Thank you.

**From:** CityCouncilWebForm  
**Sent:** November 29, 2011 11:11 AM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Terry Edmison  
817 29th St W  
Saskatoon  
Saskatchewan  
S7L 0N2

EMAIL ADDRESS:

[djle1983@yahoo.ca](mailto:djle1983@yahoo.ca)

COMMENTS:

My name is Terry Edmison. I work at the Used Appliance Store at 817 29th St West, and have for 9 years. I am concerned for a new business at 811 29th St West that is working on obtaining licensing. I know first hand the battle they face after what I have witnessed. I feel it is my duty to inform you.

I was first approached by a neighboring resident in attempts to have me sign a petition against the prospective Dance/Karate school. This was back when they just got possession of the building in August. I feel this business is suitable for this location and so I did not sign. Both a resident from 808 29th st w, and Beth (Bethy Hills) pressured me to sign it on multiple occasions. Beth spoke very negatively about the new business and owners. She made several harsh accusations including that they were running a strip joint and operating illegally. I was skeptical and had no reason to believe what she said. I am not surprised by the malicious campaign I have witnessed her pursue against this business due to the fact that we have had problems with Beth long before these new neighbors moved in. If there were a petition to have her removed from the block I would be the first to sign. She has bothered my customers, and rudely forced them to move their vehicles if they were parked in front of her house. Not to mention, she has 3 parking spaces behind her house, and there was plenty of places to park within a few meters from her house. She has cost our business thousands of dollars in having to re-route the drainage. This person will find a problem with almost anything. I feel sorry for the harassment the new neighbors at 811 29th St W are experiencing. She calls the police for no reason, and I have even seen her taking pictures of people and kids who went into 811 29th St W.

In response to some of the unsupportive neighbors concerns: I haven't heard noise from their building, and I don't believe they are operating illegally. I haven't witnessed any issues with parking, and I can't foresee there to be any problems in the future. They are welcome to use the street parking in front of our business when we close at 5:30 pm on weekdays, and all day weekends. It wouldn't be a problem to use our driveway for pick-up/drop-off when our business is closed if they wanted. There is substantial non-residential parking on the corner of 29th street and Ave I.

Our new neighbors at 811 29th St W are great neighbors. I hope they are successful in obtaining licensing. It is clear that there are questionable intentions from some residents

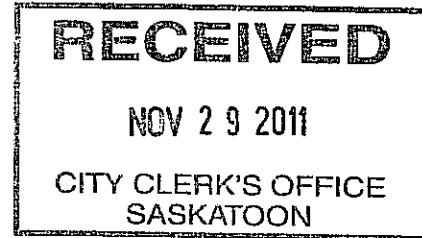


and I ask you to look at the big picture. Focus your attention on the benefits this business will bring to the neighborhood, rather than the unnecessary complaints from neighbors.

Best Regards,

Terry Edmison

From: CityCouncilWebForm  
 Sent: November 28, 2011 9:28 PM  
 To: City Council  
 Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Irene Haubrich  
 811 - 29th Street West  
 Saskatoon  
 Saskatchewan  
 S7L 0N3

EMAIL ADDRESS:

irenehaubrich@hotmail.com

COMMENTS:

I have been requested to forward the following information to City Council on behalf of Mr. Larry Cooper and Residents Westmount.

Larry Cooper  
 2233 Hanselman Avenue  
 Saskatoon, Sask.  
 S7L6A7

Date: September 16, 2011

Reference: Dance Inc./Shotokan karate club Saskatoon

Attention: Office of the City Clerk  
 City of Saskatoon

It has recently come to my attention that there is some controversy over a new martial arts/dance school and fitness center opening at 811 29th street West, Saskatoon.

I wish it to be known that I have no personal interest in this facility other than a possible place to practice martial arts/physical fitness and it will not personally affect me in any way if this facility opens in this area or not. I have practiced and taught martial arts for many years but am currently not actively instructing, but I do have a small group of former students that may be looking for a family setting to continue their training. With this in mind I have paid one visit to the facility on September 6, 2011. The head instructor gave me a tour of the facility and explained their courses, schedules and fee structure with an offer of a group or family rate if a small group of us joined together.

I was told that the facility was now open for classes and was able to observe a small class of young women practicing. The instructor informed me that the facility and location had received approval from the city of Saskatoon to operate on a short term basis until their

formal license and approval was received by the end of September. He further informed me that the city was in agreement with the facility opening at this location and wanted to support his expansion into this area.

Following my tour of the facility I stopped to visit friends that live in the immediate neighbourhood and upon telling them of my visit to the martial arts studio they informed me of some considerable resistance to the concept based on several factors relating to its impact on the neighbourhood. Based on my visit and tour of the facility I expressed my opinion that it was probably too late to resist the business since I had been advised that it had already received city approval and was currently in operation.

Since it is not my desire to impose on the residence of the neighbourhood I have reconsidered and will not be joining this club. I have since been asked if I would be willing to offer a written statement attesting to the information as described above. This information is true as it was presented to me by the head instructor of the Shotokan Karate Club Saskatoon, so I therefore have no objections to offering this statement.

Finally, I want to repeat my opening statement that I have no vested interest in this facility or in the neighbourhood and will not in any way be personally affected whether it continues operation or not.

Sincerely,  
Larry Cooper

Larry Cooper  
Owner/Manager  
Scientific Instrumentation Ltd.  
Saskatoon Machine Works Limited  
KORYO TAEKWONDO ACADEMY  
2233 Hanselman Avenue  
Saskatoon, Sask.  
S7L 6a7

Reference: Rezoning proposal 811 29th Street West

Attention: Danny Gray, Planning and Development Branch  
City of Saskatoon, Community Services Department,  
Date: November 3 2011

Introduction:

My name is Larry Cooper. I have been invited to speak to the issue of rezoning 811 29th street west to accommodate a martial arts/dance studio operation. I have been a business owner/manager in Saskatoon for more than thirty years. In addition to my commercial business interests, I have also been involved in the business and sport of martial arts for more than 30 years. During this time I have operated a for profit business offering martial arts training in the city of Saskatoon at 5 different business specific locations in addition to providing training at several community centers. I currently have no business interest in offering martial arts training and have no vested interest what so ever in the operation of a business at the 811 29th street location. I strongly support martial arts training as being a positive benefit for young and old alike in the proper business or recreational setting. My

interest in this application is solely to provide my professional opinion as a business owner as to the viability and neighbourhood impact at this specific location.

I first became interested in this martial arts school on September 6 at which time I responded to an advertisement for classes at the 29th street location. My interest was in transferring several of my students to a suitable school since I no longer have the time to commit to ongoing instruction. After a tour of the facilities and discussions with the head instructor I became aware that there was some controversy within the immediate neighbourhood and a concern about the impact the school would have on the neighbours. I investigated the concerns and determined that I could not in good conscience recommend that my students attend classes at this location.

#### The Business Case

Having operated a "for profit" martial art business in Saskatoon and surrounding districts for more than 25 years I have considerable experience in the requirements of operating such a business. During this time I have rented or owned space in 5 different commercial/industrial locations, rented space in 6 recreational facilities and taught classes for several community associations using school gymnasium facilities. In searching for rental space over the years I utilized the services of professional real estate agents to investigate properties including those in primarily residential settings. In each case based on the advice and due diligence of the real estate agent and on my own experience I declined to locate in the residential neighbourhood for business, ethical and common sense rational. Following are some of the reasons that this rational should apply to rejecting the application for rezoning the 811 29th street location to allow martial arts and dance class instruction.

1. A very conservative estimate of income and expenses for this location would demonstrate that at least 200 students/clients are necessary to make it a financially viable operation.

2. With this type of enrolment required the business will be marketing very hard to use every possible opportunity to use the facilities for the maximum number of hours per day.

This is plainly in evidence from the advertising to date for:

Martial arts classes

Fitness classes

On site facilities for "childcare" type services including cooking facilities to prepare lunches and to do homework.

Dance classes

Late night stagette parties

3. From my own business experience we offered martial arts classes, self-defence and fitness classes, an archery range, rented the facility for 3rd party dance instruction, hosted children's parties and special functions and basically anything else that was related to bring in enough paying customers to utilize the space and make a profit. With all of that is was still marginal. Basically a standalone facility must operate for extended hours to make even a conservative profit.

4. Based on even 200 students that will practice 3 times per week, there will be close to 100 additional vehicles stopping, dropping off and picking up students in the area immediately surrounding the facility.

5. Students and members of a martial arts club typically select the club based on their preference of a martial art and the instructor as priorities over the location, with the quality of facilities also being an important factor. For the proposed facility to be a success it will have to appeal to a broad selection of clients outside of the immediate neighbourhood. When we moved our location, the members followed. There was never a time when we had a core of members from any one district, but rather always served a client base that stretched across the entire city and extended to outlying communities. For this facility to be successful, the vast majority of members will not be from within the Westmount community, let alone the immediate neighbourhood. The residence close to the facility will undoubtedly pay the price of inconvenience in exchange for almost no direct benefit to them.

6. Adult classes are attended by people requiring parking, and children's classes require drop off and pick up, plus most parents exercise the option to watch the classes which also requires close proximity parking.
7. Even a small class of 20 young children running out to their cars after dark represents a significant hazard to themselves and to drivers in the area. That's precisely the reason there is a 30km per hour speed limit in school zones, but there will be no such protection in this location.
8. On a typical summer evening I would have a group of anywhere from 2 to 10 parents and students standing outside our facility visiting and many of them smoking. I don't think this is desirable in a quiet residential setting.
9. While martial arts classes are not typically noisy by many standards, there is a large component of the "awe inspiring " yells and screams that we are all familiar with and most instructors will take considerable pride in teaching their students the self-confidence to exercise their lungs in a very healthy and vocal manner during the classes. One of my industrial neighbours complained about our lunch hour classes to the point where I cancelled them and then relocated in the interest of being a good community neighbour, and this was in an commercial/light industrial zoned district.
10. Martial arts instruction is traditionally about respect, courtesy and consideration for others. I could not in good conscience even considering opening and operating a martial arts training center for children where I would be in immediate conflict with my neighbours.
11. The martial arts and dance instruction needs of this area are already very adequately served by community facilities and not for profit organizations operating from community facilities, and in many cases by for profit organizations operating from established facilities in commercially zoned districts.

#### Conclusion

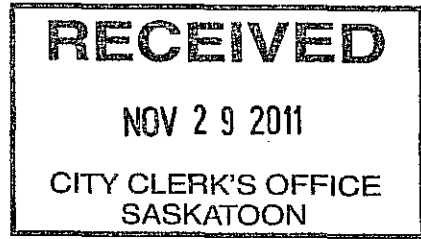
I fully support the values of offering martial arts instruction and practice to young and old alike as a form of recreation, physical and mental fitness and instilling a sense of community and social values into our youth. That's precisely the reason that our communities spend considerable money on providing public recreational facilities. For those wishing to take it a step farther to operate "for profit" businesses, there are many opportunities in commercial and industrial settings.

Having been in the martial arts business for many years I can appreciate the desire of the owners to establish a business that they love in a low cost facility. It does however concern me that the facility will be established in direct confrontation with the wishes of the residents of the area. This is not consistent with good business practices nor with the established tenets practiced by most martial arts organizations.

I believe the proposed facility cannot offer a viable service to it's members without posing a significant and ongoing disruption to the lives of the residents in the immediate vicinity. In addition, it could very well pose a safety risk to it's members by operating in an area that was never designed or intended for this type of activity.

Sincerely,  
Larry Cooper

**From:** CityCouncilWebForm  
**Sent:** November 29, 2011 1:57 AM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Valerie Bouvier  
338 Montreal Ave. N  
Saskatoon  
Saskatchewan  
S7L 3N8

EMAIL ADDRESS:

[valeriebouvier@sasktel.net](mailto:valeriebouvier@sasktel.net)

COMMENTS:

One of the best things any parent can do for their children is encourage them to be in an activity. Dance has been the chosen activity for most of my children. It has taught them confidence, self respect, courage, determination and teamwork, as well as helping and giving to others. Most importantly, it has given them a safe haven were they are part of a family, being mentored by great people. NOT on the streets, vandalizing, taxiing, bullying, harassing, stealing, or doing/taking drugs, etc. They have in turn become mentors to the younger ones now. It's really amazing that it all started with me putting them in dance.

I live in a neighbourhood where we know our neighbours and look out for them. It's like a small community family. I feel safer here than when I am in commercial area's like Midtown area for example. I know I could run to any of my neighbours if I felt threatened or needed help.

I live very close to a proposed dance studio at 811 29th St W. This location is ideal. I feel it is a much safer neighborhood for an organized performing arts studio than 22nd or downtown. You get to know local traffic. You get to know whos' in your neighbourhood.

One of our greatest assets are our children. I have had children involved in the performing arts for more than twenty years. I cherish all of those years. Having said that, there were times that were very difficult. One challenge I faced was distance to quality facilities. A bigger concern for me was safety. At a time we my kids took lessons in areas that had no caring neighbours looking out for us, and no community corner stores where my kids could go to pick up a snack between lessons. Many facilities had no places to prepare even the simplest of food or have anywhere to keep it fresh. Many of us are picking up our kids on our way home from work, to drive our kids to their activities, so sometimes there just isn't time to make those meals, so kids need to bring it with them. This studio will offer them a place to do that.

My daughter dances at Dance INK, the proposed Dance & Karate studio at 811 29th St W. Unfortunately, my kids, among others, have had to go to alternate venues to take their classes since September. These other facilities are not adequate for the students needs. Unfortunately, they also are not meant for activities that require movement. Since Dance Ink

has not been able to operate in it's chosen location, the students are having to dance without sprung floors which is paramount in protecting the dancers bodies.

Since September, Ashley & Brad have asked us to be respectful to residential neighbours and their street parking. Myself and many others have respectfully done so, parking along commercial buildings on Ave I. Ashley & Brad, and the families involved here have been very diligent about parking and I am sure no one has parked in the immediate neighbours spots. Yet, the parking complaint still keeps being re-addressed by a neighbour at community information meetings. I am confused to why these residents feel they are entitled to street parking in the first place. On my street, it is public parking and not owned by any home owner.

Unlike these residents, we as parents would welcome a facility that is close and accessible for children to learn, dance, and feel safe while they pursue their activities.

I find it very interesting that neighbours who had a commercial business operation in that location before, would be opposed to a business where the people were constant and familiar, adults, children and adolescents; as opposed to constant strangers who frequented the other establishment. I am wondering also how a commercial business that had people coming and going all the time, is different from having a commercial business with the same people, coming and going? Both had the public as part of their venue.

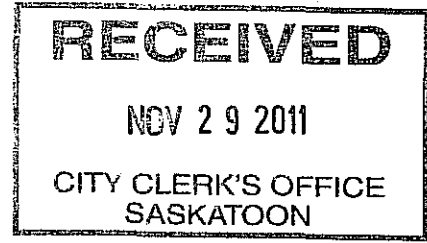
Having amenities close by increases the value of nearby homes because of the advantages and conveniences they delivers. Schools, stores, studios, stylists can make such a difference for everyone. Not to mention, churches, which is what went in at the old Persephone Theatre location next to me. Interesting, I wasn't asked if I wanted a church, not of my denomination, to go in right beside me.

Do I care? No! I believe we ALL have the fundamental right to the pursuit of life, liberty and happiness. My father and his brother fought in World War II to secure that right. So, that none of us would be subject to intolerance, or oppression and we would have rights and could make a living in what our passion was. I for one am grateful. Imagine a world where only one opinion or judgement ruled, no democracy for all.

Change can sometimes be a very scary thing, but without it, we can never move forward.

Regards,  
Valerie Bouvier

From: CityCouncilWebForm  
Sent: November 29, 2011 8:26 AM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Todd Seaborn  
516 Avenue M North  
Saskatoon  
Saskatchewan  
S7L2S8

EMAIL ADDRESS:

[todd.seaborn@usask.ca](mailto:todd.seaborn@usask.ca)

COMMENTS:

I am writing in regards to the rezoning application for 811-29th Street on Dec 5, 2011

To his Worship and councilors,

My name is Todd Seaborn and my son Ethan Seaborn has attended many Karate classes taught by Brad Berrns at Mayfair School. A number of classes for all ages could be conducted in this new facility on 29th Street. As I live 3 minutes away from this new facility it would be convenient for my son to attend and learn at this location. As a member of this community my voice and opinion needs to be heard.

I would like to say as a member of the Westmount community how important it is for us to have a facility like this for my child, other children and people of all ages to participate in that is local.

We have nothing like this in our community, what a tremendous opportunity for all! What's better, kids in gangs out playing in the streets with nothing else for them to do? Why not have them involved in a positive program with positive opportunities? At any day my son could go to this facility after school to do his homework and visit with other children. He could easily walk to a class if held in our own neighborhood on any night of the week.

Because of Brad Berrns volunteering to teach my son he has grown as a person and has been able to attend national events in other cities winning some medals. I feel that this is important in the growth of any person to learn about life and the world.

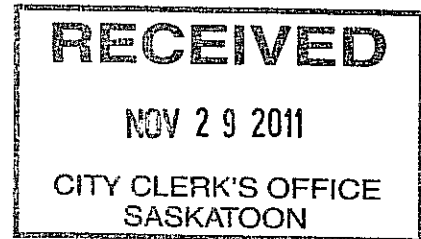
I believe that without the new facility my son would be losing out on many more future possibilities and an obvious advancement in his quality of life.

Please DO NOT let this happen; this facility is needed in our community

Todd Seaborn



**From:** CityCouncilWebForm  
**Sent:** November 29, 2011 4:01 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Susan Berrns  
4 Porteous Cres  
Saskatoon  
Saskatchewan  
S7J 2S8

EMAIL ADDRESS:

[suzy.b@sasktel.net](mailto:suzy.b@sasktel.net)

COMMENTS:

Nov 28, 2011

Dear His Worship Mayor Atchison and the City Council

I am writing this letter to clear up the false statements made by the neighbours of Dance Ink and Shotokan Karate at 811 29th Street.

It was very clear that when Ashley and Brad took possession of their new building that there was going to be challenges with the neighbour that lives in the adjacent commercial property. It was brought to my attention by other neighbours that they have had significant problems with her too. Some problems included her entering their businesses and yelling or accosting their clients to move their car that was parked in front of her lot. Another neighbour said she complained about their fire pit when it was in use.

I myself experienced her verbal abuse and watched her storm up and down the street when someone had parked in front of her house. It was a confectionary client but I felt the hostility and I felt threatened. Correct me if I am wrong, but the parking in front of you lot is not owned by that individual and is controlled by the city. Anyone can use the public parking space, especially in front of a commercial building. Why would someone be so hostile when they own three parking spots at the rear of their property and choose not to use them? As part of trying to be good community members, I volunteered to direct parking during registration and was out front during this time. I would direct Ashley and Brads clients to park adjacent to the commercial space near their property including by the store and across from the City Power building on Ave I and 29th Street.

While I monitored the front parking I watched Betty and Irene going door to door and stopping people on the street. They were insistent and persistent for people to sign their petition. I watched on woman who was walking her dog was talked to for at least ten minutes. I believe she finally signed it so she could carry on with her walk. These two individuals appear to have clear intent to control their area for their own personal motivations.

From the beginning, Brad and Ashley have tried to work and cooperate with the city in every way. They had to find alternate locations to run their classes at tremendous expense and inconvenience. These neighbours have inappropriately our police service calling noise complaints in at every turn even with no classes being taught. This building was tested by city zoning officials and found no noise or music could be heard outside the building. It was

built to be soundproof by the previous owner. How could someone that lives across the boulevard and few door down with double hearing aids hear noise from this building. This is clearly harassment and bullying. Our own police said they could not hear noise her property from our building.

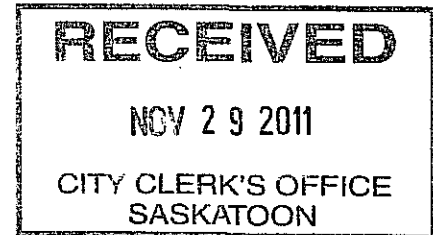
Their campaign of slander continued with accusations of parties, serving liquor and stripping being held at Ashley's facility. I have personally been to weddings where Ashley has choreographed the wedding party dance. They are fun, clean and entertaining dances witch the whole crowd enjoyed. She has taught dances for weddings and other celebrations for many years. Never has it involved stripping or alcohol. This is the slander that is being broadcast in a clear attempt to harm Ashley's business and personal reputation and is so unacceptable. There is no truth to their allegations but many of you have heard it, and even questioned it. It is not very admirable to believe this sort of personal deformation without solid proof or facts.

My two children have both been involved in dance and karate. It took tremendous commitment from all of us. However, it offered them a positive activity to develop into confident, respectful and achieving individuals. Ashley is twenty four and has had many successes with dance for the queen on her visit to Saskatoon, dancing at many City of Saskatoon functions and for schools. She has been driven and ambitious and has always wanted to share her love for dance with others. My son will be convicting in December with two degrees from the University of North Dakota at the age of twenty two.

I have never in all my years of being involved with these activities with my kids seen such a negative perception from a couple individuals. Children who have something to do that they love or can find achievement thru will not find the time to get into trouble. They are better students and members of our communities. I have never heard of any Karate Bandits or Dancer Gangs.

It is my true hope that the time is taken to think about the facts, not innuendo or slander. And that there will be tremendous benefit to all the people involved with the studio.. especially the kids. This can only benefit to the children, families and members of this community.

**From:** CityCouncilWebForm  
**Sent:** November 29, 2011 2:02 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

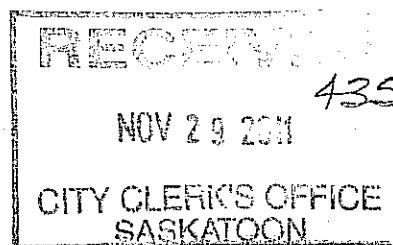
Brad Berrns  
4 Porteous Cres  
Saskatoon  
Saskatchewan  
S7J 2S8

EMAIL ADDRESS:

[bradeb@sasktel.net](mailto:bradeb@sasktel.net)

COMMENTS:

I am requesting to be a presentor and speaker at the Hearing on Dec 5 for 811-29th St W. My information package is in color and has been hand delivered to the City Clercks office



4351-011-10

Dear His Worship Mayor Atchison, City Councillors

I am writing in regards to the application to rezone 811 29th Street, My name is Brad Berrns, I am the head instructor for Shotokan Karate Saskatoon. I have been volunteering in the Westmount, Caswell and Mayfair neighborhoods for many years. I have designed and ran school programs and community programs.

I am writing to present the true facts and it is critical that we are clearly understood and heard. I am here to speak to the parking and traffic issues.

We want to provide high quality programs for our members and wish to remain in the Westmount Community. We have been running programs in Mayfair, Caswell and Westmount areas for several years. We are a fitness facility with membership focused active lifestyles. Many of our will members walk, bike or car pool to this new facility when weather allows. It has limited space and our classes are small. Our proposed agreement for rezoning is a maximum class size of 8.

### Traffic

There has confusion that we have caused additional traffic on 29th Street and creating congestion. As we all know Saskatoon is rapidly growing and traffic is increasing thru out our city. According to the traffic count conducted by the City of Saskatoon, 29th Street has a traffic count of 3433 cars daily and is a designate major collector route as stated by Mr. Danny Grey of Planning and Development. Even in the unlikely event that all members bring a car to class with 8 per class; our impact will be less that 0.25%. With an average of 5 classes per day, there is a maximum of 40 people a day at the facility. However, several classes overlap with the same students being in more than one class per day. In addition, this building was a commercial business before us and had traffic of their own and with a similar capacity. Thus, our facility will have no added impact to traffic at all. In fact, being fitness minded facility we believe traffic to be reduced due to the use of Multi Modal Transportation.

Interestingly, a complainant has stated that she counted over 600 cars on 29th Street between 5pm and 9pm on November 1 to show the impact of our new facility. It is very interesting that the facility was not even open on November 1 for classes.

City Council should hear we have more than 200 members, we do and I am very proud of that accomplishment. However, we teach in other facilities and run other programs including Lanigan Dance Dynamic, Dance Saskatchewan, Mayfair School, SaskTel Lifestyle Centre and Whitecap First Nation. This membership number does not include the work being done in our School Divisions. But it is very important to know that 811 29<sup>th</sup> Street has less than 50 families involved and our class sizes are small with our Zoning Agreement of class sizes not exceeding 8. We are a needed service in this area as there is no permanent program available to youth like this available in Westmount. We have a safe, welcoming facility with a warm and positive atmosphere. Where br for youth to develop than in schools and programs that work for their success.

## **Parking**

In regards to our parking requirements, we are only one stall short of the “on site” zoning requirements. To us, parking is a necessity, but not a major operation issue. We always encourage our members to use active transportation. However, we have addressed the parking concerns.

### 1. Seek cooperation from our membership:

We are in an excellent position to advise our membership to respect our neighborhood and abide by our “Good Neighbor Parking Policy”. Unlike many other businesses that could open in this location today, we know who is parking at our facility. Restaurants, Retail Stores, Medical Clinics do not and cannot control parking or plan customer volumes. We want to be a valued member of the community and have adopted a “Good Neighbor Parking Policy”. We ask our members to not park in front of any residential homes. Please refer to our policy and map in your attachments in the appendix.

### 2. Off Site Parking:

Like many other establishments in Saskatoon, off site parking is not something new. There are 20 available locations in front of commercial property within a few doors of our building. The Convenience Store has asked us to use the space on Ave I adjacent to their building. And the Appliance Store as asked use to use their space for drop offs and pick ups when they are closed after 5:30 and on weekends.

### **Drop off and pick up in front of stores**

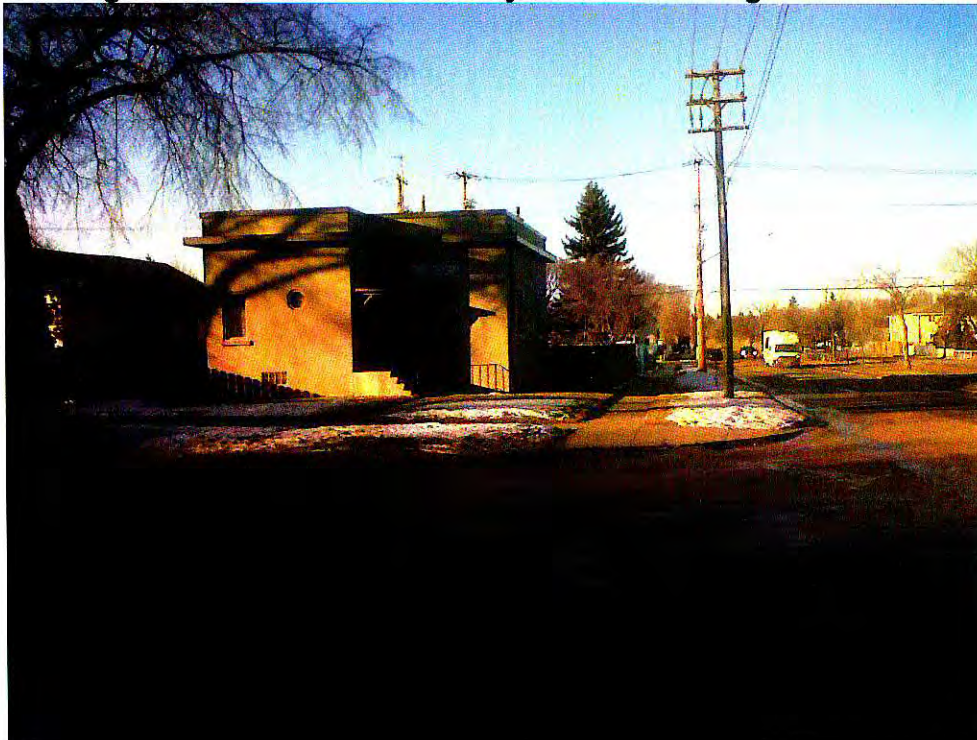




**Ave I Beside Store**



**Parking beside and in front of City Power Building**



### 3. Leased Parking:

We have leased 5 parking spots behind us in the alley.  
Please see attached parking lease agreements in appendix

### 4. Multi Modal Transportation:

We encourage multi modal transportation and encourage walking and biking. We offer safe bike storage inside our building. Many of the members walk directly from school and remain at the facility training and doing homework for the entire evening.

### 5. Bus routes:

Bus Route is available on Ave H every Half Hour

### **Safety of Students:**

Our students do not ever need to cross 29th Street for their safety as seen in our "Good Neighbor Parking Policy". Our building is a safe and positive place for kids and families alike. We encourage our athletes to be valued members of the community and to maintain high standards at school and home. We have family classes where parents can participate with their children. This too reduces the parking requirements and only one car is needed for the adult and youth member.

We always abide by rules and regulations and fully cooperate with city administration. For instance, in September we were permitted to operate with permission from Mr. Tim Stuart from Community Planning and Development. We have had advertising in place well before we know there was a zoning issue on bad advice from our commercial. and that we could place up a small sign We also had assistance at the front of our building directing parking away from residential homes. We are truly trying to be good neighbors and offer great programs to the neighborhood.

We must also remember this lot has been designated commercial since 1953 and has had a fully operating business since 1988. Our neighbor immediately to the west that has been our biggest opponent and purchased a building that was previously a photography studio as well and is currently zoned B2. She has purchased a commercial property and has always had commercial businesses on either side of her property. The commercial traffic is significant at the two westerly existing businesses. The confectionary is open every day and is open into the evening till 10pm. This is a commercial district and is identified in the Westmount LAP as a needed convenience to the neighborhood.

Saskatoon Speaks and the Westmount LAP clearly identifies the need for services within communities. Also, the Westmount community is asking for more family centered and youth programs. We are achieving this in our facility. We have a safe facility and positive programs for youth and families.

We have every good intention for this community, however we were ill advised by our realtor in regards to the zoning. We are fully prepared to work with you and the city administration to address all requirements to make this facility a valuable part of this community.

We firmly believe we fit well within the Westmount Local Area Plan and Saskatoon Speaks. Our services will only serve to enhance this community.

**Westmount Community Plan Highlights:**

Pg 1 – Westmount Vision

- We are Family Centered and Open-Minded
- Westmount is a safe, friendly and vibrant community

Pg 18 – Public Launch Meeting November 2009. Published March 21, 2011

Pg 22 – Westmount Guiding Principals

- More family-centered activities especially aimed at getting kids involved
- Youth & their involvement are central the neighborhood well-being
- Retain affordability
- Foster year-round multi-seasonal activities
- Encourage interaction
- More environmentally friendly

Pg 45 – Commercial Policy District & Zoning

- Ave I & 29<sup>th</sup> St. have been identified to provide daily convenience needs of the neighborhood

Pg 108 – Youth Perspective

- More activities are needed for pre-teens and teens outside of school programming in the neighborhood

Pg 117 – Yummy Places

- Youth chose 29<sup>th</sup> & Ave I as one of their favorite places in the neighborhood



## **Saskatoon Speaks Community Vision Highlights:**

### **Pg 32 – An Active, Healthy & Safe City**

- The city has several top-notch leisure centers and a full range of recreational programs, though access to them in core neighborhoods, where crime rates are higher, is not as easy as it is elsewhere in the city.

### **Pg 33 – Community Vision**

- Recreational facilities and programs are dispersed throughout the city, accessible by all modes of transportation and affordable to people of all incomes. Interconnected street and trail networks encourage cycling, walking, jogging...

### **Pg 35 – What We Can Do**

- Continue to support community-based programs and develop a streamlined approach to funding and administering programs.
- Ensure existing and future leisure centers and other recreational facilities meet community needs, are easy to get to by public transit, cycling, walking and wheeling, and are dispersed throughout the city.

### **Pg 37 – Community Vision- A Culturally Vibrant City**

- Culture is thriving in Saskatoon – bridging communities, enhancing places, supporting our economy.

### **Pg 39 – What We Can Do**

- Support and enable cultural development at the neighborhood level. Provide flexible space in community centers for cultural programs, and support the development of neighborhood cultural hubs. Develop community based arts, heritage and cultural programs to complement recreational programs.
- Provide business support to artists and creative entrepreneurs.

### **Pg 56 – An Innovative, Entrepreneurial and Business-Friendly City**

- The cultural and creative sector of the economy, relatively small but growing in Saskatoon, will play an increasingly important role in attracting and retaining young people.

### **Pg 59 – What We Can Do**

- Encourage and support small, independent businesses:

- Provide easy access to programs and information;
- Maintain a stable regulatory environment;
- Plan and promote the development of places where small businesses can thrive—  
downtown, main streets and mixed use centres;
- Establish more business incubators;
- Celebrate success stories.

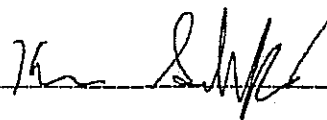
Please ensure that the facts are understood. Please take the time to read our supporting letters and documents. And feel free to call me any time should you have any questions at 230-9265. Or by email at [bradeb@sasktel.net](mailto:bradeb@sasktel.net).


Sincerely,

Brad Berrns

**This lease is for the following property and for the following terms and usage:**

The landlord (name) KEVIN SCHOCK of  
(address) 812 28<sup>TH</sup> ST W agrees to lease 2 parking spots located off the alley of the above stated property to Dance Ink Ltd for a term of 5 years. The rental rate is \$25.00 (twenty five dollars) per month per stall including GST. This lease is subject to Dance Ink Ltd obtaining approval from the city of Saskatoon to operate their dance studio located at 811 29<sup>th</sup> Street West. The term of the lease is to commence on SEPT 6, 2011 and will terminate on JUNE 30, 2016. If a renewal is not applied 2 months prior to the end of the lease, the rental agreement shall commence as a month to month agreement. All parties acknowledge that no deposit will be collected and held. All parties acknowledge that the rent is to be paid in full on the first of each month. Failure to pay said in the time indicated will result in the termination of this lease.

Landlord 

Lessee DANCE INK LTD Ashley Berns 

Date SEPT 6, 2011

Witness 

**This lease is for the following property and for the following terms and usage:**

The landlord (name) Elizabeth Marie Davidson of  
(address) 816 28<sup>th</sup> st W agrees to lease 3 parking spots located off the alley of the above stated property to Dance Ink Ltd for a term of 5 years. The rental rate is \$25.00 (twenty five dollars) per month per stall including GST. This lease is subject to Dance Ink Ltd obtaining approval from the city of Saskatoon to operate their dance studio located at 811 29<sup>th</sup> Street West. The term of the lease is to commence on Sept 6, 2011 and will terminate on JUNE 30, 2016. If a renewal is not applied 2 months prior to the end of the lease, the rental agreement shall commence as a month to month agreement. All parties acknowledge that no deposit will be collected and held. All parties acknowledge that the rent is to be paid in full on the first of each month. Failure to pay said in the time indicated will result in the termination of this lease.

Landlord

Davidson

Lessee

Dance Ink  
Ashley Berns

Ashley Berns

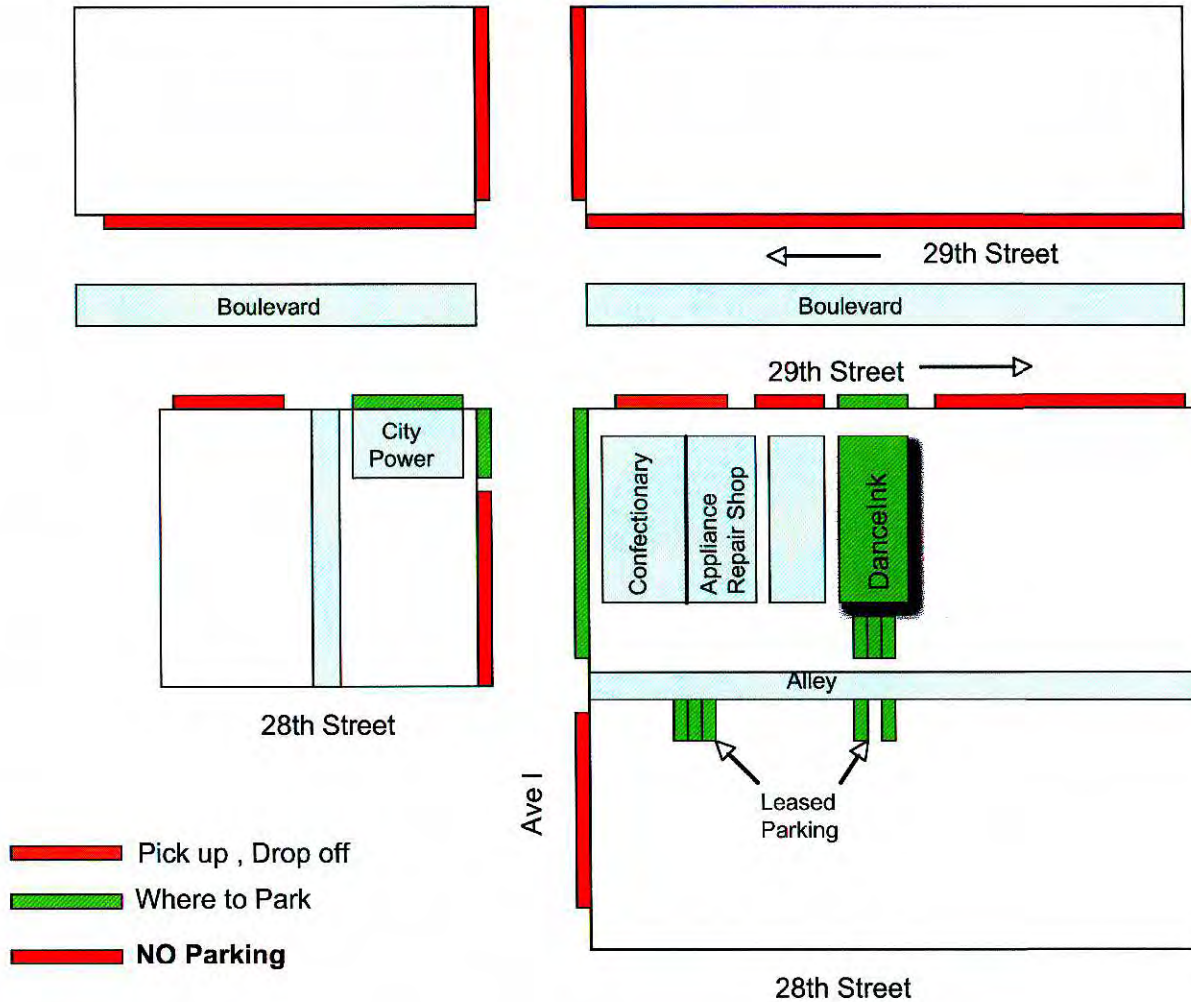
Date

Sept 7, 2011

Witness

[Signature]

# Good Neighbor Parking

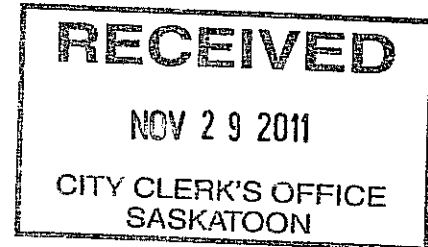


## Good Neighbor Parking Policy

We at Dancelnk and Shotokan Karate are good neighbors and do not park in front of residential property. We value our neighbors and will use the parking as designated in green and will use the commercial area for pickup and drop off in as shown in orange.

Member: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

From: CityCouncilWebForm  
Sent: November 29, 2011 3:19 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Ashley Berrns  
811 29th St W  
Saskatoon  
Saskatchewan  
S7L 0N2

EMAIL ADDRESS:

ashrb@sasktel.net

COMMENTS:

To: His Worship the Mayor and Members of City Council

My name is Ashley Berrns. I am 24 years old. I was born and raised here in Saskatoon. I have been teaching dance in Saskatoon since I was 16, and I have been very involved within our community and the arts. I dedicate my time to various elementary schools, high schools and community programs where I share the joys and benefits of dance and culture with others.

&#8232;I had the dream of opening my own dance studio since I was a child. I always wanted to share the facility and business with my dad and his karate school. I have worked hard to gain experience, and achieve my teaching certification in dance and karate. This summer the perfect building came up for sale. We devoted everything to starting our business. My dad and I have been teaching in this neighbourhood for several years and knew that this was the perfect place for our studio.

Last time I presented to you was in September when we asked for temporary licensing to operate in our new building. We were advised to follow the process and we have respectfully done so with our utmost effort and diligence. We have been holding our classes at the Christ Anglican Church, Mayfair School and Dance Saskatchewan. I have submitted copies of rental agreements and rental receipts dating back to September (submitted to the city clerks office). Our presentation tonight will consist of myself and a few concerned citizens that are passionate about this issue, and who would like to state the facts. We will try and keep this presentation brief and concise, in hopes that this information will assist you in your decision.

There are a number of key concerns raised by the complainants residing in nearby properties. These perceived concerns are ill founded and untrue, and they are sparked by a few complainants with perhaps hidden personal agenda's. However, with limited time I will be addressing the concerns of sound and children's safety.

In regards to our children's safety. Our facility is a safe facility. Our intent is to provide a safe place for children. Our studio is a safe refuge for the youth in our neighbourhood. Traffic safety is the responsibility of our city administration. As private citizens we do not have the authority nor the power to control or improve traffic safety.

This is clearly the responsibility of the city, traffic planning and our police services. However, we are willing to help minimize the risks to our students through education in how and ways to navigate safely in our neighbourhood.

To address the sound concern we have cooperated with the city administration to conduct an actual sound evaluation on site. On Monday November 27th at 4:30 pm, Mr. Danny Gray and Ms. Danae Lockert from planning and development with the City of Saskatoon came to our premise at 811 29th St W. to evaluate the sound level in person. The test consisted of Ms. Lockert setting the sound volume to a maximum level inside our premise, while Mr. Gray went into our neighbouring complainants residence, as well as around the perimeter of our building to evaluate the audible sound level. After a thorough evaluation by these city officials, the finding was that even at the maximum volume, the sound level from our permanent sound system was not loud enough to be deemed as nuisance. This finding was stated in a report by Mr. Gray. In fact, the sound level is set at only at 20%-30% of maximum volume during dance instruction. This evaluation put facts over perception. It demonstrated that the complainants allegation was purely fabricated and ill founded. In conclusion, sound has been proven not to be an issue.

Related to this, one peculiar situation is ongoing. From September to November there have been 10 noise complaints made to the Saskatoon police. Our facility also received an outstanding noise nuisance charge. Obviously these complaints are unfounded when our city official proved that with maximum volume our noise level was not a nuisance to the adjacent neighbour. In addition, it is highly questionable when the pending charge was filed by a complainant residing more than 60 meters from our building, 30 times farther than our adjacent neighbour. It is clear that desperate efforts are being made by a few complainants to discredit our facility. These desperate efforts are aimed to create division by misleading our community. In conversation with the police we asked if they could hear music at the complainants house. They said no. According to the police officer they issued the charge due to the number calls, not because of the actual noise level.

This topic was brought up at our November 22nd zoning commission meeting. These complainants attended this meeting and continued to make false accusations. The commission did not rule in our favour. Due to the uncertainty and questionable accusations half the commission obtained from voting on this issue. In addition, we had approximately 50 letters of support but only 2 were included in the report submitted to the zoning commission. Many letters from the complainants were all included. If you make your decision based on zoning commissions decision, you are clearly making a mistake. We know this is a difficult issue for the city administration to deal with, however we deserve fairness. The vision of the community should not be derailed by a few residents with their own agenda's. We are here in hopes to provide clarification to those allegations and in hopes that a clear judgement can be made.

We may not look as rosy as the accusers, but we have not taken the same path. We do not want to heighten the divisiveness of this issue in our community. I don't believe in dividing the community, therefor pushing a petition in not something I believe in. I believe that fact will prove the truth. The whole of Westmount wants our business here and will benefit from what it has to offer.

We are upstanding citizens. Desperate individuals have gone to lengths to convince people otherwise. This first attack was a letter dropped in mailbox's of our neighbours in August. It held a negative perspective and read many untrue statements and expectations about my business. We asked the city to step in and clarify that the information was not in fact provided by Myles Height and Mark Emmons, as clearly stated in the letter. Unfortunately nothing was done, and these attacks continued and escalated. This is one reason why we feel we are being mistreated and perceived with bias. This enabled them to continue their vicious campaign against me and my business. The next thing, residents were provided them with preposterous information including that my business serves alcohol and is conducting illegal

activities. Many were convinced to sign a petition. These individuals are desperate to create divisiveness in our community. I have been bullied by individuals and the process.

Since we have presented last, a lot of work has been done. We have followed the process and gone beyond what the process requires. It has been extremely challenging. These issues raised by my neighbours should not even be issues, but I have to defend them. Just like I have had to defend myself, my business and my character. I thought I would be here today with a completely different presentation than what I have given you. I could talk for hours about the benefits of Dance INK and what it will do for our neighbourhood. My hopes is that my time spent speaking to concerns, won't cause you to forget about all of the benefits. If you have any doubts about your decision or if you are going to make your decision based on uncertainty and unfounded allegations, then you shouldn't make it. A vote to not support this community based facility will certainly negatively impact the community and our city as a whole.

I would like to make clarification in regards to accusations of us being misleading and untruthful. The fact is, I am a young, inexperienced entrepreneur and I did not realize the city's complex requirements to set up a facility. I was also advised poorly by my commercial realtor. But, realizing our error, we are fully committed to make compliance to all necessary requirements. We never intended to mislead or to be untruthful to the authority. I have taken huge risks. I want to invest into this community and into the young people of city. There are no attempts of ill faith. I just want my dance and karate studio to succeed. I hope that Saskatoon proves to be the business friendly city it is said to be.

Sincerely,  
Ashley Berrns



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**From:** Brad Berrns [brad.berrns@sasktel.com]  
**Sent:** November 29, 2011 2:16 PM  
**To:** Web E-mail - City Clerks  
**Subject:** Attachments for Ashley Berrns for Dec 5 Council Meeting  
**Attachments:** dance ink church receipt.pdf; Dance Ink Church rent agreement.pdf; Saskatoon school contact.pdf; Mayfair Wed Contract.pdf

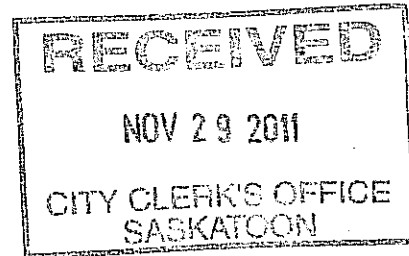
Please find attached documents that are part of the submission from Ashley Berrns for December 5 Council meeting for rezoning of 811 29th Street w

*(See attached file: dance ink church receipt.pdf) (See attached file: Dance Ink Church rent agreement.pdf) (See attached file: Saskatoon school contact.pdf) (See attached file: Mayfair Wed Contract.pdf)*

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Brad Berrns  
Technology Development and Engineering  
5th Floor, 140 1st Avenue North  
Saskatoon, Sask. S7K 1W8  
Ph. (306)931-5740  
Fax. (306)931-5122

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REÇU  
RECEIPT

CHRIST CHURCH  
THE ANGLICAN CHURCH OF CANADA  
515-23rd STREET WEST  
SASKATOON, Sask, S7L 4R5

REÇU DE RECEIVED FROM DATE Nov. 15, 2011 NO. 384  
DANCE INK LTD. \$ 800.00  
Eight Hundred ~~XX~~ 100 DOLLARS  
POUR FOR Rental Oct. 16 - Nov 15, 2011  
Cheque #0017  
N° DE TAXE TAX REG. NO. PAR BY [Signature] DC71B

REÇU  
RECEIPT

CHRIST CHURCH  
THE ANGLICAN CHURCH OF CANADA  
515-28th STREET WEST  
SASKATOON, Sask, S7L 4R5

REÇU DE RECEIVED FROM DATE Oct. 14, 2011 NO. 375  
DANCE INK LTD. \$ 800.00  
Eight Hundred ~~XX~~ 100 DOLLARS  
POUR FOR Rental, Sept. 16, 2011 - Oct 15, 2011  
Cheque # 507  
N° DE TAXE TAX REG. NO. PAR BY [Signature] DC21B

**CHURCH USAGE AGREEMENT FORM:**

1. Name of group: DANCE INK

SHOTOKAN KARATE SASKATOON  
Non-Profit? (Y/N) N

2. Purpose of Organization / Description of activity: \_\_\_\_\_

Dance Instruction

Karate Instruction

3. Day(s) of week and time for meeting(s):

MONDAY - FRIDAY 5-10 PM

4. How many in group/organization: \_\_\_\_\_

5. Area(s) of church required: \_\_\_\_\_

MAIN BASEMENT HALL

OR SANCTUARY SPACE

6. Contact person #1 / telephone number / e-mail:

Ashley Berrns 260-9114 ashrb@sasktel.net

Contact person #2 / telephone number / e-mail:

Brad Berrns 230-9265 bradeb@sasktel.net

(If either of the contact people is changed on a PERMANENT basis, please contact Christ Church.)

Name

Signature

7. Key Holder #1 Ashley

Key Holder #2 Brad

Key Holder #3 \_\_\_\_\_

(If any of the key holders is changed on a permanent basis, Christ Church must be notified.)

Deposit for first set of Keys (\$50) received: \_\_\_\_\_ (Date)

Key-Cutting fee for 2nd Set (\$25)? (Y/N) \_\_\_\_\_

Received: \_\_\_\_\_ (Date)

8. User fee: \$9.00 Monthly (Due on or before 19th day of each month.)

9. Does the group / organization carry an Insurance Policy? YES  
If so, Christ Church requests that we be added as an additional Named Insured. (Usually there is no additional premium for this amendment.)

10. Other information and/or needs: \_\_\_\_\_

Seven (7) FR

10. Thirty (30) days notice is required for Termination of this Agreement by the Organization. Serious violations of this agreement by the Organization will be grounds for immediate termination

We agree to the above criteria and requirements:

Name of organization / group / person: DANCE INK / SHOTOKAN KARATE

Ashley Berrns

Signature of organization representative:

Rev. Fr. Holman

Signature of Christ Church Anglican Representative:

Date: September 16, 2011

(Two copies should be signed: one to be kept by the Organization, and one kept by Christ Church.)



# Saskatoon Public School Division

## Rental Contract/Permit

Contract #: 36387

Date: 23-Aug-11

Status: Firm

Permission is hereby granted, subject to the governing regulations and in accordance with the schedule of rental charges in effect, for the use of school space and facilities set forth herein: It is understood and agreed that the renting party shall comply with regulations of the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan governing the use of schools and shall pay such rental charges as required. This permit authorizes entry to and use of school property by the renting party of the specified areas stated, and for the duration of the time shown on the permit only. The school must be vacated at the expiration the time shown. Notification of cancellation or time change must be given 2 business days in advance.

The Board of Education of the Saskatoon School Division No. 13 of Saskatchewan reserves the right to terminate activity during the rental period and/or refuse application for the use of school facilities upon violation of any one or more of the regulations governing the use of school buildings, and/or upon report of unfavorable conduct of activities related to the rental. A copy of regulations governing use of school buildings is available upon request. The Board reserves the right to revoke the rental permit at any time.

\*If caretaking staff is not on time to open the doors, please contact SecurTec @ 244-4575 and ask for the Manager on Call.

i) Purpose of Use Shotokan Karate

ii) Conditions of Use

Black-soled shoes, black rubber balls, regulation softballs, baseballs, hardballs, bats are not permitted in the gymnasium. Pitching is only allowed if done off of mats. Please contact school directly re: use of equipment.

iii) Date and Times of Use # of Bookings: 67 Starting: Tue 06 Sep 11 06:00 PM  
Ending: Thu 31 May 12 09:30 PM

Facility	Day	Start Date	Start Time	End Date	End Time	Fee	Tax	Total
Caswell - Gym	Tue	06-Sep-11	06:00 PM	06-Sep-11	09:30 PM	\$0.00	\$0.00	\$0.00
Caswell - Gym	Thu	08-Sep-11	06:00 PM	08-Sep-11	09:30 PM	\$0.00	\$0.00	\$0.00
Caswell - Gym	Tue	13-Sep-11	06:00 PM	13-Sep-11	09:30 PM	\$0.00	\$0.00	\$0.00
Caswell - Gym	Thu	15-Sep-11	06:00 PM	15-Sep-11	09:30 PM	\$0.00	\$0.00	\$0.00
Caswell - Gym	Tue	20-Sep-11	06:00 PM	20-Sep-11	09:30 PM	\$0.00	\$0.00	\$0.00
Caswell - Gym	Tue	27-Sep-11	06:00 PM	27-Sep-11	09:30 PM	\$0.00	\$0.00	\$0.00
Caswell - Gym	Thu	29-Sep-11	06:00 PM	29-Sep-11	09:30 PM	\$0.00	\$0.00	\$0.00
Caswell - Gym	Tue	04-Oct-11	06:00 PM	04-Oct-11	09:30 PM	\$0.00	\$0.00	\$0.00
Caswell - Gym	Thu	06-Oct-11	06:00 PM	06-Oct-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	11-Oct-11	06:00 PM	11-Oct-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	13-Oct-11	06:00 PM	13-Oct-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	18-Oct-11	06:00 PM	18-Oct-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	20-Oct-11	06:00 PM	20-Oct-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	25-Oct-11	06:00 PM	25-Oct-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	27-Oct-11	06:00 PM	27-Oct-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	01-Nov-11	06:00 PM	01-Nov-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	03-Nov-11	06:00 PM	03-Nov-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	08-Nov-11	06:00 PM	08-Nov-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	10-Nov-11	06:00 PM	10-Nov-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	15-Nov-11	06:00 PM	15-Nov-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	17-Nov-11	06:00 PM	17-Nov-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	22-Nov-11	06:00 PM	22-Nov-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	29-Nov-11	06:00 PM	29-Nov-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	01-Dec-11	06:00 PM	01-Dec-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	06-Dec-11	06:00 PM	06-Dec-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	08-Dec-11	06:00 PM	08-Dec-11	09:30 PM	\$0.00	\$0.00	\$0.00

Brad Berns  
Shotokan Karate Club  
4 Porteous Crescent  
Saskatoon SK S7J 2S8

Please quote contract number when paying

Pay to: Saskatoon Public Schools  
310 21st Street East  
Saskatoon, SK S7K 1M7

Contract #: 36387

Date: 23-Aug-11

Status: Firm

Mayfair - Gym	Tue	13-Dec-11	06:00 PM	13-Dec-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	15-Dec-11	06:00 PM	15-Dec-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	20-Dec-11	06:00 PM	20-Dec-11	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	05-Jan-12	06:00 PM	05-Jan-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	10-Jan-12	06:00 PM	10-Jan-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	12-Jan-12	06:00 PM	12-Jan-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	17-Jan-12	06:00 PM	17-Jan-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	19-Jan-12	06:00 PM	19-Jan-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	24-Jan-12	06:00 PM	24-Jan-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	26-Jan-12	06:00 PM	26-Jan-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	31-Jan-12	06:00 PM	31-Jan-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	02-Feb-12	06:00 PM	02-Feb-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	07-Feb-12	06:00 PM	07-Feb-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	09-Feb-12	06:00 PM	09-Feb-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	14-Feb-12	06:00 PM	14-Feb-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	16-Feb-12	06:00 PM	16-Feb-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	28-Feb-12	06:00 PM	28-Feb-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	01-Mar-12	06:00 PM	01-Mar-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	06-Mar-12	06:00 PM	06-Mar-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	08-Mar-12	06:00 PM	08-Mar-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	13-Mar-12	06:00 PM	13-Mar-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	15-Mar-12	06:00 PM	15-Mar-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	20-Mar-12	06:00 PM	20-Mar-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	22-Mar-12	06:00 PM	22-Mar-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	27-Mar-12	06:00 PM	27-Mar-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	03-Apr-12	06:00 PM	03-Apr-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	05-Apr-12	06:00 PM	05-Apr-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	17-Apr-12	06:00 PM	17-Apr-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	19-Apr-12	06:00 PM	19-Apr-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	24-Apr-12	06:00 PM	24-Apr-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	26-Apr-12	06:00 PM	26-Apr-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	01-May-12	06:00 PM	01-May-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	03-May-12	06:00 PM	03-May-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	08-May-12	06:00 PM	08-May-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	10-May-12	06:00 PM	10-May-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	15-May-12	06:00 PM	15-May-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	17-May-12	06:00 PM	17-May-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	22-May-12	06:00 PM	22-May-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	24-May-12	06:00 PM	24-May-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Tue	29-May-12	06:00 PM	29-May-12	09:30 PM	\$0.00	\$0.00	\$0.00
Mayfair - Gym	Thu	31-May-12	06:00 PM	31-May-12	09:30 PM	\$0.00	\$0.00	\$0.00

iv) Additional Fees

v) Payment Method

Rental Fees	Extra Fees	Tax	Rental Total	Total Applied	Balance	Current
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

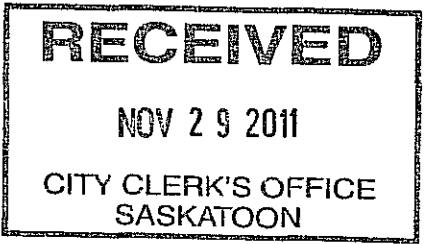
Monthly booking charges due on the date of each booking. A monthly summary of these charges follows.

Date	Amount
Friday, Sep 30,2011	\$0.00

vi) Other Information



From: CityCouncilWebForm  
Sent: November 29, 2011 3:37 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:  
Matthew Gallant  
811 29th St W  
Saskatoon  
Saskatchewan  
S7L 0N2

EMAIL ADDRESS:  
mgallant18@hotmail.com

COMMENTS:

My name is Matthew Gallant. I would like the opportunity to speak to council at the December 5th meeting regarding the re-zoning of 811 29th St W. I recently purchased this building located at 811 29th St. W with my partner, Ashley Berrns. The building is immaculate. It's condition is pristine and it serves all the needs of a dance/karate studio we want to run out of it.

Dance Ink has goals of involving those from the surrounding community to have a safe place to learn the arts of dance and karate. We want kids to have a place where they can feel safe and grow as an athlete. It has been proven that kids involved in extra curricular activities such as sports are more likely to excel in other aspects of their lives. Offering the youth of Westmount an opportunity to participate in such activities is our goal at Dance Ink. This facility allows us to do exactly that through the art of dance and karate. Due to the single studio space class sizes are small allowing our professional instruction for our dedicated athletes. Class sizes never exceed 8 students to ensure the faculty can instruct to their fullest ability and challenge each student to excel to their fullest potential. Large classes and workshops are held at other facilities including Dance Saskatchewan as well as Mayfair Elementary School.

This studio located at 811 29th st. is perfect for our small business, and will serve as a stepping stone if opportunity for expansion arises. We want council to understand that we have a small client base that will be utilizing 811 29th St. W. We do not believe our studio will have any negative impacts on the community. It will in fact benefit the community substantially.

Our business has plenty of parking. We have lease agreements signed allowing us to park across the alley from our studio. We have two parking stalls at the rear of our building as well as one off road loading zone. The Saskatoon Light and Power substation is located on the corner of 29th St. and Ave. I where there is non-residential street parking available. The owner of the corner store on 29th St. has told us that we are able to utilize the parking along side the convenience store so our students don't have to cross the street. We understand that we do not own this parking, but it is significant that it is there.

There are multiple other studios in Saskatoon that are located in residential areas and provide benefits for their neighborhoods. These locations operate without problems and were approved by the city of Saskatoon for their zoning. One of the dance studios is Studio One, which is located at 1821 Jackson Avenue and Taylor Street. This studio has limited parking and operates multiple studio spaces. Studio One is able to utilize street parking without consequence. We are facing challenges regarding parking, even though we have even leased additional parking and only have one studio space. The second dance studio I want to bring to the cities attention is Brenda's School of Dance. It is located at 610 Clarence Ave. S. between 11th St. and Albert, in a residential area. The third dance studio located in a residential area is Sitter's School of Dance. It is located at 191 La Ronge Rd. This studio has limited parking and operates multiple studios at one given time as well.

In my letter will elaborate on the fabricated concerns of a few neighbors. Their concerns are unjustified and based upon false information set forth by a few neighbors that have what their own private agendas. One of the biggest concerns the parties opposing our business have is the restriction of their parking spots in front of their homes. This is an unjustified concern due to the fact that all street parking is public parking. Each person complaining about restricted parking in front of their houses has multiple parking spots behind their home. I ask why they believe they are entitled to public parking? The individual who has raised the most complaints regarding parking also lives in a commercial property with three unused parking spots at the rear. Yet she has elaborated how important her parking spot located in front of her property is to her. Why does she deem it necessary to make others lives so inconvenient to benefit herself? She was no longer allowed in the appliance repair shop located next to her. She has entered the business on multiple occasions harassing customers claiming that they are parked in her spot and they have to move their vehicle immediately. She does this knowing she has three unused parking spots on her property, but she feels a sense of self-entitlement to deem public, street parking her own property.

This same individual told me prior to the purchase of our building that she would not let us operate. She has launched a campaign filled with slanderous, defamatory and demeaning information. She has gone as far as telling neighbors that my partner is a stripper. Due to an advertisement for teaching dances for bachelorette parties on Kijiji. I have statements proving this slander from immediate neighbors. We have attempted to take the high road and avoid mentioning such instances, but we now realize that they will stop at nothing to ruin the good name of our business. Whether it means lying to officers of the law or lying to the faces of members of their community that they are supposedly defending. She has harassed the great people of Westmount to the point where they sign her petition just to make her go away. A few neighbors have told us of the slanderous things she has said about our studio, and how they have been continually harassed to sign a petition in opposition of our business.

There is another neighbor that has called the police to file noise complaints on several occasions. The same individual claiming to hear theses disturbances happens to wear two hearing aids and was unable to hear council members at a meeting at City Hall. Yet she can hear disturbances through the walls of her home, across the street and through our soundproof building. Does her hearing become supersonic when she is in her residence? How is this woman unable to hear someone speaking in the same room as her, but can call the police and make false claims that result in noise complaints being held against my business. A significant complaint occurred at approximately 8 p.m., which is We received a charge on October 12 and October 22. The complaints began on September 20 ( cp-sp-2011-89747) is the reference for this occurrence. There are multiple files like this one and the report in each one of them states that absolutely no noise could be heard outside the building. The building was fully sound proofed when I purchased it. I have gone out of my way to improve the sound-proofing in any places that could possibly leak sound. I have installed Rocsul sound-proof insulation and hung a sound proof tarp over the rear overhead garage style door. I have placed sound dulling pads behind the speakers, which I mounted to the walls to restrict the sound from leaving the studio. On Monday November 27 at 4:30 p.m., two city workers from Planning and Development, Danny Grey and Danae Lockheart came to our building to evaluate the sound level



in person. Danae controlled the stereo volume while Danny walked the perimeter of our building to inspect for sound leakage. Danny then went into our neighbor's house and listened in attempts to hear for the basis of her noise complaints. He was unable to hear the music even at maximum volume in and around our neighbor's residence. In his report Danny Grey stated that the noise could not be deemed a nuisance.

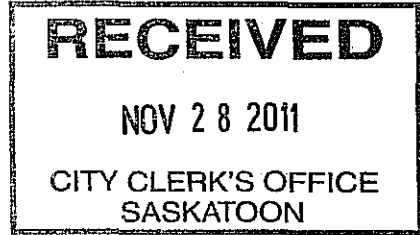
Danny Grey's report was presented to the zoning commission on November 22, 2011. There were nearly 50 letters submitted supporting our business written by many members of the community. Yet, only two brief letters of support were included at the rear of this package. Numerous negative letters with alot of untrue information were also included. Lots of what I have explained for you today was not included. Due to the misrepresentation of our situation and our business to the zoning commission, we do not have their support for our rezoning application. This ruling was unjust based on the fact that the information included in the prepared package was prejudice towards our business. It did not display the support this business has in Westmount, nor the factual information provided in so many letters. I think I should mention that 5 members of the council chose not to vote because they needed more time to make an informed decision. If you have any questions that you need clarification on, please ask so you can make an informed decision.

Thank you for your time and understanding,

Matthew Gallant

4351-011-10

**From:** CityCouncilWebForm  
**Sent:** November 28, 2011 1:06 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Mervin Richelhoff  
506 Denham Way  
Saskatoon  
Saskatchewan  
S7R 1E7

EMAIL ADDRESS:

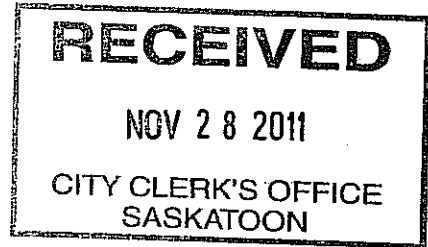
[mervrichelhoff@gmail.com](mailto:mervrichelhoff@gmail.com)

COMMENTS:

As an owner of a private school, I wish to speak to City Council regarding the re-zoning at 811 29th Street West.

4351-011-10

**From:** CityCouncilWebForm  
**Sent:** November 28, 2011 12:36 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Miya Henrikson  
503 Sumner Place  
Saskatoon  
Saskatchewan  
S7L 7L9

EMAIL ADDRESS:

COMMENTS:

Hello - My friend Chloe Ireland and I would like to speak to council regarding the rezoning application of 811-29th street west. we would like to request about two minutes of time please. Thank You!

**From:** CityCouncilWebForm  
**Sent:** November 28, 2011 4:56 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council

**RECEIVED**

NOV 28 2011

CITY CLERK'S OFFICE  
SASKATOON

TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Ryan Brown  
818 29th Street West  
Saskatoon  
Saskatchewan  
S7L0N3

EMAIL ADDRESS:

[brown3432@siast.sk.ca](mailto:brown3432@siast.sk.ca)

COMMENTS:

I wish to speak at the meeting in regards to Dance Ink

Hi my name is Ryan Brown and I am in here on behalf of Dance Ink at 811 29th Street West. I live across the street at 818 29th Street West.

First I am going to start off with why I think Dance Ink is great for the community. It provides a positive opportunity for children in the community to take part in something constructive instead of destructive. It's an affordable option, and provides a positive growth in our youth.

Our son is currently enrolled in the Hip Hop class and it's a shame that we can't take him across the street to his class in the facility constructed to teach dance, instead we have to go over to the Christ Anglican church and watch them dance with the little space at the front of the pews.

I feel the people heading the opposition of Dance Ink have caused nothing but confusion and stress on the neighbourhood. When Dance Ink first came into the neighbourhood I was confronted more than once to sign the petition and they flooded me with information and allegations about the business that weren't correct.

For example: "Did you know that they are advertising on Kijiji? They are planning on hosting bachelorette parties and pubcrawls..." this lead me to believe that this new business may now involve stripping and drinking. We didn't jump on the band wagon though, we went and asked and got the right answer. They were teaching soon-to-be wives and their girlfriends how to do a little dance for their soon-to-be husbands and significant others. As for the pubcrawl, this was just part of the deal included when they booked through the Sutherland bar. There is absolutely no drinking or after hour activities held at 811 29th Street West.

Some of the concerns I have heard in protest of the dance/ karate studio opening is parking, safety concerns of the children crossing 29th street, and noise.

Parking

Parking could have been an issue if we didn't contact Dance Ink and voice our concerns directly to them in the beginning. We set up a good neighbour policy and they agreed to inform their clients not to park in front of our house. Since speaking to them we have had only one incident, which was rectified, other than that they have kept their word. There is ample parking on the side of the store and on 29th street beside the power building, as well as the 5 spots in the alley that they mentioned last council meeting.

#### Traffic and Safety

Since the opening of Dance Ink I have not noticed an increase in traffic on 29th street. There is the odd time that construction on other main venues direct people to use 29th as a straight through option, but for a business opening in the area there has not been an increase at all.

Therefore safety concerns for children/students attending the school are not any more important than the local children in the area. It would be nice to see one of the crosswalk constructs built on the corner of Avenue I and 29th like the one at the corner of Avenue G and 29th.

As for dropping students off and picking them and disrupting traffic flow, I personally have not seen this happen. The only time I have seen a disruption in the flow of traffic is when the taxi has come to pick up Dorothy.

As for future concerns of this happening, I'm sure an agreement could be settled between the Used Appliance store and Dance Ink to use their driveway area after store hours.

#### Noise

Noise was another concern that was brought up at the last council meeting we attended. We have never heard any music coming from the outside of 811. But what we found odd was that as soon as a vehicle would drive by with a stereo system installed and the bass pumping out the police would be called to a noise complaint at 811 and there wouldn't be anyone in the house at that time. Our feeling is that these calls were an attempt to interfere with the licensing of Dance Ink.

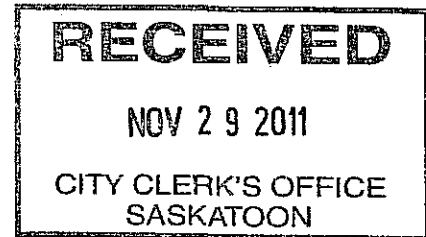
Brad and Ashley have stated numerous times that the building has been soundproofed, and I am sure once the facts are sorted out that any charges against them will be dropped.

In conclusion this business would be a welcoming addition to the community. They have been cooperative in addressing and alleviating any concerns thus far and will continue to do so after obtaining a license.

Thank you.

Ryan Brown  
818 29th Street West

**From:** CityCouncilWebForm  
**Sent:** November 28, 2011 10:28 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Betty Hills  
813 29th St. W.  
Saskatoon  
Saskatchewan  
S7L 0N2

EMAIL ADDRESS:

bbhills@shaw.ca

COMMENTS:

Re: Opposition to Proposal for Rezoning by Agreement  
DanceInk/Shotkan Karate  
811 29th St. W.

To His Worship the Mayor and Members of City Council:

Like other citizens, we in Westmount rely on zoning bylaws to protect the quality of our lives, the character of our neighborhoods and the value of properties within them. Westmount is recognized by the City as a low density core neighborhood.

I am, therefore, distressed that the City has allowed the above named business to operate for months without proper zoning, without a business license and without building or sign permits. The current zoning does not allow this type of business in this area. While they belatedly applied for a change in zoning which would permit them to open legally, they have not ceased operation during the process and have continued business activity since August, 2011. They are also in violation of several other bylaws.

Recently, "residents" of the Occupy Saskatoon movement were removed because they were breaking bylaws. Why then is this business not treated the same way? Our mayor was recently quoted as saying "people don't get to choose the laws they do and don't like". I agree. Obviously DanceInk does not.

Area residents are not opposed to the concept of this business, and do not question the strengths and abilities of its instructors or their intentions. If proper procedure had been followed, residents would welcome this type of business on an arterial road rather than on 29th St. However, in opposition to their methods and the proposed location, 26 letters and countless emails have been sent and numerous telephone calls made to city officials. In addition, 79 Westmount residents signed a petition in opposition to this type of business in a predominantly residential area. All 79 signatories were adults, and with few exceptions, all live in the area. All included their addresses. In contrast, a petition in support was signed by 63 persons, many whom appear to be children, with none supplying an address. The phone numbers that were supplied indicated that most of these people do not live in the area.

Surely the opinions of those that reside in Westmount and who will be affected by this business should take precedence over those who come here from other areas.

While there are many issues involved, one of the most pressing has been a lack of parking for a business with such a large turnover of clients and vehicles. This business has applied for a reduction in parking standards to allow them to operate with only 2 spaces. That is based on a maximum design capacity of 8 students per class (1 classroom). Owner, Ms. Ashley Berrns, confirmed at the Municipal Planning Committee meeting that they could accommodate 15 students; their advertising states "small classes" of 20 students. Based on either of those numbers, required parking should be increased, not reduced. In addition, this business offers "unlimited classes" for both dance and karate. It would be difficult then to enforce limited class numbers.

The reduction would also relieve them of the responsibility of providing a barrier free parking spot that would be required based on a realistic design capacity.

At the Municipal Planning Committee meeting, Mr. Brad Berrns indicated arrangements had been made for an additional 22 parking spots that will not interfere with resident parking. 5 of these (in the back alley) are through lease agreements, but do not conform, in several ways, to standards in the Zoning Bylaw. The other 17 spaces are, in fact, city property (street parking) on Avenue I and further down 29th St. It was confirmed at the MPC meeting that there is no agreement in place with the city for these spaces. This is not a solution and would, in fact, only move the parking problem to other streets in the area.

No matter how it is packaged, the issue remains the same. There is not enough on-site parking for a business of this type. It is not realistic to believe that a school of any kind can operate efficiently with only two parking spots, let alone one with high turnover rates, running 7 days a week during both the day and evening hours.

To avoid creating a missive, I chose to address only one of the many problems of allowing this business in this location. There are, however, other important issues that will severely impact area residents. I sincerely hope these will be considered and discussed during the decision making process. They include:

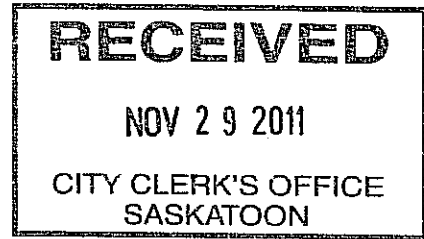
- Safety Issues
- Traffic
- Business Hours
- Plans for Expansion
- Noise
- Drainage Issues
- Property Values
- Snow Removal
- Feasibility
- Interference with Aging in Place policies  
(High number of older residents)

I would add that I would like the opportunity to address Council at the meeting on December 6, 2011.

Thank you for your attention in this matter.

Betty Hills

**From:** CityCouncilWebForm  
**Sent:** November 28, 2011 10:07 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Madeline Zelinski  
814 29th St. W.  
Saskatoon  
Saskatchewan  
S7L0N3

EMAIL ADDRESS:

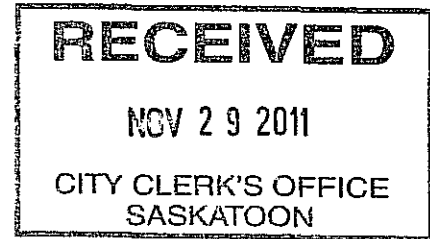
[edzel@sasktel.net](mailto:edzel@sasktel.net)

COMMENTS:

I would like to be heard at the City Council Meeting on December 5, 2011 in opposition to the rezoning of 811 29th St. W. I will be present, however, I am designating Ms. Betty Hills to read a presentation on my behalf. Thank you.



**From:** CityCouncilWebForm  
**Sent:** November 28, 2011 9:38 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Irene Haubrich  
808 - 29th Street West  
Saskatoon  
Saskatchewan  
S7L 0N3

EMAIL ADDRESS:

[irenehaubrich@hotmail.com](mailto:irenehaubrich@hotmail.com)

COMMENTS:

Irene Haubrich has been asked to read a letter on behalf of Dorothy Blaney at City Council Meeting December 5, 2011. Dorothy Blaney has lived at 807 - 29th Street West for 45 years. This property is next door to the Proposed Business at 811 - 29St West Dance Ink

To: His Worship the Mayor and City Council Members

I am writing to express opposition to the rezoning process that would allow the legal operation of both a Karate and Dance Studio at 811 - 29th Street West.

My name is Dorothy Blaney. I have lived 807 - 29th Street West, for over 45 years. My house was built 90 years ago by my father in law and it was passed on to my husband because of the care he had provided for his parents. My husband never wanted to leave the neighbourhood but had considered it briefly when he became ill. However, he felt confident I would be able to carry on with my life in my home after he was gone and we stayed in our house. Over the years we did improvements to keep the house up to date. Our neighbourhood has always been nice, quiet and relaxing. We have had good neighbours that are always there to help each other when needed...it has always been more like a country environment than a city.

Now, our neighbourhood has changed...it is not so quiet anymore. Now, I see increased traffic and reduced parking because of a business next to me that I am told by City Officials, does not have a business license to operate. I have seen groups of people all ages come and go every day for the past months from that property. I come home with groceries in a cab and have to rely on a taxi driver to help me walk down the street to my house with groceries, because there is no parking in front. Will the new neighbours be more considerate in the winter months? I can only think it will get worse. I am also concerned with the amount of traffic we will see on our street with the 25th Street expansion.

A number of years ago, a large quonset was built on the property at 811 - 29th Street West. We did not know this building was going up until the concrete floor was poured. This structure has blocked all sunlight to my yard from the west. This owner routed water from the roof of the quonset into my garden, flooding my plants. I asked the new owners to remove the drain pipe from my yard and when they did not comply, I sent a registered letter. The request

was to re-route the drainage by September 30th. They still have not re-directed the water spout.

I am writing this letter because my feeling is that the city may accommodate this new business, but not consider the neighbourhood people's rights. As a long term resident and taxpayer, I feel that people in our neighbourhood have a right to live as we did before this business moved in. I take pride in my neighbourhood, and I have faithfully kept my yard and the boulevard out front trim, clean and watered, to do my share in keeping my neighbourhood and Saskatoon beautiful.

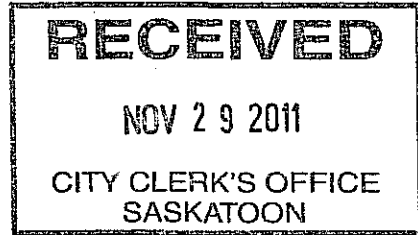
I feel that this type of business does not belong in a residential neighbourhood and would be best suited elsewhere. I am sure that nobody would want this business next door to them. We have heard their loud music at night and neighbours have had to call the police. I can not understand why City administrators would allow this business to continue with their activities for so long without licenses and permits.

We ask you to listen to the wishes of your constituents in this neighbourhood, who have contributed so much to the community financially and otherwise. Please deny the rezoning application and allow the residents to enjoy their property as they have in the past.

Best Regards,

Dorothy Blaney  
807 - 29th Street West  
Saskatoon, SK

From: CityCouncilWebForm  
 Sent: November 28, 2011 9:15 PM  
 To: City Council  
 Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Irene Haubrich  
 808 - 29th Street West  
 Saskatoon  
 Saskatchewan  
 S7L 0N3

EMAIL ADDRESS:

irenehaubrich@hotmail.com

COMMENTS:

Please consider my request to speak at City Council December 5, 2011 in Opposition to Rezoning By Approval for 811 - 29th Street West and include the following letter in the Agenda for December 5 Meeting.  
 His Worship Mayor Don Atchison  
 Members of City Council

In Opposition to Re-Zoning by Agreement  
 Property: 811 - 29th. Street West  
 Saskatoon, SK

Irene Haubrich  
 808 - 29th Street West  
 Saskatoon, SK  
 S7L 0N3

November 28, 2011

On September 12, 2011, Westmount residents presented City Council with a petition in opposition to the approval of a business licence and permits that would allow the operation of Shotokan Karate Saskatoon and Dance Ink, together also known as Saskatoon Arts and Fitness Center, at 811 - 29th Street West. To date, there have been 79 signatures of residents from within a small radius of the proposed business, who are opposed to this business, operating at this location.

Why should this business be given re-zoning consideration when it goes against the wishes of many of the residents, as well as the traditional commercial uses of this neighbourhood? We strongly feel that this type of business has been and will continue to be a disruption to the neighbourhood and that the property at 811-29th Street is unsuitable for this type of business.

This business has already changed the character of the neighbourhood and created hardship for the residents, especially those that are elderly. We anticipate these hardships will increase over the coming winter.

We also believe that we will potentially suffer a decrease in property values. This was confirmed by Jason Yochim, Manager of Member Services, Saskatoon Region Association of Realtors, when I discussed the situation with him a number of weeks ago. Shall the residents then, in turn, expect a reduction in taxes to offset this decrease in value, should this business open "Officially" in our neighbourhood?

We feel the owners of this business have displayed a lack of respect for the City of Saskatoon by their total disregard of the By-Laws that have interfered with their plans over the past months. There has also been a lack of respect for the rights and opinions of long term residents of our neighbourhood and we feel it is unfortunate that they view these residents as unimportant, irrelevant and an obstacle to their personal wishes and goals.

In all honesty, who could want this type business in their neighbourhood, in such close proximity to one's home?

Residents of our neighbourhood have witnessed Dance Ink | Shotokan Karate operations and advertisements over the past months. As per Darryl Dawson's request, we have been in constant correspondence with him and Danny Gray and have updated them with our findings and concerns, as well as copies of advertisements and notification of the permanent sign that was erected September 11 and remains standing without permit. Much of this information was also passed on to other City officials, Councillor Myles Heidt and The Westmount Community Association. We were assured all this information would be included in the reports to both the Municipal Planning Commission and City Council.

At the City Council meeting on October 11, this business requested a temporary license which would allow them to operate until the re-zoning process was completed.

In the write up in The Star Phoenix, October 29th Business Section, Dance Ink states that their business is already open at 811 - 29th Street West and currently has 200 students enrolled. Please note that this write up appeared a few days prior to the Public Information Meeting, November 3rd at Kelsey Institute, to discuss the "Future Business and Proposed Rezoning of the Property" to allow Dance Ink | Shotokan Karate, to operate at this address. By their own admission in this advertisement, in clear defiance of City By-Laws, this business has continued to operate at this location.

Dance Ink has previously advertised 2,000 sq. ft. of studio space, yet at the Municipal Planning Commission meeting stated it is only 800 sq. ft. What is the actual studio size and design capacity?

Dance Ink has previously advertised "small classes of 20 students". At the Municipal Planning Commission Meeting, it was disclosed that the class size has been reduced to 8 students and as a result the number of required parking spaces would be reduced to two. Ashley Berrnes also stated there was room to expand to a larger class sizes of approximately 16. How many parking spaces would be required on site to accommodate this growth?

What will the repercussions of additional traffic be on this block, with traffic slow downs and congestion caused by drop-offs and pickups at this location?

Information provided to me by Danny Gray | Planning & Development Branch November 27, 2011, from a 2010 traffic count, is that an average of 3,433 vehicles traveled along 29th Street West on any given day. We all realize overall traffic has increased in Saskatoon over the past two years, so I would anticipate a significantly higher number at this time.

What is the expected impact of additional traffic from the 25th Street Expansion on 29th Street West?

Increased traffic raises safety concerns for the increased number of pedestrians and cyclists, as well as traffic congestion caused by drop-off and pick-up vehicles. This street

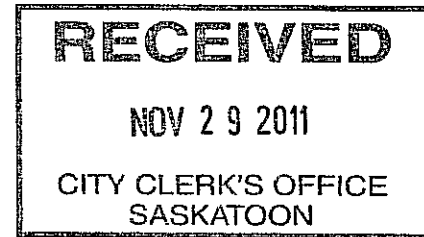
allows single lane traffic only and all traffic comes to a halt when cars stop in front of this business, as there is no place to park.

We request City Council members consider the wishes of the many residents of this neighbourhood and deny the re-zoning by approval process that would allow the operation of a Karate and Dance school to operate at this location.

Thank you for your time and consideration

Irene Haubrich

**From:** CityCouncilWebForm  
**Sent:** November 29, 2011 4:57 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Brenda LaPlante  
503 Ave I North  
Saskatoon  
Saskatchewan  
S7L 2G9

EMAIL ADDRESS:

[laplantebrenda@yahoo.ca](mailto:laplantebrenda@yahoo.ca)

COMMENTS:

RE: Dance Ink RE-zoning Issue

Please let it be known that I wish to speak at the council meeting on Dec 5 where this issue is being addressed.

It is believed that a child thrives when they are involved in other physical activities outside of school hours. This has been true of my daughter who attends the Dance Ink program. She attends the Henry Kelsey School, taking grade 7. The late french immersion program has proven challenging for her and she is doing very well.

The Dance Ink studio is only 2 blocks from where we live. It's locations is very convenient...within walking distance from home.

Her hours of instruction are not late. She attends tap, ballet and jazz. She loves to dance and looks forward to these classes every week.

I found the parents and instructors very supportive. We both have found a great working balance for her...the instructors and myself as a parent.

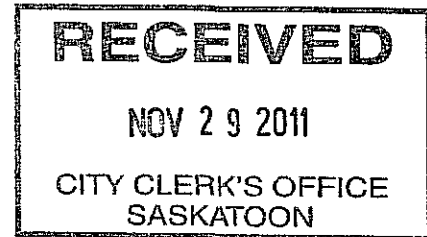
As a young girl, self esteem is so important. The program and instructors have helped shape who she is. They are great role models for her. I trust the studio staff and parents to keep my daughter safe.

My daughter has never complained about the staff, other students or instructors. I am confident that when she leaves our home to attend dance classes, she is given the time instruction to do her best.

Sincerely,

Brenda LaPlante

**From:** CityCouncilWebForm  
**Sent:** November 29, 2011 5:00 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

chad kereluk  
733 ave n south  
saskatoon  
Saskatchewan  
S7M 2P1

EMAIL ADDRESS:

[ckerekul69@hotmail.com](mailto:ckerekul69@hotmail.com)

COMMENTS:

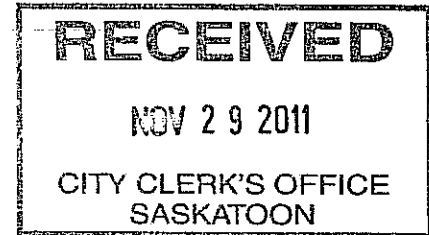
hi my name is chad kereluk and i would like to speak on the matter of the rezoning application of 811 29st in saskatoon.

im a vollenteer karate instructor at mayfair school and king gearge school i hold a karater program, i am also a founding member of bikeres against child abuse here in saskatoon.

in my path of being involved with inner city karate programs i found that kids that i have recruited off the streets of the communitie that the kids always take a turn for the best in most cases,

some examples are kids that are leaning towards becomeing involved with gangs i had personally recruited them into karate and now they have a karate famly instead of a famly of crime, im sorry im running out of time to submitt,thank  
chad kereluk

**From:** CityCouncilWebForm  
**Sent:** November 29, 2011 4:23 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Linda Coe-Kirkham  
205A Pacific Avenue  
Saskatoon  
Saskatchewan  
S7K 1N9

EMAIL ADDRESS:

[lindacoekirkham@sasktel.net](mailto:lindacoekirkham@sasktel.net)

COMMENTS:

I wish to provide notice that I would like to be listed as a speaker at the upcoming meeting of Saskatoon City Council on behalf of Ms. Ashley Berrns and Dance INK.

As Executive Director of Dance Saskatchewan Inc. I have known Ms. Berrns for approximately 10 years. She is highly respected in the dance community as a teacher and choreographer.

I am deeply concerned about allegations made by a neighbourhood resident to imply that Dance INK would have a negative impact on residents residing in the 800 block of 29th Street, Saskatoon.

Ms. Berrns has moved the "Dance Project" rehearsals to the DSI Centre for the past several months pending the outcome of Council discussions. This group of dancers is highly respectful of both our neighbourhood and the facility. They rehearse in one of four studios running concurrently with three other user groups. The allegations related to noise issues have me totally baffled.

This group has been selected to represent Canada and Saskatchewan at an upcoming International Conference at the University of the Arts in Taipei, Taiwan, in July 2012.

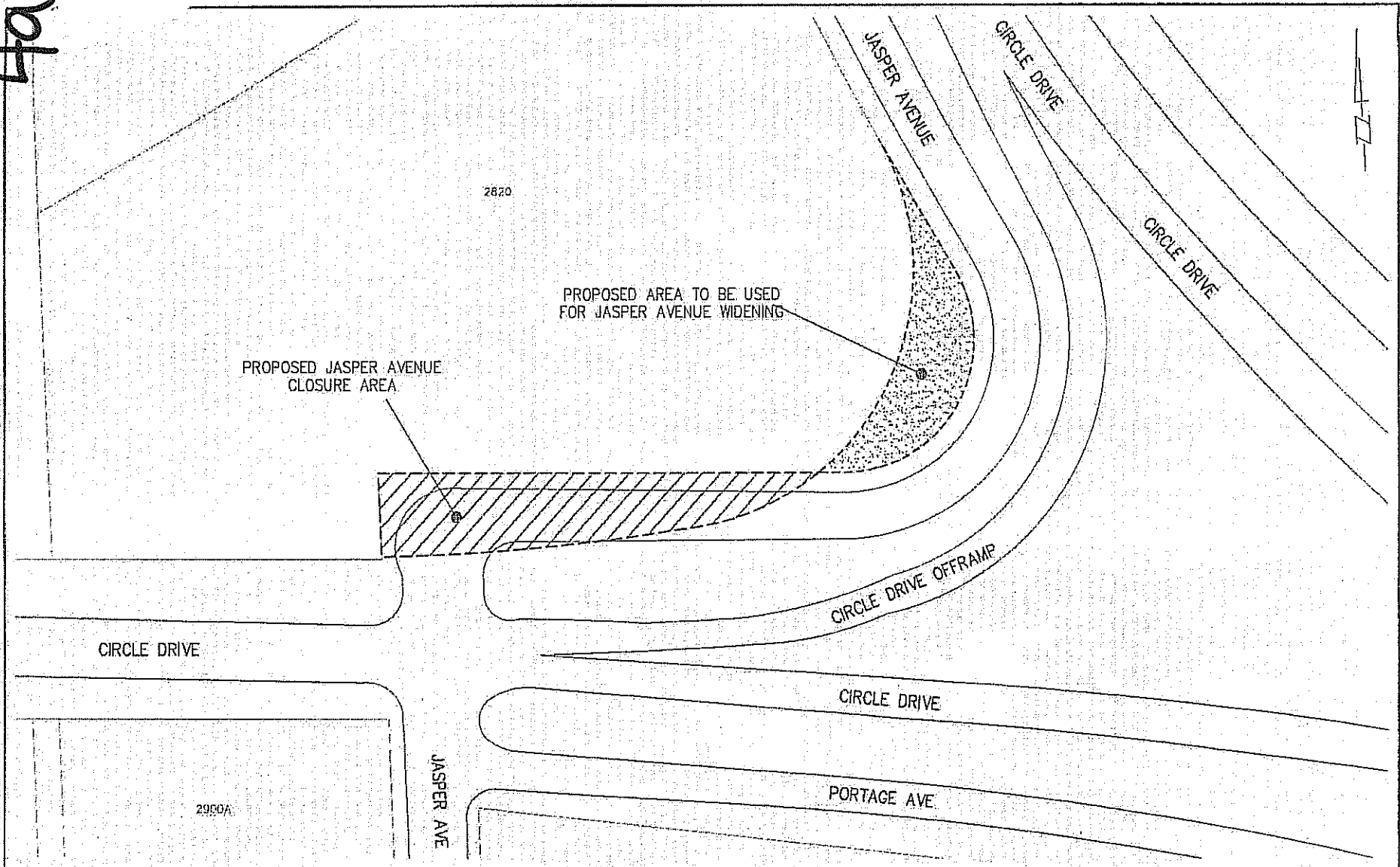
Dance is one of the most positive activities for young people today. There are in excess of 200 Dance Schools operating in or near residential neighbourhoods in the province of Saskatchewan. As a rule, the introduction of such an activity contributes to a positive cultural community with significantly reduced acts of vandalism in these communities. The addition of activities of this nature can only enhance Saskatoon's Westmount community.

Sincerely,

Linda Coe-Kirkham  
Executive Director  
Dance Saskatchewan Inc.



14a



PLAN DESCRIPTION/REVISIONS	
4	
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DRAWN BY: JMR	
DATE: 2011-NOV-02	
SCALE: HOR. NTS VERT.	



**City of Saskatoon**  
Infrastructure Services Department

PROPOSED ROAD CLOSURE  
JASPER AVENUE - NORTH OF PORTAGE AVE  
AT CIRCLE DRIVE

APPROVED	
GENERAL MANAGER	<i>[Signature]</i>
ENGINEER	<i>[Signature]</i>
ENGINEER	<i>[Signature]</i>
PLAN NO.	240-0055-005r001

**BYLAW NO. 8984**

**The Street Closing Bylaw, 2011 (No. 13)**

The Council of The City of Saskatoon enacts:

**Short Title**

- 1. This Bylaw may be cited as The Street Closing Bylaw, 2011 (No. 13).

**Purpose**

- 2. The purpose of this Bylaw is to close a portion Jasper Avenue lying North of Portage Avenue at Circle Drive, Saskatoon, Saskatchewan.

**Closure of Portion of Jasper Avenue**

- 3. All that portion of Jasper Avenue lying North of Portage Avenue at Circle Drive more particularly described as all that portion of Jasper Avenue on Reg'd Plan No. 65S13572 as shown hatched on the attached Sketch Plan Showing Proposed Closure of Part of Jasper Avenue Reg'd Plan No. 65S13572; prepared by D.V. Franko, S.L.S. dated October 18, 2011 attached as Schedule "A" to this Bylaw, is closed.

**Coming into Force**

Read a first time this	day of	, 2011.
Read a second time this	day of	, 2011.
Read a third time and passed this	day of	, 2011.

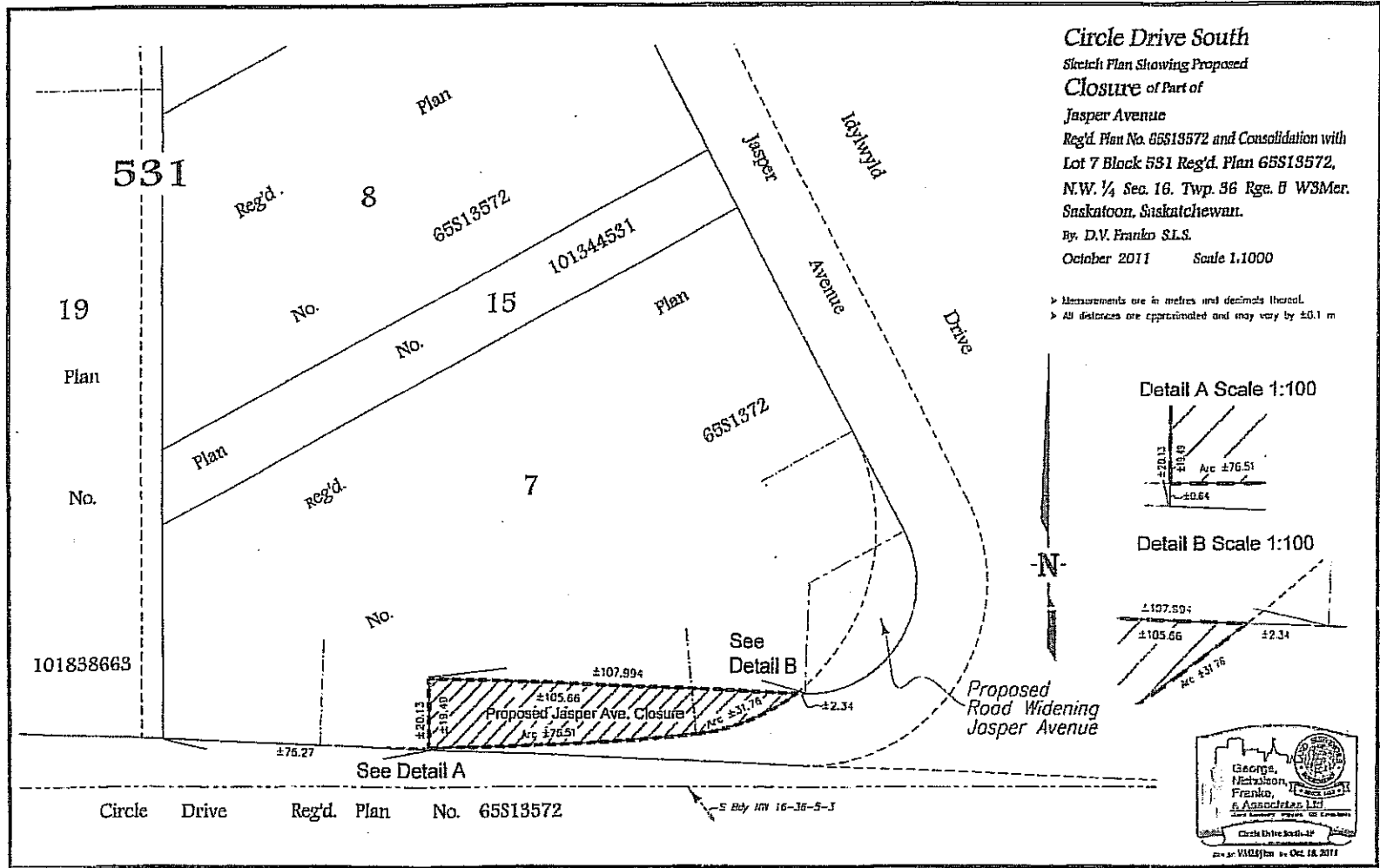
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Mayor

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City Clerk

Schedule "A" to Bylaw No. 8984





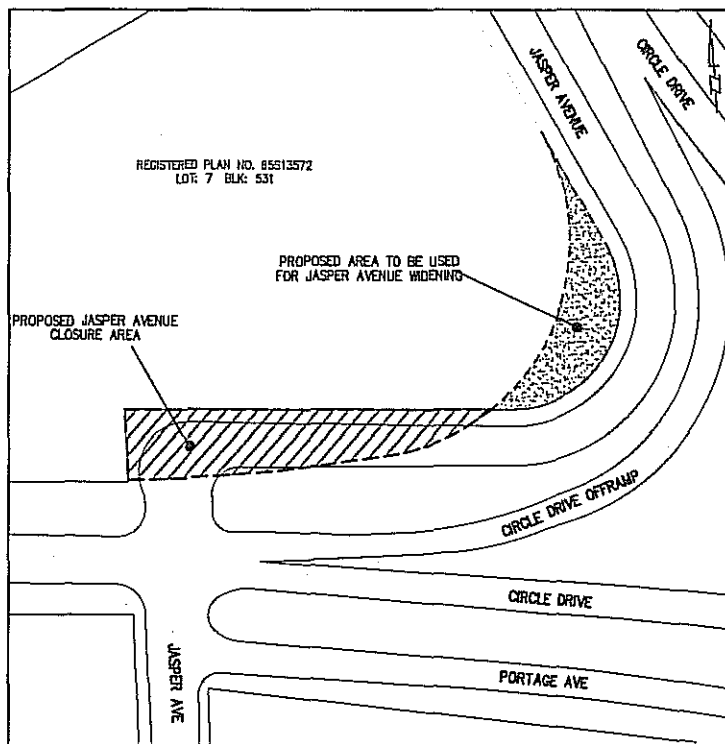
## Public Notice



### PERMANENT CLOSURE - PROPOSED CLOSURE OF PORTION OF JASPER AVENUE LYING NORTH OF PORTAGE AVENUE AT CIRCLE DRIVE

City's Managers Office is requesting to close a portion of Jasper Avenue lying north of Portage Avenue at Circle Drive. The land will be transferred to Greystone Investments Ltd. in exchange for a portion of the south east corner of Lot 7 Blk 531 Reg'd Plan No. 85S13572. The purpose of the closure is for further development of the Circle Drive South Bridge Project and the widening of Jasper Avenue.

Notices have been sent to parties affected by this closure.



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

Infrastructure Services Department, Transportation Branch,  
City Hall, 222 Third Avenue N., Saskatoon, SK S7K 0J5  
8:10 a.m. to 5:00 p.m. Monday to Friday (except holidays)  
Phone: 975-3698 (Lana Dodds)

**PUBLIC MEETING** - City Council will consider and vote on the above matter on Monday December 5, 2011, at 6:00 p.m. in the Council Chambers, City Hall, Saskatoon, Saskatchewan.

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

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

All submissions received by the City Clerk by 10:00 a.m. on Monday December 5, 2011 will be forwarded to City Council. City Council will also hear all persons who are present at the meeting and wish to speak to the matter.

46)

**E) Transfer of Funding from the Water and Sewer Infrastructure Replacement Reserve to the Stabilization Reserve for Water and Wastewater  
CK. 1702-1, CK. 1815-1 and US. 1700-1**

**RECOMMENDATION:** that the Administration proceed with Public Notice recommending:

- 1) that funding in the amount of \$943,000 be returned to the Water and Sewer Infrastructure Replacement Reserve from the following Capital Projects:
  - a) Project 1615 - Water Distribution, in the amount of \$563,000;
  - b) Project 1616 - Waste Water Collection, in the amount of \$100,000; and
  - c) Project 1617 - Primary Water Mains, in the amount of \$280,000, and
- 2) that this returned funding be moved from the Water and Sewer Infrastructure Replacement Reserve (Capital) to the Water and Wastewater Stabilization Reserve (Operating).

**REPORT**

The prolonged period of swiftly moving water and high water levels in the South Saskatchewan River during the summer of 2011 impacted the rate of water intake at the Water Treatment Plant which made it necessary for the City to enact a "watering ban" during the warmest summer months of 2011. This has resulted in the actual consumption to date being significantly below the budgeted amount, and as a result, both the water and wastewater utilities are projecting deficits. The Water and Wastewater Stabilization Reserve does not have funding to offset the deficits, and as a result, any realized deficits would need to be covered by the general operating fund. The Administration does not feel it is appropriate for the general fund to subsidize the utilities.

The Administration reviewed all expenditures for both Operating and Capital programs in the water and wastewater utilities and instituted spending freezes in the summer of 2011. In addition, previously approved projects funded from the Water and Sewer Infrastructure Replacement Reserve have been reviewed and reprioritized to identify funding that could be returned to the Water and Sewer Infrastructure Reserve. The Administration is recommending that these funds be redirected to the Stabilization Reserve for water and wastewater to assist in offsetting the decreased revenues experienced in the water and wastewater utilities in 2011.

The review identified \$943,000 which can be returned to the Water and Wastewater Replacement Reserve, in accordance with Capital Reserve Bylaw, 6774. This return is being made from 2011 approved allocations as follows:

- \$513,000 from the Preservation Program component and \$50,000 from the Capacity Programs component of Capital Project 1615 - Water Distribution;
- \$100,000 from the Preservation Program component of Capital Project 1616 - Waste Water Collection; and
- \$130,000 from the Preservation Program component and \$150,000 from the Capacity Programs component of Capital Project 1617 – Primary Water Mains.

### **OPTIONS**

An option would be to leave the returned funding in the Water and Sewer Infrastructure Reserve. This would not provide any reduction to the anticipated deficit and would require the full deficit to be covered through the general operating fund. It should be noted that the Reserve is currently in a deficit position as a result of the advancement of Flood Protection projects and the payment of the claims related to the 2005 floods. The Reserve will be repaid over time through the Flood Protection Levy being billed and collected from utility customers. Returning the funds to this reserve would help reduce this deficit, but not eliminate it.

### **FINANCIAL IMPLICATIONS**

The reallocation of these funds is required to manage the deficit position of the utility, which is a direct result of decreased revenues due to the watering ban implemented in 2011. The capital programs for the whole water and wastewater system will be re-prioritized to match the funding available. The net effect is, however, an increase in the infrastructure deficit for the water and wastewater system.

### **ENVIRONMENTAL IMPLICATIONS**

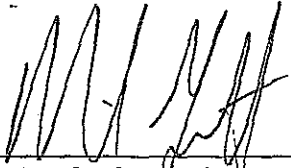
There are no environmental implications.

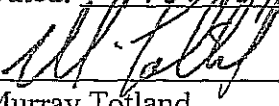
### **PUBLIC NOTICE**

This transaction requires public notice and approval from City Council, as Capital Reserve Bylaw, 6774 states that any amounts returned from capital projects are to go back to the source they came from; that these reserves only contain funds for capital expenditures; and that the reserves shall not be used for operating expenses.

Rather than retaining the amount in the reserve, the Administration is requesting to proceed to public notice to transfer the returned funding in the amount of \$943,000, as identified above, from the Water and Sewer Infrastructure Reserve to the Water and Wastewater Stabilization Reserve.

Written by: Shelley Korte, Manager, Administration Branch  
Infrastructure Services Department

Approved by:   
Mike Gutek, General Manager  
Infrastructure Services Department  
Dated: Nov 19, 11

Approved by:   
Murray Toiland  
City Manager  
Dated: Nov 15/11

Council Transfer of Funding – IR W WW to Operating



## Public Notice



### INTENT TO MOVE CAPITAL MONEYS TO AN OPERATING RESERVE

City Council will be considering a report from the Administration at a Council meeting to be held on **Monday, December 5, 2011 at 6:00 p.m., Council Chambers, City Hall** recommending:

- 1) City Council authorize the transfer of \$943,000 in capital moneys from the Water and Sewer Infrastructure Replacement Reserve to the stabilization reserve for water and waste water. This transfer is required to mitigate a deficit realized in 2011 due to decreased revenues in the Water and Wastewater utilities resulting from reduced consumption due to the watering ban instituted in the summer of 2011.

Council Policy C01-021 on Public Notice requires that City Council give public notice before transferring capital monies to an operating budget or reserve.

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

Infrastructure Services

City Hall, 222 Third Avenue North, Saskatoon, SK S7K 0J5

8:00 a.m. to 5:00 p.m. M-F (except holidays)

Phone: 975-2452

**PUBLIC MEETING** - City Council will hear all submissions on the proposed agreement on **Monday, December 5, 2011, at 6:00 p.m. in Council Chambers, City Hall, Saskatoon, Saskatchewan.**

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

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

All submissions received by the City Clerk by 10:00 a.m. on Monday, December 5, 2011, will be forwarded to City Council. City Council will also hear all persons who are present at the meeting and wish to speak to the matter.



5a)

The following is a copy of **Clause 1, Report No. 13-2011** of the **Administration and Finance Committee**, which was **DEALT WITH AS STATED** by City Council at its meeting held on **November 21, 2011**:

**1. Panhandling**  
**(File No. CK. 5000-1)**

- RECOMMENDATION:**
- 1) a) that five civilian uniformed Community Support Officers be hired for an initial term of two years, to work in the key safety areas as identified in the Baseline Study, and that their role and funding be as outlined in the report of the City Solicitor dated November 7, 2011; and
  - b) that if City Council accepts the above Recommendation, the Panhandling Task Force bring forward a further detailed report, including hours of work, days of the week covered, etc. for the Community Support Officers; and
  - 2) a) that City Council consider appointing a Safe Streets Working Group focused on the theme of safe streets for everyone, with the goal of:
    - (i) increasing the perception of safety on Saskatoon streets; and
    - (ii) ensuring that people are not on the street because they have nowhere else to go; and
  - b) that the term, mandate, membership and funding of the Safe Streets Working Group be as set out in the report of the City Solicitor dated November 7, 2011.

At its meeting held on April 4, 2011, City Council passed the following resolutions:

- 1) that, subject to financing, a “scan” of panhandling and street safety, as set out in the report of the City Solicitor dated March 22, 2011, be done in Saskatoon this summer, with a report of the results to come back to the Administration and Finance Committee;
- 2) that the Panhandling Task Force investigate panhandling programs in other cities and report back to the Administration and Finance Committee.

Attached is a report of the City Solicitor on behalf of the Panhandling Task Force, dated November 7, 2011, setting out the results of a Street Activity Baseline Study conducted by Insightrix Research Inc. together with recommendations based on the findings of the Baseline Study.

Clause 1, Report No. 13-2011  
Administration and Finance Committee  
Monday, November 21, 2011  
Page Two

Your Committee has met with the Panhandling Task Force to review the referenced report and is supporting the above recommendations.

The Street Activity Baseline Study conducted by Inshtrix Research Inc., as well as the three pages of tax credit examples from a recent Ontario report by the Canadian task Force on Social Finance entitled "Mobilizing Private Capital for Public Good", referenced in the report can be accessed by viewing [www.saskatoon.ca](http://www.saskatoon.ca) City Council/Council Meetings/Minutes and Agendas. Additionally, the 15-minute video of some of the interviews conducted on Saskatoon's streets this summer, referred to in the report, is available on the City's website [www.saskatoon.ca](http://www.saskatoon.ca) by clicking on YouTube.

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

- *Sarah Marchildon, Executive Director, Broadway Business Improvement District, dated November 18, 2011, requesting to speak to Council regarding the above matter; and*
- *Marjaleena Repo, dated November 21, 2011, requesting to speak regarding the above matter.*

*Moved by Councillor Hill, Seconded by Councillor Heidt,*

*THAT a representative of the Broadway BID and Marjaleena Repo be heard.*

*CARRIED.*

*Mr. John Kearley, Chair, Broadway Business Improvement District (BID) Board of Directors, expressed various concerns with the report and requested a 60-day extension in order for the Broadway BID to review the report further with the Board and consult with its constituents.*

*Ms. Marjaleena Repo spoke against the spending of money to hire five civilian uniformed Community Support Officers. She provided Council with a copy of her presentation.*

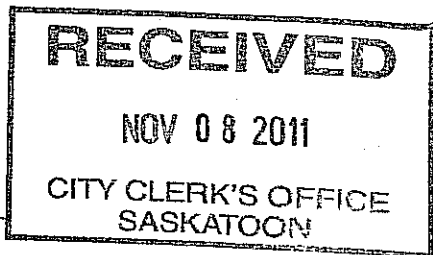
*Moved by Councillor Heidt, Seconded by Councillor Clark,*

*THAT further consideration of the matter be deferred to the December 5 meeting.*

*CARRIED.*

5000-11.

**TO:** Secretary, Administration and Finance Committee  
**FROM:** Theresa Dust, Q.C., City Solicitor  
**DATE:** November 7, 2011  
**SUBJECT:** Panhandling  
**FILE NO:** CK. 5000-1



**RECOMMENDATIONS:** that the Administration and Finance Committee make the following recommendations to City Council:

- 1) (a) That five civilian uniformed Community Support Officers be hired for an initial term of two years, to work in the key safety areas as identified in the Baseline Study, and that their role and funding be as outlined in this report; and
- (b) that if City Council accepts this Recommendation, the Panhandling Task Force bring forward a further detailed report, including hours of work, days of the week covered, etc. for the Community Support Officers; and
- 2) (a) That City Council consider appointing a Safe Streets Working Group focussed on the theme of safe streets for everyone, with the goal of:
  - (i) increasing the perception of safety on Saskatoon streets; and
  - (ii) ensuring that people are not on the street because they have nowhere else to go; and
- (b) that the term, mandate, membership and funding of the Safe Streets Working Group be as set out in this report.

**BACKGROUND**

At its meeting held on April 4, 2011, City Council passed the following resolutions:

- "1) that, subject to financing, a "scan" of panhandling and street safety, as set out in the report of the City Solicitor dated March 22, 2011, be done in Saskatoon this summer, with a report of the results to come back to the Administration and Finance Committee;
- 2) that the Panhandling Task Force investigate panhandling programs in other cities and report back to the Administration and Finance Committee;"

Pursuant to Resolution No. 1, a Street Activity Baseline Study was conducted by Insightrix Research Inc. over the summer of 2011. The purpose of the Study was to establish a baseline of what is occurring in 2011 on Saskatoon's streets. This data can then be used to:

- (a) develop such programs as may be necessary to address emerging issues; and
- (b) be available as the base against which future street activity (positive and negative) can be measured.

The work which Insightrix Research Inc. did is summarized on page i of the Executive Summary. It included 621 surveys, as well as personal interviews (intercepts) with residents on the street, businesses, and panhandlers. It also included interviews with service providers who regularly work with those on the street, and desk research on resolutions/approaches in other cities.

As set out in pages i and ii of the Executive Summary, Insightrix Research Inc. found a high degree of engagement and interest in the topic of the Study from everyone involved. The final Baseline Study is attached.

In addition to the Baseline Study, the Panhandling Task Force went to Calgary to look at the various programs which exist in that City regarding street activity. The Panhandling Task Force also met with a number of key service providers in Saskatoon, to get their perspective on what was occurring now, and what role the City might play in moving forward.

This report is the report of the Panhandling Task Force. Its members are:

- Randy Pshebylo - Riversdale Business Improvement District
- Terry Scaddan - The Partnership
- Sarah Marchildon - Broadway Business Improvement District
- Vanessa Charles - Saskatoon Anti-Poverty Coalition
- Inspector Shelley Ballard - Saskatoon Police Service
- Elisabeth Miller, Senior Planner, Neighbourhood Safety-CPTED
- Theresa Dust, City Solicitor

The Panhandling Task Force respectfully requests that its members be permitted to present this report to the Administration and Finance Committee.

## **REPORT**

### **Results of the Baseline Study on Street Activity in Saskatoon**

The key results of the Baseline Study are set out in the Executive Summary. The Panhandling Task Force would like to note that the focus of the Study changed from being primarily focussed on

panhandling, to identifying the other issues which are beginning to manifest themselves on some of Saskatoon's streets.

The main finding of the Baseline Study is that while panhandling is an issue that people would liked addressed, other issues are of greater importance when it comes to safety concerns. The Study found:

“... that the primary reasons for feeling unsafe in certain areas are related to issues such as sketchy/strange people, being afraid of being mugged/assaulted or criminal activities in general, perceived gang activity and/or groups of people loitering, and public drunkenness. Many residents and consumers regard panhandlers as mainly passive and having addictions or mental health issues. Businesses do not like having panhandlers outside their place of business or coming into their operation, but a majority commented that their primary concerns are the sketchy people, perceived gang activity, drug trafficking, groups of young people loitering, and public drunkenness. In some circumstances, this activity has negatively impacted their business by intimidation of their customers. In addition, the panhandlers also expressed concerns regarding their safety in terms of other negative street activity. ...” [p. ii of Executive Summary]

The Baseline Study also found that both businesses and residents believe that safety on our streets is a complex issue with no easy solution:

“Many viewed the problem as having many issues including addictions, mental health, youth-at-risk, and poverty. When asked what solutions should be provided to deal with panhandling, in both the survey and the intercepts, the majority stated support programs needed to be developed to deal with the underlying cause of the issue and not fines or jail time. ...” [p. iii of Executive Summary]

These findings were confirmed at the meeting which the Panhandling Task Force had with various service providers who deal with some of the people who are on Saskatoon's streets.

*As a result, the Panhandling Task Force is making two recommendations to deal, not just with panhandling, but with the wider negative street activity which is the primary concern of Saskatoon residents. Recommendation No. 1 is intended to be an immediate program for those streets which have been identified as being perceived as less safe, particularly at night. Recommendation No. 2 is intended to begin to address the wider underlying issues which are beginning to manifest themselves on some of Saskatoon's streets.*

**Recommendation No. 1**

- 1) (a) **That five civilian uniformed Community Support Officers be hired for an initial term of two years, to work in the key safety areas as identified in the Baseline Study, and that their role and funding be as outlined in this report; and**
- (b) **that if City Council accepts this Recommendation, the Panhandling Task Force bring forward a further detailed report, including hours of work, days of the week covered, etc. for the Community Support Officers;**

The findings of the Baseline Study are that, while Saskatoon residents report feeling safe in their city, there are very specific areas where people increasingly feel unsafe, particularly at night [p. 68]. These areas are primarily 1st Avenue, 2nd Avenue and 21st Street in the Downtown; 20th Street, 19th Street and 22nd Street in Riversdale and to a lesser extent, Broadway Avenue between 10th and 11th Streets. In these areas, people report feeling unsafe because of “sketchy/strange/bad people” in the area, “groups of people loitering”, etc. Residents and business owners in these areas commented in the Baseline Study on the positive difference which a uniformed presence makes [p. iii - Executive Summary].

The Panhandling Task Force visited the City of Calgary to research their civilian uniformed bylaw enforcement program. It became clear that “bylaw enforcement officer” is something of a misnomer, as the civilian officers spend the majority of their time (at least in the downtown area) on work which is not traditional bylaw enforcement work. The civilian officers walk their area and know it intimately. They have business cards with their cell phone number which they give to all business owners and regular street users, including panhandlers, in their area. They make it their business to know everyone on the street in their area. If someone new establishes themselves on the street in their area, they make it their business to find out who they are, why they are there, and whether they need help to find a place to sleep, to connect to social services, etc.

As previously noted, individuals in uniform walking the street increase perceptions of safety. This is because the uniformed person is easily identified as someone who could assist, if necessary. The Panhandling Task Force believes this is especially important in the identified areas of Saskatoon, as people report, not so much that something has happened to them, but that they are concerned that something may happen to them because of the negative street activity around them.

The civilian officers in Calgary do enforce minimum standards on the street, such as ensuring that there is no aggressive panhandling, and that passive panhandling occurs in approved locations. They can and do call the police if something serious occurs, and they carry police radios for this purpose. More commonly, they interact with people with addictions or mental illness. If necessary, they have the ability to call special police/addictions-worker units to assist. They also deal regularly with people experiencing homelessness, and seek to assist them.

The Panhandling Task Force particularly noted the wealth of resources available in Calgary for the assistance of people on the street. This means that the civilian officers in Calgary have places to refer people who need housing, addictions support, etc. At this time, Saskatoon has fewer resources available for referral. As more resources are developed, the proposed Community Support Officers in Saskatoon will be able to increase their assistance to people on the street.

Calgary is not unique in having a presence on the street in critical areas. Colorado Springs in the United States has officers similar to Calgary's. Edmonton and Halifax are identified in the Baseline Study as also having active programs for working directly with people on the street.

*The Panhandling Task Force recommends that five civilian Community Support Officers (two teams of two plus a Coordinator) be hired by Spring 2012 for an initial term of two years, to work in uniform in the key identified areas of Downtown, Riversdale and Broadway. Their mandate would be similar to what is outlined above. The Panhandling Task Force further recommends that the City consider financing the new program by using up to \$0.25 of the \$0.50 of parking meter money which now goes to the Streetscape Reserve. Finally, the Panhandling Task Force recommends that the Community Support Officer program be reviewed in the Fall of 2013.*

It is the Panhandling Task Force's understanding that the five Community Support Officers will be a demonstration project, as they will not be able to cover all of the days of the week, or the hours of the day which should be covered in the key areas. It is recommended that the program, if established, be reviewed in the Fall of 2013. At that time, a decision can be made to eliminate, maintain or expand the program. This is why the proposal is for an initial two-year term.

With regards to funding, it is the Panhandling Task Force's understanding that the \$0.50 of parking meter money, which currently goes to the Streetscape Reserve, is not committed once the 3rd Avenue Streetscaping is completely funded in Spring 2013. The Panhandling Task Force suggests that up to \$0.25 of this money could go to funding the proposed Community Support Officers beginning in Spring 2012 (\$0.25 generates \$550,000 per year).

This is a suggestion only. The Boards of the affected BIDs have not been consulted at the time of writing this report. As well, starting even a partial \$0.25 transfer to the Community Support Officers in Spring 2012 would mean that the Streetscape Reserve would have to be deficit financed until the 3rd Avenue Streetscaping was fully paid for with the remaining funds. This has been done in the past, but is not the City's normal practice.

If the Committee and Council approve this recommendation, the Panhandling Task Force would like to bring back a further report on the specifics of the program.

## Recommendation No. 2

- 2) (a) **That City Council consider appointing a Safe Streets Working Group focussed on the theme of safe streets for everyone, with the goal of:**
  - (i) **increasing the perception of safety on Saskatoon streets; and**
  - (ii) **ensuring that people are not on the street because they have nowhere else to go; and**
- (b) **that the term, mandate, membership and funding of the Safe Streets Working Group be as set out in this report.**

As previously mentioned, the Baseline Study found that while Saskatoon residents report feeling safe in their city, there are very specific areas where people increasingly feel unsafe, particularly at night. Recommendation No. 1, regarding the hiring of civilian Community Support Officers, is intended to provide an immediate program for these areas.

Recommendation No. 2 is intended as a proposed first step in addressing the wider underlying issues which are beginning to manifest themselves in these same areas. Some of the issues which were identified in the Baseline Study include addictions, mental health, youth-at-risk and poverty [p. iii - Executive Summary]. In addition, Recommendation No. 2 has been designed to fit the expressed desire to have coordination and partnerships when addressing the underlying issues. This desire was identified both in the Baseline Study [p. iii - Executive Summary], and also in the meeting which the Panhandling Task Force held with various service providers.

When the Panhandling Task Force looked at other cities, particularly Edmonton and Calgary, the model which was used to address emerging concerns was to first do the research to identify the key issues in their community. Each city then created a committee which was focussed on and coordinated around the main issues which had emerged from the research. That committee then brought together the private, non-profit and public sectors around the agreed focus.

As the Panhandling Task Force understands it, the purpose of each committee was not to replace any existing groups or agencies. Rather, it was to coordinate and focus those groups. Each group continued to have its own specialized programs and expertise, but they were part of an agreed, coordinated plan.

The focus of the committee was different in each city. Calgary, for example, focussed on homelessness as their research showed that this was, by far, the number one issue in their community, and that it had reached crisis proportions. Edmonton, on the other hand, focussed on community safety as their research showed that this was the number one issue in their community. Homelessness was part of the picture in Edmonton, but as a component of how to achieve community safety. The Panhandling Task Force recommends that Saskatoon consider following a similar model to Calgary's and Edmonton's.



*The Panhandling Task Force recommends that City Council consider appointing a Safe Streets Working Group which is focussed on and coordinated around the theme of Safe Streets for Everyone. The goal (and measurement of success) would be, firstly, to increase the perception of safety on Saskatoon streets, and secondly, to ensure that people are not on the streets because they have nowhere else to go.*

The Panhandling Task Force believes that the proposed Safe Streets' focus is borne out by the findings of the Baseline Study. The Study indicates that in Saskatoon, there is no one overarching issue. Rather, what is beginning to emerge is a mix of interconnected issues on some specific streets. These issues include groups of young people loitering (that to some appear intimidating), sketchy people/strange/bad people and drunk people/addicts [pp. 68 & 69]. As well, citizens who come early or stay late in the key study areas report finding people sleeping in bank lobbies, parking areas, etc. [pp. 76 & 80].

When asked the question "How effective do you think the following actions/programs would be in reducing the impact of negative street activity in Saskatoon?", the respondents to the InSightrix Research Inc. survey recommended a variety of programs, including increased job training and education, increased affordable housing supports, increased drug treatment supports and increased mental health supports [p. 66].

This finding of a variety of emerging issues and solutions was confirmed at the meeting which the Panhandling Task Force held with a number of key service providers. There was a significant emphasis at that meeting on the need for coordination and partnerships in addressing the emerging issues. There was also a suggestion that this coordinating role was one which the City could play, even though the "solutions" are primarily within Provincial jurisdiction.

The focus on coordination and targeted community partnerships also fits with the Province's recently published strategy entitled "Building Partnerships to Reduce Crime" (which is available on the web at [http://www.cpsp.gov.sk.ca/adx/asp/adxGetMedia.aspx?DocID=2102,1117,107,81,1,Documents&MediaID=96223d7a-6109-4c65-b926-851ee65bf8b6&Filename=PolicingStrategyBook\\_web.pdf](http://www.cpsp.gov.sk.ca/adx/asp/adxGetMedia.aspx?DocID=2102,1117,107,81,1,Documents&MediaID=96223d7a-6109-4c65-b926-851ee65bf8b6&Filename=PolicingStrategyBook_web.pdf)).

The Panhandling Task Force believes that all of the above indicates that a logical next step in addressing the emerging long-term issues identified in the Baseline Study could be the creation of a Safe Streets Working Group.

#### *Term of Safe Streets Working Group*

The Panhandling Task Force is recommending that an initial Working Group be appointed for two years. It should make an initial report to City Council within one year of being appointed. At the end of the two years, a decision could be made as to whether to continue the Group, disband the Group or replace it with some other coordinating body.

### *Mandate of Safe Streets Working Group*

The Panhandling Task Force recommends that the Working Group be a vehicle for coordinating an appropriate and effective response to the emerging issues on some of Saskatoon's streets. The intent is not to replace existing agencies, but to coordinate them in identifying key gaps and priorities in achieving the stated goals, in exploring new projects to fill those gaps and priorities, and in pursuing long-term funding for new projects, from both the private sector and senior levels of government. The Working Group should identify appropriate measurements of success as regards achieving the stated goals. The Working Group should also receive reports from, and work closely with, the proposed Community Support Officers.

### *Membership of Safe Streets Working Group*

The membership of the Working Group should include representatives and individuals from the private, non-profit and government sector, who have an interest in the identified street safety issues. Membership, if possible, should include representatives with the expertise necessary to investigate some of the possible projects listed below.

### *Assistance to Safe Streets Working Group*

The Panhandling Task Force believes that the Working Group will need some kind of assistance, such as one or two staff persons, consultant work on specific issues, etc. The Panhandling Task Force recommends that it be left to the Working Group and the City as to how to accomplish this. The Panhandling Task Force suggests that staff secondments and/or private sector donations be considered for the initial period (until a longer-term decision on the existence of the Working Group is made).

### *Potential projects that the Working Group might investigate*

The Panhandling Task Force suggests that one focus of the Working Group should be to develop unique demonstration projects in identified areas of need. One of Saskatoon's strengths has been to create new projects or programs, which demonstrate a new approach to problems. These programs often become permanent, and can be adopted Province-wide. (Saskatoon's recent housing initiatives are a specific model.) Wherever possible, these projects/programs should emphasize private/public partnerships, should utilize non-profit organizations for delivery, and should have viable long-term funding plans.

The Panhandling Task Force recognizes that the Province has primary jurisdiction and funding responsibility for most of the issues which need to be addressed. However, it suggests that there is a role for local citizens and organizations in:

- (a) designing projects that are right for Saskatoon and building support for them;
- (b) finding private funding to assist with such projects; and
- (c) making the business case for Government funding for such projects.

Some specific suggestions of projects/programs which could be investigated by the Working Group are as follows:

*(1) Additional Intox Facility (Stand-Alone)*

People who are under the influence of drugs or alcohol are not permitted in shelters. As a result, there is a need for separate facilities where someone can go even though they are under the influence. These are commonly referred to as "intox" units or centers. They are not to be confused with "detox" centers, which are facilities for people who have been admitted to a detoxification program. Intox units are for overnight or extremely short-term stays. They may or may not be tied to other services such as medical and housing assistance.

Saskatoon has an intoxic unit, called the BDU (Brief Detox Unit). On most days, the BDU is full by early evening. There is no additional or overflow facility. The BDU is government-owned and operated.

The Panhandling Task Force understands that there is a great need for additional intoxic facilities in Saskatoon, including support services. The Panhandling Task Force recommends that the Safe Streets Working Group explore the possibility of filling this need through an additional, separate stand-alone facility operated by a charitable, non-profit agency. The reasons for proposing this, rather than an addition to the existing BDU, are two-fold.

Firstly, a stand-alone facility allows for at least the possibility of locating the additional intoxic beds in a different area of the City than the existing BDU. The existing BDU facility is located in an area which already has a significant concentration of services for people in need, and adding to the facility would only increase that concentration. A stand-alone facility could be located wherever it was deemed most suitable.

Secondly, a facility operated by a charitable, non-profit agency has the possibility of attracting private funding. This has traditionally not been the case for government-owned and operated facilities. The intoxic facility (with supports) which the Panhandling Task Force visited in Calgary is called Alpha House. It is a stand-alone facility operated by a charitable, non-profit agency. It has 75% government funding and 25% private funding. The private funding is long-term, stable, operational funding.

(2) *Housing First and Utilization of Market Housing*

“Housing First” is a program which exists in many cities across Canada and the United States. The basic premise of Housing First is to move people into safe, stable housing and then provide supports to help them deal with any issues they are facing (eg. addictions, mental health, etc.). One of the recommendations of the Saskatoon Homelessness and Housing Plan 2011-2014 (which was recently presented to City Council) was to implement elements of the Housing First concept in Saskatoon. Creating Housing First approaches was also a recommendation of the Province’s April 2011 report entitled “A Strong Foundation - The Housing Strategy for Saskatchewan” (which is available on the web at <http://www.socialservices.gov.sk.ca/Default.aspx?DN=4e4c06a7-57e6-4101-8544-51408b6f57fc>). A number of different programs can be included within an overall Housing First approach.

The Panhandling Task Force recommends that the Safe Streets Working Group look at the feasibility of a Housing First demonstration project in Saskatoon involving homeless people who are capable of living in market housing with support (for both themselves and the landlords). This would take advantage of the fact that Saskatoon’s various housing initiatives have begun to bear fruit in terms of somewhat better vacancy rates. It would also mean that housing issues, for at least some of the people on Saskatoon’s streets, could be addressed without the need for new purpose-built housing. This approach could also take advantage of the excellent working relationship which the City has with Saskatoon’s many quality landlords. In addition, this approach addresses the often-repeated concern that “supported” housing should not be clustered in only one or two areas of the City. With a market housing approach, both tenants and landlords have an opportunity to participate in the program regardless of where they are located in the City.

There are many programs in Canadian cities which could serve as models. The Calgary model is called Rapid Exit. The program works with landlords and property managers to find appropriate housing. Once a landlord and tenant relationship is established, Rapid Exit staff continue to support them through regular visits to the tenant’s home and regular meetings with the landlord. Any concerns raised by either party are quickly addressed, ensuring the stability of housing for the tenant, and security and comfort for the landlord. Calgary’s program has a tenancy retention rate of over 80%.

(3) *Tax Credits and Business Cases*

The Panhandling Task Force recommends that the Safe Streets Working Group investigate the following financial/funding issues:

(a) Tax Incentives for Social Investing

The concept of “social financing” began in Great Britain, and has, since then, become a topic of discussion in other countries, including Canada. The concept, as the Panhandling

Task Force understands it, is to create various financial vehicles to encourage private investors to invest in social projects which provide value to the community. A number of different kinds of financial vehicles are possible.

The Panhandling Task Force recommends that the Safe Streets Working Group investigate the feasibility of new tax credits for long-term "social investing". The goal would be to determine whether local investors would be interested in such tax credits, and whether the Province would be willing to give such tax credits. Attached are three pages of tax credit examples from a recent Ontario report by the Canadian Task Force on Social Finance entitled "Mobilizing Private Capital for Public Good". (The full report is available on the web at [http://socialfinance.ca/uploads/documents/FinalReport\\_MobilizingPrivateCapitalforPublicGood\\_30Nov10.pdf](http://socialfinance.ca/uploads/documents/FinalReport_MobilizingPrivateCapitalforPublicGood_30Nov10.pdf).)

The goal is to supplement government funding with private investment on an ongoing basis. Unlike one-time capital fundraising, social financing is intended to provide continuous operational funding, which is the critical need of most non-profit service agencies.

(b) Making the Best Business Case

The Panhandling Task Force understands that it is often cheaper for senior levels of government to fund a new targeted program, than it is to continue to pay the cost of inappropriate use of government services including police, ambulance and emergency rooms. However, this financial return must be clearly established in a business case for each project or program.

When the Panhandling Task Force visited Calgary, this ability to make an excellent business case was something which was mentioned as being critical to success. A good business case also increases the chances of attracting private funding to a project or program.

The Panhandling Task Force recommends that the Working Group investigate "best practice" business cases, and assist, as necessary, in coordinating or facilitating the making of business cases for new projects/programs in Saskatoon.

(4) *A Demonstration Project for Youth*

In the interviews conducted by Insightrix Research Inc., consumers and business owners in the Broadway, Downtown and Riversdale areas mentioned "groups of young people loitering" as a significant street activity concern [pp. 73-74, 76-77, 81, 85]. Generally, people find such groups intimidating. The interviews with service providers raised the same concerns [p. 102].

A group of young people (18-25 years of age) was interviewed by Insightrix Research Inc. to discover why they are on the street [p. 100]. They indicated that this was a meeting place for them. Many stated that they couch surf and do not have a regular telephone number, therefore an informal meeting place is necessary.

As to solutions, several interviewees indicated that poverty, and the sense of hopelessness which accompanies it, was a problem among the youth on the street [p. 103]. There was also concern that poverty leads young people into gangs and criminal activities [p. 85]. The service providers interviewed by Insightrix Research Inc. suggested a variety of proposed solutions regarding this issue, including 24/7 drop-in centers, increased accessibility to getting a GED, and more paid training programs [p. 104].

The Panhandling Task Force sees this specific issue of “groups of young people loitering” as the most worrying of the findings of the Baseline Study. It is an issue that would appear to be particularly acute in Saskatoon. However, the Panhandling Task Force does not have a specific suggestion for how to address this issue.

The Panhandling Task Force recommends that the Safe Streets Working Group pay particular attention to the issue of “groups of young people loitering”. The Panhandling Task Force suggests that the Working Group identify what is available now as regards this particular group, and if possible, identify a demonstration project or other action, which will address this issue in Saskatoon.

## **Panhandling**

The Baseline Study finds that while panhandling is not the biggest concern of residents and businesses, it does make residents uncomfortable and it is recognized as having negative impacts on businesses (p. ii - Executive Summary).

The Panhandling Task Force has not ignored those concerns. Recommendation Nos. 1 and 2, while designed primarily for the wider issues, are intended to also address the panhandling issues. The proposed Community Support Officers are intended to have a dual role with regards to panhandling. Part of their job will be to ensure that there is no aggressive or illegal panhandling taking place. The other part of their job will be to try to assist those who would prefer to not be panhandling. Recommendation No. 2, which is intended as a way to begin to address the wider underlying issues, will hopefully result in fewer numbers of panhandlers.

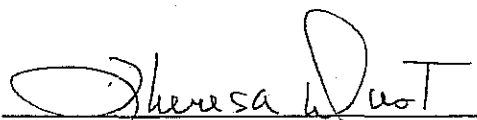
## Video

As part of this project, Inshtrix Research Inc. produced a 15-minute video of some of the interviews which they did on Saskatoon's streets this summer. The Panhandling Task Force would be pleased to show it to the Administration and Finance Committee, if there is time to do so at the end of the Committee's deliberations.

## ATTACHMENTS

1. Street Activity Baseline Study 2011 conducted by Inshtrix Research Inc.; and
2. Three pages of tax credit examples from a recent Ontario report by the Canadian Task Force on Social Finance entitled "Mobilizing Private Capital for Public Good".

Written by:



Theresa Dust, Q.C., City Solicitor,  
on behalf of the Panhandling Task Force  
Dated: November 7, 2011

cc: His Worship the Mayor  
City Manager  
Chief of Police  
Panhandling Task Force Members -  
Randy Pshebylo - Riversdale BID  
Terry Scaddan - The Partnership  
Sarah Marchildon - Broadway BID  
Vanessa Charles - Saskatoon Anti-Poverty Coalition  
Inspector Shelley Ballard - Saskatoon Police Service  
Elisabeth Miller, Senior Planner, Neighbourhood Safety-CPTED

5000-1



**RECEIVED**  
NOV 21 2011  
CITY CLERK'S OFFICE  
SASKATOON

Friday, November 18, 2011

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

**RE: Request for BBID support of Panhandling Report & Recommendations, as submitted by the Panhandling Task Force**

It is understood that the typical process for such a requested document be that City Council have first viewing privileges, and as such, these final recommendations were kept fairly confidential from Business Improvement Districts (BIDs). With the recent request for the BID Boards to endorse the recommendations, the turnaround time (November 8-14 for A&F and until November 21 for City Council) to properly digest a report of such magnitude and effect is not providing for the possibility of meaningful input from the Broadway BID.

City Council frequently refers matters to City departments for further study, and postpones decisions until various departments respond thoroughly. The BBID would like to be afforded the same courtesy. The BBID respectfully asks that Council's vote on the Panhandling Report & Recommendations be deferred for 60 days while the City and/or Panhandling Task Force provide further information, perhaps dialogue, and the BBID Board have adequate time to consider its choices.

Among this further information, the BBID Board suggests, at first glance, the following be considered:

- Detailing roles, metrics, training, parameters, etc. should be completed prior to committing budgets to the recommended Community Support Officers (CSOs);
- With limited outreach organizational capacity (example from report: intox beds are usually full by early evening), the cart is perhaps being put before the horse; Before putting in place CSOs to drive people to such full organizations, resources should perhaps be concentrated on better growing the capacities themselves. This could perhaps be addressed via the second recommendation of a Safe Streets Working Group;
- The proposed funding source is cause for concern. Where potential streetscaping project funding may be redirected, deterioration in our streets could enable problems to worsen;
- Council should consider that if social outreach is truly not the City's mandate, then should this responsibility then become the BIDs'; and
- Beat Cops would need to continue and even increase enforcement to respond effectively to CSO requests.

Please consider this a request for a representative of the BBID to speak at Council on Monday, November 21 to this regard.

Thank you for your further consideration in valuing the BBIDs feedback.

Sarah Marchildon  
Executive Director, Broadway Business Improvement District

BROADWAY BUSINESS IMPROVEMENT DISTRICT  
813 Broadway Avenue Saskatoon SK S7N 1B5 | P: 306.664.6466 | F: 306.664.6487 | E: bid@broadway.ca | W: www.broadway.ca



Provided to City  
Council - Nov 21/11

November 21, 2011

Mayor and councillors  
City of Saskatoon

**Re: panhandling study and recommendations**

Dear Mayor and Councillors,

I am appearing for the third time on the issue of so-called panhandling problems, this time with the hope of saving citizens the \$550,000 it would cost to follow the Panhandling Task Force's recommendation "to hire five civilian uniformed Community Support Officers for two years."

As the Street Activity Baseline Study clearly indicates, page after page, there is no panhandling problem of a serious nature in Saskatoon that would require this expenditure on a plan that is clearly ill-defined, in more ways than one.

If there is no panhandling problem of a serious nature, as most panhandlers are described as "passive" and "non-aggressive" through the study, and, as the study clearly states, panhandlers are not necessarily homeless and ask for money for necessities and little extras for living, what is the role and function of the officers, who have the appearance from the recommendation of being partly police and partly social workers, but not necessarily trained in either field? Are they to befriend the panhandlers — and then what? Are they expected to judge how the panhandlers spend their money and try to get them to stop smoking, drinking coffee, consuming liquor and using prescription and illegal drugs? Are they supposed to discourage panhandling with their presence, trying to get panhandlers to move "elsewhere," away from areas that people frequent and therefore away from their source of handouts? What exactly will these "officers" be asked to do?

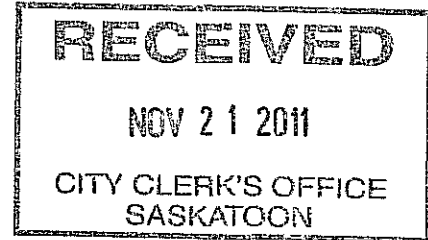
The role that these hired individuals are supposed to carry out is mystifying, to say the least, but also disturbing, as it would fit into previous attempts that City of Saskatoon has made to get rid of panhandlers by by-law extensions and other measures whereby an individual's right to beg would be seriously curtailed even when their panhandling does not constitute a disturbance of any kind. It was suggested in an earlier city solicitor's report that a proposed total or near-total ban could result in a Charter of Rights challenge, unless — and this is, I believe, the crux of the matter — the City can prove that it has tried the necessary "something else", which in this case would be the "civilian uniformed Community Support Officers" who will be given an impossible task of somehow lessening the presence of panhandlers. Doomed to failure — and a waste of the \$550,000 — this effort would then justify more stringent and punitive measures that perhaps are the true agenda of this whole enterprise in front of us.

It is my hope that councillors who have a strong civil libertarian impulse — as well as a deep respect for the taxpayer's money — will not entertain this dubious make-work project driven by a knee-jerk reaction to deep seated social and economic problems among our midst.

Sincerely

Marjaleena Repo  
201 Elm Street. Saskatoon, SK. S7J 0G8  
306-244-9724

From: CityCouncilWebForm  
Sent: November 21, 2011 4:34 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Nicole White  
1143 Avenue F North  
Saskatoon  
Saskatchewan  
S7L 1X1

EMAIL ADDRESS:

[nicole@aidssaskatoon.ca](mailto:nicole@aidssaskatoon.ca)

COMMENTS:

To His Worship and City Councillors,

I would like to submit AIDS Saskatoon's reflections and concerns about the "Street Activity Report." Many of you have come for a visit to our organization, and for that, we are sincerely thankful. You understand that our work is complex.

We hope this report is the first step of many to help reduce homelessness in the city of Saskatoon. We have seen the dramatic rise in our homeless and hidden homeless in recent years. We cannot further 'sweep them under the rug.' This is the time to be open to alternatives, innovative solutions, and thoughtful execution.

Some initial feedback:

-Our agency has sincere concerns about Citizen Officers, their uniforms, and their intentions, and the further stigmatization of those living in poverty.

We would like to see City Council table this report and look at what would benefit those individuals living under the poverty line.

We were extremely pleased to see the inclusion of the interviews with people who panhandle. It's important we are talking about people, with a story and history that led them to panhandling.

We were encouraged to hear of Calgary's collective plan to end homelessness and hope that Saskatoon will follow suit.

For the last two summers at AIDS Saskatoon, we partnered with the Saskatoon Health Region to have Street Patrollers in the summer months. Their primary job is to engage members of the public in regards to Needle Safety, dispose of improperly discarded needles, drug paraphernalia, and condoms. They were not in uniforms. Many folks were thankful for their presence.

What about these alternatives?

- the Citizen Officers could be housed out of a local non-profit who does work in supportive housing, rather than the City.
- those funds could be invested into alternative, low-barrier housing. There is a local group who wants to start a wet shelter. Perhaps the City of Saskatoon could work collaboratively with them.

There is much work to do, but rushing this report through is short-sighted. We believe greater discussions need to happen before we make plans.

Those are our thoughts. Thank you for your continued work and dedication to community.

Thank you,

Nicole White  
Executive Coordinator  
AIDS Saskatoon

His Worship the Mayor and City Council  
The City of Saskatoon

## ADMINISTRATIVE REPORTS

### Section A – COMMUNITY SERVICES

**A1) Land-Use Applications Received by the Community Services Department  
For the Period Between November 10, 2011 and November 23, 2011  
(For Information Only)  
(Files CK. 4000-5, PL. 4132 and PL. 4300)**

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

The following applications have been received and are being processed:

#### Condominium

- Application No. 6/11: 103 Klassen Crescent (13 new units)  
Applicant: Webb Surveys for CCL Classic Communities SK Ltd.  
Legal Description: Unit 3, Condominium Plan No. 102070932  
Current Zoning: RMTN1  
Neighbourhood: Hampton Village  
Date Received: November 15, 2011

#### Subdivision

- Application No. 71/11: 3634/3636 Taylor Street East  
Applicant: Altus Geomatics for M and A Goswami, and  
S and A Chawdhory  
Legal Description: Lot 88, Block 125, Plan 79S22613  
Current Zoning: R2  
Neighbourhood: Lakeview  
Date Received: November 16, 2011
- Application No. 72/11: 504 Central Avenue  
Applicant: Webb Surveys for 7166982  
o/a Canada Societe Par Actions  
Legal Description: Lot 4, Block 6, Plan G122  
Current Zoning: R2  
Neighbourhood: Sutherland  
Date Received: November 16, 2011

Subdivision

- Application No. 73/11: Meadows Boulevard  
Applicant: Webster Surveys for Arbutus Park Properties  
Legal Description: Parcel D in NW ¼ 17-36-4 W3  
Current Zoning: RMTN  
Neighbourhood: Rosewood  
Date Received: November 18, 2011

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications and/or greenhouse gas implications.

**PUBLIC NOTICE**

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

**ATTACHMENTS**

1. Plan of Proposed Condominium No. 6/11
2. Plan of Proposed Subdivision No. 71/11
3. Plan of Proposed Subdivision No. 72/11
4. Plan of Proposed Subdivision No. 73/11

**A2) Three-Year Land Development Program  
(Files CK. 4110-1 and LA. 440-3)**

- RECOMMENDATION:**
- 1) that the information be received; and
  - 2) that City Council approve the financing strategy to accelerate the design of two new neighbourhood concept plans to the tender-ready stage as outlined in this report.

**EXECUTIVE SUMMARY**

A healthy land development industry has an important role to play within an expanding economy. It provides the base upon which immediate and future growth will thrive. The land development opportunities in this growing economy have been undertaken by a variety of land developers and have provided opportunities for new homes to be built, and for commercial, institutional and industrial businesses to expand or move to Saskatoon. This adds value to the

economy and encourages job growth, positive net migration and other important multiplier effects.

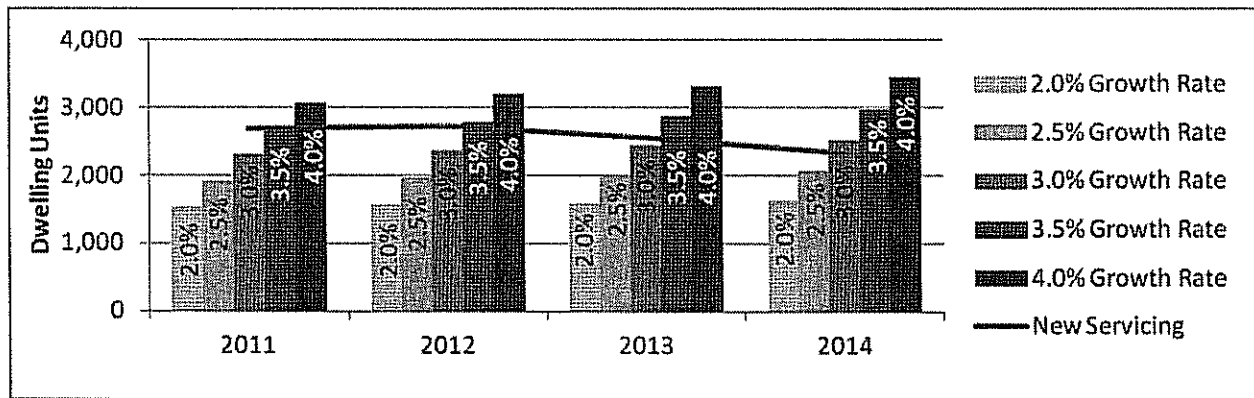
Population in Saskatoon has been growing over the past several years, with growth rates of 2.5 percent in both 2009 and 2010. With a strong economy, this continued growth is expected in the years to come and the land development industry must be prepared to accommodate the resulting demand for residential, commercial and industrial land.

The City's Land Bank Program is mandated to operate on a level playing field with the private sector, and to ensure adequate levels of serviced inventory for both residential and industrial land are maintained to meet demand. The City's mandate in land development is detailed in Attachment 1. The City has undertaken aggressive servicing plans in 2011 to make up for shortages due to inclement weather during the 2010 construction season. Private developers experienced similar delays, which are being addressed in their servicing plans for 2011 and 2012.

Land developers in Saskatoon are poised to accommodate significant population increases in the coming years. From 2011 to 2014 developers plan to service a total of 10,297 dwelling units. Taking into consideration starting developer and builder inventories of 4,575 dwelling units on January 1, 2011, 14,872 dwelling units will be available to the Saskatoon market over the next few years. This would comfortably support an average population growth rate of almost 3.5 percent over that period of time, while maintaining a healthy supply of builder and developer inventory in each year.

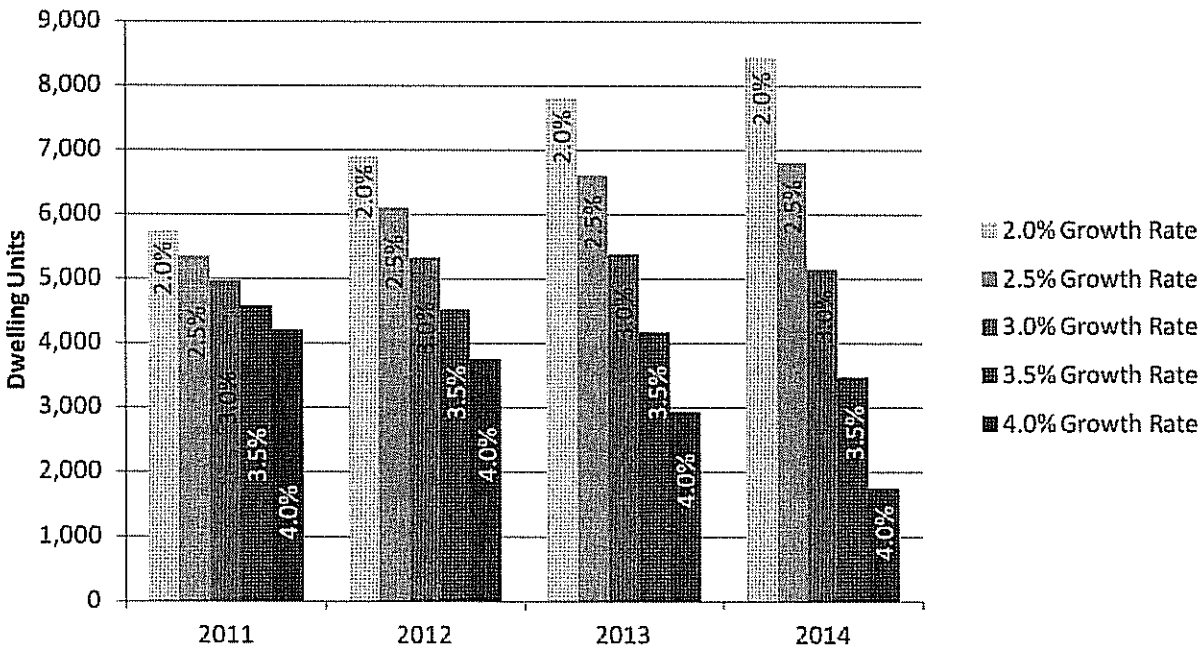
Figure 1a shows suburban dwelling unit demand required for various population growth rates over the next three years. In addition, Figure 1a shows the supply of new servicing planned by land developers from 2011 to 2014.

Figure 1a: Saskatoon Suburban Dwelling Unit Demand and New Servicing Supply, 2011-2014



Note: Growth scenarios are based on population projections. Resulting dwelling units are calculated based on an average household size of 2.4 and an average split of 81 percent suburban development and 19 percent infill development.

Figure 1b: Saskatoon Year-end Builder and Developer Inventory, 2011-2014



Note: Builder and developer inventory is calculated based on the difference between the dwelling unit supply and demand in various growth scenarios.

Figure 1b demonstrates the resulting year-end builder and developer inventory levels each year based on the various population growth scenarios. Based on the current developer servicing plans, Figure 1b indicates that there is sufficient inventory to accommodate an average growth rate of 3.5 percent over the next three years and sustain a 4.0 percent growth rate for 2011 and 2012.

There are inherent risks associated with development plans that target a growth rate of 3.5 percent or higher. Risks in the land development industry centre around a balance of capital outlay far enough in advance to meet demand against peaks and valleys in the marketplace that can significantly impact absorption rates and inventory levels. However, through proactive planning, land developers can invest strategically in the various components of the land development cycle (see Attachment 2) to mitigate risk of one's investment and high inventory levels.

While there is some ability for developers to ramp up servicing to add more dwelling units over the next three years, there are constraints faced as several neighbourhoods are approaching full build out through the current servicing plan. In order to provide an adequate dwelling unit supply beyond the length of this plan, additional neighbourhood concept plans will need to be initiated by developers to accommodate new development. Over the next two years, planning and design for three new neighbourhoods in Saskatoon will take place in the Blairmore Sector, University Heights Sector and East Sector. To effectively meet timelines for the initial servicing work in these neighbourhoods, the plans will need to be approved in 2013 in time to augment tenders for new construction if population growth reaches 3.5 percent or greater. Any significant delays in the design and approval processes could affect developers' ability to meet future demand.

## **BACKGROUND**

The Three-Year Land Development Program is an annual report forecasting the servicing of residential and non-residential lands within Saskatoon and compares it to potential population growth scenarios.

At City Council meeting held on May 10, 2011, Councillor M. Heidt made the following enquiry:

“Would the Administration please report back to the Land Bank Committee or Council on a strategy on how to service 10,000 lots or units in the next three years. I know this is very aggressive; however, we need a strategy.”

This report will address the enquiry of Councillor Heidt through the servicing plans and projected absorption based on various growth scenarios forecasted over the next three years.

## **REPORT**

The land development industry plays an integral role in any healthy or growing economy. Whether it is a local economy like Saskatoon's or a provincial economy like Saskatchewan's, the sign of a healthy land development industry is an indication of a strong and prosperous economy. The land development industry is a significant part of the supply chain to facilitate economic



growth, as well as an integral part of the demand side for economic growth. It responds to the needs of a variety of customers in the housing, commercial, institutional and industrial sectors. In doing so, the land development industry invests considerable capital dollars in the provision of municipal infrastructure and thereby creates a demand for durable products and employment.

Over the past several years, Saskatoon has witnessed considerable growth in the economy and population. During 2010, Saskatoon's growth within the Census Metropolitan Area (CMA) was characterized by the following key indicators as shown in Table 1 below.

Table 1: Annual Economic Indicators

	2010	2009	Percent change 2009-2010
Population (age 15-64)	215,100	209,100	2.9%
Employment	145,900	147,000	-0.7%
Participation rate	71.7%	73.7%	-2.0%
Unemployment rate	5.4%	4.6%	0.8%
Non-residential permit value	\$368,375	\$382,589	-3.7%
Residential permit value	\$491,140	\$277,029	77.3%
Housing starts	1,688	997	69.3%
Average home sale price	\$296,378	\$279,779	5.9%
Retail sales	\$5,431 million	\$5,080 million	6.9%

Source: SREDA 2010 Annual Report

Without the land development industry, urban growth could not be adequately sustained. During periods of intense growth as experienced in Saskatoon over recent years, it would be impossible to house all of the in-migrants looking for work within the city as it currently exists. The development of raw land is essential during periods of growth, as it allows homes to be built for a growing population, jobs to be created both directly and in the land servicing and construction industry, as well as providing the land base for commercial and industrial expansion for further employment and population growth.

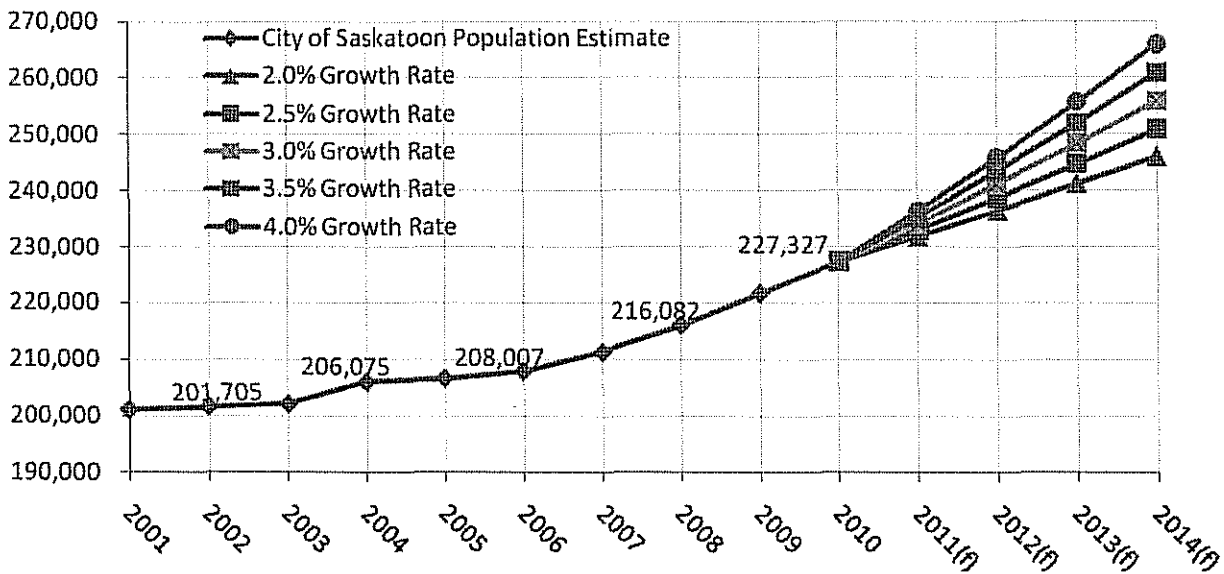
## 1. Demand Profile

### Population

Population in Saskatoon has been growing over the past several years and in recent years the rate of growth has been increasing. With a strong economy, this continued growth is expected in the years to come. The rate at which the growth will occur is unknown but projecting various growth rates allows land developers to plan for adequate levels of development to meet demand in these scenarios. Population projections for growth rates from 2.0 percent to 4.0 percent are shown in

Figure 2 below. The latest population estimate made by the City of Saskatoon as of June 2011 is 231,900, which is just over 2.0 percent growth from 2010 population.

Figure 2: City of Saskatoon Population Growth, Projection: 2001 - 2014



Demand for Residential Land

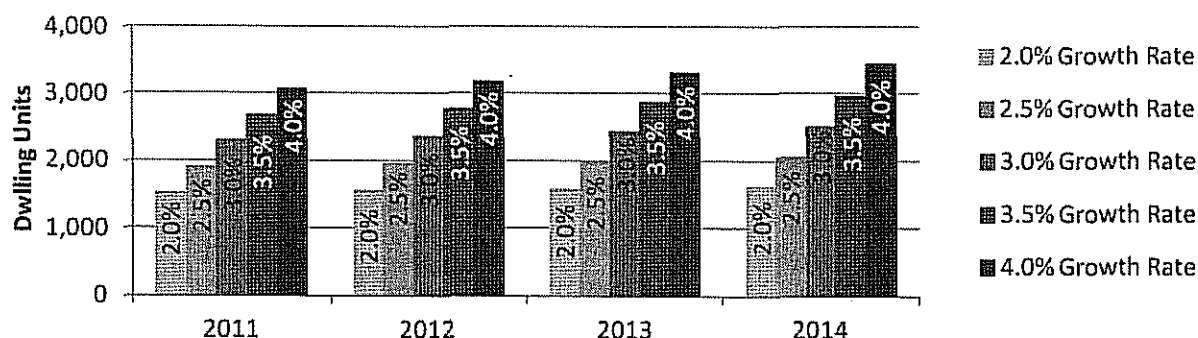
Demand for residential land is estimated on assumptions of population growth, household size and density of development. Estimates of total population growth are divided by household size to determine the number of housing units. To estimate the amount of land required to develop these units requires assumptions about the type of housing that will be required.

Based on the population growth projected in the various growth scenarios shown in Figure 2 and average household size, it is possible to estimate how many dwelling units may be required to meet a given population increase. Table 2 and Figure 3 demonstrate the suburban dwelling unit demand in Saskatoon at various population growth scenarios. The number of dwelling units for each growth scenario is calculated based on population growth and an average household size of 2.4. An average split of 81 percent suburban development and 19 percent infill development is assumed based on an average of building permits taken out over the past five years. Of the total dwelling units shown in Table 2 for suburban demand, a 50/50 split is assumed for single family and multi-family dwelling units. This split is currently seen in 2011 building permit applications. Historical demand based on building permit numbers is outlined in Attachment 3.

Table 2: Saskatoon Suburban Growth Scenarios, Projected Dwelling Unit Estimates, 2011-2014

<i>Growth rate</i>	<i>2011</i>	<i>2012</i>	<i>2013</i>	<i>2014</i>	<i>Total</i>
2.0%	1,534	1,565	1,596	1,628	<b>6,323</b>
2.5%	1,918	1,966	2,015	2,066	<b>7,965</b>
3.0%	2,302	2,371	2,442	2,515	<b>9,630</b>
3.5%	2,685	2,779	2,877	2,977	<b>11,318</b>
4.0%	3,069	3,192	3,319	3,452	<b>13,032</b>

Figure 3: Saskatoon Suburban Growth Scenarios, Projected Dwelling Unit Estimates, 2011-2014

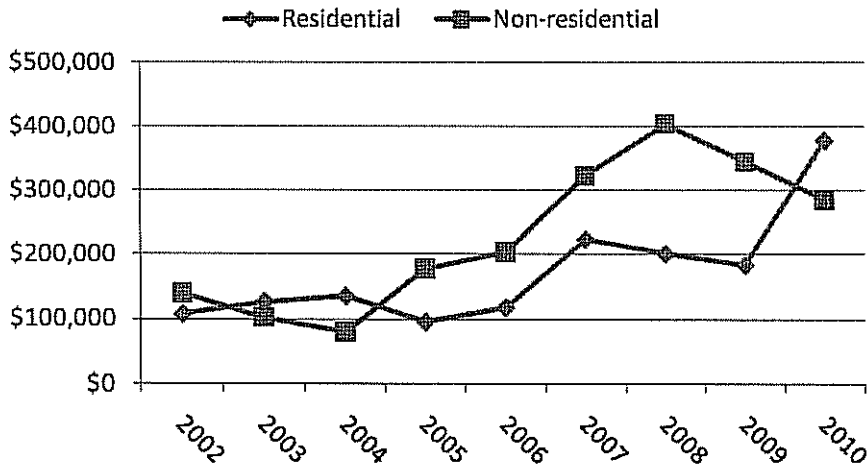


#### Demand for Non-Residential Land

Commercial development does not follow the growth pattern of residential development, as shown in Figure 4. Growth in the gross domestic product (GDP) drives employment, labour force and income trends, and results in the development of commercial facilities. Commercial development in Saskatoon also services the surrounding area so household growth in the Census Metropolitan Area and approximately 100 kilometre surrounding area will influence the demand for commercial land in Saskatoon.

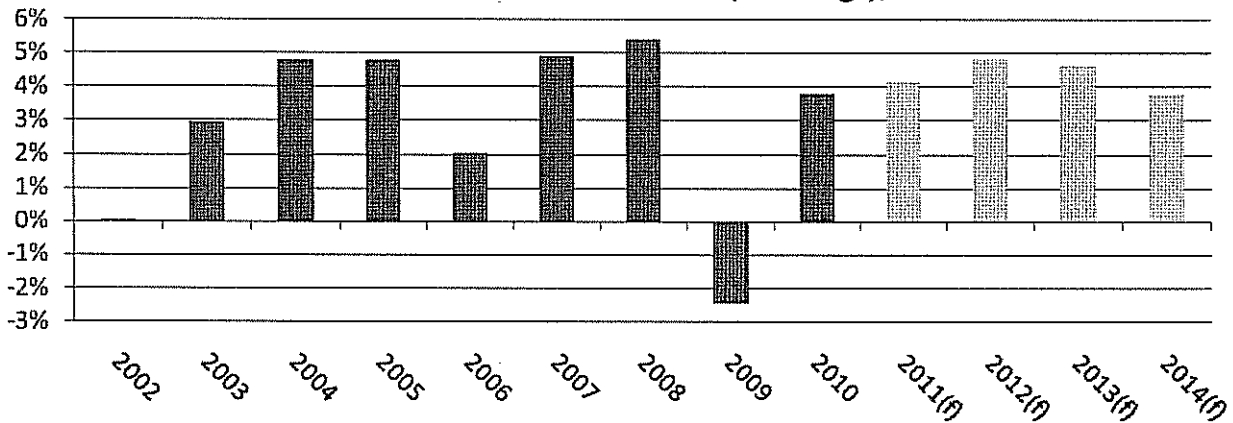
Over the past several years, Saskatoon has witnessed considerable economic growth and was identified by the Conference Board of Canada as the fastest growing economy in 2007 (4.9 percent GDP) and 2008 (5.4 percent GDP). In 2009, Saskatoon's economy suffered a temporary reversal, yet Saskatoon's employment continued to grow. Marked by strong population increases, the economy returned to a steadier and more sustainable pace of growth in 2010 and this is expected to continue into the future. With GDP growth forecasted to continue over the next few years, we can expect to see continued development of commercial and retail facilities. Saskatoon's real GDP is shown in Figure 5.

Figure 4: Building Permit Values (in thousands), 2002-2010



Source: City of Saskatoon, Building Standards Branch, YTD Report

Figure 5: Saskatoon Real Gross Domestic Product Growth (% Change), 2002-2014



Source: Conference Board of Canada, Metropolitan Outlook Database, retrieved May 20, 2011  
 Strategic Community Trends, City of Saskatoon, Planning and Development Branch, April 18, 2011

Demand for industrial land is perhaps the least dependent on local demand. While industrial land is used extensively to service the local economy, demand for industrial services and land can be generated by regional, inter-provincial and international demand. However, local labour force and community characteristics will play an essential part in attracting non-local industrial capacity. Current inventories and historical absorption rates of industrial land are an essential baseline for guiding the development of additional industrial land.

More detail on the demand profile is provided in Attachment 4.

## 2. Land Inventory

### Builder and Developer Inventory – Single Family Lots

Table 3 identifies the starting inventory of single family lots held by homebuilders and land developers as of January 1, 2011.

Table 3: Single Family Inventory, January 1, 2011

<i>Neighbourhood</i>	<i>Builder inventory</i>	<i>Developer inventory</i>		<i>Totals</i>
		<i>City</i>	<i>Private</i>	
Evergreen	123	0	0	123
Rosewood	96	0	60	156
Stonebridge	424	0	25	449
Hampton Village	276	87	24	387
Willows	60	0	10	70
Parkridge	1	0	20	21
Briarwood	7	0	10	17
Willowgrove	134	0	0	134
<b>Totals</b>	1,121	87	149	1,357

As Table 3 indicates, a total of 1,121 lots were held by builders and 236 lots were held by developers, for a total of 1,357 lots. The developer inventory consisted of 87 lots produced by the City's Land Bank Program and 149 lots produced by private developers.

Inclement weather during the 2010 construction season resulted in significant delays in the completion of planned servicing for single family lots, as is evident in the beginning developer inventory for 2011. Servicing plans for 2011 were expanded to compensate for the shortage.

While builder inventory may fluctuate from year to year based on supply and demand, it can be expected to replenish itself as needed from the developer-held inventory in order to remain relatively stable in the long term. Builder inventory can also act as a buffer in situations of low developer inventory, as experienced during the winter of 2010 and spring of 2011. Builder inventory continually decreased over this time as new homes were constructed but was replenished in the spring as developers introduced more residential lots into the market as servicing work was completed.

Lots held by developers are generally required to meet the demand by homebuilders for the upcoming construction season. Due to the high cost and time involved with lot servicing, each developer will identify their required inventory sufficiency level. This figure will allow the

developer to balance the supply versus demand needs within the housing market. Over-supply of product brings with it the financial carrying costs for the developer as well as potential issues with servicing contractors. Under-supply can create a lack of options for builders who do not have a sufficient inventory of lots and may create an artificial demand due to speculators. Inventory sufficiency requirements vary from six months for some private developers to a one-year supply for the City's Land Bank Program.

Builder and Developer Inventory – Multi-family Land

Table 4 identifies projected multi-family parcel inventory held by homebuilders and land developers.

Table 4: Multi-family Inventory, January 1, 2011

<i>Neighbourhood</i>	<i>Builder inventory</i>		<i>Developer inventory</i>				<i>Totals</i>	
	<i>Acres</i>	<i>Possible dwelling units</i>	<i>City</i>		<i>Private</i>		<i>Acres</i>	<i>Possible dwelling units</i>
			<i>Acres</i>	<i>Possible dwelling units</i>	<i>Acres</i>	<i>Possible dwelling units</i>		
Blairmore Suburban Centre	2.8	166	9.2	550	0.0	0	12.0	716
Willowgrove	40.8	505	3.0	59	0.0	0	43.8	564
Stonebridge	11.1	278	6.0	240	0.0	0	17.1	518
Lakewood Suburban Centre	9.8	479	0.6	36	0.0	0	10.4	515
Hampton Village	12.7	233	7.9	118	6.1	91	26.7	442
Rosewood	0.0	0	0.0	0	12.7	249	12.7	249
Evergreen	0.0	0	14.3	214	0.0	0	14.3	214
<b>Totals</b>	<b>77.2</b>	<b>1,661</b>	<b>41.0</b>	<b>1,217</b>	<b>18.8</b>	<b>340</b>	<b>137.0</b>	<b>3,218</b>

Note: The average density of development indicated in the above table is approximately 23 units per acre. This ranges from 15 units per acre for most group townhouse sites to 25 units per acre for three-storey buildings to 60 units per acre for M3 lands in the Blairmore Suburban Centre.

Sufficiency requirements for multi-family inventory can be similar to single family lots and vary from six months preferred by some private developers to a one-year supply required by the City. It should also be noted that the servicing of multi-family sites within any neighbourhood occurs primarily as a result of neighbourhood scheduling and phasing for single family residential lots.

Due to expected demographic changes in Saskatoon in the future, neighbourhoods including Hampton Village, Willowgrove, Stonebridge, Evergreen and Kensington have been designed to accommodate an increase in demand for multi-family development. Based on city-wide numbers, housing demand is trending towards more multi-family units. A 50/50 split is assumed in the projected absorption of residential land for 2012 to 2014.

Industrial Land Inventory

The City’s Land Bank Program is directed to ensure a two-year supply of industrial land at the end of each construction season. In addition, Dundee Developments have been actively servicing light industrial business-park sites in the Stonebridge area. The projected inventory of industrial land for January 1, 2012 is listed below in Table 5.

Table 5: Industrial Inventory, January 1, 2012

<i>Neighbourhood – zoning district</i>	<i>Parcels</i>	<i>Acres</i>
Marquis Industrial – light industrial	8	33.4
Marquis Industrial – heavy industrial	12	90.6
Stonebridge – light industrial	3	7.0
<b>Totals</b>	23	131.0

The current inventory of land in Marquis industrial includes a 65 acre heavy industrial parcel that has been serviced but not released to the market by the City in anticipation of a future customer that may need such a parcel. Excluding that parcel from the inventory reduces the available land to 66 acres. Based upon the five year average of industrial sales of 45.5 acres, the current inventory level therefore provides a 1.5 year supply. This inventory level does not meet the City’s objective to provide a two-year supply of industrial land; therefore, servicing plans for the Marquis Industrial area have been increased from 2012 to 2014 to meet this objective.

**3. Servicing Plans**

Servicing plans for single family, multi-family and industrial lots by the City of Saskatoon and private developers are outlined in the tables below. Corresponding to the tables, Attachments 5 to 12 map the areas planned for servicing by neighbourhood for 2012, 2013 and 2014.

Single Family

Table 6 identifies the servicing plans for single family lots by neighbourhood.

Table 6: Single Family Lot Servicing, 2011-2014

<i>Neighbourhood</i>	<i>2011</i>			<i>2012</i>			<i>2013</i>			<i>2014</i>		
	<i>City</i>	<i>Private</i>	<i>Total</i>	<i>City</i>	<i>Private</i>	<i>Total</i>	<i>City</i>	<i>Private</i>	<i>Total</i>	<i>City</i>	<i>Private</i>	<i>Total</i>
Arbor Creek	0	43	43	0	0	0	0	0	0	0	0	0
Evergreen	739	0	739	342	0	342	225	0	225	281	0	281
Hampton Village	88	160	248	153	143	296	0	0	0	0	0	0
Kensington	0	0	0	103	0	103	202	250	452	200	225	425
Parkridge	0	0	0	0	0	0	0	0	0	152	0	152
Rosewood	170	191	361	134	195	329	15	220	235	0	85	85
Stonebridge	0	350	350	0	290	290	0	283	283	0	158	158
Willows	0	0	0	0	0	0	0	99	99	0	0	0
East Sector	0	0	0	0	0	0	0	0	0	0	250	250
<b>Totals</b>	<b>997</b>	<b>744</b>	<b>1,741</b>	<b>732</b>	<b>628</b>	<b>1,360</b>	<b>442</b>	<b>852</b>	<b>1,294</b>	<b>633</b>	<b>718</b>	<b>1,351</b>

In addition to the servicing plan as noted above, the City of Saskatoon's Land Bank Program has approximately 500 lots serviced to the water and sewer stage in any one year. This creates more certainty in production and allows for a short term acceleration of serviced lots to accommodate market demand.

Multi-Family

Tables 7, 8, 9 and 10 identify the servicing plans for multi-family land by neighbourhood for 2011 to 2014. For each year, the number of acres of land is shown as well as the number of possible residential units that could be accommodated on that amount of land. Some of this land may be used for institutional uses, especially the land that has a zoning designation that accommodates both residential and institutional uses. However, for the purposes of this report, residential uses have been assumed at maximum potential density for each development site.

Table 7: Multi-family Servicing, 2011

<i>Neighbourhood</i>	<i>City</i>		<i>Private</i>		<i>Totals</i>	
	<i>Acres</i>	<i>Possible Dwelling Units</i>	<i>Acres</i>	<i>Possible Dwelling Units</i>	<i>Acres</i>	<i>Possible Dwelling Units</i>
Evergreen	24.4	502	0.0	0	24.4	502
Hampton Village	0.0	0	2.2	33	2.2	33
Rosewood	3.0	46	22.7	346	25.7	392
Stonebridge	0.0	0	1.9	28	1.9	28
<b>Totals</b>	<b>27.4</b>	<b>548</b>	<b>26.8</b>	<b>407</b>	<b>54.2</b>	<b>955</b>



Table 8: Multi-family Servicing, 2012

<i>Neighbourhood</i>	<i>City</i>		<i>Private</i>		<i>Totals</i>	
	<i>Acres</i>	<i>Possible Dwelling Units</i>	<i>Acres</i>	<i>Possible Dwelling Units</i>	<i>Acres</i>	<i>Possible Dwelling Units</i>
Evergreen	10.3	154	0.0	0	10.3	154
Hampton Village	7.4	110	3.8	150	11.1	260
Montgomery	0.0	0	18.4	712	18.4	712
Rosewood	10.0	149	4.0	60	14.0	209
Stonebridge	0.0	0	1.9	28	1.9	28
<b>Totals</b>	<b>27.7</b>	<b>413</b>	<b>28.1</b>	<b>950</b>	<b>55.7</b>	<b>1,363</b>

Table 9: Multi-family Servicing, 2013

<i>Neighbourhood</i>	<i>City</i>		<i>Private</i>		<i>Totals</i>	
	<i>Acres</i>	<i>Possible Dwelling Units</i>	<i>Acres</i>	<i>Possible Dwelling Units</i>	<i>Acres</i>	<i>Possible Dwelling Units</i>
Evergreen	18.4	326	0.0	0	18.4	326
Kensington	0.0	0	9.3	321	9.3	321
Rosewood	3.7	122	9.5	142	13.2	264
Stonebridge	0.0	0	6.2	191	6.2	191
Willows	0.0	0	10.6	159	10.6	159
<b>Totals</b>	<b>22.1</b>	<b>448</b>	<b>35.6</b>	<b>813</b>	<b>57.7</b>	<b>1,261</b>

Table 10: Multi-family Servicing, 2014

<i>Neighbourhood</i>	<i>City</i>		<i>Private</i>		<i>Totals</i>	
	<i>Acres</i>	<i>Possible Dwelling Units</i>	<i>Acres</i>	<i>Possible Dwelling Units</i>	<i>Acres</i>	<i>Possible Dwelling Units</i>
Evergreen	13.1	197	0.0	0	13.1	197
Kensington	13.0	261	9.3	187	22.3	448
Rosewood	0.0	0	8.5	128	8.5	128
Stonebridge	0.0	0	8.6	129	8.6	129
Willows	0.0	0	4.7	70	4.7	70
<b>Totals</b>	<b>26.1</b>	<b>458</b>	<b>31.1</b>	<b>514</b>	<b>57.2</b>	<b>972</b>

Industrial

As shown in Table 11, the City Land Bank is servicing industrial land in Marquis Industrial from 2011 to 2014.

Table 11: Industrial Servicing, Marquis Industrial, 2012-2014

<i>Zoning District</i>	<i>2011</i>		<i>2012</i>		<i>2013</i>		<i>2014</i>	
	<i>Parcels</i>	<i>Acres</i>	<i>Parcels</i>	<i>Acres</i>	<i>Parcels</i>	<i>Acres</i>	<i>Parcels</i>	<i>Acres</i>
Light industrial	4	11.2	7	11.3	13	21.5	5	6.8
Heavy industrial	17	37.8	33	60.7	13	21.3	23	41.7
<b>Totals</b>	<b>21</b>	<b>49.0</b>	<b>40</b>	<b>72.0</b>	<b>26</b>	<b>42.8</b>	<b>28</b>	<b>48.5</b>

#### 4. Supply and Demand Summary

The tables and figures in this section of the report provide a summary of the information already presented in previous sections of this report. For each of the four years, the tables and figures provide the number of dwelling units anticipated to be absorbed by the market each year at various population growth rates, the amount of servicing planned by the various developers in Saskatoon and the resulting year-end developer and builder inventory. This is demonstrated for the total number of suburban dwelling units, as well as broken down into suburban single family and multi-family dwelling unit supply and demand.

Table 12 demonstrates the suburban dwelling unit demand in Saskatoon at various population growth scenarios. The number of dwelling units for each growth scenario is calculated based on population growth and an average household size of 2.4. An average split of 81 percent suburban development and 19 percent infill development is assumed based on an average of building permits taken out over the past five years. Of the total dwelling units shown in Table 12 for suburban demand, a 50/50 split is assumed for single family and multi-family dwelling units. This split is currently seen in 2011 building permit applications.

Table 12: Saskatoon Suburban Growth Scenarios, Projected Dwelling Unit Demand 2011-2014

<i>Growth rate</i>	<i>2011</i>	<i>2012</i>	<i>2013</i>	<i>2014</i>	<i>Total</i>
2.0%	1,534	1,565	1,596	1,628	<b>6,323</b>
2.5%	1,918	1,966	2,015	2,066	<b>7,965</b>
3.0%	2,302	2,371	2,442	2,515	<b>9,630</b>
3.5%	2,685	2,779	2,877	2,977	<b>11,318</b>
4.0%	3,069	3,192	3,319	3,452	<b>13,032</b>

Saskatoon developers have laid out their projected servicing plans for 2011 to 2014. A summary of the number of dwelling units planned to be serviced in the coming years is broken down by single family and multi-family housing types in Table 13.

Table 13: Projected Dwelling Unit Servicing Plans 2011-2014

	2011	2012	2013	2014	Total
Single family	1,741	1,360	1,294	1,351	5,746
Multi-family	955	1,363	1,261	972	4,551
Total dwelling units	2,696	2,723	2,555	2,323	10,297

As shown in Table 13, developers plan to service a total of 10,297 dwelling units from 2011 to 2014. This level of servicing is sufficient to meet demand at just over a 3.0 percent population growth rate, as demonstrated in Table 12.

As outlined in the land inventory section of this report, builders and developers carried inventory of 1,357 single family lots and multi-family parcels capable of accommodating 3,218 dwelling units at the start of 2011. This combined inventory of 4,575 dwelling units was available to the Saskatoon market at the start of 2011 in addition to planned new servicing. While builder inventory can fluctuate from year to year depending on market demand, starting inventory of each year is typically equivalent to a one-year supply of lots. Ideal starting developer inventory levels vary from a one-year supply required by the City's Land Bank Program to six months preferred by some private developers.

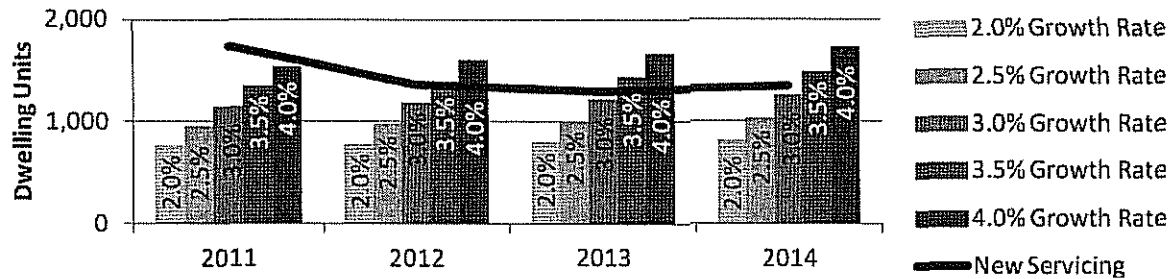
Councillor Heidt's enquiry requested a strategy for servicing 10,000 units over three years. As demonstrated in Table 13, Saskatoon land developers collectively plan to service this amount over four years. Looking at a three year strategy from 2012 to 2014, developers plan to service 7,600 units. However, when this three year servicing plan is combined with existing builder and developer inventory going into 2012, a total of approximately 12,000 units will be available to the Saskatoon market, thereby exceeding a target of 10,000 units over the next three years.

Figures 6, 7 and 8 each illustrate the suburban dwelling unit demand, new servicing supply and year-end inventory of builder and developers for single family, multi-family and total dwelling units based on various potential population growth rates. Figures 6a, 7a and 8a show suburban dwelling unit demand required for various population growth rates over the next three years. In addition, these figures show the supply of new servicing planned by land developers from 2011 to 2014. Figures 6b, 7b and 8b demonstrate the resulting year-end builder and developer inventory levels each year based on the various population growth scenarios.

As shown in Figures 6a and b, projected single family lot availability from 2011 to 2014, including builder and developer inventory, is sufficient to supply a 3.5 percent growth rate while maintaining a healthy supply of builder and developer inventory. While a higher rate of 3.5 percent growth could be met in 2011 and 2012, inventory levels would start to fall below an ideal level in 2013 and 2014. Should developers see this type of demand in 2011 and 2012,

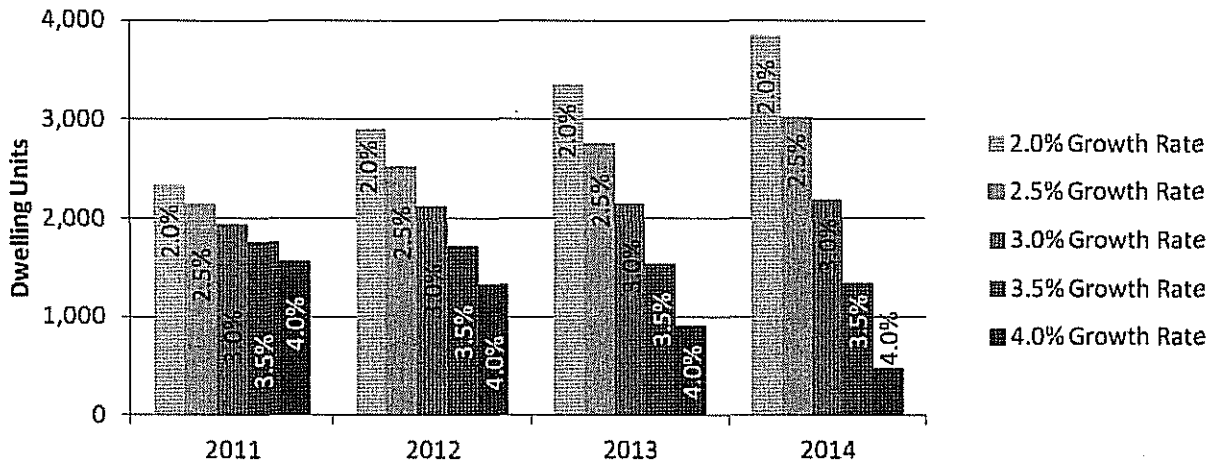
adjustments to future servicing would be made to accommodate this level of growth in subsequent years.

Figure 6a: Saskatoon Suburban Single Family Dwelling Unit Demand and New Servicing Supply, 2011-2014



Note: Growth scenarios are based on population projections. Resulting dwelling units are calculated based on an average household size of 2.4 and an average split of 81 percent suburban development and 19 percent infill development.

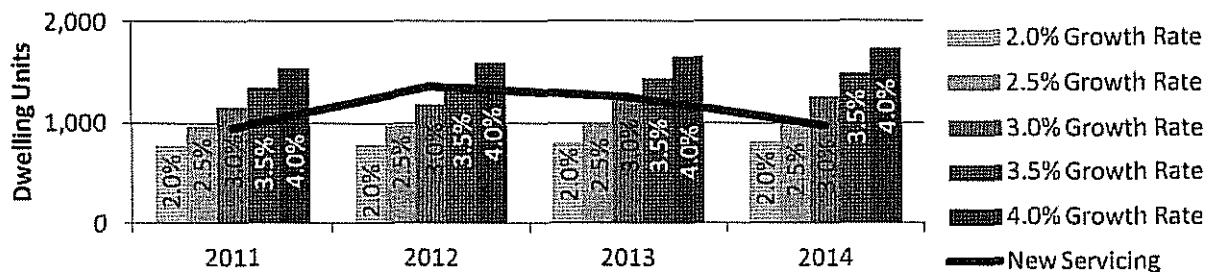
Figure 6b: Saskatoon Year-end Builder and Developer Single Family Inventory, 2011-2014



Note: Builder and developer inventory is calculated based on the difference between the dwelling unit supply and demand in various growth scenarios.

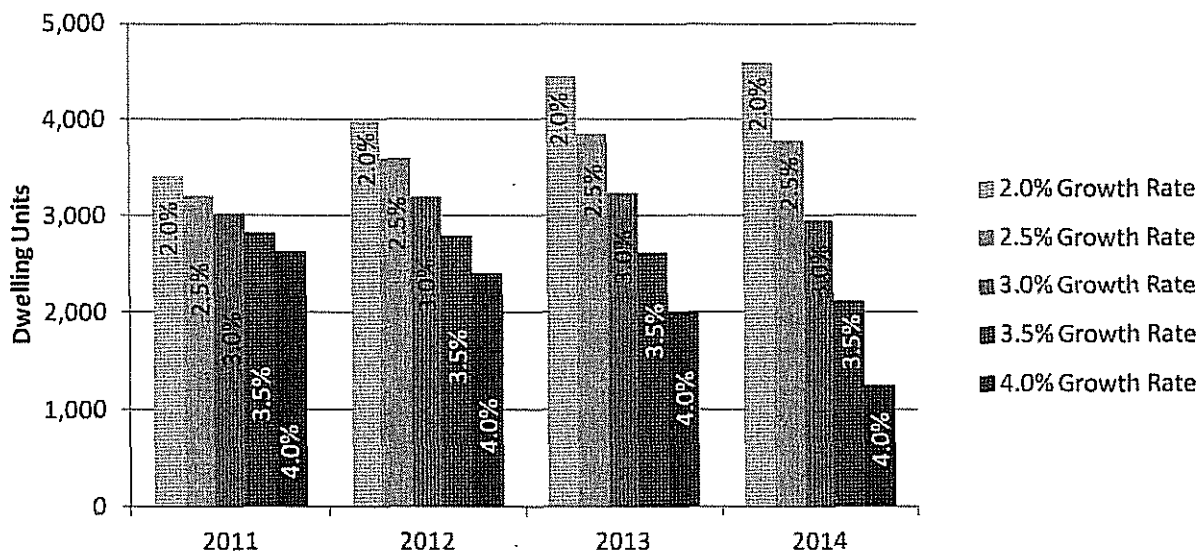
Figures 7a and b show that projected multi-family dwelling unit availability from 2011 to 2014, including builder and developer inventory, is sufficient to supply a 3.5 percent growth rate while maintaining a health supply of builder and developer inventory. A 4.0 percent growth rate could be met in 2011, 2012 and 2013; however, inventory levels would fall below the ideal in 2014. Should developers see this type of demand in 2011, 2012 and 2013, adjustments to future servicing would be made to accommodate this level of growth in 2014 and subsequent years.

Figure 7a: Saskatoon Suburban Multi-family Dwelling Unit Demand and New Servicing Supply, 2011-2014



Note: Growth scenarios are based on population projections. Resulting dwelling units are calculated based on an average household size of 2.4 and an average split of 81 percent suburban development and 19 percent infill development.

Figure 7b: Saskatoon Year-end Builder and Developer Multi-family Inventory, 2011-2014



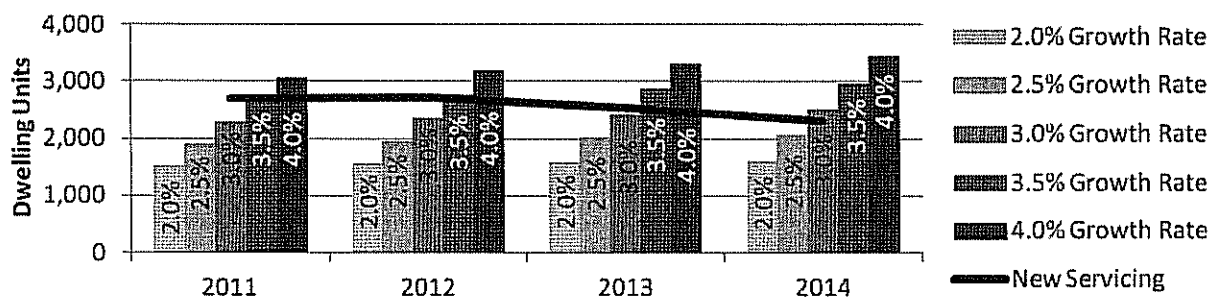
Note: Builder and developer inventory is calculated based on the difference between the dwelling unit supply and demand in various growth scenarios.

Figures 8a and b show the dwelling unit demand, new servicing supply and resulting builder and developer inventories for single family and multi-family dwelling units in suburban areas combined. Based on the current developer servicing plans, these figures indicate that there is sufficient inventory to accommodate an average growth rate of 3.5 percent over the next three years and sustain a 4.0 percent growth rate for 2011 and 2012. If a 4.0 percent growth was realized over the next three years and developers did not adjust their servicing plans, year-end inventory levels in 2013 and 2014 would start to fall to unhealthy levels. Obviously, if this significant growth materialized over the next few years, developers would respond by advancing

servicing plans to meet the anticipated increase in demand. The servicing mandate of the City’s Land Bank Program is to have a one-year supply of inventory on hand and partial servicing done a year ahead of completion. This places the City in a favourable position to accommodate increased demand and allow acceleration of its servicing plan to take place seamlessly.

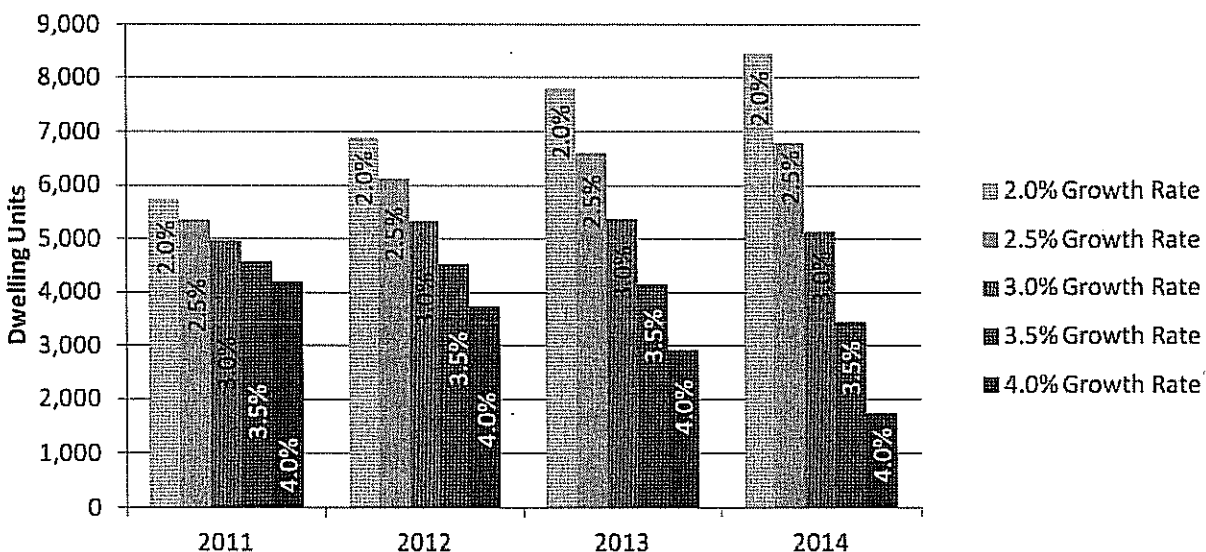
In any decision to advance servicing, the inherent risks associated with land development must be considered carefully. For instance, direct and offsite servicing costs for an additional 500 single family lots would amount to approximately \$35 million. This estimate would not include carrying costs of approximately \$1.12 million per year and other neighbourhood wide enhancement costs and that would result if the inventory was not absorbed in a timely manner.

Figure 8a: Saskatoon Suburban Dwelling Unit Demand and New Servicing Supply, 2011-2014



Note: Growth scenarios are based on population projections. Resulting dwelling units are calculated based on an average household size of 2.4 and an average split of 81 percent suburban development and 19 percent infill development.

Figure 8b: Saskatoon Year-end Builder and Developer Inventory, 2011-2014



Note: Builder and developer inventory is calculated based on the difference between the dwelling unit supply and demand in various growth scenarios.

Based on the servicing plans of the City's Land Bank Program and those of other land developers for 2012, 2013 and 2014, and the various population growth scenarios projected for these years, it is expected that serviced single family and multi-family inventory levels will be more than adequate to meet demand up to a 3.5 percent population growth rate. This single family residential lot and multi-family parcel inventory will enable the City's Land Branch and other private land developers to respond to continued and increasing growth rates as a result of positive net migration, continued job growth, retail sales growth and low mortgage rates for homeowners.

However, in anticipation of potential population growth rates in excess of 3.5 percent, the City's Land Bank is accelerating the design work for two new neighbourhoods to be developed after Kensington and Evergreen. The target is to have these concept plans approved by 2013 and be at the tender-ready stage for the 2014 construction year. If population growth shows 3.5 percent or better in 2012 and 2013, construction tenders will be advanced within the existing neighbourhoods of Kensington and Evergreen to maintain adequate inventory levels.

### **OPTIONS**

There are no options.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **ENVIRONMENTAL IMPLICATIONS**

In general, the development industry has been producing more environmentally-sustainable land development projects by creating neighbourhood layouts that:

- are more compact and thus have a higher dwelling unit per acre density;
- are more mixed use and contain a village centre focal point which promotes local shopping and thus reduces vehicle trips;
- have multi-use trail linear park systems that encourage alternative transportation such as cycling and walking;
- ensuring that, where possible, streets have an east-west orientation in order to facilitate active and passive solar gain; and
- are more public transit focused from the concept planning stage.

In addition to developing neighbourhoods with sustainable layouts, the Land Branch specifically is adopting environmentally-sustainable land development practices and encouraging sustainable home building practices. For example, beginning with the Evergreen neighbourhood, and continuing with future neighbourhoods, the Land Branch has proposed the adoption of the following:

- LED street and pathway lighting;
- preserving significant natural areas – natural prairie remnant and two rows of healthy trees;
- experimenting with innovative storm water management techniques such as “rain garden” cul-de-sac islands that collect storm water;
- designing neighbourhood enhancements using local materials and using xeriscaping practices in open spaces;
- including community garden areas in open space design;
- providing a \$500 rebate to builders and individuals whose homes are EnergyStar Qualified, Energuide80 Qualified, or those homes that are LEED certified;
- offering each home a free rain barrel to encourage decreased potable water use;
- offering each home a free composter to encourage less waste; and
- offering each home two free Saskatoon Berry plants to encourage xeriscaping.

### **FINANCIAL IMPLICATIONS**

Financial risk in the land development industry is addressed through proper management of builder and land developer inventory. This report contemplates a broad spectrum of population growth scenarios and provides for a proactive ability to accelerate the tendering of new land servicing contracts to meet this range of potential population growth scenarios. In order to provide an adequate dwelling unit supply beyond the length of this plan, additional neighbourhood concept plans will need to be initiated by developers to accommodate new development.

The investment required to bring two new neighbourhood concept plans, one in the Blairmore sector and one in the University Heights sector, to the tender-ready stage by early 2014 is \$3.0 million. It is recommended that these costs be financed by the Property Realize Reserve and be repaid by the Neighbourhood Land Development Fund in due course.



**PUBLIC NOTICE**

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

**ATTACHMENTS**

1. City's Mandate in Land Development
2. Land Development Process
3. Absorption of Serviced Land
4. Demand Profile
5. Servicing Plan, Evergreen
6. Servicing Plan, Hampton Village
7. Servicing Plan, Kensington
8. Servicing Plan, Parkridge
9. Servicing Plan, Rosewood
10. Servicing Plan, Stonebridge
11. Servicing Plan, Willows
12. Servicing Plan, Marquis Industrial

## **Section B – CORPORATE SERVICES**

### **B1) SREDA – Business Incentives 2011 Tax Abatements (Files CK. 3500-13, CS. 1965-1 and CS. 3500-1)**

**RECOMMENDATION:** that City Council approve the tax incentive rebates as determined by SREDA.

### **REPORT**

Throughout the year, as applications are received, the Saskatoon Regional Economic Development Authority Inc. (SREDA) asks City Council to approve tax abatements for business incentive purposes. The incentives are based on the value of new construction, the creation of a specified number of jobs, and the maintenance of certain financial requirements. On an annual basis, following the approval of the incentive, staff from SREDA meet with each company to ensure that all of the requirements are being fulfilled.

Attached is a letter from SREDA resulting from their 2011 audit. The letter identifies those companies that have met all conditions of their incentive agreements for 2011.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications associated with the recommendations in this report.

### **PUBLIC NOTICE**

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

### **ATTACHMENT**

1. Letter dated November 24, 2011, from Bernie Ness, Director, Business Development, SREDA

**Section E – INFRASTRUCTURE SERVICES**

**E1) Proposed 2012 Woodlawn Cemetery Fees  
(Files CK. 1720-4 and IS. 4080-1)**

- RECOMMENDATION:**
- 1) that changes to the fees charged for services provided at Woodlawn Cemetery, as outlined in the Woodlawn Cemetery Fee Schedule 2012 (Attachment 1), be approved, effective January 1, 2012; and
  - 2) that the City Solicitor be requested to prepare the appropriate Bylaw amendments for consideration by City Council at its meeting to be held on December 19, 2011.

**BACKGROUND**

Woodlawn Cemetery operates under a policy objective of providing quality cemetery services at reasonable, relatively stable market prices. It also attempts to operate at 100% cost recovery and adhere to the City’s “pay as you go” philosophy.

The Woodlawn Cemetery budget is divided into two programs: Cemetery Operations and Perpetual Care. The Cemetery Operations program, funded entirely from fees charged for services, carries out interment activities and monument installations; while the Perpetual Care program, funded by interest earnings from the Perpetual Care Fund, is responsible for general maintenance of the cemetery grounds. If the interest earnings from the Perpetual Care Fund are not sufficient to cover all maintenance expenses, the difference has to be made up from increased service fees in the Cemetery Operations program.

**REPORT**

The chart below outlines what is required to deliver a balanced budget for the cemetery, based on the assumption that there would be no decrease in services provided in 2012.

	<b>2011 Budget</b>	<b>2012 Budget</b>	<b>Change</b>	<b>% Change</b>
Cemetery Operations Revenues	(\$946,100)	(\$966,041)	(\$19,941)	2.06%
Cemetery Operations Staff Compensation	\$289,800	\$313,978	\$24,178	7.7%
Cemetery Operations Operating Costs	\$487,302	\$561,149	\$73,847	13.16%
Cemetery Operations Debt Charges	\$16,800	\$7,800	(\$9,000)	-53.6%
Cemetery Perpetual Care Revenues	(\$146,600)	(\$187,000)	(\$40,000)	21.6%
Cemetery Perpetual Care Staff Compensation	\$236,600	\$265,600	\$29,000	10.9%
Cemetery Perpetual Care Operating Costs	\$129,000	\$129,000	\$0	0%

The Cemetery's budget is affected by increases in salaries, utility rates and inflation.

The \$73,847 increase in cemetery operating costs is largely due to the establishment of an Assurance Fund, to properly handle the purchases of pre-need services; and a contribution to the Perpetual Care Fund, which is in a deficit position. The following recommendations of the Budget Committee were approved by City Council at its meeting held on December 20, 2010:

- 3) that a Cemetery Assurance Fund be established with annual funding in the amount of \$90,000, and that funding be phased in over three years commencing with \$30,000 in 2011;
- 4) that the \$114,000 annual calculated amount to increase the Cemetery Perpetual Care Fund balance be funded from the mill rate and phased in over three years, commencing with \$37,000 in 2011, and continue to be funded from the mill rate until the shortfall in the Fund has been remedied; and
- 5) that the cemetery fees be increased each year, keeping in mind the impact to market share, until there is no longer a requirement for mill rate funding.

Attached is a comparison of the 2011 cemetery fees from the major centers in Western Canada.

### **OPTIONS**

There are no options.

### **POLICY IMPLICATIONS**

There are no policy implications

### **COMMUNICATIONS PLAN**

The new 2012 fee structure will be communicated to customers through a revised fee schedule.

### **PUBLIC NOTICE**

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

### **ATTACHMENTS**

1. Woodlawn Cemetery Fee Schedule 2011.
2. Fee Comparison Chart.

**E2) Request for Sole Source  
After Hour Security Alarm Response; After Hour Boiler Inspections;  
and Locking/Unlocking of Park Washrooms  
Canadian Corps of Commissionaires  
(Files CK. 600-1 and IS. 600-1)**

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- RECOMMENDATION:**
- 1) that a sole source contract with the Canadian Corps of Commissionaires to perform after hour security alarm response; after hour boiler inspections; and locking/unlocking of park washrooms, for five years, from January 1, 2012 to December 31, 2016, be approved; and
  - 2) that the City Solicitor be requested to prepare the appropriate contract documents for execution by His Worship the Mayor and the City Clerk, under the corporate seal.

**REPORT**

The Canadian Corps of Commissionaires has been providing services to the Infrastructure Services Department, Facilities Branch for the past six years. These services are required 24-hours a day, 7-days a week, and include performing after hour boiler inspections, which must be done every 12 hours; locking and unlocking the washrooms in all of the City's parks, which are not staffed; and responding to intrusion and environmental alarms, which can happen at any time. It would not be possible to provide these services with the current compliment of Facility Operators, without incurring significant overtime costs for both evening and weekend call outs.

The current contract between the City of Saskatoon and the Commissionaires for these services will expire on December 31, 2011. The Administration is requesting that the new five-year contract be sole sourced to the Canadian Corps of Commissionaire's for the following reasons:

- The Commissionaires has had a long-standing relationship with the City of Saskatoon, providing various services to the City for over 30 years.
- Their staff is fully trained and aware of all City policies and procedures regarding boiler inspections and security responses.
- The Commissionaires is comprised of individuals who have often had previous experience in law enforcement, which is an asset in performing the duties required by the City.

- Tendering the security alarm response services would require that all potential bidders be given pre-tender access to facilities and security information, potentially putting all facilities at risk.
- Facility managers and staff have developed a level of trust and confidence in the Commissionaires, and an excellent working relationship has developed during the many years it has been providing these services.
- The Canadian Corps of Commissionaires is recognized as officials who deal with security and enforcement issues, and have had training in customer service, conflict avoidance and have certification in St. John's First Aid and CPR.
- It is a national not-for-profit organization, which provides employment opportunities, predominately to individuals who have served in the military or a police force.
- The Corps does not receive any government operating grants. Except for some administrative costs, all funds received for services performed are distributed to their members. The Board of Governors, which oversees the policies and regulations of the Commissionaires, is composed of local volunteers.
- The Corps provides \$10,000,000 general liability insurance, \$5,000,000 non-owned automobile insurance and a \$50,000 employee dishonesty bond.

The Corps of Commissionaires has proposed a continuation of the current rate of \$15.00 per call for the first year of the contract, effective January 1, 2012, with an annual rate review to take place the remaining four years of the proposed five-year contract. The \$15.00 per call has been in place since 2010.

### **POLICY IMPLICATIONS**

An exemption from Corporate Purchasing Policy to publicly tender these services is required, if the recommendations in this report are adopted.

### **FINANCIAL IMPACT**

Work under this contract is charged on a callout basis, due to work fluctuations that occur as a result of seasonal requirements and the nature of security alarm responses. The current hourly rate paid is \$15 per call, which would result in an estimated annual contract amount of approximately \$95,000 for 2012.

There is sufficient funding within the Operating Budget.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications.

### **PUBLIC NOTICE**

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

**E3) Request for Change Order**  
**Contract 10-0085**  
**2010/2011 Permanent Pavement Markings**  
**(Files CK. 292-010-65 and IS. 6320-1)**

**RECOMMENDATION:** that a Change Order in the amount of 135,512.67, for Contact No. 10-0085, 2010/2011 Permanent Pavement Markings, be approved.

### **REPORT**

Contract 10-0085, Permanent Pavement Markings, was awarded to LaFrentz Road Marking for an original amount of \$237,837.76 (including G.S.T. and P.S.T.). The contract was intended to cover the work required for both 2010 and 2011.

Contract 10-0085 is funded from Capital Project 1513 – IS Pavement Marking Program, which includes the maintenance or expansion of pavement markings on existing roadways. In addition, the funding for any major project on an arterial roadway, including resurfacing, rehabilitation or new roadway construction, includes a provision for permanent pavement markings, which is included in Contract 10-0085.

Typically the pavement marking contract is tendered on an annual basis. Due to the need to extend a number of projects from 2010 into 2011, which was based on construction completion dates, Contract 10-0085 was tendered for two years.

Upon completion of the 2010 work, the quantity of materials and services for pavement markings increased substantially, due to several unscheduled road projects which were added in 2011 and not accounted for at the time of tendering, including 8th Street from Cumberland Avenue to Clarence Avenue; 33rd Street from Avenue P to Avenue W; and six intersections. Pavement marking on these additional streets was required to ensure safe travel for motorists.

The cost of the additional materials and services total \$135,512.67, bringing the net total cost of Contract 10-0085 to \$373,350.43 (including G.S.T. and P.S.T.). Since this increase is greater than 25% of the original contract amount, the Change Order requires approval by City Council.

### **FINANCIAL IMPACT**

There is sufficient funding within Capital Project 1513 – IS Pavement Marking Program, as well as within the various capital projects that require the work.

### **POLICY IMPLICATIONS**

The requested approval of the Change Order is in accordance with Policy A02-027 – Corporate Purchasing Policy.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications.

### **PUBLIC NOTICE**

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

**E4) Enquiry – Councillor B. Dubois (December 20, 2010)**  
**Traffic Calming – Muzyka and Stensrud Road**  
**(Files CK. 6150-1, IS. 6350-1 and IS. 6150-1)**

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

### **BACKGROUND**

The following enquiry was made by Councillor B. Dubois at the meeting of City Council held on December 20, 2010:

“Would the Administration please look at the best type of traffic calming at the intersection/crosswalk of Muzyka and Stensrud Road in the Willowgrove neighbourhood. It is a very busy and unsafe intersection/crosswalk where many people, mostly children cross. I have received emails and calls from a lot of young people telling me they are scared to cross, and often wait up to ten minutes to cross to go to school.”



## REPORT

In the summer of 2010, the Administration began a review of the pedestrian network and traffic conditions in the Willowgrove neighbourhood. The review included site visits, traffic volume studies and traffic speed studies. Future considerations, such as the locations of the new elementary schools, were also taken into account. Results of the review were used to determine ideal locations for crosswalks, in order to optimize the pedestrian network through Willowgrove; and to determine if and where traffic calming was necessary, in order to reduce vehicle volumes and/or speeds.

### Traffic Calming

Collector roadways are designed for traffic movement throughout a neighbourhood and can carry average daily traffic (ADT) volumes anywhere from 5,000 vehicles per day (vpd) to 12,000 vpd, depending on the adjacent land use. It is typically acceptable for the 85<sup>th</sup> percentile speed (the speed at which 85 percent of traffic is travelling at or below) to be within 5 kph of the posted speed limit.

Speed and volume studies were conducted along all completed collector roadways in Willowgrove. Results of the studies are summarized in Table 1, below.

**Table 1: Willowgrove Traffic Study Results**

<b>Location</b>	<b>Date of Study (2010)</b>	<b>ADT (VPD)</b>	<b>85<sup>th</sup> Percentile Speed (kph)</b>
Stensrud Road: Muzyka Road - Greaves Road	Aug 25 – 31	4,446	58
Stensrud Road: Trimble Crescent - Trimble Crescent	June 23 – 29	4,006	63
Willowgrove Boulevard: McOrmond Drive - Stensrud Road	Oct 14 – 20	3,422	59
Addison Road: McOrmond Drive - Stensrud Road	Oct 13 – 19	2,044	56

All of the above-noted roadways have a posted speed limit of 50 kilometres per hour (kph).

Results of the traffic studies indicate that many motorists are travelling above the posted speed limit along Stensrud Road and Willowgrove Boulevard.

Based on the results of the traffic studies, the Administration has forwarded speed and traffic information to Saskatoon Police Services for their consideration. Additionally, a traffic calming island was installed at the intersection of Stensrud Road and Trimble Crescent/Paton Crescent in the spring of 2011. In the spring of 2012, a traffic calming island will also be installed at the intersection of Stensrud Road and Muzyka Road, as well as curb extensions at the intersection of

Willowgrove Boulevard and Maguire Crescent near the pathways leading to the neighbourhood park.

The placement of islands permit the installation of additional pedestrian crosswalk signing that is in the immediate line of sight of approaching motorists. They also provide a safe place of refuge for pedestrians and encourage motorists to travel at a decreased speed by narrowing the width of the roadway.

The traffic calming will be installed as a temporary measure until proven to be successful. If successful, they will be made permanent when funding is available.

#### Pedestrian Crossings

A review of public destinations (commercial and future schools) and the park pathway network was conducted in order to determine locations and type of crosswalk required to optimize the pedestrian network in Willowgrove.

Based on the review, standard crosswalks were installed at all intersections along collector roadways which lead to park paths (including the intersection of Stensrud Road and Muzyka Road), while zebra style crosswalks were used at locations leading to commercial development areas and the schools.

Standard crosswalks consist of side-mounted pedestrian signage and painted white pavement lines to reinforce to both pedestrians and motorists that a legitimate crossing point exists and that pedestrians have the right-of-way over vehicles.

Zebra crosswalks, similar to standard crosswalks, include side-mounted signage; however, they have the added benefit of additional pavement markings to further visually enhance the crosswalk location. Zebra crosswalks are ideal for locations where higher pedestrian movement is expected.

Crosswalk installations were completed during the summer of 2011, and will become part of the annual crosswalk painting program.

#### ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

## **PUBLIC NOTICE**

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

**E5) Request for Change Order**  
**Contract 11-0040**  
**2011 Aggregate Supply**  
**(Files CK. 292-011-28 and IS. 1000-2)**

**RECOMMENDATION:** that a Change Order, in the amount of \$277,593, for Contract No. 11-0040, 2011/12 Aggregate Supply, be approved.

## **REPORT**

The tender for Contract 11-0040, 2011/12 Aggregate Supply, was awarded to AllRock Hauling, for an original estimated cost of \$677,357.63 (including G.S.T. and P.S.T.).

Base gravel is used on rural roads, back alleys and as a foundation for paved streets. At the beginning of the year, the anticipated total quantity required was estimated to be 25,000 tonnes.

Due to the substantial amount of construction which was carried out in 2011, including restoration of recently annexed (rural) roads, the back alley rehabilitation program, continuous water connection work, paved street reconstruction, etc., a significant amount of additional base gravel was used.

The total additional material, estimated at 37,500 tonnes, amounts to approximately \$277,593, bringing the total net cost of Contract 11-0040 to \$954,951.38. (including G.S.T. and P.S.T.). Since this increase is greater than 25% of the original contract amount, the Change Order requires approval by City Council.

## **FINANCIAL IMPACT**

There is sufficient funding within the Operating Budget, as well as within Capital Project 837 – Back Alley Rehabilitation.

## **POLICY IMPLICATIONS**

The requested approval of the Change Order is in accordance with Policy A02-027 – Corporate Purchasing Procedures.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications.

### **PUBLIC NOTICE**

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

**E6) Award of Tender  
Maintenance Services  
2011 Snow Dump Pushing  
(Files CK. 6290-1 and IS. 6290-2)**

- RECOMMENDATION:**
- 1) that the proposal submitted by Hamm Construction for maintenance services at the 64<sup>th</sup> Street Snow Dump Site, at a total estimated cost of \$100,000 (plus G.S.T. and P.S.T.) be accepted;
  - 2) that the proposal submitted by AllRock Hauling for maintenance services at the Valley Road Snow Dump Site, at a total estimated cost of \$100,000.00 (plus G.S.T. and P.S.T.) be accepted; and
  - 3) that Purchasing Services be requested to issue the appropriate purchase orders.

### **REPORT**

There are three snow dump sites in operation for the 2011/12 winter season, located at 64<sup>th</sup> Street; Valley Road; and Central Avenue. The City of Saskatoon only has the resources to maintain (push snow) at one of the locations, therefore, a Request for Proposal (RFP) was issued for the 64th Street and Valley Road locations for an estimated combined total of 1,000 hours.

Because of the size of the 64<sup>th</sup> Street location, it was determined that a bulldozer would be required, in order to “stack” the snow to maximize the site’s capacity. The Valley Road snow dump site has ample room and does not require the snow to be “stacked” therefore; a loader rather than a bulldozer would be required.

The RFP, which was issued on September 13, 2011, closed on September 29, 2011. Four proposals were received, as follows:

- AllRock Hauling;
- Glen Tall Trenching;
- Hamm Construction; and
- Maxies Excavating.

After a detailed evaluation, it was determined that the proposals from Hamm Construction and AllRock Hauling, as listed below, were superior.

<b>Contractor</b>	<b>Score</b>	<b>Relevant Equipment</b>	<b>Estimated Contract Value</b>
Hamm Construction	87%	1 - Komatsu D155AX-3 Bulldozer	\$100,000
AllRock Hauling	87%	2 - 980 Caterpillar Loaders	\$100,000

The Administration is recommending that Hamm Construction be awarded the contract for maintenance (snow pushing) of the 64<sup>th</sup> Street Snow Dump, for a total cost of \$100,000 (plus G.S.T. and P.S.T.); and that AllRock Hauling be awarded the contract for maintenance (snow pushing) of the Valley Road Snow Dump, for a total cost of \$100,000 (plus G.S.T. and P.S.T.).

### **FINANCIAL IMPACT**

The net cost to the City of Saskatoon for snow dump maintenance services from Hamm Construction and AllRock Hauling, for the 2011/12 winter season, are as follows:

<u>Hamm Construction</u>	
Contract Value	\$ 100,000.00
G.S.T.	\$ 5,000.00
Total Contract Price	\$ 105,000.00
Less G.S.T. Rebate	\$ 5,000.00
<b>Net Cost to City</b>	<b>\$ 100,000.00</b>

<u>AllRock Hauling</u>	
Contract Value	\$ 100,000.00
G.S.T.	<u>\$ 5,000.00</u>
Total Contract Price	\$ 105,000.00
Less G.S.T. Rebate	<u>\$ 5,000.00</u>
<b>Net Cost to City</b>	<b>\$ 100,000.00</b>

There are sufficient funds within the Operating Budget.

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications.

**PUBLIC NOTICE**

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

Respectfully submitted,

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Paul Gauthier, General Manager  
Community Services Department

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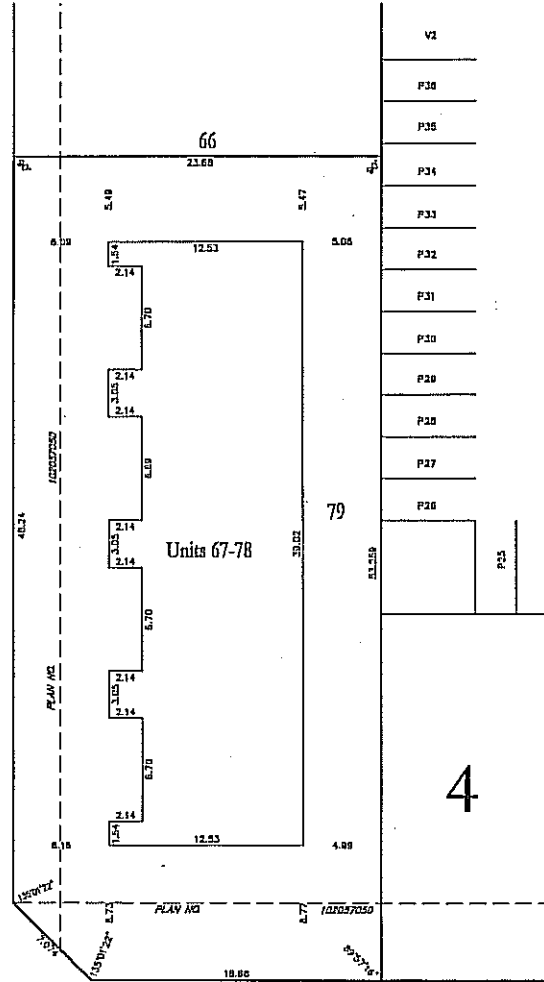
Marlys Bilanski, General Manager  
Corporate Services Department

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Mike Gutek, General Manager  
Infrastructure Services Department

A1

GEARY CRESCENT



GEARY CRESCENT

SHEET NUMBER 6 OF 7  
SITE PLAN & LEGEND



RE-DIVISION SITE PLAN  
SCALE 1:200

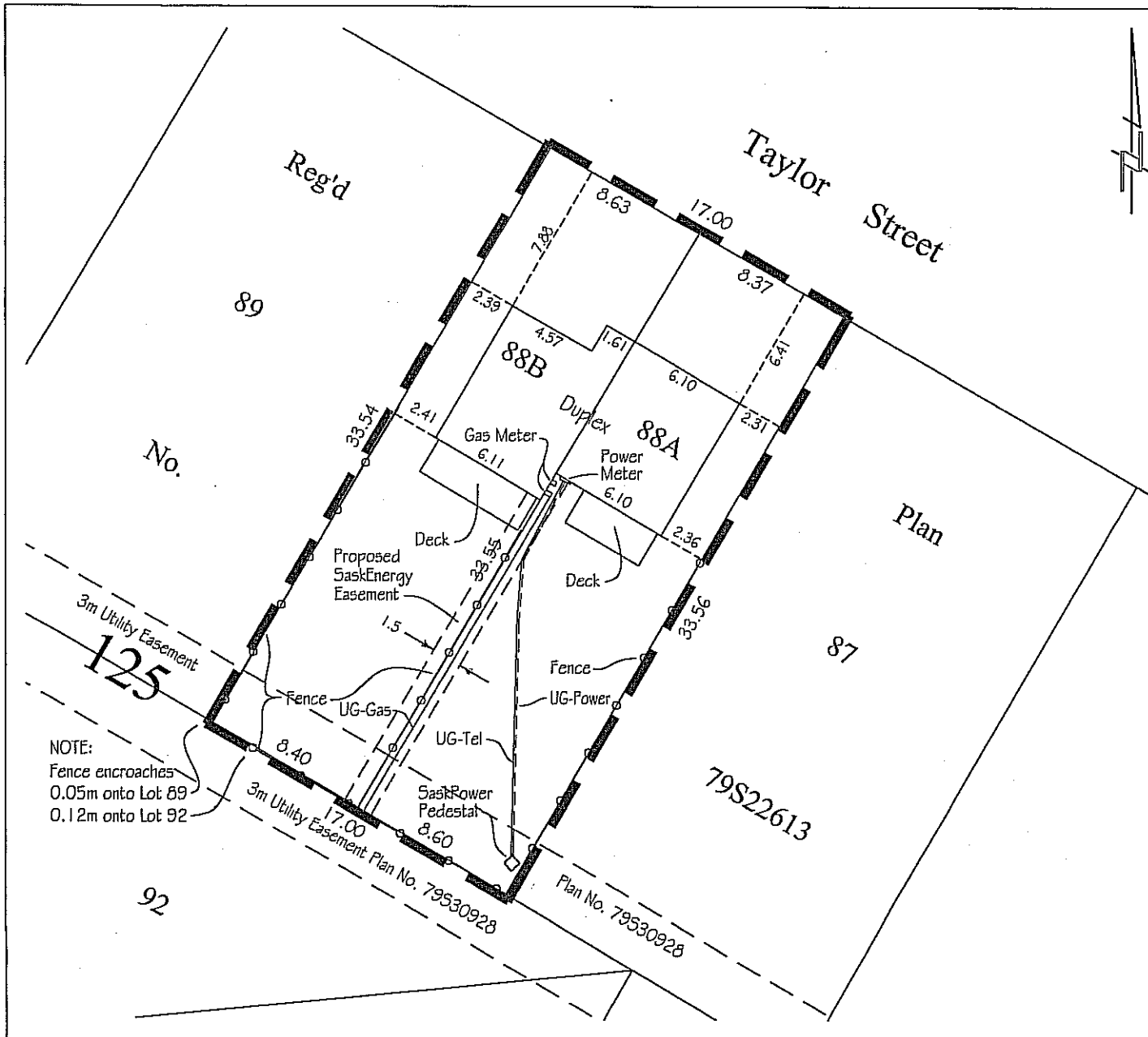
PLAN OF SURVEY SHOWING  
RE-DIVISION OF  
BARE LAND CONDOMINIUM UNIT 3  
INTO  
CONDOMINIUM UNITS 67-79 INCLUSIVE  
CONDOMINIUM PLAN NO. 102070932  
SASKATOON, SASKATCHEWAN  
BY T.R. WEBB, S.L.S.  
SCALE AS SHOWN  
AUGUST 2011

NEW UNITS 67-78 are Regular Residential Units  
NEW UNIT 79 is a Service Unit

LEGEND

1. Dimensions shown are in metres and decimals thereof.
2. Measurements indicating the position of the building in relation to the outer boundaries of the parcel are taken to the concrete foundation of ground level.
3. Unit numbers are shown as 67, 68, 69, etc.
4. Unit boundaries are shown on Sheets 6 and 7 by a heavy solid line and are defined as follows:  
— the exterior surface of any interior finishing material that forms the surface of any common and exterior wall, floor, or ceiling.
5. The doors and windows form part of the unit.
6. All exterior surfaces are shown properly.
7. For the assignment of exclusive use parking stalls, see attached parking schedule on Sheet 7.
8. Parking spaces are identified as P25 - P38 and are designated for exclusive use of units as shown in the Parking Schedule.
9. Parking spaces are in accordance with Section 11(1) of The Condominium Property Act except for Service Unit No. 79.
10. All portions of building and lands not designated as a regular condominium form Service Unit No. 79.
11. Area to be approved is outlined by a heavy dashed line.
12. The parcel within the line of approval has an Easement O.

Prepared by  
  
© 2011  
11-2194ec B.F



Plan of Proposed Subdivision  
of Lot 88, Block 125,  
Reg'd Plan No. 79S22613,  
SW ¼ Section 24,  
Twp 36, Rge 5, W 3rd Mer  
City of Saskatoon,  
SASKATCHEWAN

C.W.A. BOURASSA, SLS  
Scale 1:200

**OWNER:**  
That I (We) have no objection to the location of the utility lines on the land being subdivided as shown on the plan will grant any easement agreements or forms as may be required by the utility company owning a line."

*CB*  
Manoj Goswami & Arunima Goswami

*CB*  
Srijon Kumar Chowdhury & Arupa Chowdhury

Project No.: 144238R  
Initials: T.JT

**NOTES:**

- Area to be subdivided is outlined with a bold, dashed line and contains 570m<sup>2</sup>.
- Distances shown are horizontal at general ground level and are expressed in meters and decimals thereof and may vary ± 5.00 metres.
- Information shown on this plan was collected on the date of September 14th, 2011.

Dated at Saskatoon in the Province of Saskatchewan this 30th day of September, 2011.

*[Signature]*  
Saskatchewan Land Surveyor

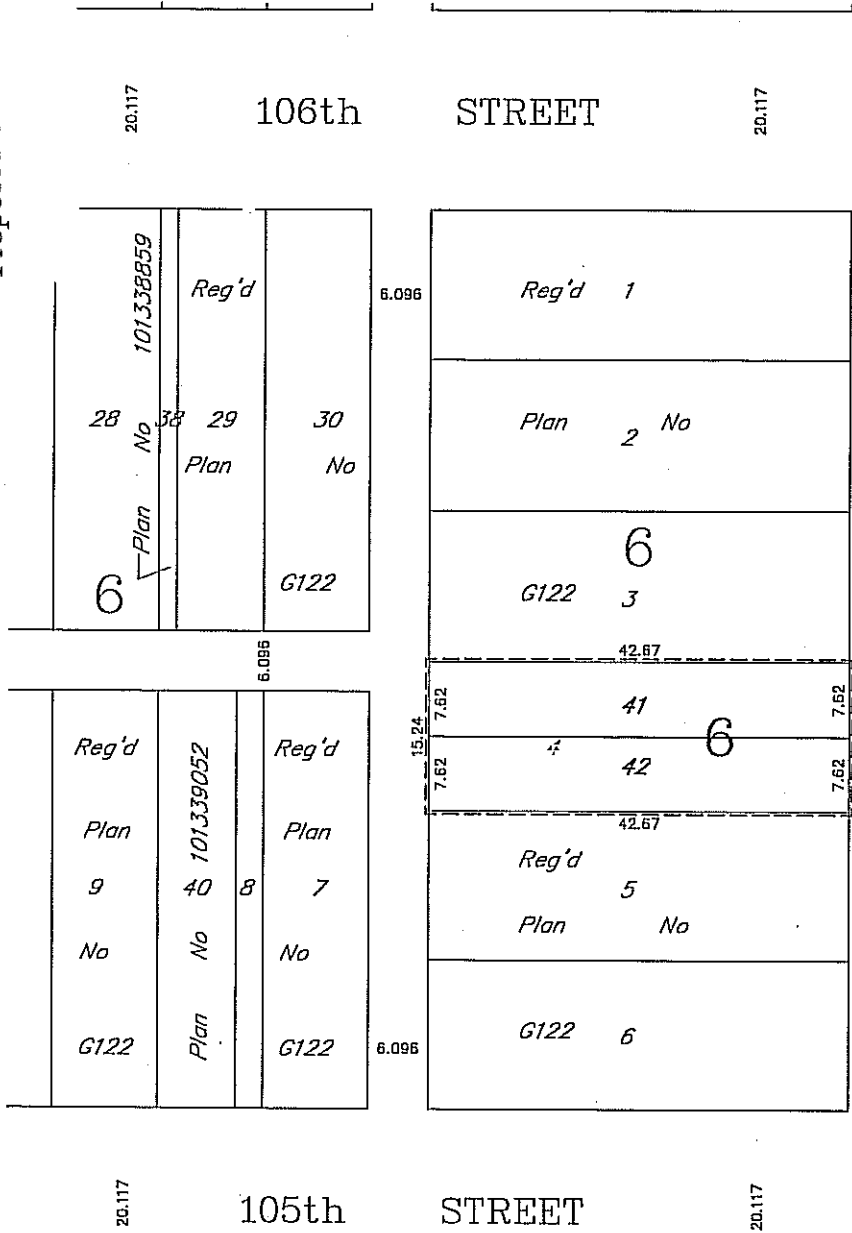
**Altus Geomatics**  
Limited Partnership  
Toll Free: 1-800-465-0233  
www.altusgeomatics.com

**COMMUNITY PLAN**

Proposed Subdivision No. 71/11

NOTE:  
Fence encroaches  
0.05m onto Lot 89  
0.12m onto Lot 92



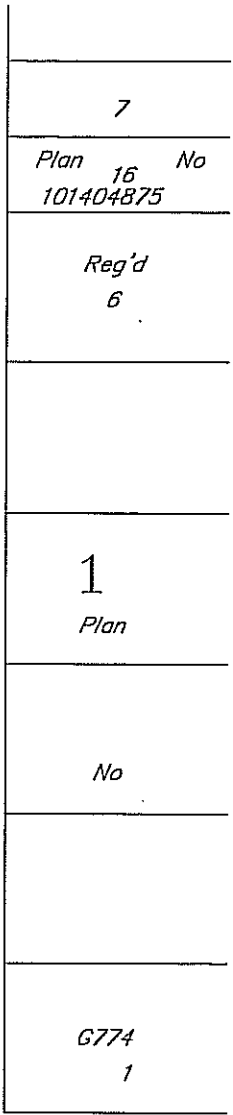


20.117

CENTRAL AVENUE

CENTRAL AVENUE

20.117



PLAN OF PROPOSED  
SUBDIVISION OF  
LOT 4, BLOCK 6  
REG'D PLAN NO G122  
504 CENTRAL AVENUE  
SASKATOON, SASK.  
SE 1/4 SEC 35-TWP 36-  
RGE. 5 - W. 3rd MER.  
BY T.R. WEBB, S.L.S.  
SCALE 1:500

*T.R. Webb*  
T.R. Webb October 5, 2011  
Saskatchewan Land Surveyor

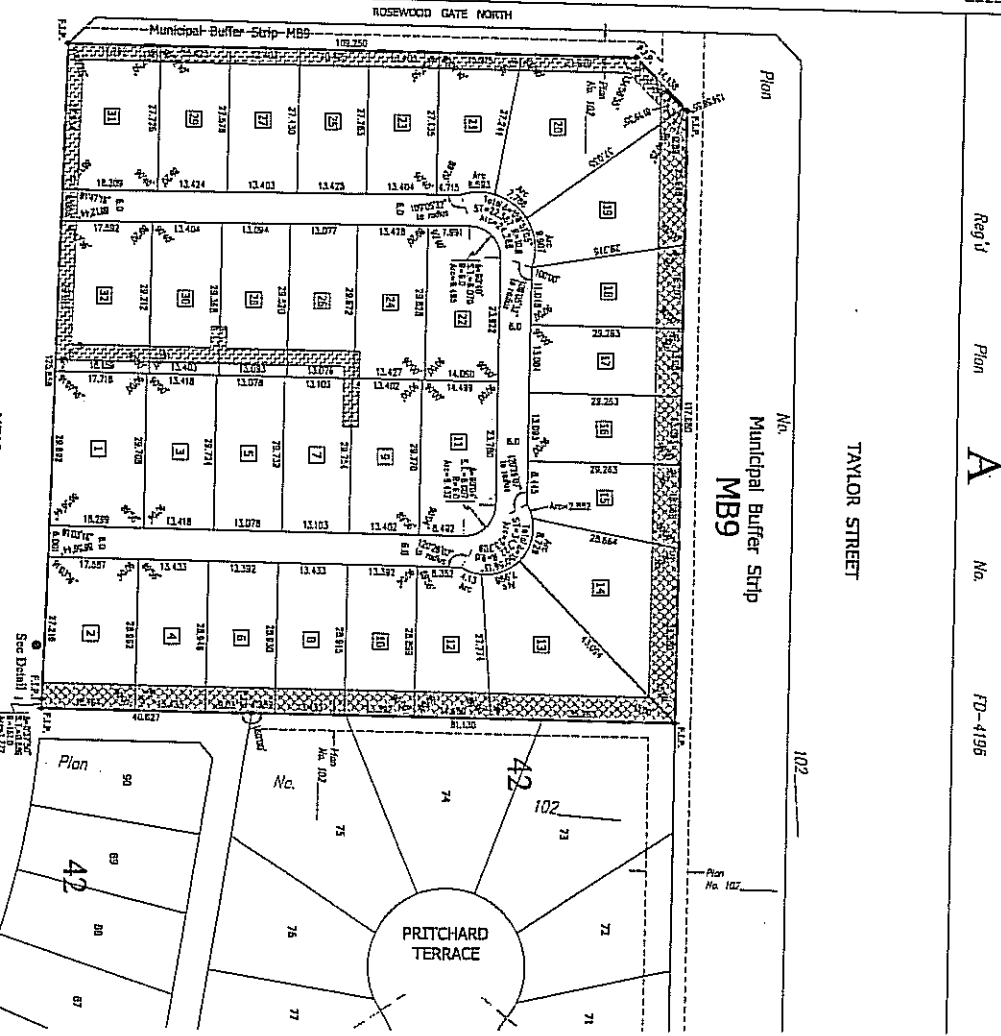
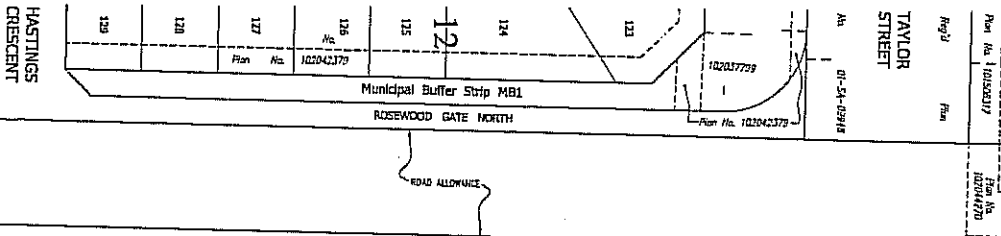
Seal

Dimensions shown are in metres and decimals thereof.  
Portion of this plan to be approved is outlined in red with a bold, dashed line and contains 0.065± ha (0.16± ac.).  
Dimensions shown are approximate and may differ from the final plan of survey by 0.1± metres.

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

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

UNIT NUMBER	UNIT FACTOR	UNIT TYPE
1	325	Bar Land/Res
2	325	Bar Land/Res
3	325	Bar Land/Res
4	325	Bar Land/Res
5	325	Bar Land/Res
6	325	Bar Land/Res
7	325	Bar Land/Res
8	325	Bar Land/Res
9	325	Bar Land/Res
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30	325	Bar Land/Res
31	325	Bar Land/Res
32	325	Bar Land/Res
33	325	Bar Land/Res



Reg'd Plan No. FD-4196

A

No.

FD-4196

**PROPOSED PLAN OF SURVEY SHOWING SURFACE BARE LAND CONDOMINIUM OF PARCEL D**  
**PLAN NO. N.W. 1/4 SEC. 17 - TWP. 36 - RGE. 4 - W. 3RD MER. SASKATOON, SASKATCHEWAN BY: R.A. WEBSTER, S.L.S. OCTOBER - NOVEMBER 2011**  
 SCALE 1 : 500

- LEGEND:**
- (1) Measurements are to centre and double lines.
  - (2) Bare Land Unit numbers are shown thus: [1] [2] [3]
  - (3) \* indicates front lot post.
  - (4) \* indicates ground second lot post.
  - (5) \* indicates second lot post.
  - (6) The lot numbers are shown for the survey area has been surveyed on.
  - (7) The lot numbers are shown for the survey area has been surveyed on.
  - (8) The lot numbers are shown for the survey area has been surveyed on.
  - (9) The lot numbers are shown for the survey area has been surveyed on.
  - (10) The lot numbers are shown for the survey area has been surveyed on.
  - (11) The lot numbers are shown for the survey area has been surveyed on.

3m easement, Gas, Tel, and Snow Catching Systems  
 5m easement, Gas, Tel, and Snow Catching Systems  
 10m easement, Gas, Tel, and Snow Catching Systems  
 15m easement, Gas, Tel, and Snow Catching Systems  
 20m easement, Gas, Tel, and Snow Catching Systems  
 25m easement, Gas, Tel, and Snow Catching Systems  
 30m easement, Gas, Tel, and Snow Catching Systems  
 35m easement, Gas, Tel, and Snow Catching Systems  
 40m easement, Gas, Tel, and Snow Catching Systems  
 45m easement, Gas, Tel, and Snow Catching Systems  
 50m easement, Gas, Tel, and Snow Catching Systems  
 55m easement, Gas, Tel, and Snow Catching Systems  
 60m easement, Gas, Tel, and Snow Catching Systems  
 65m easement, Gas, Tel, and Snow Catching Systems  
 70m easement, Gas, Tel, and Snow Catching Systems  
 75m easement, Gas, Tel, and Snow Catching Systems  
 80m easement, Gas, Tel, and Snow Catching Systems  
 85m easement, Gas, Tel, and Snow Catching Systems  
 90m easement, Gas, Tel, and Snow Catching Systems  
 95m easement, Gas, Tel, and Snow Catching Systems  
 100m easement, Gas, Tel, and Snow Catching Systems

**OWNER:**  
 R.A. WEBSTER, Saskatchewan Land Conveyance  
 S.L.S.  
 1000 - 10th St. N., Saskatoon, S.S. 0N1  
 306-944-1111

**EXAMINED:** CITY OF SASKATOON  
 1. Approved under the provisions of Chapter 11.03 of the City of Saskatoon.  
 2. Approved under the provisions of Chapter 11.03 of the City of Saskatoon.

**Dated:** \_\_\_\_\_ A.D. 2011

**Dated:** \_\_\_\_\_ A.D. 2011



## City's Mandate in Land Development

The City of Saskatoon first became involved in land sales through the sale of Tax Title properties. Significant inventory of these properties accumulated throughout the 1920's and 30's caused by tight monetary markets, World War I and the Depression. A housing shortage developed after World War II, resulting in significant sales of properties held in the Tax Title inventory as well as the servicing of raw land by the City of Saskatoon. While other municipalities experienced similar situations, many decided not to purchase additional land to service and sell. The City's Land Bank Program was formally established by City Council in 1954.

City Council determined that the City of Saskatoon was to remain as a developer to ensure growth in an orderly fashion and to encourage home construction. With its significant experience gained and solid financial base from the sale of properties, City Council created a Land Sales Policy to meet its determined mandate of ensuring an adequate supply of reasonably priced serviced land and to facilitate the maximization of civic services within its overall municipal plan.

The current mandate of the Land Bank Program is:

1. To provide an adequate supply of residential, institutional and industrial land at competitive market values;
2. To provide innovation and leadership in design of new growth;
3. To provide financial returns at competitive rates of return on investment to the City for allocation to civic projects and programs;
4. To assist in the attainment of orderly urban growth; and
5. To ensure on-going competition within the land development sector.

Since 2000 the Land Branch has been directed to attain specific objectives or targets for land development. These are as follows:

- Ensure that serviced inventory as of September 30 of each year shall be equal to the number of City lots estimated for absorption for the following year (one year supply);
- City lots are to be available in both the west and east side of the city in most market sectors;
- City market share of one unit dwelling permits issued should range between 40 and 60 percent for City developed lots (current ten year average of 60 percent);
- 25 to 30 percent of all dwelling units within neighbourhoods developed by the City should be in a multi-family form;
- At the end of each development season, there should be a two year supply of serviced industrial land available for sale;
- There are no specific targets for commercial lands, as the Land Branch has no control over the amount or timing of this land type;
- Update all business plans (proformas) for each new development area (Land Development Fund) on an annual basis to monitor and track actual versus

- estimated costs, as well as the return on investment and sales; and
- Ensure that the City has sufficient raw land for development within a 25 year time frame for both residential and industrial development.

In regard to these specific objectives, the Land Branch has met or surpassed each objective over the past eight years, with the exception of residential lot serviced inventory in the fall of 2006 and 2007. In these particular years the demand for City-owned serviced lots began to exceed supply as the number of privately owned and developed lots did not keep up with overall unprecedented surge in demand and the lot servicing industry had difficulty in meeting the challenge of increased servicing demands by all land developers throughout the entire region in 2007.

The Land Branch is directed to ensure that the City's Land Bank Program is operated on a business footing and on a level playing field with other land development companies. Additionally, the Land Branch cooperatively works with other land developers in areas of mutual concern or interest to ensure the best possible outcomes relative to neighbourhood design, cost sharing, timing and phasing, as well as supply of serviced properties. In regard to its customers, the Land Branch sales policies are, and have been adjusted, to reflect vagaries in the market and to meet our customer's needs. This applies to all customers for residential, multi-family and industrial properties.

## The Land Development Process

The land development cycle for a residential neighbourhood, suburban centre or an industrial area involves a wide range of activities and considerations. Prior to acquiring land for development and undertaking large financial investments, the developer must have a clear idea of the intended market to be served and the overall goal of the development process, whether it be purely for return on investment, or include other considerations such as community development. The land development process is characterized by the following ten steps:

- |   |   |
|---|---|
| 1. Identifying your mission                 | 6. Development/construction/subdivision |
| 2. Research and investment-land acquisition | 7. Marketing                            |
| 3. Neighbourhood concept plan design        | 8. Land sales                           |
| 4. Neighbourhood concept plan approval      | 9. Financial outcomes                   |
| 5. Detailed planning and engineering design | 10. Review future land requirements     |

The completion of each step in the land development process is necessary to create a successful and lasting development. Success in both the financial aspects and community and consumer acceptance will allow for the developer to pursue further opportunities with increased chances of success.

With any land development project, similar to any business process, there are inherent risks associated with developing a product much earlier in a process than when the product itself can be presented to the market for sale. As the land development cycle can continue on for many years, the risks begin with a significant outlay of funding for the property and continue into other concerns such as directional growth change, varying environmental changes or competitive buy-ins that can all occur over a significant length of time. Time frames for land development can stretch from multiple years into multiple decades. The development of one phase from area grading to paved roadways can take between 1.5 and 3 years to complete.

As a new land development project progresses through its various stages and cash outlays continue to accrue, delays can be caused during design or construction that open a developer to future risks such as inflation, sunken marketing costs, missing out on potential demand, net market loss to competition and market changes. The eventual effect of these many risks can result in overall costs exceeding projections, causing a reduction in net profit or return on investment.

To properly monitor and track the final outcomes of a specific development, a pre-determined Return On Investment (ROI) or Return On Sales (ROS) can be established. Establishing a financial benchmark at the beginning of the project is used to gauge and monitor the financial success of the project while also providing the basis for distribution of returns to their stakeholders.

Since 2007, City Council has committed over \$53 million from the City's Neighbourhood Land Development Fund towards a variety of projects including:

- Programs aimed at re-investing in affordable housing and the inner portions of the

city such the City's Affordable Housing Reserve, the Pleasant Hill neighbourhood revitalization and local area road upgrades;

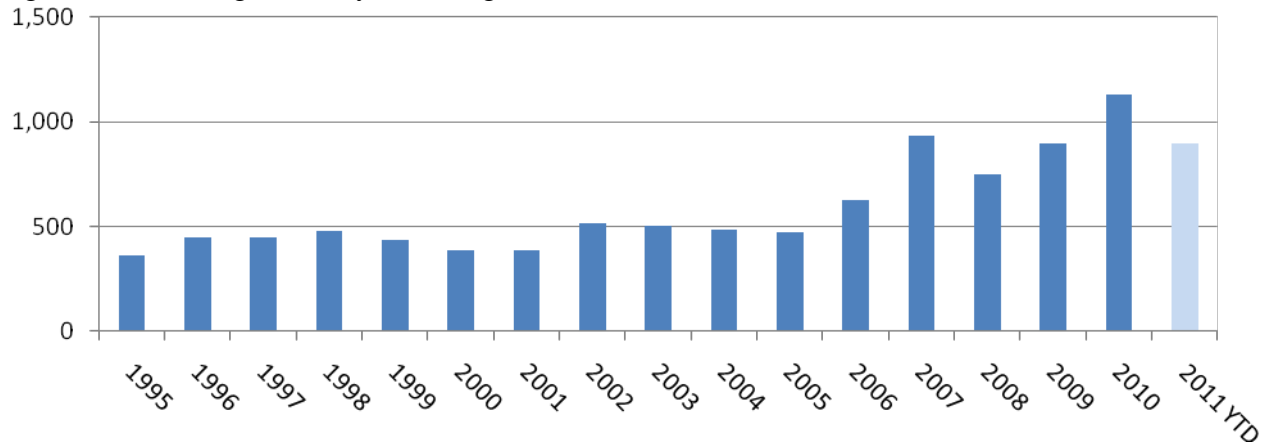
- Contributions towards the City's Operating and Capital Project budgets;
- Funding for an east side fire hall; and
- Funding designated for future land purchases.

### Absorption of Serviced Land

Figures 1 and 2 identify historic new single family and multi-family dwellings units per year from 1995 to 2010 as well as year to date new dwelling units for 2011. As of the end of August 2011, building permits have been issued for 895 single family dwellings and 1182 multi-family dwelling units, a split of 43 percent single family and 57 percent multi-family.

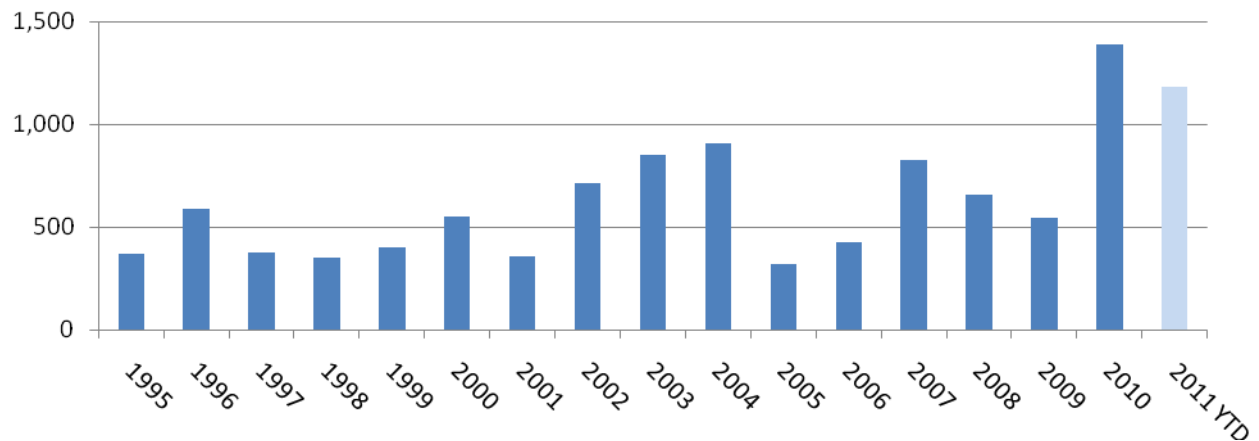
Over the past 40 years, Saskatoon has experienced a continuous increase in the percentage of multi-family dwellings that make up the city’s housing stock. It is expected that multi-family absorption will continue to increasingly account for a larger portion of the market. For the last decade, neighbourhoods have been designed with a greater focus on increased density and providing multi-family housing types. Multi-family sites are typically developed mid-way to later in the build out of a neighbourhood. With the neighbourhoods of Willowgrove, Hampton Village and Stonebridge nearing single family completion, there is increased development of multi-family sites in these neighbourhoods.

Figure 1: New Single Family Dwellings, 1995-2011



Source: City of Saskatoon, Building Standards Branch, Monthly Building Permit Report

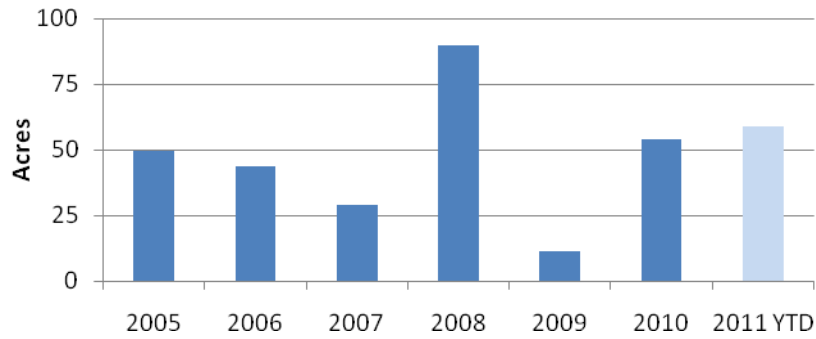
Figure 2: New Multi-unit Dwellings, 1995-2011



Source: City of Saskatoon, Building Standards Branch, Monthly Building Permit Report

Figure 3 provides a summary of the Land Branch's historical sales for industrial property over the past six years and year to date sales for 2011 as of the end of August 2011.

Figure 3: Annual Land Branch Industrial Land Sales, 2005-2011



Source: City of Saskatoon, Land Branch



## **Demand Profile**

### Households

Households are the most important driver of development. The household is the key decision-making unit that determines the amount and type of housing required, as well as spending and employment decisions. Household characteristics are influenced by social and economic trends which in turn influence the demand for residential, commercial and industrial land. The number, composition and size of households are the key factors that influence housing demand and the demand for land to accommodate residential development.

Household formation and size – Households have changed considerably in the last decade. Household size has been falling steadily in response to smaller family size and an increased proportion of non-family households. The effect of smaller household sizes is greater housing demand for a given population.

According to the City of Saskatoon's Housing Type by Age of Occupant Analysis, 2009, Saskatoon's average household size is 2.4. Household size varies between core neighbourhoods, intermediary neighbourhoods and outlying suburban neighbourhoods. Newer neighbourhoods in the outlying suburban areas have the largest populations, largest number of single family dwellings and the greatest number of people per household. Average household size in suburban developments is 3.1 for single family dwellings and 1.9 for multi-family dwellings.

Household type – The type of housing in demand is dictated by household composition. Family households historically demand single family dwellings. As household sizes have fallen and the proportion of non-family households has risen, a greater variety of housing types have been developed.

Historical trends show that with the exception of 1976-1981, the percentage of single family dwellings has steadily decreased each Census year since 1971. The number of multi-family dwellings has increased from 34 percent in 1971 to 44 percent in 2006. Due to expected demographic changes in Saskatoon in the future, neighbourhoods including Hampton Village, Willowgrove, Stonebridge, Evergreen and Kensington have been designed to accommodate an increase in demand for multi-family development. Based on building permit records since 2006 this trend is continuing, currently resulting in an approximate 50/50 split of single family to multi-family housing types in newer suburban developments. It is expected that housing demand will continue to shift towards a split of 60 percent multi-family and 40 percent single family.

### Population

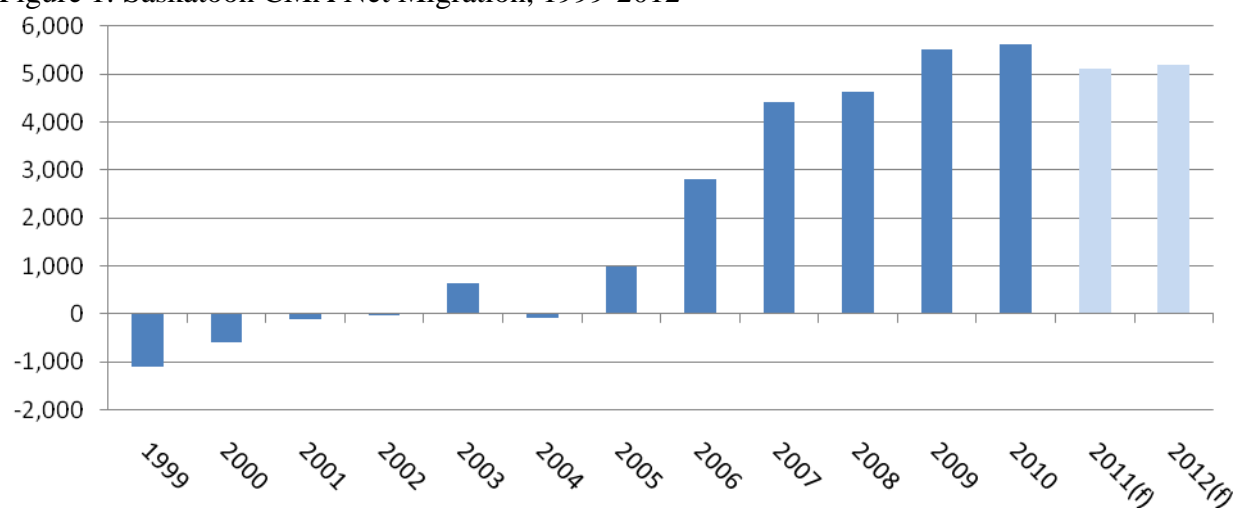
Absolute population growth will be reflected in household characteristics but the type of growth will influence how those characteristics change and affect the resulting demand.

Natural increase – Population growth from a natural rate of increase (assuming zero net migration) influences household size in the short term. Larger household sizes may be reflected in the type of housing in demand with an increased preference for single family or townhouse development. Such growth may lead to new construction to accommodate changing household characteristics but may lead to soft demand in the medium term for smaller housing types. In the

long term, household maturation creates new demand for housing through household formation.

Net positive migration – Population growth that includes net positive migration adds to the number of households and to the demand for housing in the short term. The type of housing in demand will depend on the makeup of incoming households with family households likely to choose single family dwellings. Net migration potentially affects demand in the long term as household formation from existing households contributes to additional demand. The Canada Mortgage and Housing Corporation (CMHC) reported that the Saskatoon CMA had seen an increase in net positive migration in recent years and is forecasting positive net migration in 2011 and 2012. Much of this net migration is attributed to international migration. Saskatoon's net migration is shown in Figure 1.

Figure 1: Saskatoon CMA Net Migration, 1999-2012



Source: CMHC (Starts and Completions Survey, Market Absorption Survey), adapted from Statistics Canada (CANSIM), CREA, Statistics Canada (CANSIM). Data for 2011 and 2012 has been forecasted based on information available as of April 28, 2011.

#### Relationship Between Population and Household Size

The relationship between population and household size directly relates to the number of housing units required to support an increasing population. The impact of population growth and household size on household growth and thus housing development is demonstrated in Table 1.

Table 1: Population and Household Size, Saskatoon, 1991-2006

	1991	1996	2001	2006	Percent change
Census population	186,058	193,647	196,811	202,340	8.75
Total private households	71,770	76,300	79,285	84,405	17.60
Average household size	2.59	2.54	2.48	2.4	-7.72
Constant average household size	2.59	2.59	2.59	2.59	0
Constant total private households	71,770	74,767	75,988	78,124	8.85

Source: Statistics Canada, Census of Population

From 1991 to 2006 the City's Census population increased by 8.75 percent, but the number of

households increased at twice that rate, 17.6 percent. This is due to steadily decreasing household size. If household size had remained constant as in the fourth line of Table 1, the number of households would have increased at a rate similar to the population (8.75 percent) resulting in about 6,200 fewer households and thus, fewer housing units.

### Economic Factors

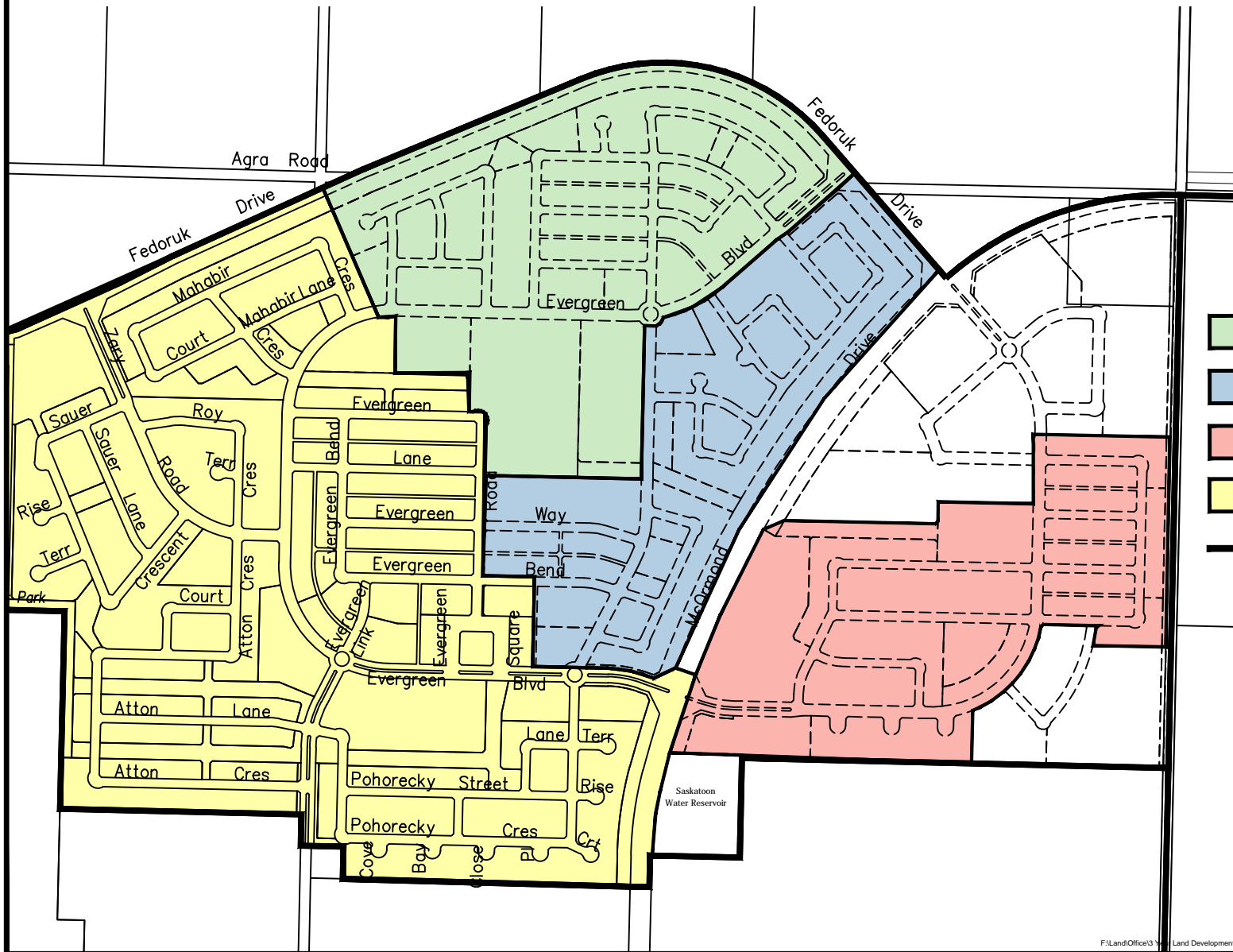
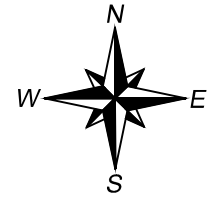
Demand for housing is affected by a number of economic factors. Incomes, job growth, interest rates and housing prices will all influence the amount and type of housing in demand.

Density is a good surrogate for housing type. Current neighbourhood development standards result in approximately six dwelling units per acre; although, the City's most recent neighbourhoods, Evergreen and Kensington, were designed with densities of 8.7 and 7.2 units per acre, respectively. For any given forecast population increase not accommodated on existing land, additional developable land is determined based on household size and density of development. As mentioned previously, there is approximately a 50/50 split between single family and multi-family housing types in new suburban neighbourhoods. The average household size for suburban dwellings is 3.1 for single family and 1.9 for multi-family. Applying the 50/50 split, this works out to an average household size of 2.5 people per unit in suburban neighbourhoods. As shown in Table 2, altering the household size and development density variables significantly affects the amount of land and servicing required to accommodate population growth.


Table 2: Land Required for Population Growth in Relation to Household Size and Density

<i>Population increase</i>	<i>Household size</i>	<i>Development density</i>	<i>Land required</i>
10,000	2.4	6 units/acre	695 acres
10,000	2.5	6 units/acre	666 acres
10,000	2.4	9 units/acre	463 acres
10,000	2.5	9 units/acre	444 acres

# THREE YEAR LAND DEVELOPMENT PROGRAM 2012 - 2014 EVERGREEN

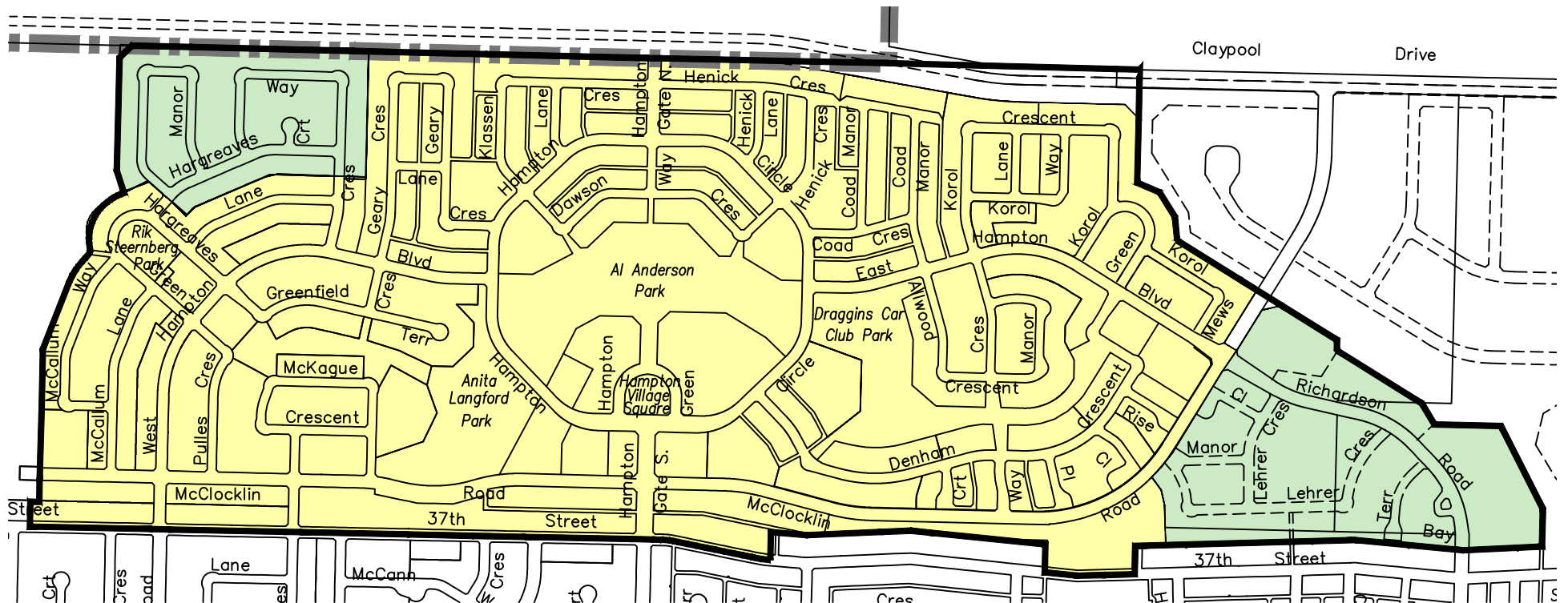
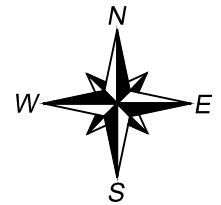


- 2012
- 2013
- 2014
- SERVICING COMPLETE
- NEIGHBOURHOOD BOUNDARY


**City of Saskatoon**  
 Community Services, Land Branch - August 2011  
Note: The Land Branch does not guarantee the accuracy of this plan. To ensure accuracy, please refer to the Registered Plan of Survey. This plan is not to scale. This map is conceptual and may change.

# THREE YEAR LAND DEVELOPMENT PROGRAM 2012 - 2014

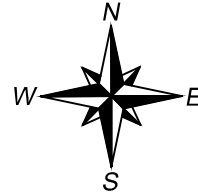
## HAMPTON VILLAGE



-  2012
-  2013
-  2014
-  SERVICING COMPLETE
-  CITY LIMITS
-  NEIGHBOURHOOD BOUNDARY

**City of  
Saskatoon**  
Community Services, Land Branch - August 2011  
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# THREE YEAR LAND DEVELOPMENT PROGRAM 2012 - 2014 KENSINGTON



Red Willow  
Centre  
Yarrow Youth  
Farm

-  2012
-  2013
-  2014
-  SERVICING COMPLETE
-  CITY LIMITS
-  NEIGHBOURHOOD BOUNDARY

14

22nd

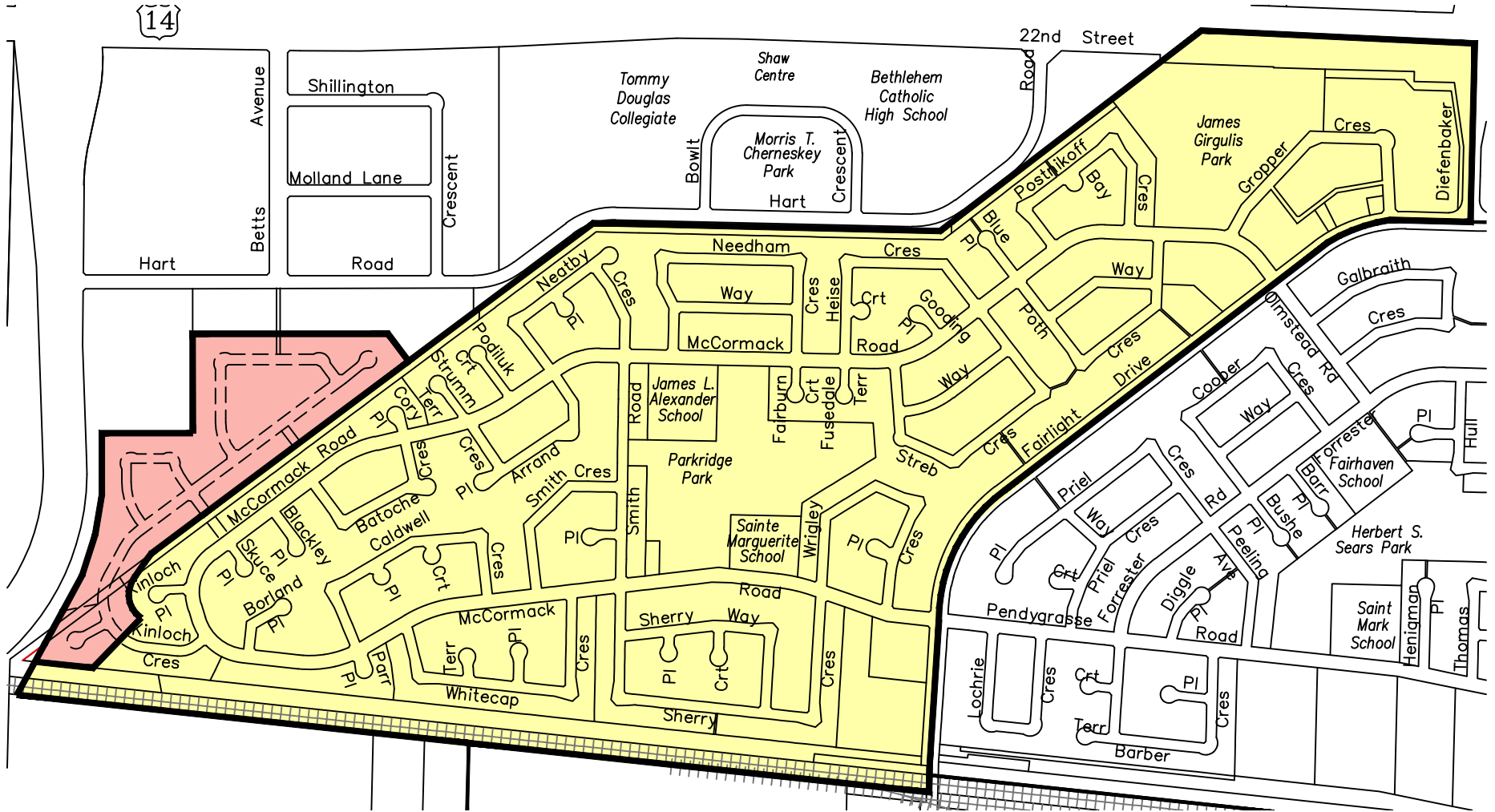
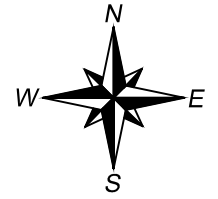
Street



Community Services - Land Branch - August 2011

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# THREE YEAR LAND DEVELOPMENT PROGRAM 2012 - 2014 PARKRIDGE



- 2012
- 2013
- 2014
- SERVICING COMPLETE
- NEIGHBOURHOOD BOUNDARY

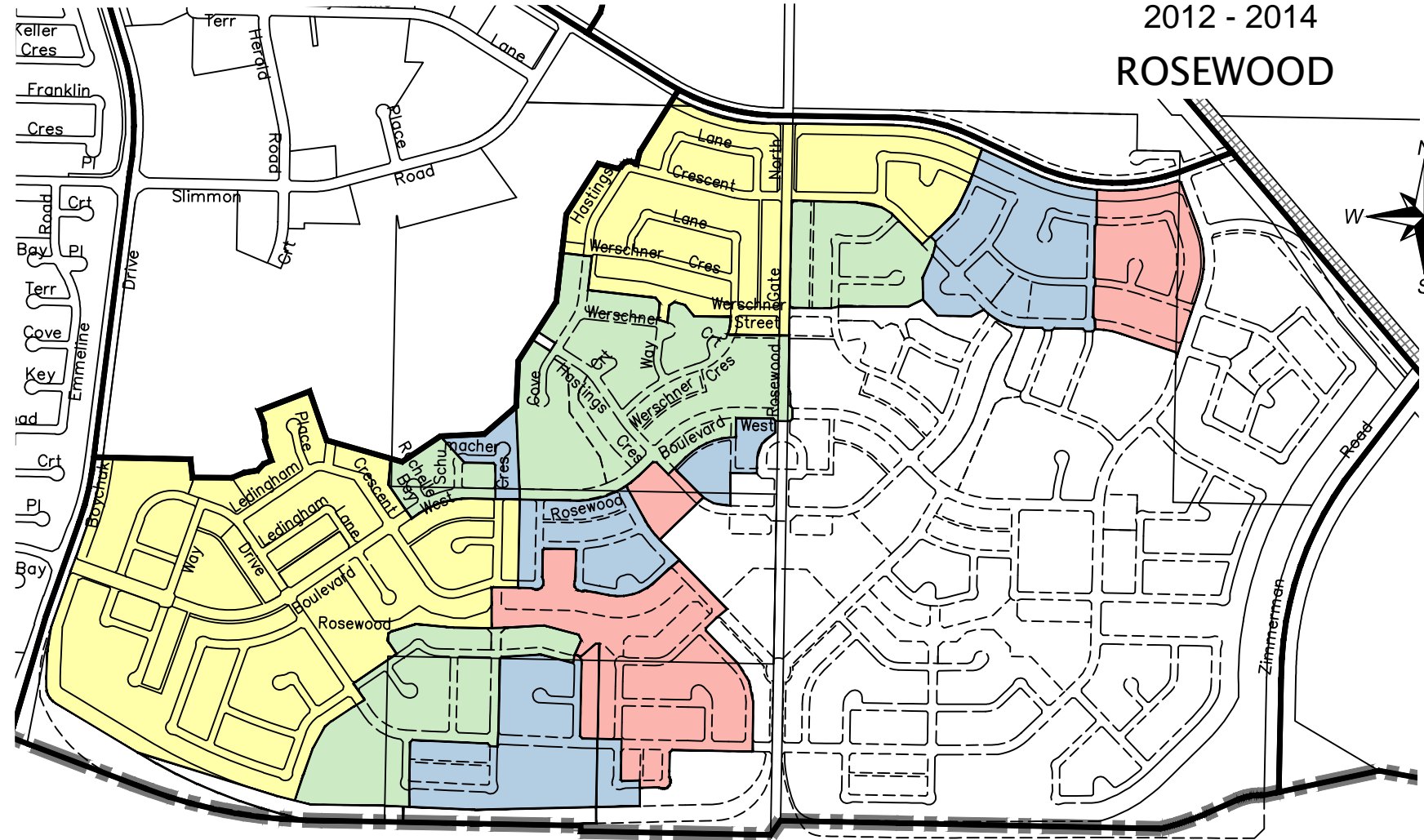
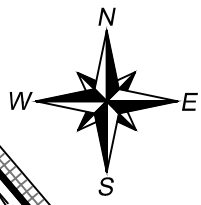


Community Services - Land Branch - August 2011

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# THREE YEAR LAND DEVELOPMENT PROGRAM 2012 - 2014 ROSEWOOD



- 2012
- 2013
- 2014
- SERVICING COMPLETE
- CITY LIMITS
- NEIGHBOURHOOD BOUNDARY

Highway 16

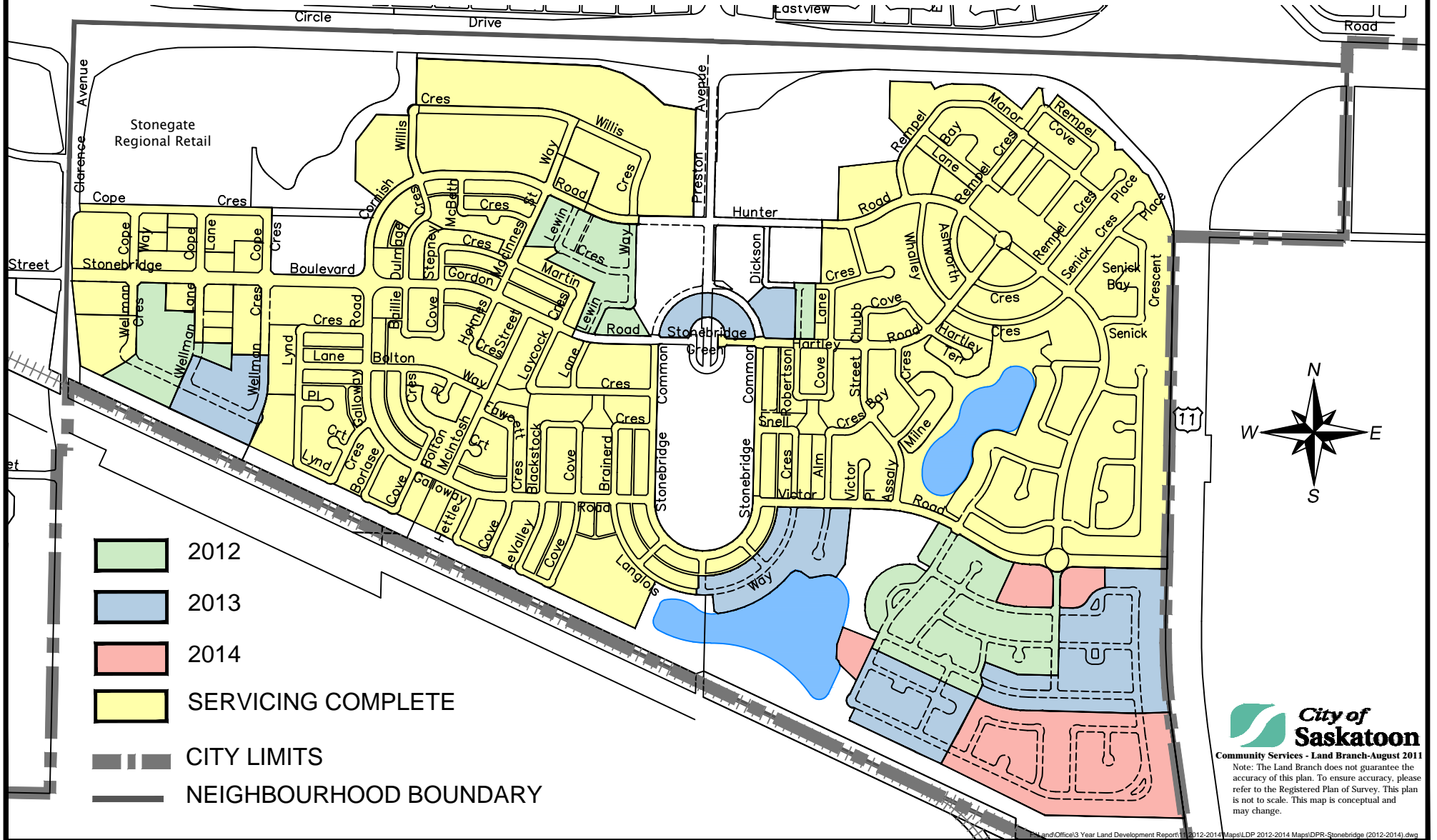


Community Services, Land Branch - August 2011  
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F:\Land\Office\3 Year Land Development Report\11 2012-2014\Maps\LDP 2012-2014 Maps\DPR-Rosewood (2012-2014).dwg



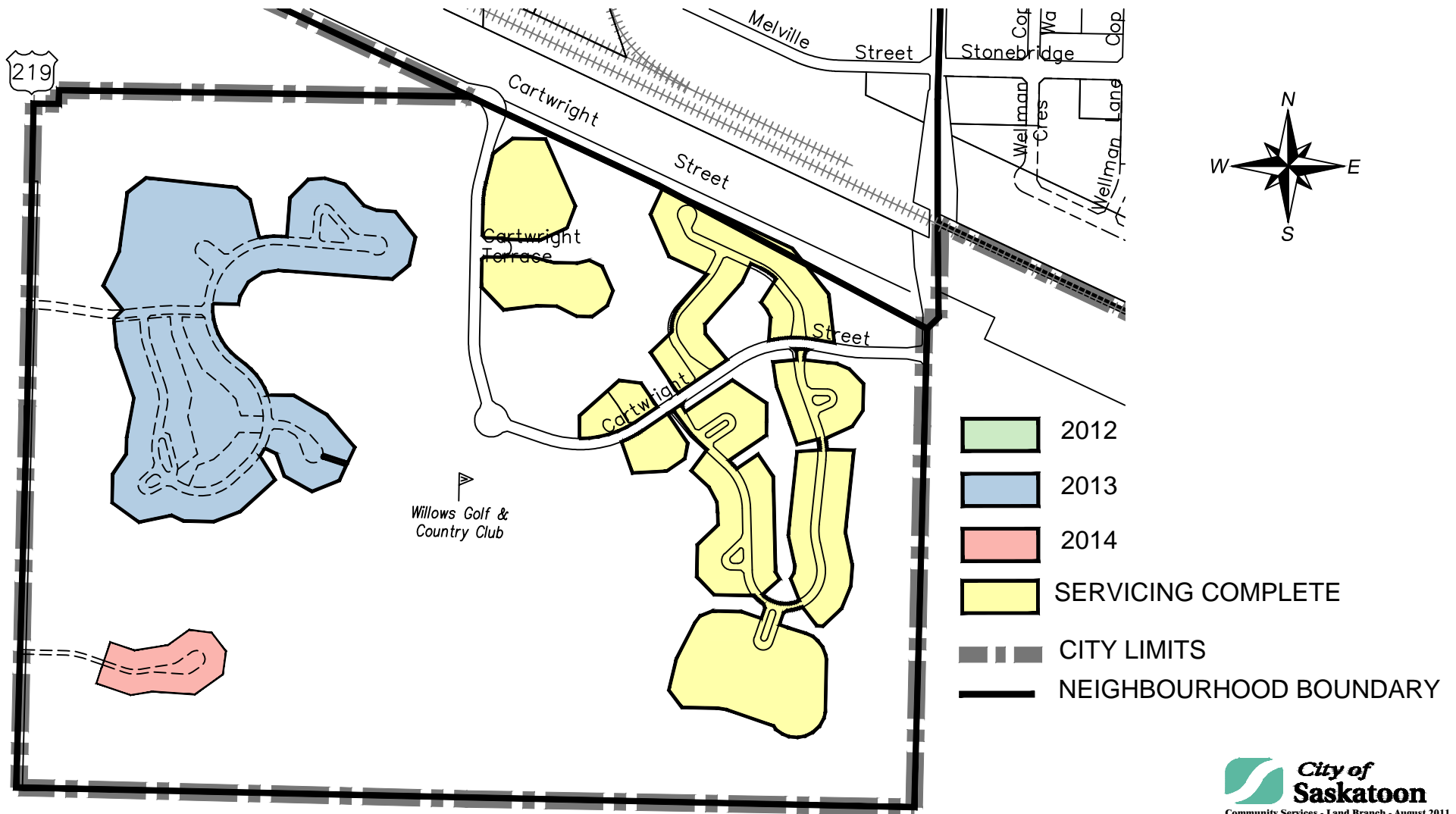
# THREE YEAR LAND DEVELOPMENT PROGRAM 2012-2014 STONEBRIDGE



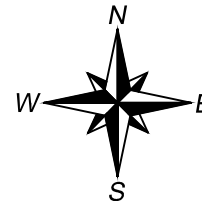
Community Services - Land Branch - August 2011  
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# THREE YEAR LAND DEVELOPMENT PROGRAM 2012-2014

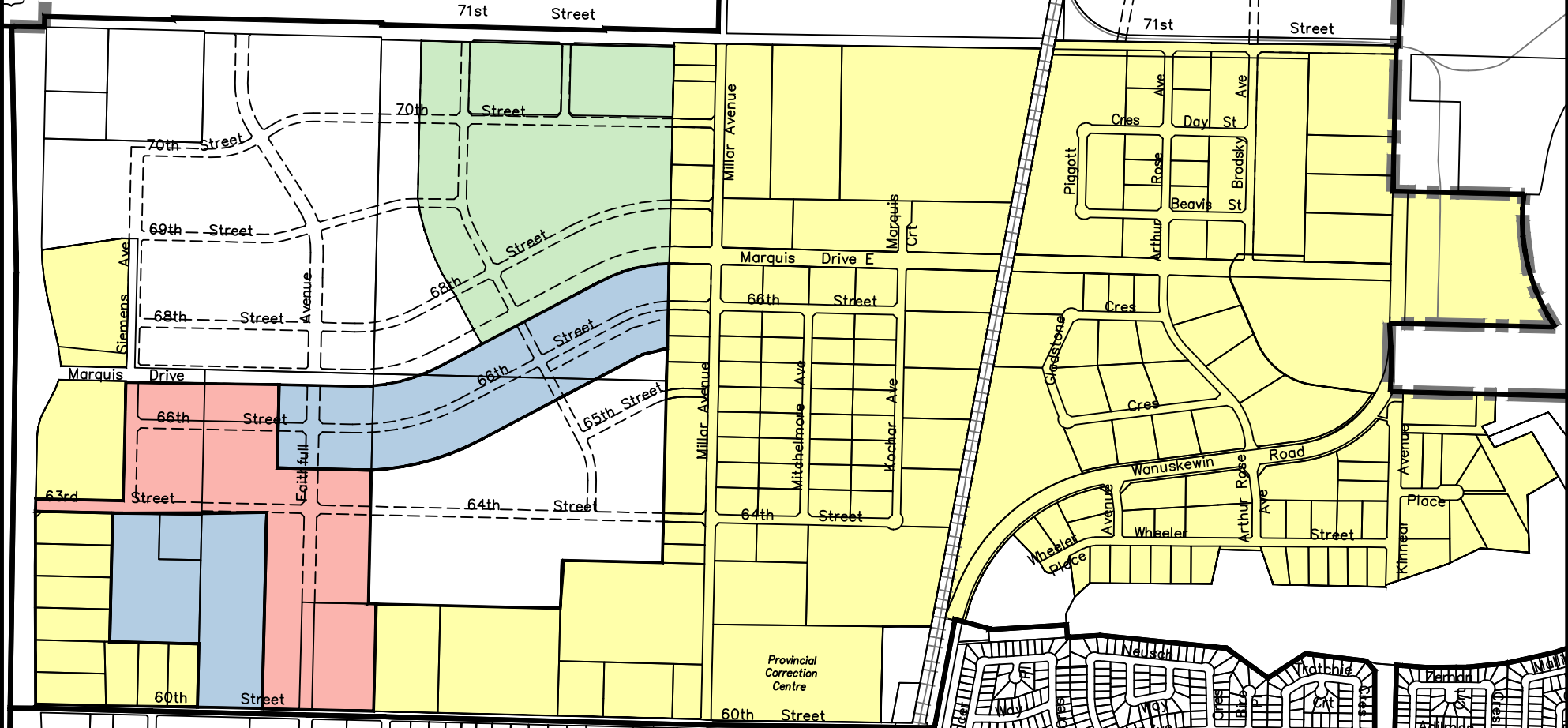
## WILLOWS GOLF COURSE COMMUNITY



# THREE YEAR LAND DEVELOPMENT PROGRAM 2012 - 2014 MARQUIS INDUSTRIAL AREA



1  
2



- 2012
- 2013
- 2014
- SERVICING COMPLETE
- CITY LIMITS
- NEIGHBOURHOOD BOUNDARY



City of Saskatoon  
Community Services - Land Branch - August 2011  
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November 24, 2011

Ms. Marlys Bilanski  
General Manager, Corporate Services Department  
City of Saskatoon  
222 3<sup>rd</sup> Avenue North  
Saskatoon, SK S7K 0J5

Dear Ms. Bilanski:

**RE: 2011 Property Tax Abatements**

This letter will confirm that the following companies comply with the terms and conditions outlined in each of their incentive agreements with the City of Saskatoon, therefore qualifying for tax abatements in 2011:

ACE Manufacturing Inc.	302 – 60 <sup>th</sup> Street East
Cameco Corporation	1503 Fletcher Avenue
Cameco Corporation	1131 Avenue W South
CNH Canada Ltd.	1000 – 71 <sup>st</sup> Street East
Croatia Industries Ltd.	2508 Millar Avenue
Dymark Industries, Inc.	3719 Kinnear Avenue
International Road Dynamics inc.	710 – 43 <sup>rd</sup> Street East
Industrial Machine & Mfg. Inc.	3315/3335 Miners Avenue
JNE Welding	3915 Thatcher Avenue
Littlefuse Startco	3714 Kinnear Place
Norac Systems International	3702/3706 Kinnear Place
SJ Irvine Fine Foods Ltd.	827 – 56 <sup>th</sup> Street East
Vecima Networks Inc.	202 – Fourth Avenue North

Maritz Research Canada does not qualify for a tax abatement in 2011, due to the closure of their office in Saskatoon earlier this year.

Lastly, please find attached the original copies of this year's company visits along with key documentation for your review. I kindly request you forward this information back to my attention once your review is complete.

If you have any questions regarding the 2011 Property Tax Abatements, please contact me at 664-0728.

Regards,

A handwritten signature in black ink, appearing to read "Berness". The signature is written in a cursive, flowing style.

Bernie Ness  
Director, Business Development

**WOODLAWN CEMETERY FEE SCHEDULE  
2012**

11/23/2011

**EI**

	2011	2012	
<b>CEMETERY PLOTS (GRAVES)</b>			
Adult Casket Grave (new areas)	\$1,205	\$1,265	5.0%
Adult Casket Grave (established areas)	\$1,575	\$1,655	5.1%
Adult Casket Grave (Jewish area)	1% higher than regular adult - 5' vs 4')	\$1,545	\$1,625 5.2%
Field Of Honour - Casket or Cremation	incl gst, plot, marker, pcare, installation	\$1,205	\$1,265 5.0%
Cremation Only Graves (new areas)		\$815	\$855 4.9%
Cremation Only Graves (established areas)		\$1,050	\$1,105 5.2%
Columbarium Niche (#1-End Unit & #2-End Unit)		\$1,735	\$1,825 5.2%
Columbarium Niche (#3-Round Unit Bottom Half)		\$2,050	\$2,155 5.1%
Columbarium Niche (#3-Round Unit Top Half)		\$2,310	\$2,425 5.0%
Columbarium Niche (#4 & #5-Angle Units)		\$2,050	\$2,155 5.1%
Child Grave (up to 4 ft casket)		\$390	\$410 5.1%
Infant (up to 30 days)		\$105	\$110 4.8%
University (Dept of Anatomy) Cremation Grave		\$115	\$120 4.3%
University (Dept of Anatomy) Casket Grave		\$430	\$450 4.7%
Grave Transfer - Administration Fee		\$75	\$80 6.7%

	2011	2012	
<b>OPENING &amp; CLOSING SERVICES (INTERMENTS)</b>			
Adult Casket: (includes vault)			
	a,b,c,k)...dome only	\$1,250	\$1,350 8.0%
	a,b,d)...base & dome (don't need k)	\$1,305	\$1,420 8.8%
	a,b,e,h,k)...non-sealing concrete	\$1,790	\$1,880 5.0%
	a,b,f,h)...sealing concrete (don't need k)	\$1,930	\$2,080 7.8%
	a)...Wilbert Way setup	\$2,060	\$2,165 5.1%
Adult Casket:			
	a,b,i,k)...outside supplied light-weight vault	\$1,075	\$1,250 16.3%
	a,b,h,i,k)...outside supplied concrete vault	\$1,205	\$1,265 5.0%
Columbarium			
	1/2 of cremated remains outside vault	\$190	\$200 5.3%
	Two interment in same niche		\$300
Cremated Remains:			
	a,b)...incl standard vault	\$445	\$470 5.6%
	a)...with outside supplied vault	\$380	\$400 5.3%
	Two interment one opening includes vault		\$670
Winter Surcharge (Nov. 1 - Mar. 15)		\$85	\$90 5.9%
Child Casket (up to 4' casket)		\$370	\$390 5.4%
Outside Field Of Honor Deepening Grave		\$435	\$460 5.7%
Field Of Honor Deepening Grave		\$435	\$460 5.7%
Infant (up to 30 days)		\$85	\$90 5.9%
University of Sask			
	...cremation	\$470	\$495 5.3%
	...casket	\$735	\$775 5.4%
Providing and establishing sod		\$110	\$115 4.5%
<b>Non-Military Tree Installation</b>			
Lowering Device Rental Charge		\$60	\$65 8.3%
Tent Rental		\$70	\$75 7.1%

	2011	2012	
<b>MEMORIALIZATION SERVICES</b>			
Concrete Foundations:			
	Base UP TO 42"	\$265	\$280 5.7%
	Base OVER 42"	\$515	\$545 5.8%
Flat Marker Installation:			
	UP TO 24"	\$150	\$160 6.7%
	OVER 24"	\$195	\$205 5.1%
	ADD concrete border	\$140	\$150 7.1%
	Military (strip)	\$240	\$255 6.3%
	Infant area only	\$60	\$65 8.3%
	Remove foundation	\$145	\$155 6.9%
Columbarium Inscription			
	...First inscription	\$340	\$360 5.9%
	...Added inscriptions	\$275	\$290 5.5%
Military Memorial Tree			
	Stand	\$175	\$185 5.7%
	Plaque	\$240	\$255 6.3%
<b>Non-Military Memorial Tree</b>			
Bronze Marker Refurbishing		\$130	\$140 7.7%
Monument Cleaning (Power Washing)		\$55	\$60 9.1%
Permanent In-Ground Vase (set in concrete)		\$195	\$205 5.1%
Provide monument for U of S (Dep of Anatomy)		\$975	\$1,025 5.1%
Provide monument in Field of Honour		\$450	\$475 5.6%
Memorial Bench			
Winter Wreath (Includes GST & PST)		\$55	\$60 9.1%

<b>Total Revenue From Memorialization Services</b>			
Perpetual Care Surcharge:			
	Upright monuments (<1.22m. ht.)	\$160	\$170 6.3%
	Upright monuments (<1.22m. ht.)	\$315	\$335 6.3%
	Flat Markers (>439 cm <sup>2</sup> )	\$80	\$85 6.3%
	Second & third CASKET INTERMENTS (same as PCare for plots - 2009)	\$180	\$190 5.6%
	Second & third CREMATION INTERMENTS (same as PCare for plots - 2009)	\$130	\$140 7.7%

**WOODLAWN CEMETERY FEE SCHEDULE  
2012**

		2011	2012	
<b>ADDITIONAL SERVICES</b>				
		2011	2012	
Saturday Surcharge - Saturday 9 am - 3:00 pm	Casket Service	\$385	\$405	5.2%
Sunday/Statutory Holiday Surcharge	Casket Service	\$545	\$575	5.5%
Saturday Surcharge - Saturday 9 am - 3:00 pm	Cremation Service	\$190	\$200	5.3%
Sunday/Statutory Holiday Surcharge	Cremation Service	\$270	\$285	5.6%
Late Funeral - After 4 pm Weekdays After 3 pm Weeken	(Per ½ hr)	\$95	\$100	5.3%
Short Notice Opening - (November 1 - March 15)	Casket	\$140	\$150	7.1%
	Cremation	\$70	\$75	7.1%
<b>DISINTERMENT SERVICES</b>				
		2011	2012	
Standard Casket Disinterment		\$1,550	\$1,630	5.2%
Child Casket Disinterment		\$775	\$815	5.2%
Infant Casket Disinterment		\$390	\$410	5.1%
Remains Disinterment		\$400	\$420	5.0%
Columbarium Disinterment	1/2 cremains plus new panel	\$375	\$395	5.3%

## WESTERN CANADA CEMETERY FEE REVIEW

	REGINA RIVERSIDE	REGINA MEMORIAL GARDENS	CALGARY	EDMONTON	SASKATOON WOODLAWN	WINNIPEG
<b>CEMETERY FEES</b>						
Standard	1,125.00	1,095.00 - 1,825.00	1,910.29	1,631.00 - 4,226.00	1,205.00 - 1,575.00	1,155.00
Standard - Strip Founda	1,480.00		2,371.40			1,450.00
Upright - Strip Founda	1,620.00					
Child	560.00	325.00 - 495.00	526.97	750.00 - 1,930.00	440.00	525.00
Child - Strip Foundati	915.00					
Infant	230.00				105.00	229.00
Field of Honour - Cre	560.00		658.72	50% of fee	440.00	
Field of Honour - Star	560.00		955.14	50% of fee	440.00	1,155.00
Single Cremation Plot	420.00			845.20		
Standard Cremation P	830.00	850.00 - 1,025.00	1,317.45	1,089.00 - 1,450.00	815.00 - 1,050.00	1,015.00
Standard Cremation P	1,185.00		1,844.41			
Standard Cremation P	1,330.00					
Indoor Columbarium	2,170.00	7,690.00		3,075.00 - 6,518.56		
Outdoor Columbarium	2,665.00	1,650.00 +		3,082.07 - 5,010.19	1,735.00 - 2,310.00	2,210.00 - 3,025.00
<b>INTERMENTS</b>						
Standard	775.00	790.00	790.47	820.50	1,075.00	715.00
Child	435.00	220.00	494.05	360.50	370.00	300.00
Infant	215.00		144.92		85.00	
Cremation	245.00	390.00	296.43	329.00	470.00	305.00
Niche	115.00	310.00	296.43	131.50	190.00	240.00
Ossuary	115.00		143.11			215.00
Scattering	115.00		90.16	187.00		215.00
Urn placed in casket	125.00					
<b>MEMORIALIZATION</b>						
Application Fee	60.00	75.00 - 300.00	52.70	66.00		70.00
Foundation Installatio	210.00	131.00 per sq ft	329.36	303.50	265.00 - 515.00	290.00 - 591.00
Flat Market Installatio	135.00	131.00	202.89		150.00 - 195.00	Up to 27" 132.00
Remove Foundation	135.00		324.21	125.00	145.00	
Remove Flat Marker	135.00		243.96	125.00		
Bronze Wall Plaque	360.00		314.59			
<b>OTHER FEES</b>						
Late Fee	175.00		131.74		95.00 per half hour	229.00 - 468.00
Traditional Suppleme	290.00	270.00	829.98	290.00	385.00 - 545.00	764.00
Cremation Suppleme	175.00	270.00	216.07	92.50	190.00 - 270.00	229.00

**NOTES:**Graves

a) Woodlawn Military Grave now includes opening & closing fees, and the purchase cost & installation fee for a flat marker.

Opening & Closing

- c) Woodlawn's standard opening & closing for caskets includes a burial vault at \$350 for fiber dome or \$950 for concrete. .  
d) Woodlawn's standard opening & closing for cremations includes a burial vault at \$60.  
e) Regina's standard casket opening & closing for caskets excludes any type of burial vault.



His Worship the Mayor and City Council  
The City of Saskatoon

## ADMINISTRATIVE REPORTS

### Section A – COMMUNITY SERVICES

#### **A3) Sufficiency of Business Improvement District Streetscape Reserve (Files CK. 1815-1 and PL. 216-1)**

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#### **RECOMMENDATION:**

- 1) that the information be received; and
- 2) that starting in 2013, \$.50 of parking meter revenues be allocated 100% to the Business Improvement District Streetscape Reserve with the proviso that the amount distributed to general revenues and the cost of operating the program be equal or better than the amount provided in 2009.

#### **BACKGROUND**

The City of Saskatoon has two Urban Design Streetscape Programs:

1. **Urban Design – Business Improvement District (BID) Streetscape Program** which serves the three established BIDs of Broadway, Downtown and Riversdale.
2. **Urban Design – City-wide Streetscape Program** which was established in 2009 as a five-year program to serve areas outside of the three established BID boundaries.

Each program has its own, separate funding source. The distribution of the \$2.00 parking meter revenues is distributed as follows:

- a) \$.50 – 100% to the Streetscape BID Reserve
- b) \$.25 – 100% to mill rate
- c) \$1.25 distributed as follows:
  - \$30,000 per year to the Downtown Housing Reserve;
  - 3 percent to the Business Improvement Districts (1 percent each);
  - 44.33 percent to the Streetscaping Reserve;
  - 4.12 percent to the Parking Capital Reserve; and
  - the balance is allocated to general revenues and to operate the program.

The funding for the Streetscaping Reserve is used to complete streetscape projects within the BID boundaries. This program focuses on streetscape improvements on metered streets.

However, the BIDs will consider improvements to non-metered streets within the BID boundary. They have agreed that these streets should be considered for meters once they have been upgraded.

The Urban Design – City Wide Program is funded from Land Administration Fees (Land Bank).

An Urban Design Committee (UDC) has been established for each program, which includes civic officials and representatives from each BID or area affected by the program. The UDC examines the available budget and prioritizes streetscape projects within each program. Currently, streetscape projects in the BID program to the end of 2016 include 3<sup>rd</sup> Avenue, completion of 20<sup>th</sup> Street, and other small initiatives within each BID.

### 3<sup>rd</sup> Avenue Streetscape Project

The 3<sup>rd</sup> Avenue Streetscape Project is part of the Urban Design – BID Program.

In 2009, parking meter rates were raised from \$1.50 per hour to \$2.00 per hour. During its November 16, 2009 meeting, City Council resolved to provide 100 percent of the additional \$0.50 of parking revenue towards the 3<sup>rd</sup> Avenue Streetscape project. This revenue was directed towards the project for three years, 2010 to 2012. If the additional \$0.50 per hour resulted in a decrease in volume of vehicles using the parking meters, the amount of money available to the Urban Design Streetscape Program would be reduced to make up the shortfall.

In November, 2009, the 3<sup>rd</sup> Avenue Streetscape project was comprised of four phases (from 19<sup>th</sup> Street to 23<sup>rd</sup> Street): Phase 1 (21<sup>st</sup> to 22<sup>nd</sup> Street) was completed in 2009 and funded from the BID Streetscape Reserve; Phases 2 to 4 were intended to complete streetscape work from 20<sup>th</sup> to 23<sup>rd</sup> Street and be funded, in part, from the extra \$0.50 in parking revenue in order to lessen the direct draw from the BID Streetscape Reserve.

The summary of the four phases proposed at that time is as follows:

- Phase 1 (2009) – 21<sup>st</sup> through the 22<sup>nd</sup> Street intersection (funded from Streetscape Reserve);
- Phase 2 (2010) – 20<sup>th</sup> through the 21<sup>st</sup> Street intersection – \$0.50 parking revenue assist;
- Phase 3 (2011) – 22<sup>nd</sup> through the 23<sup>rd</sup> Street intersection – \$0.50 parking revenue assist; and
- Phase 4 (2012) – 19<sup>th</sup> through the 20<sup>th</sup> Street intersection – \$0.50 parking revenue assist.

## **REPORT**

In 2010, the UDC recommended switching Phases 3 and 4, because Phase 3 is dependent on the design of the civic plaza. Therefore, Phase 3 became the 19<sup>th</sup> to 20<sup>th</sup> Street intersection and was completed in 2011. Phase 4 is now 22<sup>nd</sup> through the 23<sup>rd</sup> Street intersection and was deferred to 2013.

In 2010, a potential fifth phase was added by Urban Design to the 3<sup>rd</sup> Avenue project to upgrade the intersection at 3<sup>rd</sup> Avenue and 19<sup>th</sup> Street. This work was previously part of a larger plan to upgrade 19<sup>th</sup> Street from the Broadway Bridge to 2<sup>nd</sup> Avenue.

During its November 21, 2011 meeting, City Council considered a report from the Administration and Finance Committee concerning panhandling. This report has suggested using the unallocated \$0.50 of extra parking meter revenue to help fund Uniformed Community Support Officers for a two-year period beginning in spring 2012. It is estimated that the cost to run the program will be up to \$550,000 per year.

Attachment 1 shows the projected cash flow of the BID Streetscape Reserve with the current streetscape priorities, plus adding costs of the two-year pilot project for the new Uniformed Community Support Officers. This would result in a projected deficit in the BID Streetscape Reserve beginning in 2013 of \$249,656 and growing to \$2,121,556 by end of 2016.

In order to accommodate all of the projects proposed in the Urban Design – BID Program, and keep the Streetscape Reserve from incurring a deficit, the current projects needed to be re-prioritized.

Your Administration met with the administrative representatives of the three BIDs to explore options that would be mutually beneficial to all stakeholders.

Two projects were proposed for deferral for logistical reasons:

1. Phase 4 (22<sup>nd</sup> to 23<sup>rd</sup> Street) is contingent upon the location and design of the new civic plaza. The connection of these two projects is based on the notion that the civic plaza may use the parking lot at 23<sup>rd</sup> Street and 3<sup>rd</sup> Avenue and/or the street in front of the Frances Morrison Library. The design of the new civic plaza has been deferred until the new City Centre Plan has been completed. The new City Centre Plan will be completed in late 2013, with the civic plaza to follow. Consensus from the group was that Phase 4 of the 3<sup>rd</sup> Avenue project would not proceed until 2016 at the earliest. The costs for this phase were revised to reflect 2012 dollars. The estimated draw on the BID Streetscape Reserve for this phase is currently estimated at \$2,669,000.

2. Given the major projects being launched at River Landing within the immediate future (i.e. Victory Majors project and the Art Gallery of Saskatchewan), it does not make sense to proceed with any streetscape work at the intersection of 19<sup>th</sup> Street and 3<sup>rd</sup> Avenue for quite some time. The group agreed that it would be prudent to defer this project to sometime after 2016.

It was further agreed that this project would be the next priority project to be considered for funding beginning in 2017.

Deferral of these two projects also allowed for a two year acceleration of the planned 20<sup>th</sup> Street Streetscape projects as previously noted in the five-year work plan.

The effect of the above revised priorities for the five-year work plan is reflected in Attachment 2. The above re-prioritizing of planned projects from the BID Streetscape Reserve allows the BID Streetscape Reserve to operate in a positive position from 2012 through to 2016; however, without an additional source of revenue beyond 2012, the reserve is basically at a zero balance by the end of 2016, and not in a position to immediately pursue the next priority project(s) until the reserve can replenish itself for a couple of years.

Discussions with the administrative group then focused on continuing the additional \$0.50 parking fee approved in 2009 and initiated in 2010. Given the many demands on the BID Streetscape Reserve and the escalating costs of streetscape work, it was the unanimous desires of the group to see this portion of the overall \$2.00 parking revenue to, first of all continue, and then to be exclusively dedicated to the Streetscape Reserve rather than reverting to the traditional distribution formula. The effect, related to this portion of the parking meter revenues collected, is sustaining the annual contribution of approximately \$800,000 per year to the Streetscape Reserve.

This \$800,000 contribution to reserve using the 'regular' formula would be as follows:

- \$355,000 – Streetscape (44.33%)
- 24,000 – BIDS (1% x 3 BIDS)
- 33,000 – Parking Capital Reserve (4.12%)
- 388,000 – Mill Rate (whatever is left)

There was also consensus from the group to dedicate up to \$550,000 per year for two years from the BID Streetscape Reserve to fund the pilot project for the proposed Uniformed Community Support Officers.

The administrative representatives of the three BIDs agreed to further review this with their board members and bring forward comments from those discussions to City Council as soon as possible.

### **FINANCIAL IMPLICATIONS**

The combined effect of the above consensus is reflected in Attachment 3. The reserve sufficiency shows a positive balance of \$3.249 million by the end of 2016, making it well positioned to address the next list of priorities including the 19<sup>th</sup> Street and 3<sup>rd</sup> Avenue intersection.

Proceeding as currently reflected in Attachment 1 is not supported by your Administration.

A revised Capital Budget write-up for Project No. 2162 CY – Urban Design – BIDs is provided as Attachment 3 as the formal communication document that would be published in the five year capital plan if all of these proposals move forward as discussed at our meetings.

### **OPTIONS**

The purpose of the discussions with the BID administrative representatives was to explore a broad range of options and bring forward a close to a consensus as soon as possible. The meetings were successful in developing a plan of action in that the proposals:

1. Keep the BID Streetscape Reserve in a positive position in each a every year of the proposed plan;
2. Provide clear financial support from parking revenues towards the Uniformed Community Support Officers for the duration of the pilot project ; and
3. Ensure the BID Streetscape Reserve, at the end of the five year planning window, is sufficiently funded to address the next list of priorities including proceeding with the 19<sup>th</sup> Street and 3<sup>rd</sup> Avenue intersection.
4. Revised Capital Budget – Project 2162 CY Urban Design – BID's.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental and/or greenhouse gas implications.

Administrative Report No. 22-2011  
Section A – COMMUNITY SERVICES DEPARTMENT  
Monday, December 5, 2011  
Page 6

**PUBLIC NOTICE**

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

**ATTACHMENTS**

1. Streetscape Reserve Sufficiency Worksheet (existing)
2. Streetscape Reserve Sufficiency Worksheet (with revised work plan priorities)
3. Streetscape Reserve Sufficiency Worksheet (with impact of continued dedication formula for additional \$0.50 parking fee approved in 2009)
4. Revised Capital Budget – Project No. 2162 CY Urban Design - BIDs

Respectfully submitted,

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Paul Gauthier, General Manager  
Community Services Department

Capital Reserve Bylaw No. 6774:

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

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

Year	Sources	Applications	Total	Notes
	(2,314,273.27)	2,294,327.58	(2,000,885.43)	
2011 Estimates:				
Parking Revenue (01/739)	(1,531,200.00)			Based on 2010 Estimate
Parking Revenue	(1,200,000.00)			100% from additional \$0.50 pking rev-2010 to 2012-Approved Nov 16/09
Budget Adjustment (?)	607,600.00			2011 Budget
Urban Design operating		380,374.00		Based on 2011 Preliminary Budget - 01-6400-142
Urban Design operating		1,316.00		Adjustment based on v/e projection (Sept)
P2000 25th Street Ext.		1,458,000.00		25th Street Extension Rehb 1st to 2nd Ave. (Operating Impact \$3,000)
P2162 Streetscaping		1,252,000.00		3rd Ave Streetscaping - 19th to 20th Street (Operating Impact \$3,000)
P2162 Streetscaping	(6,492.00)			20th Street Streetscape (20/866)
	(2,132,092.00)	3,091,690.00	(1,041,287.43)	
2012 Estimates:				
Parking Revenue (01/739)	(2,197,500.00)			Based on 2012 Budget (last year of dedicated 50 cent increase - 2010 to 2012, approved Nov 16/09)
Urban Design operating		392,044.00		Per 2012 Budget
New Proposed Project		550,000.00		Civilian Uniformed Community Support Officers
P2162 Streetscaping		150,000.00		Bollard Replacement
P2162 Streetscaping		60,000.00		Broadway Streetscape (Bicycle Parking) (Operating Impact \$1,000)
	(2,197,500.00)	1,152,044.00	(2,086,743.43)	
2013 Estimates:				
Parking Revenue (01/739)	(1,381,600.00)			Based on 2012 Budget (last year of dedicated 50 cent increase - 2010 to 2012, approved Nov 16/09)
Urban Design operating		478,000.00		Per Jeanna
New Proposed Project		550,000.00		Civilian Uniformed Community Support Officers
P2162 Streetscaping		2,690,000.00		3rd Ave Streetscaping - 22nd to 23rd Street (Operating Impact \$3,000)
	(1,381,600.00)	3,718,000.00	249,656.57	(approval required to keep additional \$0.5 in reserve for 2013)
2014 Estimates:				
Parking Revenue (01/739)	(1,381,600.00)			Based on 2012 Budget (last year of dedicated 50 cent increase - 2010 to 2012, approved Nov 16/09)
Urban Design operating		410,000.00		Per Jeanna
P2162 Streetscaping		100,000.00		Design 20th St E to H
P2162 Streetscaping		2,150,000.00		3rd Ave Streetscaping - 19th Street Intersection (Operating Impact \$3,000)
	(1,381,600.00)	2,660,000.00	1,528,056.57	
2015 Estimates:				
Parking Revenue (01/739)	(1,381,600.00)			Based on 2012 Budget (last year of dedicated 50 cent increase - 2010 to 2012, approved Nov 16/09)
Urban Design operating		422,000.00		(3% inc from previous year)
P2162 Streetscaping		1,250,000.00		20th St E to F (operating Impact \$1,500)
	(1,381,600.00)	1,672,000.00	1,818,456.57	
2016 Estimates:				
Parking Revenue (01/739)	(1,381,600.00)			Based on 2012 Budget (last year of dedicated 50 cent increase - 2010 to 2012, approved Nov 16/09)
Urban Design operating		434,700.00		(3% inc from previous year)
P2162 Streetscaping		1,250,000.00		20th St F to G (operating Impact \$1,500)
	(1,381,600.00)	1,684,700.00	2,121,556.57	

## Reserve Sufficiency Worksheet

Land Branch

Streetscape Reserve - BID 10-3716-008

Updated Sept 30, 2011

Debit (Credit)

Capital Reserve Bylaw No. 6774:

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

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Parking Revenue	(1,200,000.00)			100% from additional \$0.50 pking rev-2010 to 2012-Approved Nov 16/09
Budget Adjustment	607,600.00			2011 Budget
Urban Design operating		380,374.00		Based on 2011 Preliminary Budget - 01-6400-142
Urban Design operating		1,316.00		Adjustment based on y/e projection (Sept)
P2000 25th Street Ext.		1,458,000.00		25th Street Extension Rehb 1st to 2nd Ave. (Operating Impact \$3,000)
P2162 Streetscaping		1,252,000.00		3rd Ave Streetscaping - 19th to 20th Street (Operating Impact \$3,000)
P2162 Streetscaping	(8,492.00)			20th Street Streetscape (20/866)
	(2,132,092.00)	3,091,690.00	(1,041,287.43)	
2012 Estimates:				
Parking Revenue (01/739)	(2,197,500.00)			Based on 2012 Budget (last year of dedicated 50 cent increase - 2010 to 2012, approved Nov 16/09)
Urban Design operating		392,044.00		Per 2012 Budget
New Proposed Project		550,000.00		Civilian Uniformed Community Support Officers
P2162 Streetscaping		100,000.00		Design 20th St. E to H
P2162 Streetscaping		150,000.00		Bollard Replacement
P2162 Streetscaping		60,000.00		Broadway Streetscape (Bicycle Parking) (Operating Impact \$1,000)
	(2,197,500.00)	1,252,044.00	(1,986,743.43)	
2013 Estimates:				
Parking Revenue (01/739)	(1,381,600.00)			Based on 2012 transfer, net of 50 cent dedicated increase
Urban Design operating		478,000.00		Per Jeanna
New Proposed Project		550,000.00		Civilian Uniformed Community Support Officers
P2162 Streetscaping		1,250,000.00		20th St. E to F (operating Impact \$1,500)
	(1,381,600.00)	2,278,000.00	(1,090,343.43)	(approval required to keep additional \$0.5 in reserve for 2013)
2014 Estimates:				
Parking Revenue (01/739)	(1,381,600.00)			Based on 2012 transfer, net of 50 cent dedicated increase
Urban Design operating		410,000.00		Per Jeanna
P2162 Streetscaping		1,250,000.00		20th St. F to G (operating Impact \$1,500)
	(1,381,600.00)	1,660,000.00	(811,943.43)	
2015 Estimates:				
Parking Revenue (01/739)	(1,381,600.00)			Based on 2012 transfer, net of 50 cent dedicated increase
Urban Design operating		422,000.00		(3% inc from previous year)
	(1,381,600.00)	422,000.00	(1,771,543.43)	
2016 Estimates:				
Parking Revenue (01/739)	(1,381,600.00)			Based on 2012 transfer, net of 50 cent dedicated increase
Urban Design operating		434,700.00		(3% inc from previous year)
P2162 Streetscaping		2,669,000.00		3rd Ave Streetscaping - 22nd to 23rd Street (Operating Impact \$3,000)
	(1,381,600.00)	3,103,700.00	(49,443.43)	

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



## Reserve Sufficiency Worksheet

Land Branch

Streetscape Reserve - BID : 10-3716-008

Updated Sept 30, 2011

Debit (Credit)

Capital Reserve Bylaw No. 6774:

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

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Parking Revenue	(1,200,000.00)			100% from additional \$0.50 pking rev-2010 to 2012-Approved Nov 16/09
Budget Adjustment	607,600.00			2011 Budget
Urban Design operating		380,374.00		Based on 2011 Preliminary Budget - 01-6400-142
Urban Design operating		1,316.00		Adjustment based on y/e projection (Sept)
P2000 25th Street Ext.		1,458,000.00		25th Street Extension Rehb 1st to 2nd Ave. (Operating Impact \$3,000)
P2162 Streetscaping		1,252,000.00		3rd Ave Streetscaping - 19th to 20th Street (Operating Impact \$3,000)
P2162 Streetscaping	(8,492.00)			20th Street Streetscape (20/856)
	(2,132,092.00)	3,091,690.00	(1,041,267.43)	
2012 Estimates:				
Parking Revenue (01/739)	(2,197,500.00)			Based on 2012 Budget (last year of dedicated 50 cent increase - 2010 to 2012, approved Nov 16/09)
Urban Design operating		392,044.00		Per 2012 Budget
New Proposed Project		550,000.00		Civilian Uniformed Community Support Officers
P2162 Streetscaping		100,000.00		Design 20th St. E to H
P2162 Streetscaping		150,000.00		Bollard Replacement
P2162 Streetscaping		60,000.00		Broadway Streetscape (Bicycle Parking) (Operating Impact \$1,000)
	(2,197,500.00)	1,252,044.00	(1,986,743.43)	
2013 Estimates:				
Parking Revenue (01/739)	(1,381,600.00)			Based on 2012 transfer, net of 50 cent dedicated increase
Dedicated Parking Revenue - 50 cents	(800,000.00)			
Urban Design operating		478,000.00		Per Jeanna
New Proposed Project		550,000.00		Civilian Uniformed Community Support Officers
P2162 Streetscaping		1,250,000.00		20th St. E to F (operating Impact \$1,500)
	(2,181,600.00)	2,278,000.00	(1,890,343.43)	(approval required to keep additional \$0.5 in reserve for 2013)
2014 Estimates:				
Parking Revenue (01/739)	(1,381,600.00)			Based on 2012 transfer, net of 50 cent dedicated increase
Dedicated Parking Revenue - 50 cents	(800,000.00)			
Urban Design operating		410,000.00		Per Jeanna
P2162 Streetscaping		1,250,000.00		20th St. F to G (operating Impact \$1,500)
	(2,181,600.00)	1,660,000.00	(2,411,943.43)	
2015 Estimates:				
Parking Revenue (01/739)	(1,381,600.00)			Based on 2012 transfer, net of 50 cent dedicated increase
Dedicated Parking Revenue - 50 cents	(800,000.00)			
Urban Design operating		422,000.00		(3% inc from previous year)
	(2,181,600.00)	422,000.00	(4,171,543.43)	
2016 Estimates:				
Parking Revenue (01/739)	(1,381,600.00)			Based on 2012 transfer, net of 50 cent dedicated increase
Dedicated Parking Revenue - 50 cents	(800,000.00)			
Urban Design operating		434,700.00		(3% inc from previous year)
P2162 Streetscaping		2,669,000.00		3rd Ave Streetscaping - 22nd to 23rd Street (Operating Impact \$3,000)
	(2,181,600.00)	3,103,700.00	(3,249,443.43)	

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

## 2012 CAPITAL BUDGET /2013-2016 CAPITAL PLAN

## PROJECT DETAILS (\$'000s)

## 2162 CY-URBAN DESIGN - BIDS

	2012 BUDGET	2013 PLAN	2014 PLAN	2015 PLAN	2016 PLAN	TOTAL
<b>GROSS COST DETAILS</b>						
3rd Avenue: 19th Street to 23rd Street	0	0	0	0	2,697	2,697
20th Street Streetscape Extension Ave. E to H	100	1,250	1,250	0	0	2,600
2nd Avenue Bollard Replacement	150	0	0	0	0	150
Broadway Streetscape	60	0	0	0	0	60
Total GROSS COST DETAILS	310	1,250	1,250	0	2,697	5,507
<b>FINANCING DETAILS</b>						
Electrical Distribution Extension Res	0	0	0	0	(9)	(9)
Streetscape Reserve	(310)	(1,250)	(1,250)	0	(2,669)	(5,479)
Other	0	0	0	0	(19)	(19)
Total FINANCING DETAILS	(310)	(1,250)	(1,250)	0	(2,697)	(5,507)

**Project Description**

This project includes the design and construction of comprehensive streetscape projects within the Downtown, Broadway, and Riversdale Business Improvement Districts. The priority of projects over the next number of years will be determined by the need to coordinate streetscape projects with underground utility replacement programs, the River Landing development, partnering opportunities, and with opportunities to promote multi-modal transportation by improving pedestrian conditions, transit and cycling conditions and facilities, and creating on-street parking facilities to increase parking revenues.

**General Comments**3rd Avenue: 19th Street to 23rd Street

This project involves streetscaping from 19th Street to 23rd Street. Sidewalk remediation, installing street trees, irrigation, and street furniture will be coordinated with the removal of overhead lines by Saskatoon Light and Power. 3rd Avenue has been identified as a key street by the Partnership Business Improvement District and has been identified as a streetscaping priority.

The 2009, 2010 and 2011 construction included the section of 3rd Avenue from 19th Street through the 22nd Street intersection. In 2016, the plan is to construct the section between 23rd Street to 22nd Street in coordination with the City Centre Plan Phase 2 Civic Plaza Area. The 19th Street intersection is proposed for beyond 2016, will be coordinated with River Landing Parcel Y construction, and contingent on available funding. The deferred tree replacement account is contributing to this project.

Roadway resurfacing for this project is funded from the Infrastructure Reserve - Surface, and included in Capital Project 0835 (IS-Collector Road Preservation). The 22nd Street intersection will be resurfaced in conjunction with the 22nd Street to 23rd Street phase of construction.

20th Street Streetscape Extension Avenue E to H

This project involves design and implementation of Streetscape treatment along 20th Street from Avenue E to H. The existing treatment of 20th Street from Idylwyld to Avenue E will be extended to Avenue H, and further placemaking opportunities will be explored. Baseline data on economic and public space conditions will be gathered and analysed as part of the Streetscape Master Plan.

The 2012 budget includes design of the streetscape extension from Avenue E to H. The 2013 and 2014 plan includes construction for two blocks, from Avenue E to Avenue G. The remaining block will be budgeted as funding becomes available.

2nd Avenue Bollard Replacement

**2012 CAPITAL BUDGET /2013-2016 CAPITAL PLAN**  
**PROJECT DETAILS (\$'000s)**

**2162 CY-URBAN DESIGN - BIDS**

The 2<sup>nd</sup> Avenue bollards have been scheduled for replacements because they have become susceptible to damage, requiring time intensive and costly repairs.

Broadway Streetscape

As the trees along Broadway Avenue have matured, the tree guards that were installed 20 years ago are being removed to avoid damage to the tree branches and trunks. This project involves the replacement of the bicycle parking that has been lost with the removal of the tree guards.

**Prior Budget Approvals**

\$ 30,000 3<sup>rd</sup> Avenue Master Plan  
\$4,802,000 3<sup>rd</sup> Avenue 19<sup>th</sup> Street to 22<sup>nd</sup> Street

His Worship the Mayor and City Council  
The City of Saskatoon

## LEGISLATIVE REPORTS

### Section A – OFFICE OF THE CITY CLERK

**A1) Decisions of Head – Recommendations of Reports of the  
Saskatchewan Information and Privacy Commissioner  
Access to Information  
(File No. CK. 415-4)**

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

The Saskatchewan Information and Privacy Commissioner has issued three reports dated November 21, 2011 in response to Requests for Review filed by a person who disagreed with the City's refusal to release records in 2005, 2007 and 2009.

Section 45 of *The Local Authority Freedom of Information and Protection of Privacy Act* states as follows:

45 Within 30 days after receiving a report of the commissioner pursuant to subsection 44(1), a head shall:

- (a) make a decision to follow the recommendation of the commissioner or any other decision that the head considers appropriate; and
- (b) give written notice of the decision to the commissioner and the persons mentioned in clause 44(1)(b).

Attached are copies of the City Clerk's decisions, as head, regarding the recommendations contained in the Commissioner's reports. These reports have been forwarded to the Commissioner in accordance with Subsection 45(b) of *The Local Authority Freedom of Information and Protection of Privacy Act*, and have also been placed on the City's website.

### **PUBLIC NOTICE**

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

**ATTACHMENTS**

1. Decision of the Head Regarding Report LA-2011-002 of the Saskatchewan Information and Privacy Commissioner.
2. Report LA-2011-002 – Office of the Information and Privacy Commissioner.
3. Decision of the Head Regarding Report LA-2011-003 of the Saskatchewan Information and Privacy Commissioner.
4. Report LA-2011-003 – Office of the Information and Privacy Commissioner.
5. Decision of the Head Regarding Report LA-2011-004 of the Saskatchewan Information and Privacy Commissioner.
6. Report LA-2011-004 – Office of the Information and Privacy Commissioner.

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

**B1) Amendments to Bylaw 6453 and the Municipal Cemetery Regulations  
(File No. CK. 4080-1)**

**RECOMMENDATION:** that City Council consider Bylaw No. 8983.

City Council, at its meeting held on October 11, 2011, accepted a revised version of the Cemetery Bylaw Regulations and in doing so, some housekeeping amendments were required to Bylaw 6453, A bylaw of The City of Saskatoon to provide for the management and control of cemeteries within the City of Saskatoon. This enclosed Bylaw provides for the following:

- (a) the appropriate definition of the Manager; and
- (b) deletes the reference to the number of internments in a niche, as that matter is now addressed in the Cemetery Bylaw Regulations.

**PUBLIC NOTICE**

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

**ATTACHMENT**

1. Proposed Bylaw No. 8983, The Cemeteries Amendment Bylaw, 2011.

**B2) Bylaw No. 6774 - Capital Reserve Bylaw  
(Files CK. 1815-1 and CK. 1702-1)**

**RECOMMENDATION:** that City Council consider Bylaw No. 8985.

City Council at its meeting on December 14, 2009, received a report from the General Manager, Corporate Services Department, regarding proposed departmental capital reserves. Council resolved, in part, that the City Solicitor amend *The Capital Reserve Bylaw* to establish a Corporate Capital Reserve for the purpose of funding administrative support projects.

Owing to an administrative oversight, this Reserve was never established by bylaw, even though it has been in existence since 2010.

At this time, we are pleased to submit Bylaw No. 8985, The Capital Reserve Amendment Bylaw, 2011 for Council's consideration. The Bylaw establishes the Corporate Capital Reserve. The Bylaw comes into force on the day of its final passing and is deemed to have been in force and effect on and from January 1, 2010. The purpose of the retroactive coming into force is to validate actions taken with respect to the new Reserve prior to the passage of the amending Bylaw.

**PUBLIC NOTICE**

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

**ATTACHMENT**

1. Proposed Bylaw No. 8985, The Capital Reserve Amendment Bylaw, 2011.

**B3) Updates to Capital Reserve Bylaw No. 6774 and  
Policy No. C03-003 - Reserve for Future Expenditures  
(Files CK. 1815-1 and CK. 1860-1)**

**RECOMMENDATION:** that City Council consider Bylaw No. 8986.

City Council at its meeting on November 7, 2011, received an Administrative Report No. 20-2011 from the Corporate Services Department. The Administration recommended the creation of a Federal Gas Tax Reserve to finance the cost of eligible Federal Gas Tax funded projects. The Administration also recommended the establishment of the Bridge Major Repair Reserve to finance the cost of major repairs to the City's bridges and overpasses. The report also recommended certain amendments to the funding and expenditure provisions of the Property Realized Reserve. The Administration's report was adopted by City Council and the City Solicitor was instructed to amend *The Capital Reserve Bylaw* accordingly.

We are pleased to submit Bylaw No. 8986, The Capital Reserve Amendment Bylaw, 2011 (No. 2) for Council's consideration. It establishes the Bridge Major Repairs Reserve and the Gas Tax Capital Expenditure Reserve. It also makes the approved changes to the Property Realized Reserve.

**PUBLIC NOTICE**

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

**ATTACHMENT**

1. Proposed Bylaw No. 8986, The Capital Reserve Amendment Bylaw, 2011 (No. 2).

**B4) Enquiry - Councillor T. Paulsen (December 20, 2010)**  
**Bylaw Enforcement**  
**Fines re: *The Public Spitting, Urination and Defecation Prohibition Bylaw, 2004;***  
***The Noise Bylaw, 2003; The Bicycle Bylaw; The Street Use Bylaw and the***  
**Skateboard Section Only of *The Traffic Bylaw***  
**(File No. CK. 185-1)**

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- RECOMMENDATION:**
- 1) that the specified fine under *The Public Spitting, Urination and Defecation Prohibition Bylaw, 2004* for urinating and defecating in public be increased to \$200, with a discounted penalty of \$150 if paid within 14 days of the offence;
  - 2) that *The Noise Bylaw, 2003* establish minimum fines of \$100 for a first offence, \$200 for a second offence and \$400 for third and subsequent offences;
  - 3) that the specified fine under *The Bicycle Bylaw* be increased to \$50 with a discounted penalty of \$25 if paid within 14 days of the offence; and
  - 4) that the specified fines under *The Traffic Bylaw* for skateboarding and in-line skating offences be increased to \$50 with a discounted penalty of \$25 if paid within 14 days of the offence, except for the offence of causing damage to City property, where no reduced penalty would be available.

### **Introduction**

Through an enquiry made in December, 2010, Councillor Paulsen asked our Office to review the adequacy of fines in various City bylaws with particular emphasis on repeat offenders. This is the third report submitted by our Office. This report compares the fines under *The Public Spitting, Urination and Defecation Prohibition Bylaw, 2004; The Noise Bylaw, 2003; The Bicycle Bylaw, The Street Use Bylaw* and the Skateboard Section only of *The Traffic Bylaw* with similar bylaws from other western Canadian cities. The purpose is to determine whether Saskatoon's fines are adequate at their current levels or whether changes are warranted. The bylaws included in this report are enforced primarily by the Saskatoon Police Service.

Bylaws from Calgary, Edmonton, Regina and Winnipeg were reviewed. Fines for similar offences were compared with Saskatoon's fine levels. Details of the comparison in chart form



are attached as Attachment 1 to this report. The right-hand column shows the current fines under the various Saskatoon bylaws.

### **Spitting, Urination and Defecation**

Under Saskatoon's Bylaw, the fine for spitting, urinating or defecating in public is specified at \$100 for every offence. A person who contravenes this Bylaw may pay the sum of \$75 within 14 days of the offence to avoid prosecution.

Regina and Winnipeg do not have similar bylaws, but both Calgary and Edmonton do. Calgary's *Public Behaviour Bylaw* prohibits spitting, urination and defecation in public. The specified penalty for urination or defecation in public is \$300. The specified penalty for spitting is \$100.

In Edmonton, the *Public Places Bylaw* prohibits urination and defecation in public. The specified penalty for either offence is \$500 for a first offence and \$1,000 for a second or subsequent offence. The *Public Places Bylaw* does not address spitting in public.

As the fines under Saskatoon's Bylaw are generally lower than in Calgary and Edmonton, some increase may be warranted. Fines may be set at any level Council considers appropriate. We would recommend that the specified penalty for urination or defecation in public be increased from \$100 to \$200 and that a person who contravenes the Bylaw may pay the sum of \$150 within 14 days of the offence to avoid prosecution. While this increase would double the amount of the fine, it would still be lower than penalties for the same offence in both Calgary and Edmonton.

If voluntary payment is not made, the court would be restricted to assessing the specified fine of \$200. We do not recommend increasing the fines for a second or subsequent offence as raising the fines too much could discourage the voluntary payment of the fines.

We would not recommend raising the fine for spitting in public. It is similar to the fine in Calgary and appears adequate.

### **Noise**

Under Saskatoon's Bylaw, the fines for first offences are specified at \$100, with the exception of the fine for using engine brakes in the City. For this offence, the fine is specified at \$250. Police may issue a Notice of Violation to first-time offenders. The Notice of Violation allows a person contravening the Bylaw to pay the specified penalty within 14 days of the offence to avoid prosecution.

For a second or subsequent offence, a person contravening the Bylaw is issued a summons that requires the person to appear before a justice. There is no option to pay the specified amount to avoid prosecution. In these circumstances, on summary conviction, an individual is liable to a fine not exceeding \$10,000 and a corporation is liable to a fine not exceeding \$25,000.

There are no mandatory minimum penalties specified in this Bylaw, with the exception of the fine for using engine brakes in the City. For this offence, the minimum fine is \$250. Where the Bylaw does not prescribe a mandatory minimum fine, the justice has complete discretion to impose a fine of any amount up to and including the prescribed limits set out in the Bylaw.

Calgary's *Community Standards Bylaw* has fines similar to Saskatoon's Bylaw. Fines for unnecessary noise are specified at \$100, with a minimum fine of \$50. For a second or subsequent offence which occurs within 24 months, the fine is doubled to \$200.

In Edmonton's *Community Standards Bylaw*, the fines are a little higher. The minimum fine for making a prohibited noise is \$250. For a second or subsequent offence, the fine is doubled to \$500.

In Regina's *The Noise Abatement Bylaw*, the fines are a little lower than Saskatoon's Bylaw. Fines for prohibited noise are specified at \$50. A person contravening this Bylaw may pay the specified penalty within 14 days of the offence to avoid prosecution. If the person does not avail himself or herself of the voluntary payment option, the person will be summoned to appear before a justice. If convicted, an individual is liable to a fine not exceeding \$2,000 and a corporation is liable to a fine not exceeding \$5,000.

In Winnipeg's *Neighbourhood Liveability By-law*, the fines are similar to Saskatoon's Bylaw. For an individual, the minimum fine for a first offence is \$50; for a second offence the fine is \$100; and for a third or subsequent offence the fine is \$150. For a corporation, the fines are doubled. The minimum fine for a first offence is \$100; for a second offence the minimum fine is \$200; and for a third or subsequent offence the minimum fine is \$300.

The fine levels in Saskatoon's Bylaw appear adequate for a first offence. They are well within the range of fines for similar offences in the other cities that were canvassed. We recommend that mandatory minimum fines be set in *The Noise Bylaw, 2003* for matters that go to court. In this regard, we recommend a mandatory minimum fine of \$100 for a first offence, \$200 for a second offence and \$400 for third and subsequent offences.

## **Bicycles and Skateboards**

Bicycling is regulated in Saskatoon by *The Bicycle Bylaw*. All fines under this Bylaw are specified at \$25. A person contravening this Bylaw may pay this amount at any time to avoid prosecution. If payment is made within 14 days of the offence, the fine is reduced to \$10.

Skateboarding is regulated in Saskatoon under *The Traffic Bylaw*. The fine for skateboarding where prohibited is specified at \$25 and reduced to \$10 if paid within 14 days. The fine for stunting is specified at \$40 and reduced to \$20 if paid within 14 days. The fine for damaging City property is specified at \$50 with no reduction offered for prompt payment.

In Calgary's *Parks and Pathways Bylaw*, the fines are a little higher. The fine for unsafe bicycling or in-line skating is specified at \$100, with a minimum fine of \$25. For a second offence within 24 months, the minimum fine doubles to \$50. For a third or subsequent offence, the fine triples to \$150. The fine for double riding is specified at \$50. The fine for riding an improperly equipped bicycle is specified at \$50.

In Edmonton's *Traffic Bylaw*, the fines are higher than in Saskatoon. The fine for riding a bicycle in an improper manner is specified at \$250. The fine for riding on a sidewalk is specified at \$100. The fine for skateboarding where prohibited is specified at \$100. The fine for skateboarding in an improper manner is specified at \$250. These specified fines are also the minimum penalties under this Bylaw. If a person does not avail himself or herself of the voluntary payment option, the person is liable on summary conviction to fines not exceeding \$10,000.

Regina's fines are slightly lower than Saskatoon's fines. Under *The Regina Traffic Bylaw, 1997*, the specified penalties for improper cycling, riding on a sidewalk and riding an improperly equipped bicycle are all \$20. If not paid voluntarily, on summary conviction an individual is liable to a fine not exceeding \$2,000.

Regina does not regulate skateboarding or in-line skating.

Winnipeg does not regulate bicycles *per se*. They are considered vehicles and are regulated under the *City of Winnipeg Traffic By-law*. Winnipeg does regulate skateboarding. The fines for skateboarding where prohibited, skateboarding on a sidewalk and in-line skating where prohibited have no specified penalty. However, we were advised that fines usually amount to approximately \$125 for these offences.

The fine levels in Saskatoon appear a little low compared to Calgary, Edmonton and Winnipeg. *The Bicycle Bylaw* currently provides only one penalty for all offences with the result that the

penalty for not having a bell is the same as the penalty for riding in an unsafe or negligent manner. Therefore, we would recommend that the fines under *The Bicycle Bylaw* be increased from \$25 to \$50, with a discounted penalty of \$25 if paid within 14 days until the Bylaw can be reviewed. At such time, we will look into setting out a fine structure for individual offences.

Similarly, we recommend that the fines for skateboarding and in-line skating offences, with the exception of causing damage to City property, be increased to \$50, with a discounted penalty of \$25 if paid within 14 days. For the offence of causing damage to City property, we recommend a fine of \$50 with no reduced penalty available.

### **Fighting in Public**

The prohibition against fighting in public in Saskatoon is found in *The Street Use Bylaw*. The specified penalty for a first offence is \$250 and \$450 for a second offence. A person contravening this Bylaw may pay these amounts any time prior to appearing in court and will then not be liable to prosecution for that offence. If voluntary payment is received within 14 days of the offence, the fines are reduced to \$175 and \$275, respectively.

For a third or subsequent offence, a person contravening this Bylaw will be summoned to appear in court to answer the charge. No voluntary payment option is available. A person convicted of a third offence under this Bylaw is liable on summary conviction to fine of not less than \$450 and not exceeding \$10,000.

In Calgary's *Public Behaviour Bylaw*, the specified penalty for fighting in public is \$250. If a person does not avail himself or herself of the voluntary payment option, the matter proceeds before a justice. If convicted, the person is liable to a fine not exceeding \$10,000.

Under Edmonton's *Public Places Bylaw*, the specified penalty for fighting in public is \$500. The fine is doubled to \$1,000 for a second or subsequent offence. If a person does not avail himself or herself of the voluntary payment option, the matter proceeds before a justice. If convicted, the person is liable to a fine of not less than \$500 and not exceeding \$10,000 for a first offence, and a fine of not less than \$1,000 and not exceeding \$10,000 for a second or subsequent offence.

Under *The Regina Anti-Bullying and Public Fighting Bylaw*, the specified penalty for fighting in public is \$100. A person contravening may pay the specified penalty to avoid prosecution. If a person does not pay voluntarily, the matter proceeds before a justice. If convicted, the person is liable to fine not exceeding \$2,000.

Winnipeg does not have a bylaw dealing with fighting in public.

Legislative Report No. 16-2011  
Section B – Office of the City Solicitor  
Monday, December 5, 2011  
Page 8

We are not recommending any change to the current Bylaw. Overall, the fines are well within the range of fines for similar offences in other cities. The fines are very similar to those in Calgary, slightly lower than the fines in Edmonton, and higher than the fines in Regina.

**PUBLIC NOTICE**

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

**ATTACHMENT**

1. Police Enforced Bylaw Fine Comparison Chart.

Respectfully submitted,

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Janice Mann, City Clerk

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Theresa Dust, City Solicitor

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**CITY OF SASKATOON**

**DECISION OF THE HEAD REGARDING  
REPORT LA-2011-002  
OF THE SASKATCHEWAN  
INFORMATION AND PRIVACY COMMISSIONER**

The Saskatchewan Information and Privacy Commissioner has issued a report dated November 21, 2011 in response to a Request for Review filed by a person who disagreed with the City of Saskatoon's refusal in January 2007 to release a copy of the first draft of the Snow and Ice Program Audit that was undertaken by the City's Internal Auditor in 2006.

Section 45 of *The Local Authority Freedom of Information and Protection of Privacy Act* states as follows:

- 45 Within 30 days after receiving a report of the commissioner pursuant to subsection 44(1), a head shall:
- (a) make a decision to follow the recommendation of the commissioner or any other decision that the head considers appropriate; and
  - (b) give written notice of the decision to the commissioner and the persons mentioned in clause 44(1)(b).

The duties of head have been delegated by City Council to the City Clerk. The purpose of this report is to provide the head's decision regarding the recommendations of the Information and Privacy Commissioner. This report will be submitted to the Commissioner. However it has come to the City's attention that the applicant is deceased; accordingly the City is unable to fully meet the requirement of Section 45(b) above.

Janice Mann, City Clerk  
November 24, 2011

## BACKGROUND

1. On December 21, 2006 the applicant requested a “complete copy of the terms of reference, including any addendums, for the Snow and Ice Program Audit that was undertaken by Robert Prosser & Associates as well as a copy of the first draft of their audit report that the City received on, or about, May 3, 2006.”
2. On December 21, 2006 the applicant was provided with a copy of the terms of reference and was advised that a response would be provided in due course regarding the balance of his request.
3. On January 8, 2007 the applicant was advised that the request for a copy of the first draft report was being denied in accordance with Section 16(1)(a) and (b) of *The Local Authority Freedom of Information and Protection of Privacy Act* in that it contained advice, proposals, recommendations, analyses and policy options developed by the Auditor for the City, and the record would also disclose consultations and deliberations involving officers or employees of the City.

## REVIEW BY OIPC

On January 23, 2007, the City was advised by the OIPC that the applicant had submitted a formal Request for Review. On January 29, 2007 the City provided the OIPC with a copy of the record in question, and outlined the reasons why it was not being released, namely:

- The draft audit report is part of a consultation process that takes place between the auditor and management. There is a lot of back-and-forth that occurs, and there are several draft audits that are prepared based on these consultations. Only the final audit report is formally submitted to the City (i.e. City Council’s Audit Committee.) [16(1)(b) of the *Act*]
- The draft audit report contains information that was in the process of being reviewed by and discussed with the City’s Solicitor and thus subject to solicitor-client privilege. [21(a) of the *Act*]
- The draft audit report contains analyses, recommendations and policy options developed for the City by the auditor. [16(1)(a) of the *Act*]

On October 6, 2008 (twenty months later) the City received a letter from the OIPC, suggesting that most of the audit did not contain “advice” but merely facts, data and statistics and observations made on the basis of those facts, and challenging the City’s assertion that Section 16(1)(b) applies on the basis that the City’s Auditor is not an officer or employee of the local authority. The letter put forward a preliminary analysis that the majority of the record should be released to the applicant and requested further representations from the City.

Because almost two years had passed since the original access request, the Auditor was consulted to see whether there had been any changes in the industry relating to how draft audits are handled. The Auditor advised that there had not been any changes, and that he viewed the document as belonging to him as a third party. He indicated that the draft was supplied in

implicit confidence to the City for consultation purposes only, and that if the City released the draft, or even portions of it, the City would likely not be able to get internal audits done in the future as no one would bid to provide the service.

On October 16, 2008 the OIPC was advised that the internal auditor was not an officer of the local authority, but a third party, and that Section 18(1)(b) of the *Act* thus applied. The OIPC was further advised that since the internal auditor was not an officer of the local authority, the city agreed with the OIPC that Section 16(1)(b) did not apply. (In reviewing this matter now, it is our position that this was an error on our part. Whether or not the Auditor is an officer of the local authority, Section 16(1)(b) still applies because the Auditor submitted the draft report to various officers and employees of the City as the basis for consultations and deliberations, conclusions of which were incorporated into his final report. Accordingly, these consultations involved employees of the City.)

On November 19, 2009 (thirteen months later) the City received a letter from the OIPC advising that OIPC would now consider the additional exemption raised by the City (i.e. that the auditor was a third party) and requesting further representation from the City.

On December 17, 2009 the City provided a more detailed response to the OIPC, outlining how the City's internal audit process works, providing excerpts from the Auditor's contract with the City as well as excerpts from the City's Internal Audit Charter which stated that audit working paper files are the property of the Internal Auditor and shall be accessible only to personnel authorized by the Internal Auditor.

Further correspondence occurred between the City and the OIPC between February 2010 and July 2010 relating to clarification of various issues.

On April 11, 2011 a letter was received by the OIPC advising that the analysis of the matter was complete and that a report would be issued shortly. The report was issued on November 21, 2011.

### **DECISION OF HEAD RELATING TO COMMISSIONER'S RECOMMENDATIONS**

[39] I recommend that the City release to the Applicant the draft audit report.

#### **Head's Decision:**

*The head will not release the draft Audit report. While the finished Audit Report is the property of the City, draft audits are working papers of the auditor and are the property of the auditor. The draft report was provided to the City for the limited purpose of allowing the consultations and deliberations required to produce the final report.*



[40] I recommend that the City Clerk become familiar with the Review Reports from this office available at [www.oipc.sk.ca/reviews.htm](http://www.oipc.sk.ca/reviews.htm).

**Head's Decision:**

*The head is familiar with the OIPC's reports; however the head also receives legal advice. The Information and Privacy Commissioner does not establish the law in this area. It is the decisions of the Court which provide legal precedent. The City periodically disagrees with the Commissioner's interpretation of the Act, as it is entitled to do.*

*Finally, it is the head's position that this recommendation is outside the Commissioner's jurisdiction as set out in subsection 44(2) of the Act as it is not "a recommendation with respect to the matter under review."*

Date: November 21, 2011

File No.: 2007/008

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**SASKATCHEWAN**  
**OFFICE OF THE**  
**INFORMATION AND PRIVACY COMMISSIONER**

**REPORT LA-2011-002**

**City of Saskatoon**

**Summary:** The Applicant filed an access to information request with the City of Saskatoon (City) pursuant to *The Local Authority Freedom of Information and Protection of Privacy Act* (LA FOIP). The request was for the draft audit report on the City's snow and ice program. Although the City cited certain exemptions in its response to the Applicant's request, during the review process all exemptions were withdrawn except for sections 18(1)(b) and (c) of LA FOIP. The Commissioner determined that the information in the draft audit report was not supplied by the Auditor as a third party, but rather the information is the City's own information on its programs and services. Further, with regards to section 18(1)(c), the Commissioner received insufficient evidence from the City and from the Auditor to satisfy the harms test of this exemption. The Commissioner recommended that the draft audit report be released to the Applicant.

**Statutes Cited:** *The Local Authority Freedom of Information and Protection of Privacy Act*, S.S. 1990-91, c. L-27.1, ss. 16(1)(a), 16(1)(b), 18(1)(b), 18(1)(c), 21(a), and 42(2)(b).

**Authorities Cited:** Saskatchewan OIPC Reports F-2004-007, F-2005-003, F-2006-002, F-2007-007, F-2010-001, LA-2007-001, LA-2009-001 and LA-2011-001.

**Other Sources Cited:** Institute of Internal Auditors: *Contract between the Auditor and the City of Saskatoon Council Policy C02-032, Internal Audit Charter, International Standards for the Professional Practice of Internal Auditing (Standards), Code of Ethics and Practice Advisories.*

## I BACKGROUND

- [1] An access to information request pursuant to *The Local Authority Freedom of Information and Protection of Privacy Act* (LA FOIP)<sup>1</sup> was submitted to the City of Saskatoon (City) on December 21, 2006. The Applicant requested the following:

I would like a complete copy of the terms of reference, including any addendums, for the snow and ice program audit that was undertaken by [the Auditor], as well as a copy of the first draft of their audit report that the City received on or about May 3, 2006.

- [2] The City released a copy of the terms of reference but denied access to the draft audit report. By letter dated January 8, 2007 the City stated as follows:

The process for audits is that only the final version is submitted to the Audit Committee. The Audit Committee does not see any of the draft reports – they are seen only by the affected department manager, during his or her discussions with the Auditor. I have been advised by [the Auditor], the City's auditor, that it is established industry practice that no one has access to any auditor's working papers or drafts except by Court Order.

Accordingly, I am denying your request for this record, in accordance with Section 16(1)(a) and (b) of [LA FOIP], in that the record contains advice, proposals, recommendations, analyses and policy options developed by the Auditor for the City, and the record would also disclose consultations and deliberations involving officers and employees of the City.

- [3] By letter dated January 17, 2007 the Applicant requested that my office review the decision of the City.
- [4] On January 23, 2007 my office provided notification to the City and to the Applicant that this Review file had been opened. We requested that the City provide my office with a copy of the record that would be responsive to the subject access request, as well as the City's submission on the exemptions cited.

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<sup>1</sup>*The Local Authority Freedom of Information and Protection of Privacy Act*, S.S. 1990-91, c.L-27.1 (hereinafter LA FOIP).

- [5] By letter dated January 29, 2007 the City provided a copy of the first draft of the audit report to my office. The submissions made at that time were as follows:

We are not disclosing this audit report in accordance with the following provisions of [LA FOIP]:

- Subsection 16(1)(b) – The draft audit report is part of a consultation process that takes place between the auditor and management. There is a lot of back-and-forth that occurs, and there are several draft audits that are prepared based on these consultations. Only the final audit report is formally submitted to the City (i.e. City Council’s Audit Committee.)
- Subsection 21(a) – The draft audit report contains information that was in the process of being reviewed by and discussed with the City’s Solicitor and subject to solicitor-client privilege.
- Subsection 16(1)(a) – The draft audit report contains analyses, recommendations and policy options developed for the City by the auditor.

- [6] On October 6, 2008 my office provided the City with our preliminary analysis on the above three exemptions. We indicated that based on our research and analysis thus far that the portions of the draft audit report titled ‘Conclusions and Recommendations’ would qualify as advice and recommendations pursuant to section 16(1)(a) of LA FOIP. In relation to section 16(1)(b) of LA FOIP we stated that it was unclear whether the Auditor would qualify as an “officer” of the local authority, which is part of the exemption under section 16(1)(b). As such we would require additional submissions from the City to provide an appropriate response to this question. Lastly, we indicated that it appeared no portions of the draft audit report would qualify under section 21(a), solicitor-client privilege. We stated that the City could file further submissions to support the cited exemptions, or bring to our attention other portions of the record that might qualify as advice and recommendations.

- [7] The City responded on October 16, 2008 stating "...I was wrong in viewing the internal auditor<sup>2</sup> as an officer of the [City] ... Section 16(1)(b) does not apply in this case". The City then raised section 18(1)(b) as a new exemption, and continued to refuse to release the record.

The auditor, as a third party, submitted the draft audit in confidence to the City. Section 18(1)(b) therefore applies, since this document contains financial, technical and labour relations information that was supplied in confidence to the local authority by a third party. I have contacted the auditor and he has refused to allow the City to release any portion of the document.

Accordingly, our position is that we will not release any portion of the draft document. This is very important to us as we would likely not have any auditing firms bid on providing audit services if we could not assure them that their draft documents would be kept confidential.

[emphasis added]

- [8] We wrote to the City on November 19, 2009. We stated that although section 18(1)(b) was being raised for the first time at this late stage of the Review process, because it is a mandatory exemption we would consider it. However, we noted that since the City's submission on this exemption consisted only of the remarks quoted above, we would need more from the City to meet its burden of proof.

- [9] The City responded by way of letter dated December 17, 2009 to our November 19, 2009 correspondence as follows:

I recognize that I have not done a good job in explaining our position, so I will try again. I do not have the resources, however, to search decisions of the Saskatchewan Commissioner or those from other jurisdictions. I can only advise as to our requirements and to the professional advice provided to me by our Internal Auditor.

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<sup>2</sup>The name "Internal Auditor" refers to the fact that the audit relates to internal activities and programs, not that the Auditor is internal. Internal Auditing is defined on the web-site of The Institute of Internal Auditors as: "Internal Auditing is an independent, objective assurance and consulting activity designed to add value and improve an organization's operations. It helps an organization accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes." Available at <http://www.theiia.org/theiia/about-the-profession/internal-audit-faqs/?i=1077>.

- [10] In addition to some submissions to support its position, the City also provided a copy of the contract with the Auditor and the City of Saskatoon Council Policy C02-032, *Internal Audit Charter*. In this December 17, 2009 letter from the City a further mandatory exemption, 18(1)(c), was raised although not earlier raised in its section 7 response to the Applicant.
- [11] By letter dated February 26, 2010 my office wrote to the City. We noted that the City had not responded to our preliminary analysis on sections 16(1)(a) and 21(a) that was provided on October 6, 2008.
- [12] The City responded on March 11, 2010 indicating that: “...**I am refusing to release the report solely in accordance with section 18(1)(b) and (c)**. I therefore have no comments regarding the applicability of section 16(1)(a) and 21(a).” [emphasis added]
- [13] By letter dated March 17, 2010 my office provided the Applicant with a copy of the City’s submissions. We drew to the Applicant’s attention that the City had indicated that it was relying solely on sections 18(1)(b) and (c) as the basis for its decision to withhold the draft audit report. We also indicated: “Therefore, the exemptions previously relied on, sections 16(1)(a), (b) and 21(a), appear to no longer be at issue.”
- [14] In response to a request from my office the City provided a copy of the final version of the audit report on August 9, 2010. The City stated that the final report of the Auditor was submitted to City Council on December 18, 2006, at which time it became a public document.
- [15] We then contacted the Auditor, as the third party identified by the City as having an interest in the draft audit report. By letter dated August 10, 2010 we summarized the City’s position on this access request, cited the applicable legislation, provided some guidance in how to research the exemptions, and requested his submission. This was done in accordance with section 42(2)(b) of LA FOIP, which allows a third party to make representations to my office during the course of a review.

[16] On August 25, 2010 my office received a submission from the Auditor, which included arguments to support withholding the draft audit report. In addition, the Auditor provided copies of various materials from his professional association, the Institute of Internal Auditors (IIA).

## **II RECORD AT ISSUE**

[17] As previously noted, the record at issue is a draft audit report prepared by the Auditor, in relation to the City's snow and ice program. The draft audit report totals 50 pages and consists of a preface, ten chapters, and various tables and charts. Within seven of the chapters there are sections titled "Conclusion" and "Recommendations". Throughout the draft audit report there are comments in the right hand margin which include remarks instructing the need for follow-up, or of details to be added later.

## **III ISSUES**

- 1. Did the City properly apply section 18(1)(b) of *The Local Authority Freedom of Information and Protection of Privacy Act* to the withheld record in question?**
- 2. Did the City properly apply section 18(1)(c) of *The Local Authority Freedom of Information and Protection of Privacy Act* to the withheld record in question?**

## **IV DISCUSSION OF THE ISSUES**

- 1. Did the City properly apply section 18(1)(b) of *The Local Authority Freedom of Information and Protection of Privacy Act* to the withheld record in question?**

[18] The City relied on section 18(1)(b) of LA FOIP in support of its decision to withhold the draft audit report. That section reads as follows:

**18(1)** Subject to Part V and this section, a head shall refuse to give access to a record that contains:

...

(b) financial, commercial, scientific, technical or labour relations information that is supplied in confidence, implicitly or explicitly, to the local authority by a third party;

- [19] This exemption was recently discussed in my Report LA-2011-001 from [95] to [108].<sup>3</sup>
- [20] As discussed in the aforementioned report, one of the fundamental criteria of this exemption is that the information must have been supplied by a third party. I have followed the principle in other reports that where the public body has contributed significantly to the content of the record at issue, the information was not supplied by the third party.
- [21] The draft audit report is an audit of the City's programs and services related to snow and ice management. The factual information contained within the draft audit report is the City's information. The draft audit report's introduction states that relevant information and documents are provided by the City, include Auditor interviews of management and staff of the City, and reviews of current service levels by the Auditor. All of these steps involve acquiring data from the City.
- [22] Another step identified in the introduction involves internet research and surveying other cities as to common practices. Again, this would not be information supplied by the third party, the Auditor, but rather would either come from publicly available sources or be supplied by other municipalities.<sup>4</sup> This information then formed the basis of the Auditor's review, including his conclusions and recommendations.
- [23] Included in the materials provided by the Auditor were excerpts from the IIA's *International Standards for the Professional Practice of Internal Auditing (Standards)*,

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<sup>3</sup>See Saskatchewan Information and Privacy Commissioner (hereinafter SK OIPC) Report LA-2009-001 and for a look at its equivalent provision, 19(1)(b), in *The Freedom of Information and Protection of Privacy Act* (hereinafter FOIP) also see Reports F-2005-003, F-2006-002 and F-2010-001, available at [www.oipc.sk.ca/reviews.htm](http://www.oipc.sk.ca/reviews.htm).

<sup>4</sup>In my Report F-2010-001, I determined that a 'local authority' could not constitute a 'third party' for purposes of FOIP or LA FOIP. See [87] to [94] of that Report for a full discussion of this issue, available at [www.oipc.sk.ca/reviews.htm](http://www.oipc.sk.ca/reviews.htm).



*Code of Ethics* and *Practice Advisories*. The Auditor also made general reference to access to information legislation from other jurisdictions which exempt incomplete audit reports or final audits that relate to the performance or efficiency of a public body or any of its programs or policies. The Auditor suggested that other jurisdictions treat the same kind of material as exempt but such a claim is unsupported by focused argument tied to any specific statutory provisions in those other jurisdictions.

[24] It is noteworthy that the provisions in the IIA's *International Standards for the Professional Practice of Internal Auditing (Standards)*, *Code of Ethics* and *Practice Advisories* (collectively referred to as the IIA Guidelines)<sup>5</sup> make reference to the confidentiality of the information in relation to the organization for which the audit is being completed. For example, in section 2330.A1 of the *International Standards for the Professional Practice of Internal Auditing (Standards)*<sup>6</sup>, reference is made to the Auditor obtaining approval from the organization for any disclosure of records. There is also reference in the *Practice Advisories* to the "organization's records" and that the "engagement records or working papers are the property of the organization." [emphasis added] Furthermore, the IIA's policies regarding access to records varies "depending on the nature of the organization, practices followed in the industry and access privileges established by law." [emphasis added] References are consistently made to the organization's role in maintaining control over the audit records, and having the responsibility to give approval for any release of records. Overall, the IIA Guidelines only address confidentiality as it relates to the responsibilities of the Auditor in keeping the organization's information confidential.

[25] I conclude that the information in the draft audit report was not supplied by a third party. As this criterion is not met, there is no need to consider the other criteria in section 18(1)(b) of LA FOIP. This includes the question of whether the draft audit report was

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<sup>5</sup>Institute of Internal Auditors, *International Standards for the Professional Practice of Internal Auditing (Standards)*, *Code of Ethics* and *Practice Advisories*, available at [www.theiia.org/](http://www.theiia.org/).

<sup>6</sup>Institute of Internal Auditors, *International Standards for the Professional Practice of Internal Auditing (Standards)*, section 2330.A1, available at <http://www.theiia.org/guidance/standards-and-guidance/ippf/standards/?search=standards>.

provided to the City in confidence. Therefore, although the City argued that the draft audit report is a confidential working paper file of the Auditor, it is not necessary to consider the “in confidence” criterion of the exemption.

[26] Therefore, the draft audit report does not qualify for the exemption under section 18(1)(b).

**2. Did the City properly apply section 18(1)(c) of *The Local Authority Freedom of Information and Protection of Privacy Act* to the withheld record in question?**

[27] The City also relied on section 18(1)(c) of LA FOIP to justify withholding the draft audit report. That section reads as follows:

18(1) Subject to Part V and this section, a head shall refuse to give access to a record that contains:

...

(c) information, the disclosure of which could reasonably be expected to:

(i) result in financial loss or gain to;

(ii) prejudice the competitive position of; or

(iii) interfere with the contractual or other negotiations of;

a third party;

[28] This exemption was also discussed in my recent Report LA-2011-001 from [109] to [116].<sup>7</sup>

[29] In order for this exemption to apply to the draft audit report, it needs to be established that there is a reasonable expectation that one of the harms set out in the subsection may occur if the record is released. Arguably, this exemption also can only apply if we are dealing with third party information, which as addressed above is not the case with the subject record. However, as the wording in section 18(1)(c) does not strictly have the ‘supplied

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<sup>7</sup>See also SK OIPC Reports LA-2007-001 and LA-2009-001, and for the equivalent provision in FOIP, 19(1)(c), look at F-2004-007 and F-2005-003, available at [www.oipc.sk.ca/reviews.htm](http://www.oipc.sk.ca/reviews.htm).

by a third party' criterion, I will now consider the arguments we received on this exemption.

[30] The City argued that to release the draft audit report would likely prejudice the competitive position of the Auditor, in that the Auditor could face disciplinary action from his professional body for not following the IIA's Guidelines. No further explanation beyond this was provided.

[31] The Auditor argued that the nature of an audit involves a significant amount of back and forth communication with management. The Auditor stated that because there would be inaccurate information in drafts corrected for the final report, it would not be in the public good for a document with errors, incomplete information, and misrepresentations to be publicly released.

[32] The Auditor also argued that: "[i]f released, I could face disciplinary action from the Institute of Internal Auditors for not following the IIA Professional Standards, Code of Ethics, and Practice Advisories." Further, the Auditor stated that such action would undermine his reputation and competitive position as he could lose his professional designation. He stated that if the draft audit report were released he could not guarantee clients' confidentiality in the audit process.

[33] The Auditor identified the various provisions of the IIA Guidelines that relate to confidentiality and to the use and disclosure of audit documents. However, he did not specify exactly how these provisions support the argument that there would be an effect on his competitive position or result in financial harm if the draft audit report were released.

[34] I reviewed all of the provisions of the IIA Guidelines that were supplied to my office. In addition to the comments above regarding the focus of the IIA Guidelines being on the confidentiality of the organization's information, it is also noted that the IIA Guidelines are general in referring to confidentiality issues and reference is made to "legal obligations" and "access privileges established by law". I did not see anything in the IIA

Guidelines that would indicate that the Auditor would face disciplinary action if the draft audit report were released to the public.

[35] Indeed, as concluded above, since the information that formed the basis of the draft audit report is City information as opposed to information of the Auditor, it is not open to the Auditor to consent to the release of the document. In this case, it is not the Auditor who is making the decision to release or not to release, rather it is the City.

[36] I now turn to the Auditor's argument that he could not guarantee clients' confidentiality in the audit process if this draft was released, and thus he could not get new clients. Indeed, it is the City's status as a local authority subject to LA FOIP that creates a situation whereby the draft audit report may be accessible under LA FOIP. When an Auditor takes on as a client a public body that is subject to LA FOIP or *The Freedom of Information and Protection of Privacy Act*, the Auditor must realize that the work done for that public body may be open to possible public scrutiny. Further, based on the limited argument and evidence presented, I do not see how the possible release of this draft audit report would negatively affect his work with other potential clients.

[37] I received insufficient evidence to satisfy the harms test of this exemption. As such, the burden of proof has not been met for this exemption. Therefore, the draft audit report does not qualify for the exemption under section 18(1)(c).

## V FINDINGS

[38] I find that sections 18(1)(b) and 18(1)(c) of LA FOIP do not apply to the draft audit report.

**VI RECOMMENDATIONS**

[39] I recommend that the City release to the Applicant the draft audit report.

[40] I recommend that the City Clerk become familiar with the Review Reports from this office available at [www.oipc.sk.ca/reviews.htm](http://www.oipc.sk.ca/reviews.htm).

Dated at Regina, in the Province of Saskatchewan, this 21<sup>st</sup> day of November, 2011.

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R. GARY DICKSON, Q.C.  
Saskatchewan Information and Privacy Commissioner

**CITY OF SASKATOON**

**DECISION OF THE HEAD REGARDING  
REPORT LA-2011-003  
OF THE SASKATCHEWAN  
INFORMATION AND PRIVACY COMMISSIONER**

The Saskatchewan Information and Privacy Commissioner has issued a report dated November 21, 2011 in response to a Request for Review filed by a person who disagreed with the City of Saskatoon's refusal in 2005 to release copies of documents, including minutes, reports and correspondence, relating to private meetings of City Council's Executive Committee.

Section 45 of *The Local Authority Freedom of Information and Protection of Privacy Act* states as follows:

- 45      Within 30 days after receiving a report of the commissioner pursuant to subsection 44(1), a head shall:
- (a)      make a decision to follow the recommendation of the commissioner or any other decision that the head considers appropriate; and
  - (b)      give written notice of the decision to the commissioner and the persons mentioned in clause 44(1)(b).

The duties of head have been delegated by City Council to the City Clerk. The purpose of this report is to provide the head's decision regarding the recommendations of the Information and Privacy Commissioner. This report will be submitted to the Commissioner. However it has come to the City's attention that the applicant is deceased; accordingly the City is unable to fully meet the requirement of Section 45(b) above.

Janice Mann, City Clerk  
November 24, 2011

## **BACKGROUND**

1. On June 20, 2005 the applicant submitted an access to information request for:
  - “Copy of July 14, 2004 letter and enclosures by Stan Peakman to Julie Gauthier of Infrastructure Canada re: South Downtown Project;
  - Copy of October 7, 2004 letter by Phil Richards to Julie Gauthier re: CSIF Program and A.L. Cole site; and
  - Copies of all City administrative documents and records between December 1, 2004 and June 20, 2005, inclusive, regarding Western Economic Diversification and the Federal Centennial Funding Issue.”
  
2. On July 21, 2005 the applicant was provided with:
  - the July 14<sup>th</sup> letter; (The document appended to the letter was not released because it had been forwarded in confidence to Infrastructure Canada; however it was provided to the applicant at a later date once negotiations with the Federal Government regarding funding were concluded.)
  - a copy of the October 7, 2004 letter; and
  - approximately 40 pages of records responsive to the third bullet above.

Material that related to matters that were dealt with during private meetings of City Council’s Executive Committee was not released in accordance with subsection 15(1)(b)(i) of the *Act*.

## **REVIEW BY OIPC**

On August 3, 2005, the City was advised by the OIPC that the applicant had submitted a formal Request for Review. On September 27, 2005 the City was requested to provide copies of the responsive records to the OIPC, and this was done on October 19, 2005.

Written communications occurred between the City and the OIPC between March 2006 and June 2006 regarding clarification of exemptions being utilized.

On January 18, 2011 the OIPC advised that the analysis of the matter was complete and that a report would be issued shortly. The report was issued on November 21, 2011.

## **DECISION OF HEAD RELATING TO COMMISSIONER’S RECOMMENDATIONS**

[34] In the circumstances I find that the City has not met the burden of proof and I recommend release of the record in question.

*The Commissioner’s position is that to “meet the burden of proof” means that no fact can be accepted on its face – that the City must provide verifiable proof that is satisfactory to him for*

*every single factor that is relied upon when the City makes its decision. We do not agree with the Commissioner's interpretation of burden of proof. We believe that this section of the Act merely refers to the fact that it is the head, rather than the applicant, who has the burden of establishing that access to the record "may or must be refused or granted". We do not believe that the Act requires that the head must provide the Commissioner with the level of "proof" that he is demanding. There is also a practical matter for the City. If the City accepted the Commissioner's interpretation as to the level of proof, at least one, if not two, additional staff would be necessary.*

*Having said that, we do accept that the City's responses to very early review files such as this were not satisfactory. We did not send properly-indexed documents to OIPC, and did not provide the level of background information that we now provide in order to explain our reasons for withholding the records. In this case we did not provide a full explanation as to what the Executive Committee is, under what authority it operates, and its membership. This information has been provided to the OIPC for subsequent review files; however it was not considered in this case.*

*Upon review of the Commissioner's report, and further review of all of the documents withheld, the head's position is that they were properly withheld from release at the time the original access request was received. At the time of the access request the City was in the initial stages of developing its South Downtown (River Landing), which involved a complex process of negotiations with two levels of government for funding, together with negotiations with developers, realtors and other organizations. All decisions were made by City Council at a public meeting, and complete packages of supporting documents were made public. All of the material that was withheld related to confidential negotiations and discussions about an active land deal, the release of which could jeopardize a successful outcome. It has been well accepted in other jurisdictions that decision-making bodies are entitled to do this work in private.*

*However, since the records are now over six years old and the relevant transactions have been concluded and publicly dealt with, there is no reason to withhold them, apart from several occasions where they include personal information. As indicated on the cover page of this report, the applicant is deceased; thus it is not possible to release the documents to the applicant.*

*The City is not opposed to releasing information that was considered at a private meeting of the Executive Committee. It is a question of timing. This has been recognized by the Courts. In *Carey v. Ontario*, a 1986 case heard by the Supreme Court of Canada, the Court was unanimous that Cabinet confidentiality promotes public interest. Mr. Justice LaForest quoted Lord Reid of the English House of Lords as follows:*

*"...To my mind the most important reason is that such disclosure would create or fan ill-informed or capricious public or political criticism. The business of government is difficult enough as it is, and no government could contemplate with equanimity the inner workings of the government machine being exposed to the gaze of those ready to criticize without*



*adequate knowledge of the background and perhaps with some axe to grind."*

*Appeal Courts from various provinces have agreed that this analysis applies to a consideration of the public interest in "Cabinet confidentiality" in access to information legislation.*

Date: November 21, 2011

File No.: 2005/051

**SASKATCHEWAN**  
**OFFICE OF THE**  
**INFORMATION AND PRIVACY COMMISSIONER**

**REPORT LA-2011-003**

**City of Saskatoon**

- Summary:** The Applicant applied to the City of Saskatoon (City) for certain documents. The City released some responsive records but withheld others citing section 15(1)(b)(i) of *The Local Authority Freedom of Information and Protection of Privacy Act* (LA FOIP) as its authority. The City asserted that it had a right to withhold the records in question as the content had been dealt by its Executive Committee during *in camera* sessions. The Commissioner found that the City did not meet the burden of proof and recommended release of all withheld records.
- Statutes Cited:** *The Local Authority Freedom of Information and Protection of Privacy Act*, S.S. 1990-91, c. L-27.1, ss. 15(1)(b)(i), 51; *The Cities Act*, S.S. 2002, c. C-11.1, ss. 91(1)(a), 93(1), 93(2), 94(1), 94(2), 94(4), 94(5); *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56, s. 6(1)(b).
- Authorities Cited:** Saskatchewan OIPC Reports F-2004-007, F-2005-006, F-2006-004, LA-2007-002, LA-2010-001, LA-2011-001 and 2003/018 and Investigation Reports LA-2005-003 and LA-2010-001; Ontario IPC Orders MO-1714 and MO-1215.
- Other Sources Cited:** Saskatchewan OIPC: *FOIP FOLIO* (September 2004 and November 2005), *Helpful Tips: OIPC Guidelines for Public Bodies/Trustees in Preparing for a Review*; Saskatchewan Ministry of Municipal Affairs: *Municipal Council Meeting Guide*.

## I BACKGROUND

[1] The Applicant submitted an undated access to information request to the City of Saskatoon (City) for the following:

- Copy of July 14, 2004 letter and enclosures by [the Manager, Special Projects] to [the Communications Specialist] of Infrastructure Canada re: South Downtown Project
- Copy of October 7, 2004 letter by [the City Manager] to [the Communications Specialist] re: CSIF Program and A.L. Cole Site
- Copies of all City Administrative Documents and Records between December 1, 2004 and June 20, 2005, inclusive, regarding Western Economic Diversification and the Federal Centennial Funding Issue

[2] On or about June 20, 2005, the City acknowledged receipt of the Applicant's request but did not state the date on which it was received.

[3] By way of letter dated July 21, 2005, the City advised the Applicant that it was releasing certain documents to him, but withholding the following:

In accordance with subsection 15(1)(b)(i) of *The Local Authority Freedom of Information and Protection of Privacy Act*, I am withholding additional material that relates to matters that were dealt with during in camera portions of the Executive Committee.

[4] In the Applicant's letter to us dated July 25, 2005 he requested a review of the matter as follows:

The City is also withholding material that was dealt with by its Executive Committee.

...

As for the material dealt with by the Executive Committee the City did not say under which part of the Act the information was being withheld.

[5] My office provided notice to the parties on or about August 3, 2005 that my office intended to undertake a review.

## II RECORDS AT ISSUE

- [6] The City provided us with copies of those documents not released to the Applicant along with a cover letter dated October 19, 2005. Included was a copy of the *South Downtown Federal Interim Due Diligence Report* (later released to the Applicant in full; see City's letter to our office dated June 20, 2006) and a "Package of information relating to In Camera meetings of City Council's Executive Committee."
- [7] The responsive record consists of a variety of different types of documents such as memorandums (memos), letters, emails, excerpts from minutes, concept plans, news items totaling 84 pages. Some documents are marked in camera financial matter or land issue, others "(In Camera)", but not all have one or the other marking. The record also consists of many documents containing excerpts from various meetings of the Executive Committee held on a number of different occasions and letters with attachments provided by various parties to the Executive Committee for their information. Some of the documents are duplicates (i.e. pages 9-11 appear to be copies of pages 12-14).

## III ISSUES

1. **Is the City able to rely on discretionary exemptions raised for the first time at the review stage?**
2. **Did the City properly apply section 15(1)(b)(i) of *The Local Authority Freedom of Information and Protection of Privacy Act* to the withheld record in question?**

#### IV DISCUSSION OF THE ISSUES

1. **Is the City able to rely on discretionary exemptions raised for the first time at the review stage?**

[8] I have found previously that the City is a local authority for purposes of *The Local Authority Freedom of Information and Protection of Privacy Act* (LA FOIP).<sup>1</sup>

[9] In its first submission to our office dated October 19, 2005, the City introduced new discretionary exemptions as follows:

Package of information relating to In Camera meetings of City Council's Executive Committee. Not released in accordance with section 15(1)(b)(i) of the *LAFOIPPA Act*. The meetings of the Executive Committee were held in camera in accordance with *The Cities Act*, and the reasons for doing so fall under sections 16(a), (b), (c) and (e) of the *AFOIPP Act* [sic].

[10] As the only section of LA FOIP referenced in the City's section 7 response to the Applicant was section 15(1)(b)(i) of LA FOIP, we responded as follows to the City:

We note in your above noted submission, that you raise new discretionary exemptions not raised at the time you originally responded to the Applicant's request on July 21, 2005. Our practice is not to consider new discretionary exemptions once the review has begun unless there is no prejudice to the Applicant. In this regard we refer you to page 3 of our September 2004 e-newsletter, the FOIP Folio available on our website: [www.oipc.sk.ca](http://www.oipc.sk.ca). We also addressed this issue in one of our past Reports. Enclosed is the relevant paragraph of that Report for your review. We invite your submissions on that question.<sup>2</sup>

[11] By way of letter dated April 7, 2006 the City provided the following response:

You indicate in your letter that I have raised new discretionary exemptions not raised in my response to the applicant on July 21, 2005. I disagree. ... The information relating to meetings of City Council's Executive Committee were not released because the meetings were held in camera in accordance with the Act, and I advised him of this as well.

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<sup>1</sup>Office of the Saskatchewan Information and Privacy Commissioner (hereinafter SK OIPC) Report LA-2010-001 at [18], and Investigation Reports LA-2010-001 at [11] and LA-2005-003 at [11], available at [www.oipc.sk.ca/reviews.htm](http://www.oipc.sk.ca/reviews.htm).

<sup>2</sup>Letter from SK OIPC to the City of Saskatoon (City) City Clerk dated March 8, 2006.

[12] On or about May 26, 2006, my office provided this response to the City:

In response, we enclose a copy of the City's July 21, 2005 letter to the Applicant. We note that the only exemption that is referenced is "*subsection 15(1)(b)(i) of The Local Authority Freedom of Information and Protection of Privacy Act.*" If in fact the City provided the Applicant with another written response within the 30 day response deadline with additional exemptions cited, we would appreciate a copy. In absence of this, we are unclear as to how you are able to draw this conclusion as ... *The Local Authority Freedom of Information and Protection of Privacy Act* ("the Act") requires that "*the head shall give written notice to the applicant within 30 days after the application is made: (d) stating that access is refused, setting out the reason for the refusal and identifying the specific provision of this Act on which the refusal is based.*" (emphasis in original)

[13] The City responded in turn as follows:

There is no other letter to the applicant, apart from the one dated July 21, 2005. This letter did explain the reasons for the refusal but did not refer to a specific provision in the *Act*. I recognize that the *Act* requires both a reason for a refusal and a reference to the specific provision of the *Act*, and that this was not done in this case. The point of my letter to you on April 7, 2006, was merely that I had not raised any new arguments, because I had articulated them to the applicant.<sup>3</sup>

[14] Those sections of LA FOIP raised by the City after the review was initiated are as follows:

16(1) Subject to subsection (2), a head may refuse to give access to a record that could reasonably be expected to disclose:

- (a) advice, proposals, recommendations, analyses or policy options developed by or for the local authority;
- (b) consultations or deliberations involving officers or employees of the local authority;
- (c) positions, plans, procedures, criteria or instructions developed for the purpose of contractual or other negotiations by or on behalf of the local authority, or considerations that relate to those negotiations;

...

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<sup>3</sup>Letter from the City to SK OIPC dated June 20, 2006.

(e) information, including the proposed plans, policies or projects of the local authority, the disclosure of which could reasonably be expected to result in disclosure of a pending policy or budgetary decision.<sup>4</sup>

[15] Even if a paraphrase of the statutory provision would be sufficient for purposes of a section 7 response, and I find it would not be, the description proffered by the City at [3] does not accurately reflect section 16.

[16] In the November 2005 issue of the *FOIP FOLIO*, we provided the following advice to our readers:

Just a reminder that if you are a FOIP Coordinator for a Saskatchewan public body, it is important when you first respond to someone seeking access to records you should claim all of the discretionary exemptions that you believe should apply. In a Federal Court of Appeal decision, the court stated

“I recognize that the case law suggests that a government institution ought to claim the relevant exemptions at the initial stage; at least insofar as nonmandatory exemptions are concerned (see *Davidson v. Canada* [1989] 2 F.C. 341 and *Canada (Information Commissioner) v. Canada (Minister of National Defence)*, [1999] F.C.J. No. 522 (Q.L.))”<sup>5</sup>

[17] In my Reports F-2004-007, F-2005-006, F-2006-004 and LA-2007-002 as well as in my office’s publication *Helpful Tips: OIPC Guidelines for Public Bodies/Trustees in Preparing for a Review*, I reiterated the above noted position.<sup>6</sup>

[18] For all the above noted reasons, I will not consider the late introduction of new discretionary exemptions raised by the City during the review process (i.e. sections 16(1)(a), (b), (c) and (e) of LA FOIP). The only exemption therefore applied by the City that is under consideration in this Report is section 15(1)(b)(i) of LA FOIP.

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<sup>4</sup>*The Local Authority Freedom of Information and Protection of Privacy Act*, S.S. 1990-1991, c. L-27.1 (hereinafter LA FOIP), s. 16(1)(a),(b),(c) and (e).

<sup>5</sup>SK OIPC FOIP FOLIO (November 2005), p. 2, available at [www.oipc.sk.ca/newsletters.htm](http://www.oipc.sk.ca/newsletters.htm).

<sup>6</sup>SK OIPC Reports F-2004-007 at [16], F-2005-006 at [6], F-2006-004 at [18], and LA-2007-002 at [16] and [22]. *Helpful Tips: OIPC Guidelines for Public Bodies/Trustees in Preparing for a Review* states at p. 8 “Our practice is that we will not normally consider a new discretionary exemption once we commence our review unless the public body/trustee can demonstrate that this will not prejudice the applicant.” All available at [www.oipc.sk.ca/reviews.htm](http://www.oipc.sk.ca/reviews.htm).

2. Did the City properly apply section 15(1)(b)(i) of *The Local Authority Freedom of Information and Protection of Privacy Act* to the withheld record in question?

[19] The applicable section of LA FOIP is as follows:

15(1) A head may refuse to give access to a record that:

...

(b) discloses agendas or the substance of deliberations of meetings of a local authority if:

(i) an Act authorizes holding the meetings in the absence of the public; ...

[20] I am mindful of former Commissioner Rendek's Report 2003/018. His decision turns however on a different combination of statutory provisions. He considered section 15(1)(b)(ii) and sections 16(1)(a) and (b) of LA FOIP.

[21] The City did not make reference to any applicable section(s) of *The Cities Act*<sup>7</sup> or any other law that would authorize it to hold the *in camera* meetings in question. Further, the City provided no evidence as to the make-up, delegated authority or the mandate of the Executive Committee.

[22] The closest provision I found in another jurisdiction to that of our section 15(1)(b)(i) for the sake of comparison is section 6(1)(b) from Ontario's *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA).

6(1) A head may refuse to disclose a record,

...

(b) that reveals the substance of deliberations of a meeting of a council, board, commission or other body or a committee of one of them if a statute authorizes holding that meeting in the absence of the public.<sup>8</sup>

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<sup>7</sup>*The Cities Act*, S.S. 2002, c. C-11.1.

<sup>8</sup>*Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56, s. 6(1)(b).



[23] The Ontario exemption was considered in Order MO-1714 by Adjudicator Frank De Vries and by Ontario Assistant Commissioner Tom Mitchinson in Order MO-1215.<sup>9</sup> Those Orders describe a three part test to qualify for exemption under section 6(1)(b) of MFIPPA:

In order to qualify for exemption under section 6(1)(b), the institution must establish that:

1. a meeting of a council, board, commission or other body or a committee of one of them took place; and
2. that a statute authorizes the holding of this meeting in the absence of the public; and
3. that disclosure of the record at issue would reveal the actual substance of the deliberations of this meeting.

[24] The burden of proof in Ontario is on the municipality to provide sufficient evidence to establish that the municipality's meeting in question was a properly constituted *in camera* meeting of the municipality or one of its committees.

[25] The Ontario Orders established that a municipality seeking to rely on this exemption must provide information concerning when any *in camera* meetings were held, or whether any such meetings were properly constituted *in camera* meetings and details of the subject matter or substance of the deliberations of such meeting.

[26] I choose to adopt the above described three part test in applying section 15(1)(b)(i) of LA FOIP and I accept the approach followed by the Office of the Ontario Information and Privacy Commissioner.<sup>10</sup>

[27] In its section 7 response to the Applicant, the City noted: "...I am withholding additional material that relates to matters that were dealt with during *in camera* portions of Executive Committee."

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<sup>9</sup>Information and Privacy Commissioner of Ontario Orders MO-1714 at p. 11 and MO-1215 at pp. 11-12, available at [www.ipc.on.ca](http://www.ipc.on.ca).

<sup>10</sup>Also see SK OIPC Report LA-2011-001 at [120] to [123], available at [www.oipc.sk.ca/reviews.htm](http://www.oipc.sk.ca/reviews.htm).

[28] When our office advised the City that “[y]ou have not offered much in the way of an argument in order to meet that burden”<sup>11</sup>, instead of providing a fuller submission, the City opted only to restate its previously noted position that “[t]he information relating to meetings of City Council’s Executive Committee were not released because the meetings were held in camera in accordance with the Act, and I advised him [the Applicant] of this as well.”<sup>12</sup>

[29] On May 26, 2006, my office advised the City as follows: “Additionally by letter dated March 8, 2006, we requested the following: ‘You have not offered much in the way of an argument in order to meet that burden. If you are planning on offering further arguments, let us know at your earliest convenience.’” By way of letter June 20, 2006, the City responded: “I have no further arguments to make...”.

[30] I noted in *The Cities Act* those sections that speak to the circumstances in which meetings may be held in public or *in camera* are as follows:

**Inspection of municipal documents**

**91(1) Any person is entitled at any time during regular business hours to inspect and obtain copies of:**

(a) any contract approved by the council, any bylaw or **resolution** and any account paid by the council relating to the city;

...

**Actions in public**

**93(1) An act or proceeding of a council is not effective unless it is authorized or adopted by a bylaw or a resolution at a duly constituted public meeting of the council.**

**(2) An act or proceeding of a council committee is not effective unless it is authorized or adopted by a resolution at a duly constituted public meeting of the committee or council.**

...

**Meetings to be in public, exceptions**

**94(1) Subject to subsections (2), (3) and (4), councils and council committees are required to conduct their meetings in public.**

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<sup>11</sup>*Supra* note 2 at [10].

<sup>12</sup>Letter from the City to SK OIPC dated April 7, 2006.

(2) Councils and council committees may close all or part of their meetings to the public if the matter to be discussed is within one of the exemptions in Part III of *The Local Authority Freedom of Information and Protection of Privacy Act*.

...

(4) Every council may meet in meetings closed to the public for the purpose of long-range or strategic planning, but no business may be transacted at that meeting.

(5) When a meeting is closed to the public, no bylaws may be passed at the meeting.<sup>13</sup>

[emphasis added]

[31] For more on council procedures, I considered resources produced by the Saskatchewan Ministry of Municipal Affairs. This particular resource speaks to acts of committees of council as follows:

Any act of a committee is not effective until the recommendation is decided by council, unless council has provided the committee with operational authority.

Certain powers of a council are discretionary which means council has the option of whether or not to carry out that particular function. Other duties are mandatory requiring council to perform the function.

...

#### *Closed Sessions*

The exemptions listed in Part III of LAFOIP include items such as:

- legal matters, including enforcement of bylaws or other laws
- personnel issues
- matters which reasonably impact economic interests of the municipality or other parties.

...

When members conclude discussion of the topic in the closed session, they adopt an informal motion to rise from the closed session. Legislation requires councils and committees to act in a public forum, and therefore the members must publicly deal with the recommendation from the closed session. A member puts forward the recommendation as a motion. Further discussion on the matter may occur; however, as there was discussion in private, public discussion will likely be minimal. Following debate, members vote on the question.

...

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<sup>13</sup>Supra note 7 at [21].

Council committees are required to exercise their duties and powers in the same manner as council – at a duly convened meeting. This includes recording minutes approved by the committee, and signed by the presiding officer and the administrator. **Actions of council committees are not effective unless council has delegated authority to the committee or council adopts the committee’s recommendation or decision at a council meeting.**<sup>14</sup>

[emphasis added]

[32] Nothing in the record itself helps me to understand with any certainty what authority the City relied on to hold any of the meetings noted *in camera*. What I can glean from the record is that certain meetings of a City Committee did appear to take place. What is also not evident is if *all* parts of the record were discussed at these meetings. If I cannot establish that the information in question was considered by Committee with proper authority *in camera* I also cannot find that releasing such information to the Applicant would reveal agendas or the actual substance of the deliberations of this committee.

[33] The City must demonstrate that access to the record may or must be refused as the City bears the burden of proof pursuant to section 51 of LA FOIP. However, at no time did the City offer representation as to how it arrived at the conclusion that the withheld information in question constitutes “the substance of deliberations,” nor did it clarify what specific portions of *The Cities Act* or other law authorized it to hold one or all of the meetings in question in the absence of the public. The City must have the requisite authority to hold meetings *in camera*, yet offered nothing to demonstrate that it could and that the records in question were considered during *in camera* deliberations. I therefore find that the City has not met the burden of proof in the circumstances.

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<sup>14</sup>Saskatchewan Ministry of Municipal Affairs, *Municipal Council Meeting Guide* (July 2010); pp. 6-7 and 42, available at [www.municipal.gov.sk.ca/Elections/Training/Council-Meeting-Guide-pdf](http://www.municipal.gov.sk.ca/Elections/Training/Council-Meeting-Guide-pdf).

**V RECOMMENDATION**

[34] In the circumstances, I find that the City has not met the burden of proof and I recommend release of the record in question.

Dated at Regina, in the Province of Saskatchewan, this 21<sup>st</sup> day of November, 2011.

---

R. GARY DICKSON, Q.C.  
Saskatchewan Information and Privacy Commissioner

**CITY OF SASKATOON**

**DECISION OF THE HEAD REGARDING  
REPORT LA-2011-004  
OF THE SASKATCHEWAN  
INFORMATION AND PRIVACY COMMISSIONER**

The Saskatchewan Information and Privacy Commissioner has issued a report dated November 21, 2011 in response to a Request for Review filed by a person who disagreed with the City of Saskatoon's refusal to release records, including copies of two sets of minutes from the Destination Centre Steering Committee .

Section 45 of *The Local Authority Freedom of Information and Protection of Privacy Act* states as follows:

- 45      Within 30 days after receiving a report of the commissioner pursuant to subsection 44(1), a head shall:
- (a)      make a decision to follow the recommendation of the commissioner or any other decision that the head considers appropriate; and
  - (b)      give written notice of the decision to the commissioner and the persons mentioned in clause 44(1)(b).

The duties of head have been delegated by City Council to the City Clerk. The purpose of this report is to provide the head's decision regarding the recommendations of the Information and Privacy Commissioner. This report will be submitted to the Commissioner. However it has come to the City's attention that the applicant is deceased; accordingly the City is unable to fully meet the requirement of Section 45(b) above.

Janice Mann, City Clerk  
November 24, 2011

## BACKGROUND

1. On December 1, 2009 the applicant submitted an access to information request for five types of records relating to the development of the City's South Downtown.
2. On December 14, 2009 the applicant was provided with a copy of all of the records responsive to his request. Portions of the records were severed in accordance with Section 16(1)(a) and (b) of *The Local Authority Freedom of Information and Protection of Privacy Act* in that they would disclose advice, proposals, recommendations, analyses or policy options developed for the city, and consultations or deliberations involving officers or employees of the City.

## REVIEW BY OIPC

On January 6, 2010 the City was advised by the OIPC that the applicant had submitted a formal Request for Review. On January 22, 2010 the OIPC was provided with copies of the responsive records, together with an index outlining the reasons for withholding certain information.

In mid 2010 most of the documents were released to the applicant, with the exception of the minutes of the Destination Centre Steering Committee meetings held on April 29, 2009 and April 1, 2009, and portions of several emails involving civic staff. The City reviewed the issue of whether to release these records on July 27, 2010 and again on September 30, 2011, and it was determined that they should not be released at this time, but that they would be released fairly soon, likely in early 2012. The OIPC was advised on September 30, 2011 that the documents would be released to the applicant in early 2012.

The report of the OIPC was received on November 21, 2011.

## RESPONSE TO COMMISSIONER'S STATEMENTS

- [52] I find that the e-mails and meeting minutes do not meet the criteria established. The main reason for this is that the e-mail exchanges and the meeting minutes involve multiple stakeholders and do not qualify under this exemption. To qualify, the e-mails and documents **must** be between internal officers or employees of the local authority exclusively **and** contain information that would constitute consultations and deliberations.

*We believe that the Commissioner's interpretation is wrong in law. Section 16(1) states that "a head may refuse to give access to a record that could reasonably be expected to disclose:*

- (a) *advice, proposals, recommendations, analyses or policy options developed by or for the local authority; or*

- (b) consultations or deliberations **involving** officers or employees of the local authority.”

*Section 16(1)(b) does not require that consultations or deliberations be “among” or “between” officers or employees of the local authority exclusively. The plain wording is that they must be “involved” in the consultations or deliberations. Therefore, the exemption still applies when consultations or deliberations involve both City officers and employees and members of other organizations or the public.*

*The Steering Committee was established in order to assist civic administration in reaching a recommendation to take to City Council for the preferred concept for the Destination Centre at River Landing. The Committee was comprised of two members of the public as well as representatives from a range of organizations and bodies in the city. The minutes contain advice, proposals and analyses developed for the City. Moreover the meetings were for the purpose of consultations and deliberations involving employees of the City, and the minutes reflect those consultations and deliberations.*

#### **DECISION OF HEAD RELATING TO COMMISSIONER’S RECOMMENDATIONS**

[53] In the circumstances, I find the City has not met the burden of proof and I recommend release of the record in question subject to severing any personal information that may exist.

#### **Head’s Decision:**

*As outlined in my response to the Commissioner’s Report LA-2011-003, we disagree with the Commissioner’s interpretation of “burden of proof”.*

*We believe that the Commissioner’s interpretation of Sections 16(1)(a) and (b) is wrong in law. We are satisfied that the City is authorized under Sections 16(1)(a) and (b) to withhold the records and maintain our position, as previously supplied to the OIPC, that we would be willing to release the records in due course, likely in early 2012. As indicated on the cover page of this report, the applicant is deceased; thus the records cannot be released to the applicant.*

*The Commissioner has appended a Postscript to the Review Report in which he sets out concerns about “systemic issues”. A meeting was held with the Commissioner in which these issues, and the City’s issues, were discussed. Attached is a letter dated September 21, 2010 from the City Solicitor to the Commissioner, setting out the City’s position on the matters raised in the Commissioner’s Postscript.*



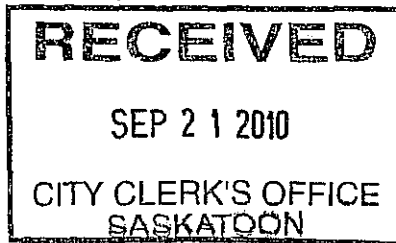


City of  
Saskatoon

Office of the City  
Solicitor

222 - 3rd Avenue North ph 306•975•3270  
Saskatoon, SK S7K 0J5 fx 306•975•7828

415-1



September 21, 2010

Saskatchewan Information and Privacy Commissioner  
503, 1801 Hamilton Street  
Regina SK S4P 4B4

*Via Fax*

**Attention:** R. Gary Dickson, Q.C.  
Saskatchewan Information and Privacy Commissioner

Dear Mr. Dickson:

**Re:** Meeting of September 8, 2010

Thank you for your letter of September 13, 2010. Unfortunately, your letter does not address our concerns, and does not, from our point of view, set out our position at the meeting. Following are the concerns which we raised at the meeting.

There are thirteen outstanding Saskatoon-related appeals in your Office. Twelve appeals are from the same individual. Six of these appeals are from 2006 or earlier. The oldest is from April of 2004.

In our view, this state of affairs does not meet the intent or purpose of *The Local Authority Freedom of Information and Protection of Privacy Act* (LA FOIP). The City is prejudiced in dealing with these delayed appeals. For example, in the appeal regarding police records (from 2004) on which you are hoping to report, many of the key people on the file are no longer available. In addition, the individuals appealing have been denied their right to a Decision from the Head, and potentially from the Court of Queen's Bench, as they cannot proceed to these steps, unless and until they receive a Report from you.

When we reviewed the files, it appeared to us that a significant factor in this delay was the adoption by your Office of a very technical, legalistic, resource-heavy process for the appeals. To us, this process might be suitable for a Privacy Commissioner who makes final decisions on access to documents. It

is not necessary, or suitable, for the Privacy Commissioner in Saskatchewan who provides recommendations only.

Our point is that the obvious alternative is to adopt a different process which meets all of the goals of the *Act*, but also results in timely, quality Reports. We outlined an example of a practical, high-quality efficient review process which we believe would also be more in keeping with the spirit and intent of Saskatchewan's legislation. Our understanding is that the process which we proposed is similar to processes used by Saskatchewan Privacy Commissioners before you.

We emphasized that the last two National Freedom of Information Audits of the Canadian Newspaper Association scored Saskatoon as an A, ahead of or equal to all other large Canadian cities. Regina's score was very similar, and the Province of Saskatchewan itself scored higher than all other Provinces. We are ideally situated to proceed with an efficient, cost-effective but high-result review process. We believe that this will address the serious backlog problem outlined above, without requiring additional resources.

Another issue that we raised was the treatment by your Office of the City Clerk who is the delegated Head for Saskatoon. When we review, *in toto*, the correspondence of your Office to the City Clerk, the overall impression is that she is under attack. We have characterized this as almost amounting to harassment, so as to bring to your attention how concerned we are. The City deals with other oversight Provincial agencies, such as the Human Rights Commission, and their correspondence is not comparable to what is on the Privacy Commissioner files.

Our point is that the City Clerk is not doing something "wrong" or "bad". As the Supreme Court of Canada recently explained in *Ontario (Public Safety and Security) v. Criminal Lawyers Assoc.*, access to information involves the balancing of the need for openness and transparency in government with the need for those governments to be able to withhold some information in order to do their job. In other words, there are no right or wrong answers, but rather a series of good faith judgment calls on where that balance lies in specific fact situations.

Under the Saskatchewan system, the City Clerk as the delegated Head is required to make the first good faith judgment call as to where the balance lies on a specific request. She does this. If an applicant is not satisfied with her decision, they may apply to you for a review. Your job, under our legislation, is

to take the same facts as the City Clerk had, and provide a second expert opinion on where the balance should be drawn. The City Clerk then agrees, agrees in part or disagrees with your recommendation and makes her final decision. If the applicant is still not satisfied, they may apply to the Court of Queen's Bench. The Court does its own balancing of the competing interests involved, and makes a final decision. This underlying understanding of the roles of the parties and the assumption that everyone is acting in good faith, should form the basis of all of our correspondence.

In our discussions, we also made it clear that we believe that the City Clerk is complying with the spirit and intent of the *Act*. She does not have the resources to comply with all of the requirements of "Helpful Tips". As well, our advice to her is that she is not legally required to comply with every aspect of "Helpful Tips", especially where to do so would provide nothing substantive to the end result.

We also discussed the timing of the release of your Report. (We understand that you plan to issue one from 2004 in the near future.) We have asked that your Report be released to the public at the same time as the Head's decision (in which she agrees or disagrees with the recommendations in your Report and gives her reasons). We explained that, in our view, this is the only way that the public can see the full picture, and make their own decisions on where the balance between the public's right to transparency and the right to conduct government business should be drawn. Publishing your Report on its own, so that the Press reports only your recommendations, with no possibility of reference to the Head's decision, robs the public of their right to decide whether they agree with you or with the Head or with neither. We consider this public "review" a key part of open and transparent government.

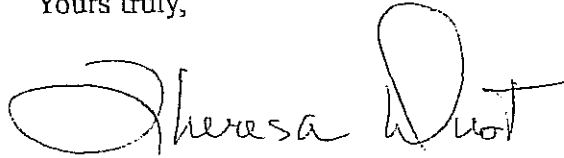
We also raised the outstanding appeal regarding police records. Our point here is that there are some issues which are more properly decided by the Legislature than through a LA FOIP process. We believe that the police-records case is a classic example. The issue is very simple. Police records are currently exempt from the LA FOIP. The issue is whether those records, if generated by City staff as agents of the police, become subject to the LA FOIP. We suggested exploring ways for issues such as this being referred to the Province, as they are really questions of legislative intent.

Finally, please note that we specially deny the allegation which you make in the first full paragraph of page 5 of your letter of September 13, 2010, which reads "You made it clear that the City takes the view that those requests for

access from certain named individuals did not warrant the effort we expect from local authorities.” We specifically deny that we said or implied any such thing, and nothing that the City has done, at any time, on any file would justify such an allegation.

This letter is being copied to Minister Don Morgan, Q.C. as Minister of Justice and Attorney General, so that he is aware of Saskatoon’s concerns. We are not providing the Minister with a copy of your letter of September 13, 2010 as it was your letter to us, and should be yours to release or not to the Minister, as you consider appropriate.

Yours truly,

A handwritten signature in black ink that reads "Theresa Dust". The signature is written in a cursive style with a large, looped initial "T".

Theresa Dust, Q.C.  
City Solicitor

TD:cac

- cc: - Honourable Don Morgan, Q.C.  
Minister of Justice and Attorney General  
- His Worship Mayor Don Atchison  
- Janice Mann, City Clerk

Date: November 21, 2011

File No.: 2010/005

**SASKATCHEWAN**  
**OFFICE OF THE**  
**INFORMATION AND PRIVACY COMMISSIONER**

**REPORT LA-2011-004**

**City of Saskatoon**

- Summary:** The Applicant applied to the City of Saskatoon (City) for certain documents. The City released some responsive records but withheld others citing sections 16(1)(a) and 16(1)(b) of *The Local Authority Freedom of Information and Protection of Privacy Act* (LA FOIP) as its authority. The City asserted that it had a right to withhold the records in question as they contained advice, proposals, recommendations, analyses or policy options for the City; and consultations or deliberations involving employees of the City. The documents pertain to the Destination Centre Steering Committee and included meeting minutes and e-mails. The City failed to provide sufficient information to meet its burden of proof in establishing that the exemptions in sections 16(1)(a) and 16(1)(b) applied to the records in issue. The Commissioner therefore recommended that the City release the documents.
- Statutes Cited:** *The Local Authority Freedom of Information and Protection of Privacy Act*, S.S. 1990-91, c. L-27.1, ss. 16(1)(a), 16(1)(b); *The Freedom of Information and Protection of Privacy Act*, S.S. 1990-91, c. F-22.01, ss. 16, 17; *The Cities Act*, S.S. 2002, c. C-11.1, ss. 55, 100.
- Authorities Cited:** Saskatchewan OIPC Reports F-2010-001, F-2006-004, F-2005-006, F-2004-007, F-2004-004, F-2004-002, F-2004-001, LA-2011-003, LA-2011-00, LA-2010-002, LA-2010-001, LA-2007-002, LA-2007-001, LA-2004-001; Alberta OIPC Orders F2008-28, F2008-008, 97-007, Ontario IPC Order PO-2704; British Columbia OIPC Order 02-38; *Ontario (Public Safety and Security) v. Criminal Lawyers' Association*, 2010 SCC 23, [2010] 1 S.C.R. 815.
- Other Sources Cited:** Saskatchewan OIPC: *Helpful Tips: OIPC Guidelines for Public Bodies/Trustees in Preparing for a Review, FOIP FOLIO* (August 2005, August 2007, May 2008, November 2008 and January 2011); City of

Saskatoon, Bylaw No. 8198, *The Council and Committee Procedure Bylaw, 2003*.

**I BACKGROUND**

[1] The Applicant made a request for access on or about December 1, 2009 to the City of Saskatoon (City):

I wish to submit the attached access request for the following records:

- 1) Copies of the minutes to any Destination Centre Steering Committee meetings since its inception; and,
- 2) Copies of any reports prepared by the Destination Centre Steering Committee since its inception; and,
- 3) Copies of any city administrative reports received by the Destination Centre Steering Committee since its inception; and,
- 4) Copies of any correspondence, including attachments, between the City of Saskatoon and [third party A] since September 1, 2009; and,
- 5) Copies of any correspondence between the City of Saskatoon and [third party B] since August 1, 2009.

Please limit the scope of #4 and #5 to the City Manager's Office, Mayor's Office, and Special Projects Manager.

[2] The City responded to the Applicant via letter dated December 14, 2009 stating the following:

Relating to #1 above, attached are copies of the minutes of meetings of the Destination Centre Steering Committee since its inception. The bodies of the minutes have been severed in accordance with Section 16(1)(a) and (b) of *The Local Authority Freedom of Information and Protection of Privacy Act* in that the committee is an administrative, non-decision-making committee and the minutes disclose:

- a) advice, proposals, recommendations, analyses or policy options developed for the City; and
- b) consultations or deliberations involving officers and employees of the City.

- [3] The City also indicated that there was no responsive record in relation to #2, #3 and #5 of the Applicant's request. The City indicated that in regards to #4 of the Applicant's request:

The following documents which relate to #4 above are enclosed:

- E-mail dated December 2, 2009 from [Manager A], Special Projects Manager.
- Four E-mails containing threads dated December 3 and 4, 2009, between [Principal, third party A] and [Manager A]. The body of these e-mails is severed in accordance with Section 16(1)(b) of the *Act* as they contain consultations involving an employee of the City.

- [4] The Applicant submitted a request for Review to our office on December 22, 2009.

## II RECORDS AT ISSUE

- [5] The City provided its submission and the Record to our office on January 26, 2010. The Index of Records listed the following:

- Documents A-G – consisted of 7 multi-page documents labeled “pages” A through G by the City. These documents constituted minutes of meetings in which the City cited sections 16(1)(a) and (b) of *The Local Authority Freedom of Information and Protection of Privacy Act* (LA FOIP) for each document. The City provided the following explanation for severing portions of these documents:

The Destination Centre Steering Committee was established in early 2008 in order to assist civic administration in reaching a recommendation to take to City Council for the preferred concept for the Destination Centre at River Landing. The Committee consists of two members of the public as well as representatives from a range of organizations and bodies in the city. The minutes contain advice, proposals and analyses developed for the City. Moreover the meetings are for the purpose of consultations and deliberations involving employees of the City and the minutes reflect those consultations and deliberations.

- Pages 1-2 – is an e-mail dated December 4, 2009 from [Principal, third party A] to [Engineer in Project Services Section, City of Saskatoon], entitled “Cafeteria Layout”. The City cited section 16(1)(b) and provided the following explanation for severing portions of the e-mails:

This email consists of questions and suggestions between civic employees and the City's consultant.

- Pages 3-5 and 5a – is an e-mail dated December 4, 2009 from [Manager A] to [Principal, third party A]. The City cited section 16(1)(b) and for page 5a, section 15(1)(b)(ii). The City stated the following explanation for severing portions of these documents:  
The portions severed contain questions, responses and suggestions between civic employees and the City’s consultant. 5a is the agenda for an administrative meeting.
- Pages 6-8 – is an e-mail dated December 4, 2009 from [Manager A] to [Principal, third party A]. The City cited section 16(1)(b) and provided the following explanation for severing the document:  
The portions severed contain questions, responses and suggestions between civic employees and the City’s consultant.
- Pages 9-10 – is an e-mail dated December 3, 2009 from [Principal, third party A] to [Manager A]. The City cited section 16(1)(b) and provided the following explanation for severing the document:  
The portions severed contain questions, responses and suggestions between civic employees and the City’s consultant.

[6] The City advised us by way of letter dated October 12, 2010 that further documents were released to the Applicant, specifically documents C-G. This was confirmed by the Applicant in an e-mail to our office on November 8, 2010. Therefore, these documents are of no further concern.

[7] Before going further with this analysis, I need to address the additional discretionary exemption cited by the City which was not in its section 7 response to the Applicant.

[8] The City introduced section 15(1)(b)(ii) of LA FOIP in its submission but did not raise it in its original section 7 response to the Applicant. Our practice is that we will not normally consider a new discretionary exemption once we commence our review unless the public body/trustee can demonstrate that this will not prejudice that Applicant.<sup>1</sup> The City has not demonstrated this. Therefore, this late discretionary exemption will not be considered. Page 5a should therefore be released in full to the Applicant.

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<sup>1</sup>Saskatchewan Information and Privacy Commissioner (hereinafter SK OIPC) Reports F-2004-007 at [16], F-2005-006 at [6], F-2006-004 at [18], LA-2007-002 at [16] and [22] and LA-2011-003 at [17]. SK OIPC *Helpful Tips: OIPC Guidelines for Public Bodies/Trustees in Preparing for a Review* (hereinafter *Helpful Tips*) states at p. 8: “Our practice is that we will not normally consider a new discretionary exemption once we commence our review unless the public body/trustee can demonstrate that this will not prejudice the applicant.” All available at [www.oipc.sk.ca](http://www.oipc.sk.ca).



[9] It should be noted that there was an additional document labeled 'H' received as part of the City's submission and record but which was not listed in the Index of Records. The document appears to be minutes from the same Steering Committee dated March 28, 2008 and appears to be responsive to the Applicant's access request. There is no exemption cited for this document and it should therefore be released to the Applicant.

[10] Upon review of the City's submission and record, I found that our office was only provided with pages 1, 3 and 4 of document A. Page 2 is missing from the document. The City has not explained why it has failed to provide this page.

### III ISSUES

1. Did the City properly apply section 16(1)(a) of *The Local Authority Freedom of Information and Protection of Privacy Act* to the withheld record in question?
2. Did the City properly apply section 16(1)(b) of *The Local Authority Freedom of Information and Protection of Privacy Act* to the withheld record in question?

### IV DISCUSSION OF THE ISSUES

1. Did the City properly apply section 16(1)(a) of *The Local Authority Freedom of Information and Protection of Privacy Act* to the withheld record in question?

[11] This exemption of LA FOIP reads as follows:

16(1) Subject to subsection (2), a head may refuse to give access to a record that could reasonably be expected to disclose:

- (a) advice, proposals, recommendations, analyses or policy options developed by or for the local authority<sup>2</sup>

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<sup>2</sup>*The Local Authority Freedom of Information and Protection of Privacy Act*, S.S. 1990-91, c. L-27.1, (hereinafter LA FOIP) s. 16(1)(a).

- [12] This section was cited by the City on documents A and B. The City stated on the Index of Records received at this office on January 26, 2010 the following explanation for citing the exemption:

The Destination Centre Steering Committee was established in early 2008 in order to assist civic administration in reaching a recommendation to take to City Council for the preferred concept for the Destination Centre at River Landing. The Committee consists of two members of the public as well as representatives from a range of organizations and bodies in the city. The minutes contain advice, proposals and analyses developed for the City.

- [13] I will first examine what constitutes advice, proposals or analyses. It is not necessary to focus on recommendations or policy options which are contained in this section because the City has not indicated these documents consist of either in its Index of Records or in its submission.
- [14] The City indicated to the Applicant in its section 7 response letter dated December 14, 2009, that it had severed the body of the minutes. In the copy of the Record that the City provided to our office it is not clear what sections were severed and what was released. I will address the documents in their entirety. However, I would draw the attention of the City to our *Helpful Tips: OIPC Guidelines for Public Bodies/Trustees in Preparing for a Review*.<sup>3</sup> When local authorities fail to provide all of the required information, it contributes to delays in the review process.
- [15] Both documents A and B are labeled 'minutes' and are from meetings held in the City Manager's Boardroom in April 2009.
- [16] In my Report LA-2007-001, I considered section 16(1)(a) of LA FOIP. The following points from that Report are relevant and helpful to this analysis:

[54] In the Royal Commission discussion of 'advice and recommendations', the following appears:

*The need for confidentiality pertaining to various aspects of decision-making processes is not restricted to decisions at the Cabinet level. An absolute rule*

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<sup>3</sup>SK OIPC, *Helpful Tips*, at p. 6, available at [www.oipc.sk.ca/resources.htm](http://www.oipc.sk.ca/resources.htm).

*permitting public access to all documents relating to policy formulation and decision-making processes in the various ministries and other institutions of the government would impair the ability of public institutions to discharge their responsibilities in a manner consistent with the public interest. On the other hand, were a freedom of information law to exempt from public access all such materials, it is obvious that the basic objectives of the freedom of information scheme would remain largely unaccomplished. There are very few records maintained by governmental institution that cannot be said to pertain in some way to a policy formulation or decision-making process.*

*Although the precise formula for achieving a desirable level of access for deliberative materials has been a contentious issue in many jurisdictions in which freedom of information laws have been adopted or proposed, there is broad general agreement on two points. First, it is accepted that some exemption must be made for documents or portions of documents containing advice or recommendations prepared for the purpose of participation in decision-making processes. Second, there is a general agreement that documents or parts of documents containing essentially factual material should be made available to the public. If a freedom of information law is to have the effect of increasing the accountability of public institutions to the electorate, it is essential that the information underlying decisions taken as well as the information about the operation of government programs must be accessible to the public. We are in general agreement with both of these propositions.<sup>4</sup>*

[emphasis added]

[17] Also in my Report LA-2007-001, I referred to the Culliton Report:

[55] In the Culliton Report, the following recommendation is stated:

*The legislation also should recognize the anonymity of public servants by providing that access shall not be granted to records which:*

- (a) would disclose legal opinions or advice provided to a person or government institution by a law officer of the Crown or privileged information between solicitor and client in a matter of government institution business;*
- (b) would disclose opinions or recommendations by public servants for a member of the executive council or for the executive council;*
- (c) would disclose the substance of proposed legislation or regulations; and*

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<sup>4</sup>SK OIPC Report LA-2007-001 at [54], available at [www.oipc.sk.ca/reviews.htm](http://www.oipc.sk.ca/reviews.htm).

*(d) would disclose information received on a confidential basis.*<sup>5</sup>

[emphasis added]

[18] In order for section 16(1)(a) to apply, there needs to be an opinion expressed involving an exercise of judgment, and/or weighing of the significance of the facts. Simply stating factual information is not included under this exemption.

[19] Further, in my Report LA-2007-001, the following is stated:

[81] The Ontario Ministry of Northern Development and Mines had refused to release records of project evaluation reports notwithstanding two orders of the Ontario Commissioner to release them. The Ministry asserted that the reports constituted advice or recommendations within the scope of a statutory exemption from disclosure. The Commissioner, on appeal from the Ministry, held that the parts of the records did not constitute advice or recommendations, nor would their disclosure allow one to accurately infer any such advice or recommendations. For that reason, they did not qualify for exemption from disclosure. The Ministry then initiated a judicial review of the Commissioner's order by arguing that the Commissioner erred in interpretation of advice and recommendations by narrowing the definition to the extent that the interpretation was tautological. The Ontario Court dismissed the application and upheld the Commissioner's orders.

[82] The Court considered the Weidlich decision as follows:

*57 The Ministry finds support for their position in Weidlich v. Saskatchewan Power Corp., [1998] S.J. No. 133 (Q.B.) at paras. 9-12 and 22 where the court exempted from disclosure reports summarizing the opinions of focus group participants on a variety of issues, including rate structures, that could reasonably be expected to disclose analyses and policy options developed for SaskPower. The court accepted that the right of access should be the paramount consideration under access legislation generally, but there are exceptions put in place by the legislature, which must be given effect.*

*58 I find that Weidlich is of little assistance, because the provision at issue was differently worded than section 13. It exempted "advice, proposals, recommendations, analyses or policy options [emphasis added] developed by or for a government institution...". The court held that the reports could not logically be categorized as being other than advice and analyses. The suggestion in Weidlich that advice in commercial usage may signify information or intelligence appears to be incompatible with a freedom of information regime for government record holdings.*

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<sup>5</sup>*Ibid.* at [55].

[emphasis in original]

...

60 *It is asserted by the Ministry that one of the purposes of the exemption for advice or recommendations is to encourage the free and frank flow of communications within government departments, in order to ensure that the decision-making process is not subject to the kind of intense scrutiny that would undermine the ability of government to discharge its essential functions. See Canadian Council of Christian Charities v. Canada (Minister of Finance) (T.D.), [1999] 4 F.C. 245 (Christian Charities) at paras. 30, 32. The Ministry's position is that the Commissioner's interpretation of section 13(1) hampers this goal.*

61 *I note that in Christian Charities, the court states at para. 32:*

*On the other hand, of course, democratic principles require that the public, and this often means the representatives of sectional interests, are able to participate as widely as possible in influencing policy development. Without a degree of openness on the part of government about their thinking on public policy issues, and without access to relevant information in the possession of government, the effectiveness of public participation will inevitably be curbed.*

62 *In my view, the Ministry seeks to ascribe to the word "advice" an overly broad meaning tending to eviscerate the fundamental purpose of the statute to provide a right of access to information under the control of institutions, in accordance with the principles that information should be available to the public and exemptions from the right of access should be limited and specific (s. 1(a)(i), (ii) of the Act).*

[emphasis in original]

63 *Section 13(2) of the Act lists various types of information, such as factual material, statistical surveys and certain reports, which are not to be protected under section 13(1). They are not intended, as the Ministry would suggest, to limit what would otherwise have been a very broad interpretation of the exemption at section 13(1).*

64 *The Ministry submits that the Commissioner has interpreted the words "advice" and "recommendations" to have the same meaning. I disagree with their position. The Commissioner states that the words have similar meanings in the context of section 13(1) of the Act and should be interpreted to mean information that reveals a suggested course of action that will ultimately be accepted or rejected by its recipient during the deliberative process of government policy and decision-making. Moreover, in Fineberg, this court has endorsed as reasonable the interpretation adopted by the Commissioner.*

...

[83] In addition, I note the Ontario Court of Appeal also considered section 18 in the Ontario FOIP Act in *Ministry of Transportation v. Cropley*. The Court of Appeal observed that at the outset of the Ontario Commissioner's Order, she stated as follows:

*...advice and recommendations, for the purposes of section 13(1) must contain more than mere information. To qualify as "advice" or "recommendations", the information contained in the records must relate to a suggested course of action, which will ultimately be accepted or rejected by its recipient during the deliberative process (Orders P-94, P-118, P-883 and PO-1894). Information that would permit the drawing of accurate inferences as to the nature of the actual advice and recommendation given also qualifies for exemption under section 13(1) of the Act (Orders P-1054, P-1619 and MO-1264).*

[84] The Court of Appeal added:

*[21] The Ministry submits that this definition is too narrow. The Ministry submits that the ordinary meaning of "advice" does not require a deliberative process and would include information or analyses conveyed without a view to influencing a decision or the adoption of a course of action. In the Ministry's view, the Commissioner's interpretation offends the rule against tautology, which dictates that "advice" must be given a meaning separate and independent from "recommendations". Furthermore, the Ministry submits the Commissioner erred in invoking Public Government for Private People: The Report of The Commission on Freedom of Information and Individual Privacy 1980, vol. 2 (Toronto: Queen's Printer, 1980) (the "Williams Commission Report") as an aid of interpretation because the meaning of "advice" is unambiguous, and the exemption as enacted differs from the wording that the Williams Commission Report proposed.*

[85] The Court of Appeal concluded in that case that:

*[28] In my view, the meaning of "advice" urged by the Ministry would not be consonant with this statement of purpose. The public's right to information would be severely diminished because much communication within government institutions would fall within the broad meaning of "advice", and s. 13(1) would not be a limited and specific exemption. I conclude, in the words of the Divisional Court that "the Commissioner's interpretation complies with the legislative text, promotes the legislative purpose and is reasonable.*

[86] Of particular importance, I note that on April 3, 2006 the Supreme Court of Canada refused leave to appeal from the decision in *Ministry of Transportation v. Laurel Cropley, Adjudicator, Consulting Engineers of Ontario, Affected Party*.

[87] I find that the Ontario Court of Appeal in the above noted decision accurately addressed the purpose of freedom of information legislation. This is consistent with the statement of our Court of Appeal in *General Motors Acceptance Corp. of Canada v. Saskatchewan Government Insurance* as follows:

*11 The [Freedom of Information and Protection of Privacy Act]'s basic purpose reflects a general philosophy of full disclosure unless information is exempted under clearly delineated statutory language. There are specific exemptions from disclosure set forth in the Act, but these limited exemptions do not obscure the basic policy that disclosure, not secrecy, is the dominant objective of the Act. That is not to say that statutory exemptions are of little or no significance. We recognize that they are intended to have a meaningful reach and application. The Act provides for specific exemptions to take care of potential abuses. There are legitimate privacy interests that could be harmed by release of certain types of information. Accordingly, specific exemptions have been delineated to achieve a workable balance between the competing interests. The Act's broad provisions for disclosure, coupled with specific exemptions, prescribe the "balance" struck between an individual's right to privacy and the basic policy of opening agency records and action to public scrutiny.*

[88] I find that these comments apply also to the Act.

**(g) Summary of Analysis of Section 16(1)(a) of the Act**

[89] The analysis of section 17 of FOIP by Geatros J. in Weidlich and his description of "advice" as "*primarily the expression of counsel or opinion, favourable or unfavourable, as to action...*" is perfectly consistent with the ascribed purpose of FOIP and the Act, and with the decisions of the Ontario Court of Appeal noted earlier. With all due respect, I find that the quote he used from a 1950 Supreme Court of Canada decision and the phrase, "*...but it may, chiefly in commercial usage, signify information or intelligence*" did not form an essential element of his decision.

[90] In addition, I rely on major developments since Weidlich that have refined the interpretation of "advice" in the context of a freedom of information and protection of privacy statute. This includes the April 3, 2006 decision of the Supreme Court of Canada to refuse leave to appeal from the Ontario Court of Appeal decision in *Ministry of Transportation v. Copley*. I further find that, at this time, to best achieve the objectives of the Act and to ensure that the right of access is not unduly diminished by assigning an extremely broad meaning to the word "advice", I should construe "advice" in a way that is consistent with the Ontario Court of Appeal decisions noted above. I am further guided by a body of Supreme Court of Canada and Federal Court of Appeal decisions that highlight the limited and specific nature of exemptions generally. To interpret section 16 of the Act to allow non-disclosure by a local authority of records that contain "information or intelligence" would cast such a large blanket of secrecy over all kinds of information that public bodies routinely collect that it would seriously compromise transparency to the people of Saskatchewan.

[91] In this Report I have not addressed in any significant way the words "*...proposals, recommendations, analyses or policy options*" in section 16(1)(a) of the Act. I take the view that each of these words also require more than mere information. **To qualify for purposes of section 16(1)(a), the information in the records must**

**relate to a suggested course of action, which will ultimately be accepted or rejected by its recipient during the deliberative process.** Furthermore, information that would permit the drawing of accurate inferences as to the nature of the actual proposals, recommendations, analyses or policy options would also qualify for the exemption in section 16(1)(a) of the Act.<sup>6</sup>

[emphasis added]

[20] In Alberta Information and Privacy Commissioner (IPC) Order 97-007 criteria for advice were set out:

The “advice” should be:

- 1) sought or expected, or part of the responsibility of a person by virtue of that person’s position,
- 2) directed towards taking an action, and
- 3) made to someone who can take or implement the action.<sup>7</sup>

[21] To determine if the information constitutes advice, proposals or analyses, it is necessary to establish what the terms mean.

[22] In my Report LA-2010-001, I stated:

[28] I found definitions for the terms “advice, proposals, recommendations, analyses or policy options” also in the above noted Alberta resource, FOIP Guidelines, as follows:

*Advice* includes the analysis of a situation or issue that may require action and the presentation of options for future action, but not the presentation of facts.

*Recommendations* include suggestions for a course of action as well as the rationale for a suggested course of action.

*Proposals* and *analyses or policy options* are closely related to advice and recommendations and refer to the concise setting out of the advantages and disadvantages of particular courses of action.<sup>8</sup>

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<sup>6</sup>*Ibid* at [81] to [91].

<sup>7</sup>Alberta Information and Privacy Commissioner (hereinafter AB OIPC) Order 97-007 at [35], available at [www.oipc.ab.ca/pages/OIP/Orders.aspx](http://www.oipc.ab.ca/pages/OIP/Orders.aspx).

<sup>8</sup>SK OIPC Report LA-2010-001 at [28], available at [www.oipc.sk.ca/reviews.htm](http://www.oipc.sk.ca/reviews.htm).



[23] In Ontario IPC Order PO-2704, the following is relevant:

### ADVICE TO GOVERNMENT

The Ministry has taken the position that the exemption in section 13(1) of the *Act* applies to Records LSB-17, LSB-70, KMRB-12, KMRB-13 and KMRB-17, in whole or in part.

Section 13(1) states:

A head may refuse to disclose a record where the disclosure would reveal advice or recommendations of a public servant, any other person employed in the service of an institution or a consultant retained by an institution.

**The purpose of section 13 is to ensure that persons employed in the public service are able to freely and frankly advise and make recommendations within the deliberative process of government decision-making and policy-making.** The exemption also seeks to preserve the decision maker or policy maker's ability to take actions and make decisions without unfair pressure [Orders 24, P-1398, upheld on judicial review in *Ontario (Minister of Finance) v. Ontario (Information and Privacy Commissioner)* (1999), 118 O.A.C. 108 (C.A.)].

“Advice” and “recommendations” have a similar meaning. In order to qualify as “advice or recommendations”, **the information in the record must suggest a course of action that will ultimately be accepted or rejected by the person being advised.**

Advice or recommendations may be revealed in two ways:

- the information itself consists of advice or recommendations
- the information, if disclosed, would permit one to accurately infer the advice or recommendations given

Examples of the types of information that have been found **not** to qualify as advice or recommendations include:

- analytical information
- evaluative information
- notifications or cautions
- views
- draft documents
- a supervisor's direction to staff on how to conduct an investigation<sup>9</sup>

[emphasis added]

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<sup>9</sup>Ontario Information and Privacy Commissioner Order PO-2704 at p. 14, available at [www.ipc.on.ca](http://www.ipc.on.ca).

[24] In British Columbia IPC Order 02-38, the following is relevant:

[111] In Order 00-08, [2000] B.C.I.P.C.D. No. 8, in the passage quoted above in Order 01-15, I said “‘advice’ usually involves a communication, by an individual whose advice has been sought to the recipient of the advice, as to which courses of action are preferred or desirable” (at p. 38 of Order 00-08). It is clear from the public bodies’ submissions that they believe a broader interpretation of the word “advice” is warranted than they interpret the preceding passage as suggesting. My findings on s. 13(1) in Order 00-08 were upheld on judicial review in *College of Physicians and Surgeons of British Columbia v. British Columbia (Information and Privacy Commissioner)*, [2001] B.C.J. No. 1030 (S.C.) (an appeal by the petitioner to the Court of Appeal has not been heard at the time of writing). Owen-Flood J. agreed that the word “advice” means “words offered as opinion or recommendation about future action.”

...

[125] I also hesitate to adopt the approach in Order P-398, which the applicant urges on me, as mentioned above. It seems to me that, even if no recommendation is explicitly offered as to which option to adopt, the communication to a decision-maker of options and their implications ordinarily carries with it the implicit recommendation that one of the options should be adopted. It is implicit that all the options are possible courses of action, although the choice of options is in the discretion of the decision-maker. It seems to me that such a record conveys, at the very least, “recommendations”. The record in issue in Order 01-17, [2001] B.C.I.P.C.D. No. 18, did not, it should be said, fall into this class of record.<sup>10</sup>

[emphasis added]

[25] Upon review of the Record, documents A and B [minutes] appear to contain facts, opinions, suggestions and feedback rather than advice, proposals and analyses as defined above.

[26] In my Report F-2004-004, I stated the following with regards to what would appropriately fall within the scope of the equivalent section in *The Freedom of Information and Protection of Privacy Act* (FOIP):

[13] The major difference between records described in section 16 and those in section 17 is the purpose for which they were prepared. Memos and briefs and other forms of records prepared for the purpose of presenting recommendations or proposals to Cabinet fall within section 16. Records prepared for or by a

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<sup>10</sup>British Columbia Information and Privacy Commissioner Order 02-38 at [111] and [125], available at [www.oipc.bc.ca](http://www.oipc.bc.ca).

government institution for consideration by the Minister but which are not records prepared for consideration by the Cabinet fall within section 17.<sup>11</sup>

[emphasis added]

- [27] In my recent Report, F-2010-001, I looked at Alberta Order F2008-008 which considered its equivalent provision, as it specifically relates to the wording “by or for”. The following paragraphs out of the Alberta decision summarize the resulting principle:

[para 42] In my view, for information to be developed by or on behalf of a public body under section 24(1)(a) of the Act, the person developing the information should be an official, officer or employee of the public body, be contracted to perform services, be specifically engaged in an advisory role (even if not paid), or otherwise have a sufficient connection to the public body. I do not believe that general feedback or input from stakeholders or members of the public normally meets the first requirement of the test under section 24(1)(a), as the stakeholders or members of the public do not provide the information by virtue of any advisory “position”. This is even if the public body has sought or expected the information from them.

[para 43] To put the point another way, the position of the party providing information under section 24(1)(a) – or the relationship between that party and the public body – should be such that the public body has specifically sought or expected, or it is the responsibility of the informing party to provide, more than merely thoughts, views, comments or opinions on a topic. General stakeholders and members of the public responding to a survey or poll are not engaged by the public body in a sufficient advisory role. They have simply been asked to provide their own comments, and have developed nothing on behalf of the public body.<sup>12</sup>

[emphasis added]

- [28] Looking further, Alberta IPC’s Order F2008-008 states the following:

[para 44] I distinguish the foregoing, however, from situations where a public body might ask a specific stakeholder – who has a particular knowledge, expertise or interest in relation to a topic – to provide advice, proposals, recommendations, analyses or policy options for it, thereby engaging the stakeholder to develop information “on behalf of” the public body. In other words, I do not preclude the possibility of a stakeholder providing advice, etc. by virtue of its position, and therefore within the meaning of section 24(1)(a) of the Act. In such a case, the stakeholder (again, even if not paid) would be specifically engaged in an advisory

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<sup>11</sup>SK OIPC Report F-2004-004 at [13], available at [www.oipc.sk.ca/reviews.htm](http://www.oipc.sk.ca/reviews.htm).

<sup>12</sup>SK OIPC Report F-2010-001 at [81], available at [www.oipc.sk.ca/reviews.htm](http://www.oipc.sk.ca/reviews.htm).

role and therefore have a sufficiently close connection to the public body. This may be what occurred in the context of the inquiries that gave rise to some of the previous orders of this Office, which are discussed above.<sup>13</sup>

[29] In the City's section 7 response to the Applicant on December 14, 2009, the City refers to the Steering Committee as: "an administrative, non-decision-making committee..."

[30] From this statement, it would appear that the committee does not participate in the decision-making process.

[31] In my Report LA-2010-001, I addressed the issue of 'advisory role' with the City and reproduced the same Alberta IPC Order as in my Report F-2010-001:

[29] When considering whether or not section 16(1)(a) of LA FOIP applies, it must first be demonstrated that whatever advice is offered is developed "by or for the local authority."

[30] I have not previously offered a clear interpretation of "by or for". The Alberta IPC did however in its Order F2008-008. The relevant portions are reproduced as follows:

[para 14] The provisions of section 24 of the Act that are relevant to this inquiry are as follows:

*24(1) The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected to reveal:*

*(a) advice, proposals, recommendations, analyses or policy options developed by or for a public body or a member of the Executive Council,*

*(b) consultations or deliberations involving:*

*(i) officers or employees of a public body,*

...

[para 41] Under other sections of the Act, it has been concluded that, for a record to be created "by or for" a person, the record must be created "by or on behalf" of that person [Order 97-007 at para. 15, discussing what is now section 4(1)(q); Order 2000-003 at para. 66, discussing what is now section 4(1)(j)]. I adopt the same conclusion in respect of section 24(1)(a). I further note that section 24(1)(c)

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<sup>13</sup>AB OIPC Order F2008-008 at [44], available at [www.oipc.ab.ca](http://www.oipc.ab.ca).

refers to information developed “by or on behalf” of a public body. While I acknowledge that different wording is used in subsections 24(1)(a) and (c), I believe that the intent behind both subsections is to allow a public body to withhold information developed by or on behalf of it. In other words, I equate “by or for” in subsection 24(1)(a) with “by or on behalf” in subsection 24(1)(c). As a result, it is not sufficient under section 24(1)(a) for an organization or individual to simply have provided information to a public body.

[para 42] In my view, for information to be developed by or on behalf of a public body under section 24(1)(a) of the Act, the person developing the information should be an official, officer or employee of the public body, be contracted to perform services, be specifically engaged in an advisory role (even if not paid), or otherwise have a sufficient connection to the public body. I do not believe that general feedback or input from stakeholders or members of the public normally meets the first requirement of the test under section 24(1)(a), as the stakeholders or members of the public do not provide the information by virtue of any advisory “position”. This is even if the public body has sought or expected the information from them.

[emphasis in original]

[31] For purposes of this analysis, I adopt the above noted definitions of “by or for”. In this regard, I need to examine the role of each individual involved in the discussions/correspondence comprising the record (i.e. e-mails, attachments, etc) before being able to make a determination with respect to whether or not the exemption may apply.

[32] The City provided some basic information as to its affiliation with most of the individuals named in the record as follows:

- Consultant hired by City, CitySpaces, Victoria BC
- Civic Employees:
  - City Manager
  - City Solicitor
  - Special Projects Manager
  - Manager, City Planning Branch
  - Senior Planner, City Planning Branch
  - Urban Design Coordinator, City of Saskatoon
- Chief Executive Officer (CEO) of Meewasin Valley Authority (MVA)
- Member of MVA
- Two Architects hired by the City

[33] Not all of the above individuals appear to qualify as employees or officials of the local authority (i.e. the Member of or CEO of MVA12), nor is the relationship with the City clear as the City did not provide any representation respecting same. I also note that the record contains commentary unattributed to any particular person(s) [comments from unidentifiable individuals attending a community meeting (i.e. pages 72-74)]. In those cases, I am unable to conclude that any advice, in its various forms, was offered “by or for the local authority”.<sup>14</sup>

[emphasis added]

[32] The City indicates that the minutes are from a Steering Committee consisting of two members of the public and representatives from a range of organizations and bodies.

[33] The minutes include a list of who was present at the meeting and the organization they belong to. The City did not provide any details in its submission regarding the role of each of the individuals involved. On the face of documents A and B, they contain largely facts, opinions and general feedback from stakeholders.

[34] The City’s Index of Record included with cover letter dated January 22, 2010, stated:

The Destination Centre Steering Committee was established in early 2008 in order to assist civic administration in reaching a recommendation to take to City Council for the preferred concept for the Destination Centre at River Landing. The Committee consists of two members of the public as well as representatives from a range of organizations and bodies in the city.

[35] In Alberta IPC Order F2008-028, the following is relevant:

[para 198] Pages 675-684 consist of background information about Bill 27, or a summary and analysis of it, by particular associations or organizations. Pages 711-719 consist of a summary of legislative proposals by another organization. I considered whether the information on these pages fell under section 24(1)(a) and/or (b) on the basis that these groups are stakeholders with a particular knowledge, expertise or interest in relation to the topic, and were specifically engaged to develop advice, proposals, recommendations, analyses or policy options on behalf of the Public Body (Order F2008-008 at para. 44). While these groups may have a particular expertise or interest, **I have no evidence, on the face of these records, that the groups were specifically engaged by the Public Body in an advisory role. I therefore do not find that the information was specifically sought or expected**

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<sup>14</sup>Supra note 8 at [29] to [33].

**from them by virtue of their positions, or even sought or expected at all.** As the Public Body has not established that the information on pages 675-684 and 711-719 falls under section 24(1), I intend to order disclosure of these pages (with the exception of the name that I found to be subject to section 17 on page 683).<sup>15</sup>

[emphasis added]

[36] According to *The Cities Act* of Saskatchewan, section 55 states:

55 A council may:

- (a) establish council committees and other bodies and define their functions; and
- (b) establish:
  - (i) the procedure and conduct of council, council committees and other bodies established by the council; and
  - (ii) rules for the conduct of councillors, of members of council committees and of members of other bodies established by council.<sup>16</sup>

[37] Section 100 of *The Cities Act* states:

100(1) In this section, “committee” means a council committee or other body established by a council pursuant to section 55.

(2) A council may delegate any of its powers or duties to an employee, agent or committee appointed by it, except those powers or duties set out in section 101.

(3) When delegating a matter to an employee, agent or committee appointed by it, the council may authorize the employee, agent or committee to further delegate the matter.<sup>17</sup>

[38] There may be a case made that a ‘committee’ or ‘other body’ formed under section 55 and delegated particular powers or duties by City Council could be considered to be in a position of an ‘advisory role’, be ‘specifically engaged’ or ‘a sufficient connection’ to the local authority within the contemplation of section 16(1)(a). However, the City would have to provide sufficient evidence that the Steering Committee in this case was created in accordance with section 55 of *The Cities Act*. However, in this case, the City had

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<sup>15</sup>AB OIPC Order F2008-028 at [198], available at [www.oipc.ab.ca](http://www.oipc.ab.ca).

<sup>16</sup>*The Cities Act*, SS. 2002, c. C-11.1, s. 55.

<sup>17</sup>*Ibid.* s. 100.

indicated to the Applicant (as noted earlier) that the committee was an “administrative, non-decision-making committee...” which suggests that it may not have been formed under section 55 or delegated any particular powers or duties on behalf of the local authority.

[39] Further, I reviewed the City’s Bylaw No. 8198, *The Council and Committee Procedure Bylaw, 2003*<sup>18</sup>. Part III of the Bylaw lists standing committees established by the City. It should be noted that the Destination Centre Steering Committee is not listed in Part III.

[40] The City’s submission did not provide any details regarding how the approximate 13 individuals listed in the minutes constituted an ‘advisory role to the local authority’. Had the City provided some cogent evidence in terms of the Committee’s mandate, reporting structure and terms of reference, I may have found that the City appropriately applied this exemption. However, for me to conclude simply on the basis of the bare statement made by the City in its submission (at [34]) violates the scheme of LA FOIP.

[41] Therefore, I find that documents A and B do not qualify for exemption under section 16(1)(a). However, the City has also cited section 16(1)(b) on these documents and the other remaining documents which comprise the Record. Therefore, they will now be considered under section 16(1)(b).

**2. Did the City properly apply section 16(1)(b) of *The Local Authority Freedom of Information and Protection of Privacy Act* to the withheld record in question?**

[42] This exemption reads as follows:

**16(1)** Subject to subsection (2), a head may refuse to give access to a record that could reasonably be expected to disclose:

...

(b) consultations or deliberations involving officers or employees of the local authority<sup>19</sup>

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<sup>18</sup>City of Saskatoon, Bylaw No. 8198, *The Council and Committee Procedure Bylaw, 2003* at p. 20.

<sup>19</sup>LA FOIP, s. 16(1)(b).



[43] This section was cited by the City in the Index of Records sent under cover letter dated January 22, 2010 on all of the records. The City stated the following explanation for citing the exemption:

- For documents A and B:

The Destination Centre Steering Committee was established in early 2008 in order to assist civic administration in reaching a recommendation to take to City Council for the preferred concept for the Destination Centre at River Landing. The Committee consists of two members of the public as well as representatives from a range of organizations and bodies in the city. The minutes contain advice, proposals and analyses developed for the City. **Moreover the meetings are for the purpose of consultations and deliberations involving employees of the City and the minutes reflect those consultations and deliberations.**

[emphasis added]

- For pages 1-10 which are e-mails:

The portions severed contain questions, responses and suggestions between civic employees and the City's consultant.

[44] I considered the equivalent discretionary exemption in FOIP (section 17(1)(b)) in my Report F-2006-004. I defined what constitutes consultations and deliberations:

[30] The Commission applied section 17(1)(b) of the Act to 71 documents. To determine if the exemption applies to any of these records or parts thereof, firstly, I need to revisit the criteria for determining what constitutes "consultations" or "deliberations" under this provision.

[31] In our Report F-2004-001, I determined that,

**[12] A "consultation" occurs when the views of one or more officers or employees of a government institution are sought as to the appropriateness of a particular proposal or suggested action. (Alberta Order F2003-016 [20]) A "deliberation" is a discussion of the reasons for and against an action by the persons described in this section. (Alberta Order 2001-010 [32]) ...**

[13] *In order to justify withholding a record on a basis of section 17(1)(b)(i), the opinions solicited during a "consultation" or "deliberation" must:*

- a) either be sought or expected, or be part of the responsibility of the person from whom they are sought;*

- b) *be sought for the purpose of doing something, such as taking an action or making a decision; and*
- c) *involve someone who can take or implement the action. (Alberta Orders 96-006 [p.10], 99-013[48]).*<sup>20</sup>

[emphasis added]

[45] In my Report F-2004-002, types of documents that would and would not qualify for the equivalent exemption in FOIP (17(1)(b)) were described:

[10] A “consultation” occurs when the views of one or more officers or employees of a government institution are sought as to the appropriateness of a particular proposal or suggested action. (Report 2004-001 [12]) A “deliberation” is a discussion of the reasons for and against an action by the persons described in this section. (Report 2004-001 [12]) The records withheld involve either consultation and deliberation.<sup>21</sup>

[emphasis added]

[46] In my Report F-2006-004, I stated the following:

[33] For insight into the applicability of section 17(1)(b) of the Saskatchewan Act, Alberta IPC Order F2004-026 is useful as it considers a similar provision in its FOIP legislation. In this Order, the Commissioner elaborated on the scope of the exception in section 24(1) of its legislation as follows:

*[para 76] ...Where a person consults or is consulted on a given subject as a function of their office, and the application of section 24 is claimed on the basis that they are officers or employees of a public body, the very fact they participated in the consultation cannot, in my view, be withheld under section 24 unless this fact also reveals the substance of the consultation. ...*

...

*[para 78] In defining the scope of the exceptions in sections 24(1)(a) and 24(1)(b), I have in mind that these exceptions are broader than those in parallel provisions in some other jurisdictions. The legislation in Ontario and British Columbia, for example, excepts only “advice and recommendations”. In Alberta, “advice, proposals, recommendations, analyses or policy options” are all excepted, as well as “consultations or deliberations”. Thus, in my view, the exceptions in section 24(1)(b) embrace the substantive parts of communications that seek an opinion as to the appropriateness of particular proposals respecting*

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<sup>20</sup>SK OIPC Report F-2006-004 at [30] to [31], available at [www.oipc.sk.ca/reviews.htm](http://www.oipc.sk.ca/reviews.htm).

<sup>21</sup>SK OIPC Report F-2004-002 at [10], available at [www.oipc.sk.ca/reviews.htm](http://www.oipc.sk.ca/reviews.htm).

a course of action to be decided, including any background materials that inform the advisors about the matters relative to which advice is being sought, and are thus inextricably interwoven with the questions being asked (“consultations”). ... In my view, “deliberations” also includes comments that indicate or reveal reliance on the knowledge or opinions of particular persons, including those of the person making the communication. \* [The footnote here is also of relevance. It reads as follows: “\*Withholding of such information is permitted under the legislation, even though no specific content about the topic in issue (in this case, the Bill) is revealed, because such information falls within the policy rationale that persons must be able to freely express the reasons why they are choosing a particular course – in this situation, that they are or are not relying on their own expertise or opinions or those of someone else. Statements of this kind have a substantive element, and could conceivably be inhibited if they were subject to disclosure.”]

...

[para 81] I am also strengthened in my view that the names of authors or correspondents, dates, and subject lines are not excepted from disclosure under section 24 of the Act by a number of court decisions and decisions of Offices of the Information and Privacy Commissioners in other jurisdictions.

...

[para 87] ...However, these wider exceptions do not encompass non-substantive material which merely indicates that someone gave advice or had a discussion, without revealing some substantive element of the advice or substance of the discussion.

[34] Even as I have not yet determined which of the 71 pages are releasable, I find that heading information such as subject lines and “to” and “from” lines of internal email communications of Commission employees or similar details contained on fax cover sheets are releasable...for the reasons cited above at paragraph [81].<sup>22</sup>

[emphasis in original]

[47] In my Report LA-2011-001, I stated:

[73] In addition, in my Report F-2006-004, the following conclusions were made:

- **E-mail heading information**, such as subject lines, to and from, are **not** caught by the exemption.
- The exemption not only captures substantive parts regarding proposals, but also parts that reveal the individual’s reliance on other facts.

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<sup>22</sup>Supra note 20 at [33] to [34].

- The exemption does **not** capture **records of interaction between parties** or records of action taken by staff or **instructions to staff** on how to proceed.

[emphasis in original]

[74] For this exemption, I again reviewed the record page by page to determine, if on the face of the record, the criteria set out above exist. **In several cases the document involved communication from outside entities and thus does not meet the requirement clearly set out in the section that officers or employees of the local authority must be involved.** In addition, in some cases purely factual information is being conveyed or there is communication of a decision made or the forwarding of a final draft of a document. In such cases, there are no consultations or deliberations and the exemption does not apply. However, many documents do demonstrate the “clearest of circumstances” for the application of this exemption.<sup>23</sup>

[emphasis added]

- [48] It should be noted that the City did release the e-mail heading information and subject lines. This is a positive step on the part of the City.
- [49] The City appears to have exercised its discretion as it chose to sever portions of the documents contained in the Record as indicated in its section 7 response to the Applicant. The City also released additional documents to the Applicant after its section 7 response was already provided to the Applicant.
- [50] The City cited 16(1)(b) for all the documents in the Record which constitutes meeting minutes from a steering committee involving multiple non-local authority individuals and e-mails between three parties – City officials, a contracted third party and the CEO of an Art Gallery.
- [51] It should be noted that the City provided the names and job titles of five individuals involved in the e-mail exchanges on pages 1-10, however it was not clear what their roles were exactly and nothing further was provided by the City in this regard.
- [52] I find that the e-mails and meeting minutes do not meet the criteria established. The main reason for this is that e-mail exchanges and the meeting minutes involve multiple

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<sup>23</sup>SK OIPC Report LA-2011-001 at [73] and [74], available at [www.oipc.sk.ca/reviews.htm](http://www.oipc.sk.ca/reviews.htm).

stakeholders and do not qualify under this exemption. To qualify, the e-mails and documents **must** be between internal officers or employees of the local authority exclusively **and** contain information that would constitute consultations and deliberations.

[53] The City has again not met the burden of proof. Therefore, it is recommended that the severed portions of the Record be released to the Applicant as they do not qualify under this section.

[54] Although I am recommending that documents A and B be released, they contain the names of two "citizens-at-large" from the community. The City has not cited section 28(1) on these documents. I have been provided insufficient evidence as to whether these elements would even constitute personal information. This would be a matter the City would need to address.

## V RECOMMENDATIONS

[55] In the circumstances, I find that the City has not met the burden of proof and I recommend release of the record in question subject to severing any personal information that may exist.

Dated at Regina, in the Province of Saskatchewan, this 21<sup>st</sup> day of November, 2011.

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R. GARY DICKSON, Q.C.  
Saskatchewan Information and Privacy  
Commissioner

## POSTSCRIPT

From time to time our office has appended a Postscript to a Review Report or Investigation Report. Our practice is to do this when we are concerned about systemic issues of non-compliance with Saskatchewan access and privacy laws. Our objective in doing so is to highlight areas that warrant attention by public bodies and hopefully stimulate remedial action.

Our office has now issued eight formal Review or Investigation Reports under *The Local Authority Freedom of Information and Protection of Privacy Act* (LA FOIP) in which the local authority was the City of Saskatoon (City). This is unusual since the vast majority of requests for review and privacy complaints are resolved through mediation or informal consultation with the local authority. It is only when a matter cannot be resolved informally that we are required to issue a formal Report. This certainly begs the question - why does such a large proportion of this office's Reports involve Saskatchewan's largest city?

Common to most of these Reports is a failure by the City to meet the burden of proof prescribed by section 51:

51 In any proceeding pursuant to this Act, the burden of establishing that access to the record applied for may or must be refused or granted, is on the head concerned.

We have provided guidance to Saskatchewan local authorities on the meaning and application of the burden of proof in the following manner:

There are two things we require of a public body when we undertake a review under LA FOIP. One is a true copy of the record that would be responsive to the access request. The second is the written submission or argument from the local authority that explains why a particular exemption should apply to the unique facts of any review. Since our office attempts wherever possible to resolve these reviews informally without the requirement to issue a formal report, we endeavor to explain to the local authority when more information is required to allow us to complete our review. If a submission is weak or incomplete, we typically communicate that to the local authority and invite a further submission.

This information is communicated through the following instruments:

- *Helpful Tips: OIPC Guidelines for Public Bodies/Trustees in Preparing for a Review*<sup>24</sup>
- *FOIP FOLIO* (e-newsletter) (August 2005, August 2007, May 2008, November 2008, and January 2011)<sup>25</sup>
- Investigation and Review Reports available at [www.oipc.sk.ca](http://www.oipc.sk.ca) (including LA-2004-001, LA-2007-001, LA-2010-001, LA-2010-002, LA-2011-001)<sup>26</sup>

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<sup>24</sup>SK OIPC, *Helpful Tips*, available at [www.oipc.sk.ca/resources.htm](http://www.oipc.sk.ca/resources.htm).

<sup>25</sup>SK OIPC *FOIP FOLIO* (August 2005, August 2007, May 2008, November 2008 and January 2011), available at [www.oipc.sk.ca/newsletters.htm](http://www.oipc.sk.ca/newsletters.htm).

- Numerous training sessions, conferences and workshops over the last eight years

The point is that the primary purpose of LA FOIP is to make local authorities more accountable to citizens and the default position is that documents in the possession or under the control of a local authority should be released to an applicant requesting access. This right of access is subject to **limited and specific exemptions** defined in the legislation. To ensure that those limited and specific exemptions are applied appropriately and consistent with the primary purpose of increased transparency, our office has been statutorily mandated to oversee the actions of local authorities in responding to citizen requests for access.

Our experience to date with the City is that when a review is undertaken pursuant to Part VI of LA FOIP, it provides our office with a copy of the Record but its submission or argument is skeletal and simply a restatement of the City's conclusion that a particular exemption applies. Such an approach is unhelpful and inconsistent with the requirement that any exemption be justified when citizens seek a review by our office of a decision by a local authority to deny access to all or part of a record.

If the Legislative Assembly had intended that the City should be the ultimate arbiter of what should or should not be released to the public, there would have been no need to assign oversight responsibility to an independent office of the Assembly with a right to appeal to the Court of Queen's Bench. If the Assembly had intended that the Commissioner should simply defer to the decision of the local authority to withhold all or part of a record, there would have been no reason for the procedure whereby an aggrieved citizen can ask our office to review the decision of the local authority. Similarly, there would have been no reason for the burden of proof provision if the Assembly thought that deference should be paid to the decision of the local authority in denying access.

The City of Saskatoon has consistently taken the position that it has no interest in working with our office to provide additional information or material to meet its burden of proof. Instead we are invited to issue our Report without the kind of consultation and negotiation that is common on review files with all other public bodies.

In my view, citizens are poorly served when their local government denies access to its citizens and then refuses to provide sufficient evidence and reasons for the denial of access to the oversight agency that is mandated to review its actions and determine whether it acted in compliance with the law. Laws like LA FOIP have been described by the Supreme Court of Canada as quasi-constitutional in nature. In the Criminal Lawyers Association decision, the Supreme Court has indicated that:

...there is a *prima facie* case that s. 2(b) [Charter of Rights and Freedoms] may require disclosure of documents in government hands where it is shown that, without the desired access, meaningful public discussion and criticism on matters of public interest would be substantially impeded. As Louis D. Brandeis famously wrote in his 1913 article in *Harper's Weekly* entitled "What Publicity Can Do": "Sunlight is said to be the best of

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<sup>26</sup>SK OIPC Reports LA 2004-001, LA-2007-001, LA-2010-001, LA-2010-002, LA-2011-001, available at [www.oipc.sk.ca/reviews.htm](http://www.oipc.sk.ca/reviews.htm).

disinfectants... .” Open government requires that the citizenry be granted access to government records when it is necessary to meaningful public debate on the conduct of government institutions.<sup>27</sup>

I strongly recommend that the City reevaluate the fashion in which it manages its responsibilities under LA FOIP. Our office has offered, since at least 2010, to meet with the Mayor, City Manager and/or Council to discuss the need to better meet that city’s transparency requirements and its statutory obligations under LA FOIP. I encourage the City to participate in such a process as quickly as possible in order that Saskatoon residents may enjoy the full benefit of the rights guaranteed by LA FOIP.

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<sup>27</sup> *Ontario (Public Safety and Security) v. Criminal Lawyers’ Association*, 2010 SCC 23, [2010] 1 S.C.R. 815.



**BYLAW NO. 8983**

**B1**

**The Cemeteries Amendment Bylaw, 2011**

The Council of The City of Saskatoon enacts:

**Short Title**

1. This Bylaw may be cited as The Cemeteries Amendment Bylaw, 2011.

**Purpose**

2. The purpose of this Bylaw is to amend Bylaw No. 6453, being a bylaw of The City of Saskatoon to provide for the management and control of cemeteries within The City of Saskatoon, to amend the definition of "Manager" to reflect the current job title and to remove the reference in the Bylaw that limits the number of urns that may be placed in one niche, as that will now be regulated through the Cemetery Regulations.

**Bylaw No. 6453 Amended**

3. Bylaw No. 6453 is amended in the manner set forth in this Bylaw.

**Subsection 1(g) Amended**

4. Subsection 1(g) is repealed and the following substituted:

"(g) "Manager" means the General Manager of the Infrastructure Services Department for The City of Saskatoon and shall include any person authorized by him or her to carry out the duties prescribed in this bylaw."

**Section 6.1 Amended**

5. Section 6.1 is amended:
  - (a) by repealing subsection (c); and
  - (b) by renumbering subsections (d) and (e) as subsections (c) and (d).

**Coming into Force**

6. This Bylaw comes into force on the day of its final passing.

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

Read a third time and passed this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

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Mayor

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City Clerk

BZ

**BYLAW NO. 8985****The Capital Reserve Amendment Bylaw, 2011**

The Council of The City of Saskatoon enacts:

**Short Title**

1. This Bylaw may be cited as The Capital Reserve Amendment Bylaw, 2011.

**Purpose**

2. The purpose of this Bylaw is to amend The Capital Reserve Bylaw to establish a capital reserve to be used for funding administration support projects.

**Bylaw No. 6774 Amended**

3. The Capital Reserve Bylaw is amended in the manner set forth in this Bylaw.

**Section 20.2 Added**

4. The following section is added after Section 20.1:

**“Corporate Capital Reserve****20.2 Purpose**

- (1) The purpose of the Corporate Capital Reserve is to finance the cost of administrative support projects, such as computer system replacements or other types of projects to support existing services.

**Funding**

- (2) This Reserve shall be funded by:
  - a) an initial transfer of \$1,800,000.00 from the Reserve for Capital Expenditures; and
  - b) an annual provision in an amount authorized by the City's Operating Budget.

**Expenditures**

- (3) Funds in this Reserve shall be used for capital expenditures for administrative support projects such as computer system replacements or other types of projects to support existing services.
- (4) Notwithstanding Section 12, this Reserve is allowed to be in a deficit position, provided the shortfall is repaid, in full, within five fiscal years from the date the deficit was incurred. The source of funds for the repayment of the deficit shall be the annual authorized provision in the City's Operating Budget."

**Schedule "A" Amended**

- 5. Schedule "A" is amended by adding "Corporate Capital Reserve" after "Container Replacement Reserve".

**Coming Into Force**

- 6. This Bylaw shall come into force on the day of its final passing and is deemed to have been in force on and from January 1, 2010.

Read a first time this	day of	, 2011.
Read a second time this	day of	, 2011.
Read a third time and passed this	day of	, 2011.

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Mayor

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City Clerk

B3

## BYLAW NO. 8986

## The Capital Reserve Amendment Bylaw, 2011 (No. 2)

The Council of The City of Saskatoon enacts:

**Short Title**

1. This Bylaw may be cited as The Capital Reserve Amendment Bylaw, 2011 (No. 2).

**Purpose**

2. The purpose of this Bylaw is to amend The Capital Reserve Bylaw:
  - (a) by establishing a reserve to finance the cost of major repairs to bridges, and a reserve to finance the costs of approved Gas Tax funded projects; and
  - (b) by updating the funding and expenditure provisions of the Property Realized Reserve.

**Bylaw No. 6774 Amended**

3. The Capital Reserve Bylaw is amended in the manner set forth in this Bylaw.

**Section 16.1 Added**

4. The following section is added after Section 16:

**“Bridge Major Repair Reserve****16.1 Purpose**

- (1) The purpose of the Bridge Major Repair Reserve is to finance the cost of major repairs to the City’s bridges and overpasses.

**Funding**

- (2) This Reserve shall be funded annually from an authorized provision in the City’s Operating Budget.

**Expenditures**

- (3) Funds in this Reserve shall be used only for capital expenditures related to major repairs to the City’s bridges and overpasses.”

**Section 25.2 Added**

5. The following section is added after Section 25.1:

**“Gas Tax Capital Expenditure Reserve**

**25.2 Purpose**

- (1) The purpose of the Gas Tax Capital Expenditure Reserve is to finance eligible costs of approved capital projects and the cost of debt issued for approved Gas Tax funded capital projects.

**Funding**

- (2) The source of funds for this Reserve shall be:
  - a) the transfer of federal gas tax revenue under the *New Deal for Cities and Communities* program; and
  - b) disbursements from the Water/Wastewater Utilities in an amount equivalent to the gas tax funds received for eligible projects.
- (3) Interest earned on the funds in this Reserve shall be credited to this Reserve.

**Expenditures**

- (4) Funds from this Reserve shall only be used for:
  - a) debt payments on borrowing for approved Gas Tax funded capital projects; and
  - b) funding of eligible projects.”

**Section 33 Amended**

6. (1) Subsection 33(2) is amended by repealing clause (c).
- (2) Subsection 33(3) is amended:
  - (a) by striking out “Funds in” where it appears in the first line of the subsection;
  - (b) by striking out “and” after clause (e);
  - (c) by adding “and” after clause (f); and

(d) by adding the following clause after clause (f):

“g) the transfer of funds to the Reserve for Capital Expenditures when the funds in this Reserve exceed an unencumbered cash value of \$24,000,000.00 immediately prior to the current annual budget process.”

(3) The following subsection is added after Subsection 33(6):

“(7) In the case of specific neighbourhood land development projects where the Land Bank Committee has adopted a *pro forma* financial statement, the Administration shall submit annual *pro forma* updates in subsequent years, at which time Council may transfer net proceeds from the land development projects to fund various capital projects, or loan funds to finance other capital works, provided that a minimum of 10% of such declared net proceeds are re-assigned for land acquisition funds.”

**Schedule “A” Amended**

7. Schedule “A” is amended:

- (a) by adding “Bridge Major Repair Reserve” after “Asphalt Plan Repair Reserve”; and
- (b) by adding “Gas Tax Capital Expenditure Reserve” after “Fire Apparatus Reserve”.

**Coming Into Force**

8. This Bylaw shall come into force on the day of its final passing.

Read a first time this day of , 2011.

Read a second time this day of , 2011.

Read a third time and passed this day of , 2011.

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Mayor

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City Clerk

**Police Enforced Bylaw Fine Comparison**

	<b>Calgary</b>	<b>Edmonton</b>	<b>Regina</b>	<b>Winnipeg</b>	<b>Saskatoon</b>	
<b>Spitting, Urination and Defecation</b>	<i>Public Behaviour Bylaw</i>	<i>Public Places Bylaw</i>	N/A	<i>Neighbourhood Liveability By-law</i>	<i>The Public Spitting, Urination and Defecation Prohibition Bylaw, 2004</i>	
	<b>Urination or Defecation</b>	<b>Urination or Defecation</b>		<b>Urination or Defecation</b>	<b>Urination or Defecation</b>	
	\$300 Specified Fine	\$500 Specified Fine		N/A	N/A	\$100 Specified Fine
	\$10,000 Maximum Fine	\$10,000 Maximum Fine				Maximum Fine N/A
		If not paid voluntarily, \$500/\$1000 minimum fine consistent with first or second offence				Reduced to \$75 if paid within 14 days
		<b>Reoccurrence</b>				
		Double for 2 <sup>nd</sup> & subsequent offence with 1 year				
	<b>Spitting</b>	<b>Spitting</b>		<b>Spitting</b>	<b>Spitting</b>	
\$100 Specified Fine	N/A	N/A	Fine of not more than \$1,000 (this is contained in <i>The City of Winnipeg Charter Act</i> )	\$100 Specified Penalty		
\$10,000 Maximum Fine				Maximum Fine N/A		
				Reduced to \$75 if paid within 14 days		
<b>Noise</b>	<i>Community Standards Bylaw (Part 9)</i>	<i>Community Standards Bylaw (Part 3)</i>	<i>The Noise Abatement Bylaw</i>	<i>Neighbourhood Liveability By-law (Part 5)</i>	<i>The Noise Bylaw, 2003</i>	
	<b>Noise which disturbs a person</b>	<b>Prohibited Noise</b>	<b>Prohibited Noise</b>	<b>All Noise Offences</b>	<b>Prohibited Noise</b>	
	\$100 Specified Fine	Specified Fine N/A	\$50 Voluntary Payment to avoid prosecution	<i>Minimum Fine - Individual</i> \$50 – 1 <sup>st</sup> offence \$100 – 2 <sup>nd</sup> offence \$150 – 3 <sup>rd</sup> and subsequent	\$100 Voluntary Payment to avoid prosecution	
	\$50 Minimum Fine	\$250 Minimum Fine	Otherwise fines are: \$2,000 individual - maximum \$5,000 corporation - maximum	<i>Minimum Fine – Corporation</i> \$100 – 1 <sup>st</sup> offence \$200 – 2 <sup>nd</sup> offence \$300 – 3 <sup>rd</sup> and subsequent	<b>Reoccurrence</b>	
	<b>Reoccurrence</b>	<b>Reoccurrence</b>			Court appearance for 2 <sup>nd</sup> and subsequent offences \$10,000 individual - maximum \$25,000 corporation - maximum	
	Minimum Fine (24 months) \$200 2 <sup>nd</sup> & subsequent offence	Double for a 2 <sup>nd</sup> or subsequent offence			<b>Use of Engine Breaks</b>	
	<b>Truck Idle in Residential Area</b>	<b>Exceed Overnight Decibel Level – Residential/Non-Residential</b>			\$250 Voluntary Payment to avoid prosecution	
	\$200 Specified Fine	Specified Fine N/A			<b>Reoccurrence</b>	
	\$100 Minimum Fine	\$500 Minimum Fine			Court appearance for 2 <sup>nd</sup> and subsequent offences \$10,000 individual - maximum \$25,000 corporation - maximum	
	<b>Reoccurrence</b>	<b>Reoccurrence</b>				
Minimum Fine (24 months) \$400 2 <sup>nd</sup> & subsequent offence	Double for a 2 <sup>nd</sup> or subsequent offence					

RF

ATTACHMENT NO. 1



**Police Enforced Bylaw Fine Comparison**

	<b>Calgary</b>	<b>Edmonton</b>	<b>Regina</b>	<b>Winnipeg</b>	<b>Saskatoon</b>	
<b>Spitting, Urination and Defecation</b>	<i>Public Behaviour Bylaw</i>	<i>Public Places Bylaw</i>	<b>N/A</b>	<i>Neighbourhood Liveability By-law</i>	<i>The Public Spitting, Urination and Defecation Prohibition Bylaw, 2004</i>	
	<b>Urination or Defecation</b>	<b>Urination or Defecation</b>		<b>Urination or Defecation</b>	<b>Urination or Defecation</b>	
	\$300 Specified Fine	\$500 Specified Fine		N/A	N/A	\$100 Specified Fine
	\$10,000 Maximum Fine	\$10,000 Maximum Fine				Maximum Fine N/A
		If not paid voluntarily, \$500/\$1000 minimum fine consistent with first or second offence				Reduced to \$75 if paid within 14 days
		<b>Reoccurrence</b>				
		Double for 2 <sup>nd</sup> & subsequent offence with 1 year				
<b>Spitting</b>	<b>Spitting</b>		<b>Spitting</b>	<b>Spitting</b>		
\$100 Specified Fine	<b>N/A</b>		Fine of not more than \$1,000 (this is contained in <i>The City of Winnipeg Charter Act</i> )	\$100 Specified Penalty		
\$10,000 Maximum Fine				Maximum Fine N/A		
				Reduced to \$75 if paid within 14 days		
<b>Noise</b>	<i>Community Standards Bylaw (Part 9)</i>	<i>Community Standards Bylaw (Part 3)</i>	<i>The Noise Abatement Bylaw</i>	<i>Neighbourhood Liveability By-law (Part 5)</i>	<i>The Noise Bylaw, 2003</i>	
	<b>Noise which disturbs a person</b>	<b>Prohibited Noise</b>	<b>Prohibited Noise</b>	<b>All Noise Offences</b>	<b>Prohibited Noise</b>	
	\$100 Specified Fine	Specified Fine N/A	\$50 Voluntary Payment to avoid prosecution	<i>Minimum Fine - Individual</i> \$50 – 1 <sup>st</sup> offence \$100 – 2 <sup>nd</sup> offence \$150 – 3 <sup>rd</sup> and subsequent	\$100 Voluntary Payment to avoid prosecution	
	\$50 Minimum Fine	\$250 Minimum Fine	Otherwise fines are: \$2,000 individual - maximum \$5,000 corporation - maximum	<i>Minimum Fine – Corporation</i> \$100 – 1 <sup>st</sup> offence \$200 – 2 <sup>nd</sup> offence \$300 – 3 <sup>rd</sup> and subsequent	<b>Reoccurrence</b>	
	<b>Reoccurrence</b>	<b>Reoccurrence</b>			Court appearance for 2 <sup>nd</sup> and subsequent offences \$10,000 individual - maximum \$25,000 corporation - maximum	
	Minimum Fine (24 months) \$200 2 <sup>nd</sup> & subsequent offence	Double for a 2 <sup>nd</sup> or subsequent offence			<b>Use of Engine Breaks</b>	
	<b>Truck Idle in Residential Area</b>	<b>Exceed Overnight Decibel Level – Residential/Non- Residential</b>			\$250 Voluntary Payment to avoid prosecution	
	\$200 Specified Fine	Specified Fine N/A			<b>Reoccurrence</b>	
	\$100 Minimum Fine	\$500 Minimum Fine			Court appearance for 2 <sup>nd</sup> and subsequent offences \$10,000 individual - maximum \$25,000 corporation - maximum	
	<b>Reoccurrence</b>	<b>Reoccurrence</b>				
Minimum Fine (24 months) \$400 2 <sup>nd</sup> & subsequent offence	Double for a 2 <sup>nd</sup> or subsequent offence					

His Worship the Mayor and City Council  
The City of Saskatoon

**REPORT**

of the

**PLANNING AND OPERATIONS COMMITTEE**

Composition of Committee

Councillor P. Lorje, Chair  
Councillor C. Clark  
Councillor R. Donauer  
Councillor B. Dubois  
Councillor M. Loewen

1. **Servicing Agreement  
Casablanca Holdings Inc. – Rosewood Neighbourhood  
Subdivision No. 58/11  
(Files CK. 4300-011-58, x 4110-40 and IS. 4111-48)**

- RECOMMENDATION:**
- 1) that the Servicing Agreement (Attachment 1 to the November 15, 2011 report of the General Manager, Infrastructure Services) with Casablanca Holdings Inc., for a portion of the Rosewood Neighbourhood to cover Lots 1 to 36, Block 40; Lots 1 to 19, Block 41; Lots 62 to 90, Block 42; Lots 1 to 11, Block 43; Parcel D; and Parcel E, all in Section 17, Township 36, Range 4, West of the 3<sup>rd</sup> meridian, be approved; and
  - 2) that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the Corporate Seal.

Attached is a report of the General Manager, Infrastructure Services Department dated November 15, 2011, with respect to the above proposed Servicing Agreement.

Your Committee has reviewed the report and is supporting the above recommendations.

**2. Preston Avenue and Taylor Street Storm Sewer Rehabilitation Project  
Awarded 2011 Northwest Trenchless Project of the Year  
(Files CK. 7820-4 and IS. 7820-78)**

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

Attached is a report of the General Manager, Infrastructure Services Department dated November 18, 2011, providing information on the above project.

Your Committee has also been advised that the project received the 2011 Northwest Trenchless Project of the Year Award, presented by the North American Society for Trenchless Technology – Northwest Chapter.

Your Committee is submitting the above report to City Council for information.

**3. Enquiry – Councillor P. Lorje (November 8, 2011)  
Residential Parking Permit Program – St. Paul’s Hospital Area  
(Files CK. 6120-4-2 and CK. 6120-4)**

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

Attached is a report of the General Manager, Infrastructure Services Department dated November 15, 2011, responding to the above enquiry.

Your Committee has reviewed the report and is submitting it to City Council for information.

**4. Parking Meter Rate Increase  
(Files CK. 6120-5 and IS. 6120-5)**

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

Attached is a report of the General Manager, Infrastructure Services Department dated November 21, 2011, providing information with respect to the above matter.

Your Committee has reviewed the report with the Administration and is forwarding the report to City Council for information.

**5. Mendel Building Re-Use Children's Discovery Museum Proposal**  
**(Files CK. 620-4, UD. 217-96 and CS. 600-1)**

- RECOMMENDATION:**
- 1) that the Children's Discovery Museum proceed to prepare a business plan for the re-use of the Mendel Building; and
  - 2) that the submission date for their Business Plan is June 30, 2012.

Attached is a report of the General Manager, Community Services Department dated November 15, 2011, with respect to the above proposal.

Your Committee has reviewed the report with the Administration and has received a presentation from Ms. Erica Bird, President of the Board, Children's Discovery Museum on the Saskatchewan, with respect to the concept for the Children's Discovery Museum. Your Committee has also received a presentation from Ms. Peggy Sarjeant, addressing issues relating to the heritage aspects of the building.

Following review of this matter, your Committee is supporting the above recommendations.

**6. Kinsmen Park and Area Master Plan Final**  
**(Files CK.4205-9-3, LA. 217-96 and CS. 4206-1)**

- RECOMMENDATION:**
- 1) that the Kinsmen Park and Area Master Plan (Attachment to the November 15, 2011 report of the General Manager, Community Services Department) be approved as the basis for future design and development of the study area; and
  - 2) that the Administration report back to Council with detailed plans for implementation in due course.

Attached is a report of the General Manager, Community Services Department dated November 15, 2011, with respect to the above matter.

Your Committee has reviewed the report with the Administration. Copies of the attached revised plan for a proposed winter program component of Kinsmen Park were circulated to your Committee. The Administration provided information with respect to proposed revisions made after further meetings with the ski committee, including the length of the ski trail, the potential for providing a cleared path for pedestrians without having to use the ski paths, and further discussions about accommodating the tobogganing area and the ski area in such a way to keep the uses complementary.

Your Committee has also received presentations and further communications, copies attached, with respect to requests to move the construction of a winterized washroom and warm-up facility into earlier phases of development. The Administration has advised your Committee that further reporting will occur with respect to the implementation and funding issues.

Copies of the Kinsmen Park and Area Master Plan Design Process – Chapter 6 were provided for City Council members. A copy is available on the City's website [www.saskatoon.ca](http://www.saskatoon.ca) as part of this report.

**7. Saskatoon Soccer Centre Inc. Tax Abatement and  
Dedicated Capital Reinvestment Fund  
(Files CK. 1965-1, x 1815-1, 610-6, LS. 1910-1 and LS. 610-17)**

- RECOMMENDATION:**
- 1) that the City establish a Dedicated Capital Reinvestment Fund relating to both the Kinsmen/Henk Ruys Soccer Centre and the SaskTel Sports Centre, with all contributions to the fund being made by Saskatoon Soccer Centre Inc.;
  - 2) that Saskatoon Soccer Centre Inc. be granted tax relief with respect to the Kinsmen/Henk Ruys Soccer Centre in the form of a forgiveness of taxes for 2010 and a tax abatement commencing in 2011 and ending in 2015, on the condition that Saskatoon Soccer Centre Inc. contribute funds towards a Dedicated Capital Reinvestment Fund as outlined below, on the prescribed dates:

- a) December 31 for 2011 and June 30, of the subsequent four years to the Dedicated Capital Reinvestment Fund, based on amount determined through implementation of the proposed funding strategy contained in the November 14, 2011 report of the General Manager, Community Services Department;
- 3) that the Saskatoon Soccer Centre Inc. be granted a five-year tax abatement with respect to the SaskTel Sports Centre commencing in 2011 and ending in 2015, on the condition that Saskatoon Soccer Centre Inc. contribute funds towards a Dedicated Capital Reinvestment Fund as outlined below, on the prescribed dates:
    - a) December 31 for 2011 and June 30, of the subsequent four years to the Dedicated Capital Reinvestment Fund, based on amount determined through implementation of the proposed funding strategy contained in the November 14, 2011 report of the General Manager, Community Services Department;
  - 4) that the annual contributions made by Saskatoon Soccer Centre Inc., once the Dedicated Capital Reinvestment Fund is fully capitalized, be based on the annual amortization amount derived from the subsequent five-year Condition Assessment and comprehensive building component and replacement cost listing;
  - 5) that as a Term of Agreement between the parties, the Saskatoon Soccer Centre Inc. be required to contribute additional funds to the Dedicated Capital Reinvestment Fund upon maturity of their debenture in 2020 in the amount of \$698,500 and that additional contributions be required until such time that the Dedicated Capital Reinvestment Fund is fully capitalized;

- 6) that prior to the Capital Reinvestment Fund being fully capitalized the Saskatoon Soccer Centre Inc. be given the opportunity to apply to access a maximum of \$600,000 from the Reinvestment Fund at such time as that Reinvestment Fund reaches approximately \$1.5 million in contributions, to address required repairs and/or replacement of key building components identified in Attachment of the November 14, 2011 report of the General Manager, Community Services Department;
- 7) that the Administration be authorized to approve requests from the Saskatoon Soccer Centre Inc. to access the Dedicated Capital Reinvestment Fund once the fund is fully capitalized;
- 8) that the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreements under the Corporate Seal, and
- 9) that for any future private facilities that are located on Municipal Reserve, the contract terms between the City of Saskatoon and the other party will address contributions, in a similar fashion, to a Dedicated Capital Reinvestment Fund for the facility.

Attached is a report of the General Manager, Community Services Department dated November 14, 2011, with respect to the above matter.

Your Committee has reviewed the matter with the Administration and with representatives of the Saskatoon Soccer Centre Inc. The Saskatoon Soccer Centre Inc. has requested more flexibility with respect to the timing of additional contributions to the Dedicated Capital Reinvestment Fund, as outlined in Recommendation 5) of the above report. Their preference would be to contribute the additional funds starting in 2020 rather than upon maturity of their mortgage in 2019. The contributions would continue until such time as the Dedicated Capital Reinvestment Fund was fully capitalized. Your Committee has advised that the Administration is in agreement with this and this is also supported by your Committee.

Your Committee also reviewed the submitted report with respect to the conditions that must be met for the Saskatoon Soccer Centre Inc. to access the Dedicated Reinvestment Fund prior to the fund being fully capitalized. Your Committee is supporting Option 3b), as outlined on page 9 of the submitted report and as set out in Recommendation 6) above.

Your Committee is also recommending that the Administration be authorized to approve requests to access the Dedicated Capital Reinvestment Fund once the fund is fully capitalized, rather than requiring City Council approval.

Your Committee is submitting the above recommendations for consideration by City Council.

**8. Youth Sports Subsidy Program 2010 to 2011 – Year End Report**  
**(Files CK. 1720-3-1 and LS. 1720-8-1)**

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

Your Committee has reviewed the November 14, 2011 report of the General Manager, Community Services Department dated November 14, 2011, regarding the above matter, and is forwarding the report to City Council as information.

**9. Applications for Funding – Youth Sport Subsidy Program**  
**Special Events Policy No. C03-007**  
**(Files CK. 1870-15 and LS. 1720-8-1)**

- RECOMMENDATION:**
- 1) that the Saskatoon Aqualenes Synchronized Swim Club receive a grant of up to \$2,880.45 to host the Sadie Caulder Knight Provincial Stream Provincial Championships on April 21 and 22, 2012;
  - 2) that the Saskatoon Fencing Club receive a grant of up to \$6,247.20 to host the Under 15, Cadet, Junior and Veteran National Championships on May 18 to 20, 2012;
  - 3) that the Saskatoon Diving Club receive a grant of up to \$8,493.71 to host the Speedo Junior Nationals on July 15 to 22, 2012; and



- 4) that the Saskatoon Baseball Council receive a grant of up to \$1,015 to host the Baseball Canada Pee Wee Western Regional Championships on August 23 to 27, 2012.

Attached is a report of the General Manager, Community Services Department dated November 14, 2011, regarding applications for funding under the Youth Sport Subsidy Program.

Your Committee has reviewed the report and supports the above recommendations for funding under the Youth Sport Subsidy Program.

**10. Building Permit Fee Review – Building Standards Branch  
(Files CK. 301-1, x CK. 1600-12 and PL. 4240-9)**

- RECOMMENDATION:**
- 1) that the “Review of Building Fees and Charges” report submitted by BMA Management Consulting Inc. be received as information;
  - 2) that the recommendations in the “Review of Building Fees and Charges” report, as summarized in Attachment 2 to the November 14, 2011 report of the General Manager, Community Services Department, be approved;
  - 3) that the new fee structure be phased in over a three-year period commencing June 1, 2012, as shown on Attachment 3 to the November 14, 2011 report of the General Manager, Community Services Department; and
  - 4) that the City Solicitor be authorized to amend Building Bylaw No. 7306 to be consistent with these recommendations.

Attached is a report of the General Manager, Community Services Department dated November 14, 2011, regarding a proposed new fee structure for building permits.

Your Committee has reviewed the report with the Administration and has received a presentation from Mr. Jim Bruzzese, BMA Management Consulting Inc., with respect to the review of the building fees and charges and recommendations for changes to the fee structure.

Following review of this matter, your Committee is supporting the above recommendations.

**11. Saskatoon Downtown Youth Centre Inc. (EGADZ) –  
Affordable Transitional Housing located at 163 Dulmage Crescent  
(Files CK. 750-4 and PL. 951-105)**

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**RECOMMENDATION:** that funding of ten percent of the total project cost for the development of a Type II Residential Care Home by Saskatoon Downtown Youth Centre Inc. (EGADZ), to a maximum of \$40,000 from the Affordable Housing Reserve, be approved.

Attached is a report of the General Manager, Community Services dated October 27, 2011, with respect to the above application for funding under the Innovative Housing Incentives Program.

Your Committee has reviewed and supports the recommendation for approval of funding for the above project.

**12. New Rental Construction Land Cost Rebate Program  
Avenue Real Estate Equities Ltd. – 1506, 1510 and 1514 Main Street  
(Files CK. 750-4 and PL. 952-6-12)**

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**RECOMMENDATION:**

- 1) that the application for funding of \$7,820 received from Avenue Real Estate Equities Ltd. for the creation of three new rental units at 1506, 1510, and 1514 Main Street be approved;
- 2) that a five-year tax abatement of the incremental taxes be applied to the subject properties commencing the next taxation year following completion of construction; and
- 3) that the City Solicitor's Office be requested to prepare the necessary Incentive Agreement, and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

Attached is a report of the General Manager, Community Services Department dated November 14, 2011, with respect to an application for funding under the above program.

Your Committee has reviewed and is supporting the above recommendations.

Report No. 18-2011  
Planning and Operations Committee  
Monday, December 5, 2011  
Page 10

**13. Paddling Pool, Playground Program Comprehensive Review**  
**(Files CK. 613-5, x 5500-1 and LS. 614-1)**

**RECOMMENDATION:** that the proposed program changes to the summer playground and paddling pool program be approved as identified in the November 14, 2011 report of the General Manager, Community Services Department.

Attached is a report of the General Manager, Community Services Department dated November 14, 2011, regarding proposed program changes for the summer playground and paddling pool program.

Your Committee has reviewed the report and is supporting the proposed changes.

Respectfully submitted,

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Councillor P. Lorje, Chair

**TO: Secretary, Planning and Operations Committee**  
**FROM: General Manager, Infrastructure Services Department**  
**DATE: November 15, 2011**  
**SUBJECT: Servicing Agreement**  
**Casablanca Holdings Inc. – Rosewood Neighbourhood**  
**Subdivision No. 58/11**  
**FILE: CK. 4300-011-58, x 4110-40 and IS. 4111-48**

**RECOMMENDATION:** that the following report be submitted to City Council recommending:

- 1) that the Servicing Agreement (Attachment 1) with Casablanca Holdings Inc., for a portion of the Rosewood Neighbourhood to cover Lots 1 to 36, Block 40; Lots 1 to 19, Block 41; Lots 62 to 90, Block 42; Lots 1 to 11, Block 43; Parcel D; and Parcel E, all in Section 17, Township 36, Range 4, West of the 3<sup>rd</sup> meridian, be approved; and
- 2) that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the corporate seal.

## **BACKGROUND**

Casablanca Holdings Inc. has submitted a subdivision application to the City of Saskatoon to develop residential and multi-family parcel property in the Rosewood Neighbourhood. The developer has requested the City of Saskatoon enter into a Servicing Agreement to assign responsibility for the construction and payment of various servicing items.

## **REPORT**

The Administration is recommending that an agreement be entered into to cover the development of Lots 1 to 36, Block 40; Lots 1 to 19, Block 41; Lots 62 to 90, Block 42; Lots 1 to 11, Block 43; Parcel D; and Parcel E, all in Section 17, Township 36, Range 4, West of the 3<sup>rd</sup> meridian, subject to the following, which includes both standard and a number of non-standard clauses which are necessary due to the unique nature of the development, and have been agreed upon by the developer:

- A. Standard Items:
  1. Servicing of the development area is to be completed before December 31, 2011.
  2. That the prepaid service rates be such rates as the Council of the City of Saskatoon may have in general force and effect for the 2011 season.

B. Non-Standard Items:

1. That the Developer pay a proportionate share for the construction of a flyover interchange to be funded 50% by the owners, with the remaining 50% payable by the City.
2. The existing sanitary trunk sewer system for the neighborhood was originally designed to accommodate a lower flow rate. The Developer will pay a prorated share based on ownership multiplied by 15.61% of the total cost of construction for a remedial trunk sewer system to allow for the increased flow.
3. The Developer will pay a Transition Area Enhancement Fee that will provide funds for the development of the zone surrounding the wetlands in the Rosewood Neighborhood which will include a rebate if a supplemental funding source is secured prior to construction commencing.
4. The Developer is responsible to prepare independent high ground water studies and to carry out any remediation procedures that the consultant's study and or City deem necessary.
5. The Developer will contribute to a trust fund for a share in
  - a. the cost to move a natural gas transmission line that bisects the neighborhood.
  - b. the cost to install crossing controls at the future intersection of Taylor Street and the Canadian Pacific Railway.
6. The overall neighborhood will have many amenities that the Developer has agreed to cost share with other developers at the time of construction.

**OPTIONS**

There are no options.

**POLICY IMPLICATIONS**

There are no policy implications.

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications.

**FINANCIAL IMPACT**

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

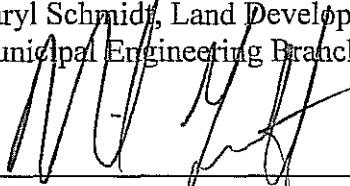
**PUBLIC NOTICE**

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

**ATTACHMENT**

1. Servicing Agreement.

Written by: Daryl Schmidt, Land Development Manager  
Municipal Engineering Branch

Approved by:   
Mike Gutek, General Manager  
Infrastructure Services

Dated: Nov 18, 11

Copy to: Murray Totland  
City Manager

Rosewood – Servicing Agreement

## Servicing Agreement

The effective date of this Agreement is \_\_\_\_\_, 2011.

Between:

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

- and -

**Casablanca Holdings Inc.** a Saskatchewan corporation, carrying on business in the City of Saskatoon, in the Province of Saskatchewan (the "Developer")

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

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

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

Now therefore the City and the Developer agree as follows:

### Part I Introduction

#### Plan of Proposed Subdivision

1. The Plan showing the proposed subdivision of the northwest quarter Section 17, Township 36, Range 4, West of the Third Meridian located in the City of Saskatoon,

in the Province of Saskatchewan, in the Dominion of Canada, attached to this Agreement as Schedule "A" is made part of this Agreement.

## Definitions and Term

2. (1) Throughout this Agreement:
  - (a) "Development Area" means all that portion of the lands outlined in red on Schedule "A", consisting of approximately 1,773 metres of frontage, including 1,428 metres of residential frontage and 345 metres of multi-family parcel land which, subject to regulatory approval, have been approved for development; and
  - (b) "Manager" means the General Manager of the City's Infrastructure Services Department.
- (2) The term of this Agreement shall be two years commencing on the effective date and ending on the day two years from the effective date (the "Term").

## Part II Off-Site Servicing

### City Servicing

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



- (g) Street Signing and Traffic Controls Service;
- (h) Fencing Service;
- (i) Planning Service;
- (j) Street Lighting Service;
- (k) Lift Station Service;
- (l) Inspection Service;
- (m) Prepaid Extended Maintenance Service;
- (n) Underground Electrical Service;
- (o) Community Centre;
- (p) Highway 16 Interchange Service;
- (q) Storm Ponding Dedication;
- (r) Transition Area Enhancement Service; and
- (s) Servicing Agreement Service.

The City warrants that all such services shall be of a size and capacity sufficient to satisfy the servicing requirements of any and all permitted uses to be situated within the Development Area.

#### **Levies Payable by the Developer**

4. (1) In consideration of the City providing the various services upon and in relation to the Development Area as specified in Section 3, the Developer shall pay to the City the following fees, levies and other charges calculated in accordance with and at the rates described in Schedule "B":
  - (a) Trunk Sewer Levy;
  - (b) Primary Water Main Levy;

- (c) Arterial Road Levy;
- (d) Interchange Levy;
- (e) Parks and Recreation Levy;
- (f) Buffer Strip Charge;
- (g) Street Signing and Traffic Controls Levy;
- (h) Fencing Charge;
- (i) Planning Levy;
- (j) Street Lighting Charge;
- (k) Lift Station Levy;
- (l) Inspection Levy;
- (m) Prepaid Extended Maintenance Charge;
- (n) Underground Electrical Levy;
- (o) Community Centre Levy;
- (p) Highway 16 Interchange Levy;
- (q) Storm Ponding Dedication Charge;
- (r) Transition Area Enhancement Fee; and
- (s) Servicing Agreement Fee.

(the "Development Charges")

(2) The Developer shall pay to the City the Development Charges as follows:

- (a) within 21 calendar days after the execution of this Agreement, the Developer shall pay to the City 25% of all the Development Charges with the balance of the Development Charges being due and payable in three equal installments upon March 31, 2012, July 31, 2012, and November 30, 2012;

- (b) the Developer acknowledges that the Development Charges will be subject to such rates as the Council of The City of Saskatoon has established and has in general force and effect for the 2011 construction season; and
- (c) the Developer acknowledges and agrees that should the construction of services as outlined in clause 13(a) not be completed to the base stage of road construction during 2011, that the Development Charges shall be adjusted to reflect the rates in effect for the construction year that all base material has been installed. The City acknowledges that should the Development Charges be adjusted, the payment schedule contained in clause 4(2)(a) shall be adjusted forward from the dates in this Agreement to the date construction commences in the subsequent year. The provisions of this clause shall not apply where the failure to reasonably complete results from any strike, labour dispute, Act of God, or any other similar cause beyond the reasonable control of the Developer.

### **Cost Sharing of Services**

- 5. (1) The Developer acknowledges that the City will undertake the construction of various services as set out below that will benefit the Development Area.
- (2) The Developer agrees to pay its proportionate share of the estimated cost of such services outlined in clause 5(2)(a), including design and construction engineering, based upon the levy rate referred to in clause 4(1)(p) and Schedule "B":
  - (a) Highway 16 Interchange:

The Developer agrees to pay a levy that represents an estimate of approximately 50% of the cost in the future of the Interchange based on the proportionate area owned by the Developer within the Rosewood neighbourhood. The City agrees to pay any future difference in the final cost of the interchange, but reserves the right to increase the levy rate upon any future development to reflect the current estimate of construction. The City will undertake the design and construction of the Highway 16 Interchange Overpass (the "Interchange") at the intersection of Highway 16 and Rosewood Gate South as noted on the approved Rosewood neighbourhood concept

plan, Saskatoon, Saskatchewan in accordance with the following criteria:

- (i) the Interchange shall be designed and constructed as a "flyover" interchange;
  - (ii) the traffic on Highway 16 shall be "free-flow";
  - (iii) the interchange shall include the collector distributor roadway along the north side of Highway 16;
  - (iv) the geographical limits of the Interchange shall include all construction extending from the entrance ramp on the south side of Highway 16 to the exit ramp on the north side of Highway 16 culminating at the first intersecting street within Rosewood depicted as Rosewood Drive East on the approved concept plan; and
  - (v) the timing of the construction of the interchange will be at the discretion of the Manager.
- (3) The Developer agrees to pay the percentage of total cost for services as set out in this Subsection. For clarity, such percentage of total cost shall exclude land acquisition costs, interest and administration costs other than the City's standard 2.5% administration fee. The percentage of total cost shall include labour, materials, supplies, detouring costs, design, engineering costs and the City's standard 2.5% administration fee. Upon completion of the services set out in this Subsection, the City will prepare and deliver to the Developer an invoice for payment of the Developer's proportionate share of the work, as evidenced by a certificate issued by a professional engineer. The invoice shall be paid by the Developer within 30 days of its receipt:

(a) Remedial Trunk Sanitary Sewer System:

The existing sanitary trunk sewer system was designed and constructed to a standard that will accommodate a flow rate lower than proposed for the development area. The City will undertake to upgrade the existing system as follows:

- (i) upon execution of this Agreement, the City shall forthwith design a remedial sanitary trunk sewer system including a forcemain from the Lakewood lift station extending along Boychuk Drive to Moncton Place and an upgrade to the pumping capacity within the Lakewood Lift Station to

accommodate the increased sanitary sewer flows approved for the Development Area;

- (ii) the forcemain and upgrade of the lift station will be constructed by the City. The timing of the construction will be determined at the discretion of the Manager acknowledging that all works performed will not impede the normal development of the neighbourhood; and
  - (iii) in consideration of the performance of the City's obligations regarding the remedial trunk sanitary sewer system, the Developer shall pay to the City 15.61% of the total cost prorated by the Developer's share of the ownership of the Rosewood neighbourhood.
- (4) The Developer agrees to pay a fee based on its proportionate share of the estimated cost of such services within the area noted in green on schedule "C" including design and construction engineering, based upon the rate referred to in clause 4(1)(r) and Schedule "B":

a) Storm Retention Pond Transitional Area Enhancements:

- (i) The construction will consist of enhanced features including but not limited to grading, topsoil placement, seeding and plantings, pathways, pedestrian bridge, park benches, lighting and other amenities and;
  - (ii) the City agrees that should an additional funding source be secured during the period of construction a rateable reduction in the amount of the fee charged will be implemented.
- (5) The Developer agrees to pay a proportionate share of the construction cost of servicing Rosewood Gate North from Taylor Street to Werschner Street including a charge of 10% for design and construction engineering:

a) Water and Sewer Servicing:

- (i) The construction costs are for services that will be both shared between the Developer and the City and oversized for the Developer. Services include water, sanitary and storm sewer mains.

b) Roadway Servicing:

- (i) The cost will include 50% of the construction which will consist of standard and enhanced features including but not limited to vertical curbing, median and boulevard construction, separate sidewalks, road construction and other amenities.
- (6) Should any of the services as set out in this Section not be complete at the expiration of the Term, this Section shall survive the Term until the completion of the services, receipt of payment for same and the end of any applicable warranty period.

**Payment Dates and Interest**

6. (1) All of the Development Charges and other fees, levies and charges payable by the Developer to the City pursuant to this Agreement shall be due and payable upon the various dates specified in this Agreement.
- (2) Should any amount or invoice not be paid at the times or within the period so specified, interest shall be payable at Royal Bank of Canada prime rate plus one and one-half (1½ %) percent per annum on all such overdue amounts. In addition to any other remedy which may be available to the City, should any amount invoiced to the Developer not be paid within the times specified, the City shall upon seven days written notice to the Developer have the right to immediately stop construction until such amount or invoice has been paid.

**Retroactive Charges**

7. The Developer acknowledges that this Agreement is retroactive in effect and all Development Charges and other levies, fees or charges provided for in this Agreement shall specifically apply to any lands developed or services provided before the execution of this Agreement.

### **Letter of Credit**

8. Upon the execution of this Agreement, the Developer shall deposit with the City Clerk, City of Saskatoon, a letter of credit ("Letter of Credit") in a form acceptable to the City Solicitor, City of Saskatoon, from a chartered bank carrying on business in the Province of Saskatchewan. The Letter of Credit shall be calculated in the amount of \$1,380.00 per front metre, being the sum of \$3,793,683 including an estimate for the cost of services in clause 6(5), and shall secure the Developer's performance of the provisions of this Agreement. The Letter of Credit shall be irrevocable during the currency of this Agreement, but may be reduced from time to time in proportion to the amount of construction and Development Charges paid. The Developer shall keep the Letter of Credit current until completion of all construction of services provided for in this Agreement and until the full payment of all Development Charges and all other levies, fees and charges have been received by the City.

### **Developer Application To Do Work**

9. (1) The Developer may apply to the City, at the address mentioned in this Agreement respecting the delivery of notices, to undertake the design and construction of all those works and services to be provided by the City pursuant to clauses 3(e), 3(f) and 3(h) of this Agreement. The Manager shall forthwith consider any such application, and, if deemed appropriate, shall issue the Developer formal approval to proceed with all such works, or any portion thereof. Such approval shall prescribe to the current City standards and specifications applicable to any such works, and may be issued upon such terms and conditions, as the Manager, acting reasonably, considers appropriate.
- (2) Should the Developer undertake any works pursuant to Subsection 9(1) of this Agreement, the Developer agrees that all such works shall be constructed in accordance with the standards and specifications prescribed in the Manager's approval relating to the works.

### **Shallow Buried Utilities**

10. (1) The City agrees to make all necessary arrangements for the installation of street lighting facilities on streets within the Development Area in accordance with the City's standard specification for commercial development. Any deviation required by the Developer may result in additional charges.

- (2) The Developer shall have the responsibility to consult with the Saskatchewan Power Corporation, Saskatchewan Energy Corporation, the Saskatchewan Telecommunications Corporation and the Electric System Branch of the City of Saskatoon as to the timing and construction of utilities within the Development Area.

### **Maintenance in Accordance with *The Cities Act***

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

### **City's Indemnification**

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

## **Part III Development Area Servicing**

### **Developer Servicing Responsibilities**

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



- (v) Water and sewer service connections;
- (vi) Sidewalks and curbing;
- (vii) Walkways;
- (viii) Paved lanes;
- (ix) Street cutting; and
- (x) Street paving.

(b) High Groundwater Levels:

An overall groundwater study was prepared in conjunction with the approval of the concept plan for the Rosewood neighbourhood. The Developer shall hire a consulting engineer to report specifically on the groundwater conditions within the Development Area. The report shall include recommendations of the consulting engineer, including recommendations respecting remediation procedures deemed appropriate to mitigate high groundwater conditions. The City shall review the recommendations and if the City considers it necessary, it shall inform the Developer of the requirement to implement the recommended remediation procedures. The Developer agrees to complete the recommended remediation procedures at its cost. The work shall be completed to the satisfaction of the Manager.

**Developer Warranties**

14. (1) All works constructed by the Developer pursuant to Subsection 9(1) or Section 13 of this Agreement on, in or under any street, avenue, lane, easement or other public place shall be the property of the City upon completion of construction. Such works shall be warranted and maintained by the Developer for the periods specified as follows:

Water Mains	2 years from the date of Construction Completion Certificate
Sanitary Sewer Mains	2 years from the date of Construction Completion Certificate
Storm Sewer Mains	2 years from the date of Construction Completion Certificate
Service Connections	2 years from the date of Construction Completion Certificate

Sidewalks and Curbs	2 years from the date of Construction Completion Certificate
Street Paving	2 years from the date of Construction Completion Certificate
All others	2 years from the date of Construction Completion Certificate

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

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

notified, and within a reasonable time after said notice shall cause any repairs or replacements to be done, and if the Developer shall default, or any emergency exists, the City may complete the repairs or replacement and recover the reasonable cost thereof from the Developer;

- (c) the Developer shall be responsible for adjusting all hydrants and main valve boxes and all service valve boxes to the established grades as they are developed, until such time as the City issues the Construction Completion Certificates for the maintenance of streets and lanes; and
  - (d) the Developer agrees that maintenance is a continuous operation that must be carried on until the expiry date of the maintenance period for each and every utility, and that no releases from liability of any kind will be given until all repairs or replacements required by the Manager acting reasonably in his final inspection reports have been made. The final inspection reports shall be completed no later than 60 days prior to the end of the warranty period. A formal release will be issued upon correction of all deficiencies listed in the final inspection reports.
- (5) During the maintenance periods referred to in this Agreement and notwithstanding any other provisions to the contrary, in the case of an emergency involving the breakage of a waterline or the stoppage of a sewer line constructed by the Developer, the City may take such emergency repair measures as it deems necessary, through its officers, servants or agents, on its behalf, to prevent damage to property, and the reasonable costs of such repair work shall be payable by the Developer on demand.

### **Developer Covenants**

15. In relation to the development and servicing of the Development Area, the Developer agrees:
- (a) that all topsoil excavated from any streets, lanes, walkways and easements shall be stockpiled and used in the following order or priority:
    - (i) development of boulevards;
    - (ii) development of parks; and

(iii) allocation to lots or building sites requiring additional topsoil.

In no case shall any topsoil be removed from the Development Area without the express written permission of the Manager;

- (b) (i) to provide all utility, construction and service easements which may be required, at no cost to the City or any other utility agency or service, and to comply with the terms of any easement agreement entered into by the Developer with respect to such easements provided that such easements shall not materially adversely affect the development of the Development Area;
  - (ii) to provide and register a utility easement plan if required by the Manager; and
  - (iii) to provide for a covenant in all sale, ground lease or transfer agreements within the Development Area to the effect that the grades set on any such easements shall not be altered without the prior approval of the Manager, whose approval will not be unreasonably withheld;
- (c) to indemnify and save harmless the City with respect to any action commenced against the City as a result of any act or omission of the Developer in relation to the Developer's obligations set out in this Agreement, including the acts or omissions of its officers, employees, servants or agents, or anyone for whom the Developer is at law responsible;
- (d) that all work carried out by the Developer shall be designed and the works supervised by a qualified firm of consulting engineers retained by the Developer. Plans and specifications of design must be approved by the Manager acting reasonably, and all design and work carried out must conform to the current City of Saskatoon specifications as to material and construction practices for such services;
- (e) that the Developer shall obtain all approvals required by Saskatchewan Environment and Resource Management and the Saskatchewan Water Corporation, together with any other consent or approvals which may be required by law, copies of all such approvals shall be provided to the Manager;

- (f) to supply all necessary labour, material, equipment and to construct, provide and maintain all sanitary sewers complete with manholes and all other accessories throughout the Development Area;
- (g) to supply all necessary labour, material, equipment and to construct, provide and maintain all water mains, including valves, hydrants and all other accessories throughout the Development Area;
- (h) to supply all necessary labour, material, equipment and to construct, provide and maintain a storm water drainage system for the Development Area, including all storm sewer mains, piping, manholes, catch basins and other accessories;
- (i) to supply all necessary labour, materials, equipment, and to construct and provide all sidewalks and curbs throughout the Development Area;
- (j) to supply all necessary labour, materials, equipment, and to construct and provide all walkways throughout the Development Area;
- (k) to supply all necessary labour, materials, equipment, and to construct and pave all streets and lanes as required throughout the Development Area;
- (l) to provide the City with all such detailed plans, specifications, tests and records as the Manager may reasonably require both before and after construction. The "as built" plans shall be to the City's standard in size, scale and form and shall be on both mylar transparencies and digital copy;
- (m) to supply the City with proof of adequate commercial general liability insurance which includes a non-owned vehicle endorsement and vehicle liability insurance, minimum coverage to be as follows:

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

\$5,000,000.00 for each occurrence

**Vehicle Liability Insurance:**

\$5,000,000.00 for each occurrence

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

- (n) to contribute towards a trust fund in an agreed upon proportionate share with other Developers within the Rosewood neighbourhood for the eventual construction of the following services:
  - (i) relocation of the natural gas transmission line extending from east to west along the southern portion of the neighbourhood. The City will not be included within the cost sharing formula for this item; and
  - (ii) upgrading of the railway crossing including installation of crossing controls at the future intersection of Taylor Street and the Canadian Pacific Railway; and
- (o) to cost share with other Developers within the Rosewood neighbourhood upon subdivision based on benefiting frontage and overall percentage of ownership for the following services:
  - (i) the cost of all roadways adjacent to neighbourhood parks, linear parks and designated school sites;
  - (ii) the cost of all entrance roadways extending from Boychuk Drive and Taylor Street terminating at the first intersecting street;
  - (iii) benefiting water and sewer oversizing improvements; and
  - (iv) the cost of all enhancements within the core area of the neighbourhood.

### **Standard of Construction**

16. With respect to work undertaken by the Developer pursuant to Subsection 9(1), where for any reason the Manager requires construction by the Developer to be different from the City's standards, or different from the conditions of this Agreement, the Developer shall construct in accordance with the instructions of the Manager, but the City shall pay to the Developer any reasonable excess costs involved.

### **Changes in City Services**

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

## **Part IV General**

### **Approval for Installation of Services**

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

### **Expeditious Construction**

19. All works required to be performed by this Agreement shall be carried out as expeditiously as time and construction conditions permit.

### **Assignment**

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

### **Dispute Resolution**

21. In the case of any dispute between the City and the Developer arising out of the performance of this Agreement, or afterwards as to any matter contained in this Agreement, either party shall be entitled to give to the other notice of such dispute and demand arbitration thereof. Such notice and demand being given, each party shall at once appoint an arbitrator and these shall jointly select a third. The decision of any two of the three arbitrators shall be final and binding upon the parties, who covenant that their dispute shall be so decided by arbitration alone, and not by recourse to any court or action of law. If the two arbitrators appointed by the parties do not agree upon a third, or a party who has been notified of a dispute fails to

appoint an arbitrator, then the third arbitrator and/or the arbitrator to represent the party in default shall be appointed by a Judge of the Court of Queen's Bench at the Judicial Centre of Saskatoon. *The Arbitration Act, 1992* of the Province of Saskatchewan shall apply to any arbitration hereunder, and the costs of arbitration shall be apportioned equally between the parties hereto.

### **Applicable Law**

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

### **Force and Effect**

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

### **Agreement Runs With the Land**

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



Notices

25. (1) Any notice or consent (including any invoice, statement, request or other communication) required or permitted to be given by any party to this Agreement to the other party shall be in writing and shall be delivered or sent by registered mail (except during a postal disruption or threatened postal disruption) or facsimile transmission, email or other electronic communication to the applicable address set forth below:

(a) in the case of Casablanca Holdings Inc. to:

c/o Arbutus Meadows Partnership  
Ste 204, 1529 West 6<sup>th</sup> Avenue  
Vancouver, BC,  
V6J 1R1  
Attention: Mr. Jeff Drexel  
Phone:(604) 742-1211  
Email: [jdrexel@arbutusproperties.com](mailto:jdrexel@arbutusproperties.com), and

(b) in the case of the City to:

The City of Saskatoon  
c/o Office of the City Clerk  
222 3rd Avenue North  
Saskatoon, Saskatchewan  
S7K 0J5  
Attention: General Manager,  
Infrastructure Services Department  
Facsimile: (306) 975-2784

- (2) Any notice delivered personally shall be deemed to have been validly and effectively given and received on the date of such delivery provided same is on a business day (Monday to Friday, other than a statutory holiday).
- (3) Any notice sent by registered mail shall be deemed to have been validly and effectively given and received on the fifth business day following the date of mailing.
- (4) Any notice sent by facsimile or email or other electronic communication shall be deemed to have been validly and effectively given and received on the business day next following the date on which it was sent (with confirmation of transmittal received).

- (5) Either party to this Agreement may, from time to time by notice given to the other party, change its address for service under this Agreement.

### **Entire Agreement**

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

### **Illegality**

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

### **Amendment**

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

### **Headings**

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

### **Covenants**

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

### **Time of Essence**

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

**Further Assurances**

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

**Approval of Plan of Subdivision**

33. Upon execution of this Agreement by both parties, the City acknowledges that condition 1(b)(i) the owner/developer entering into a development and servicing agreement with "The City of Saskatoon" of Subdivision Application " " /11 has been met by the Developer.

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

**The City of Saskatoon**

\_\_\_\_\_  
Mayor

c/s

\_\_\_\_\_  
City Clerk

**Casablanca Holdings Inc.**

\_\_\_\_\_  
\_\_\_\_\_  
c/s

S.E. 1/4 Sec. 19 - 36 - 4 - 3

A

Reg'd Plan No. FD-4196

PLAN SHOWING PROPOSED SUBDIVISION OF PART OF  
N.W. 1/4 SEC. 17 -  
TWP. 36 - RGE. 4 - W.3rd MER.  
SASKATOON, SASKATCHEWAN.  
BY : R.A. WEBSTER, S.L.S.  
2011

METRES 20 10 0 20 40 60 80 100 METRES

D:\Land Projects\2006\Rosewood\reg\land319  
Saskatchewan Land Surveyor June 24th, 2011  
Revised: August 26th, 2011

LEGEND  
Distances shown above are in metres and decimals thereof.  
Distances are approximate and may vary by 1.0 metres.  
Areas shown are approximate and may change upon completion of survey.  
Parties of the plan approved for submission is subject with a heavy broken line, and contains 18,804 hectares (46,221 acres).  
Distances on curves are arc lengths.  
This proposed subdivision may be surveyed in phases.

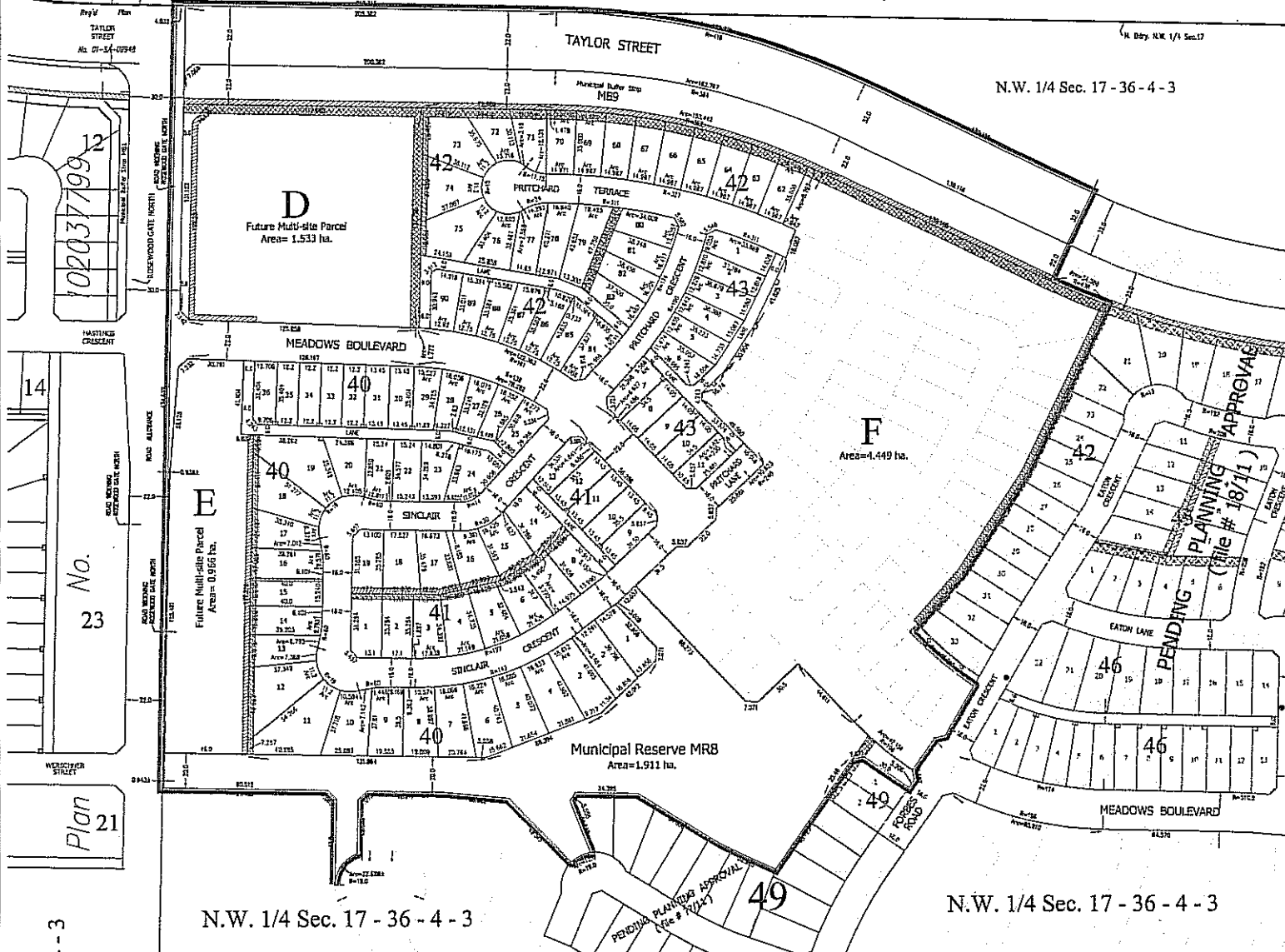
- 1 Existing easements are shaded gray
- 1 2m SewerEnergy
- 1 3m SewerPower, Sewer, and Show Cables/Systems
- 1 5m SewerEnergy, SewerPower, Sewer, and Show Cables/Systems
- 1 1.2m GasPower
- 1 City of Saskatoon - for water & sewer
- 1 10 2.0m x 2.0m SewerPower easement for transformer
- 1 15 2.75 x 2.0m SewerPower easement for pedestal
- 1 • Indicates Mail Box location.

DRAWN : CATALANICA HOLDING INC - OWNER  
D:\Land Projects\2006\Rosewood\reg\land319

EXAMINED : CITY OF SASKATOON  
Approved under the provisions of Bylaw No. 8537 of the City of Saskatoon.

General Manager of the Community Services Department  
Date : \_\_\_\_\_, A.D. 2011.

SCHEDULE 'A'



FILE: PR1009-2006-149



## Schedule "B"

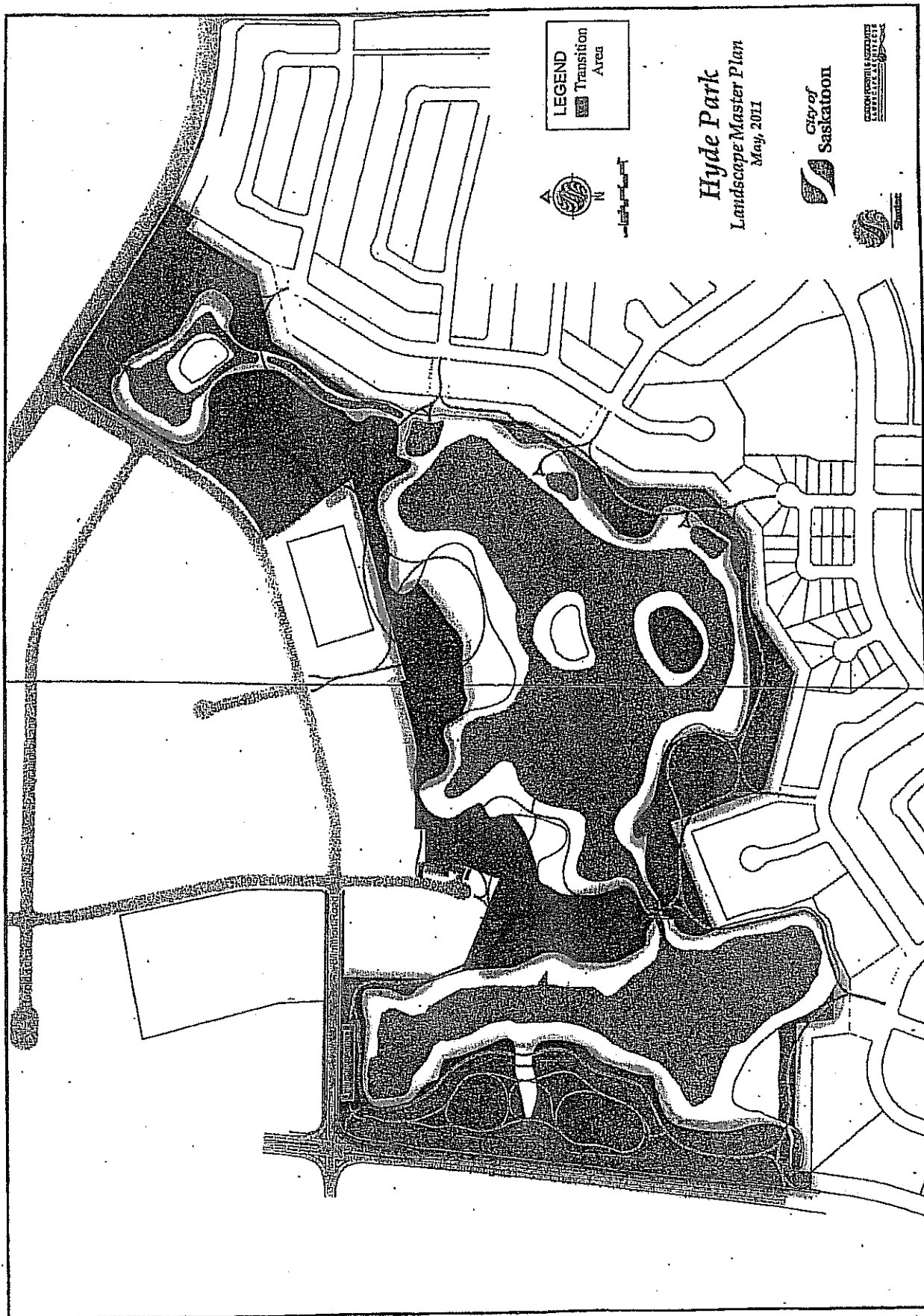
### Fees, Levies and Other Charges Applicable to the Development Area

The charges payable by the Developer to the City pursuant to Section 4 hereof shall be calculated in accordance with the rates as the Council of The City of Saskatoon has established and are in general force and effect for the 2011 construction season as set forth hereunder:

	<u>Residential</u>	<u>Multi-Family/Commercial</u>
(a) Trunk Sewer Levy .....	\$ 494.55	\$ 696.10 per front metre;
(b) Primary Water Main Levy .....	\$ 125.25	\$ 125.25 per front metre;
(c) Arterial Road Levy .....	\$ 466.00	\$ 466.00 per front metre;
(d) Interchange Levy .....	\$ 84.95	\$ 169.90 per front metre;
(e) Parks and Recreation Levy.....	\$ 312.10	\$ 312.10 per front metre;
(f) Buffer Strip Charge.....	\$ 35.60	\$ 35.60 per front metre;
(g) Street Signing & Traffic Controls.....	\$ 16.25	\$ 16.25 per front metre;
(h) Fencing Charge .....	\$ 11.75	\$ 11.75 per front metre;
(i) Planning Levy .....	\$ 19.25	\$ 19.25 per front metre;
(j) Street Lighting Charge .....	\$ 65.55	\$ 75.40 per front metre;
(k) Lift Station Levy .....	\$ 79.10	\$ 79.10 per front metre;
(l) Inspection Levy.....	\$ 17.60	\$ 17.60 per front metre;
(m) Prepaid Extended Maintenance Charge .	\$ 17.25	\$ 17.25 per front metre;
(n) Underground Electrical Levy.....	\$ 985.00	\$ - per Lot;
(o) Community Centre Levy.....	\$ 119.80	\$ 119.80 per front metre;
(p) Highway 16 Interchange Levy .....	\$ 299.80	\$ 299.80 per front metre;
(q) Storm Pond Dedication Charge.....	\$ 3,718.85	\$ 3,718.85 per hectare;
(r) Transition Area Enhancement Fee.....	\$ 91.45	\$ 91.45 per front metre;
(s) Servicing Agreement Fee.....	\$ 2,196.00 per Agreement.	

The Trunk Sewer Levy, Primary Watermain Levy, Arterial Road Levy, Interchange Levy, Lift Station Levy, Parks and Recreation Levy, and Community Centre Levy for the multi-family/commercial land that is greater than 60m in depth will be calculated at an area rate of 169 equivalent front metres per hectare. Area rate: 169 X \$1,968.25 = \$332,634.25 per hectare.

SCHEDULE 'C'



**TO:** Secretary, Planning and Operations Committee  
**FROM:** General Manager, Infrastructure Services Department  
**DATE:** November 18, 2011  
**SUBJECT:** Preston Avenue and Taylor Street Storm Sewer Rehabilitation Project  
Awarded 2011 Northwest Trenchless Project of the Year  
**FILE:** IS. 7820-78

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

### **BACKGROUND**

Two large diameter storm sewer trunks, which are critical components in the storm water management system in east central Saskatoon, are located under Preston Avenue and Taylor Street. Given the age and criticality of these trunks, Infrastructure Services conducted an inspection and implemented a rehabilitation program which was funded with the assistance of the Infrastructure Stimulus Fund (ISF). Initial work involved video inspection and rating of the 8.2 kilometre line. From this inspection, three segments were chosen for rehabilitation, which was carried out by implementing a trenchless technology known as "Cured-In-Place Pipe" (CIPP).

### **REPORT**

The Preston Avenue and Taylor Street Storm Sewer Rehabilitation Project was selected to receive the 2011 Northwest Trenchless Project of the Year award, presented by the North American Society for Trenchless Technology – Northwest Chapter. The formal award presentation was made at the annual Northwest Trenchless Conference held in Calgary on November 17, 2011. Andrew Hildebrandt, the Project Manager for the project attended the conference to receive the award on behalf of the City of Saskatoon, and delivered a presentation about the project.

The construction contract included CIPP lining of 130 metres of the Taylor Street storm trunk located just west of Clarence Avenue; 190 metres of the Preston Avenue Storm Trunk located just south of 14th Street; and 110 metres of the Preston Avenue Storm Trunk located just north of College Drive East.

Site work began in January 2011, and the CIPP lining was successfully completed within the prescribed schedule. Through planning and execution, the project was able to overcome several significant project challenges, including:

- **Large Diameter CIPP Lining:** CIPP lining installations of this size are not frequently undertaken. Beyond the challenges of fabricating, delivering, handling and installing the liner, installation equipment of this size needed to be brought in from a great distance, complicating scheduling and causing coordination challenges.
- **Liner Insertion Shafts:** Due to the size of the liners, each site required construction of an insertion shaft. Construction of these shafts was especially challenging due to

the close proximity of sanitary sewer mains running adjacent to the storm trunk (in some places only 150 millimetres from the storm sewer pipe wall).

- Cold Weather Construction: The project was undertaken between January and March 2011, during the peak of the winter season. Average temperatures in Saskatoon were between minus 15.5° Celsius, and minus 11.0° Celsius, with extremes as low as minus 37° Celsius.
- Construction Schedule: In addition to undertaking the project during dry weather months to avoid the need for significant bypass pumping and flow control, a condition of the ISF funding for the project was that the work be completed by March 31, 2011.

### ENVIRONMENTAL IMPLICATIONS

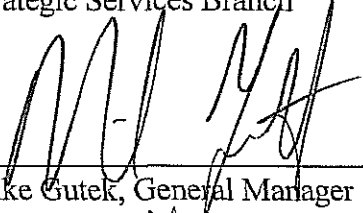
There are no environmental implications.

### PUBLIC NOTICE

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

Written by: Dan Willems, Infrastructure Analyst  
Strategic Services

Approved by: Cal Sexsmith, Manager  
Strategic Services Branch

Approved by:   
Mike Gutek, General Manager  
Infrastructure Services

Dated: Nov 18, 11



**TO:** Secretary, Planning and Operations Committee  
**FROM:** General Manager, Infrastructure Services Department  
**DATE:** November 15, 2011  
**SUBJECT:** Enquiry – Councillor P. Lorje (November 8, 2010)  
 Residential Parking Permit Program – St. Paul’s Hospital Area  
**FILE:** CK. 6120-4

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

**BACKGROUND**

The following enquiry was made by Councilor P. Lorje at the meeting of City Council held on November 8, 2010:

“Will the Administration report to Planning and Operations Committee within six weeks on the matter of the requirements for a full-scale Residential Parking Permit Program around the St. Paul’s Hospital area. Specifically, will the Administration review and comment on the level of resident’s support required (a suggestion is that this be 50 percent rather than 70 percent) and the possibility of a reduced rate for the annual permit in the St. Paul’s area.”

**REPORT**

City of Saskatoon Policy C07-014 - Residential Parking Permit Program, outlines the criteria and conditions required to implement a residential parking permit area. Section 3.2, which clarifies the level of resident support required states:

- “d) The minimum level of support from residents of single or multi housing units in the Residential Parking Permit zone must be no less than 70 percent on each block. Only one resident per single housing unit and one resident of each unit in a multi housing unit is eligible to sign the petition.
- e) The minimum level of support of residents of single or multi housing units who would purchase Residential Parking Permits in the Residential Parking Permit zone must be no less than 70 percent of the people who support the program. Only one resident per single housing unit or one resident of each unit in a multi housing unit is eligible to sign the petition.”

The Administration does not recommend that the Residential Parking Permit Program (RPP) be changed to allow for less than a 70% resident support, or to decrease the cost of permits to residents. Because the program is resident driven, a level of support of 70% was chosen to ensure that the majority of the residents are in favor of the program before it is instigated in a neighbourhood. In addition, these levels and rates have been implemented in the other zones, therefore, should not be adjusted to suit just one area.

The Limited Residential Parking Program (LRPP) was developed in response to transient parking concerns for residents in close proximity to significant parking generators in areas that do not meet the criteria, such as size of the area or level of support, for a full scale RPP.

Section 3.3 of Policy C07-014 - Residential Parking Permit Program, outlines the criteria and conditions required to implement an LRPP as follows:

- a) The area to be specified as a Limited Residential Parking Permit zone must be within 150 metres of an institutional property as determined by Infrastructure Services.
- b) The Limited Residential Parking Permit will only be available to residents within the zone.
- c) The area to be specified as a Limited Residential Parking Permit zone must have a shortage of on-street parking as determined by Infrastructure Services.
- d) The minimum level of support from residents of single or multi housing units in the Limited Residential Parking Permit zone must be no less than 50 percent within the area. Only one resident per single housing unit and one resident of each unit in a multi housing unit are eligible to sign the petition.
- e) The minimum level of support of residents of single or multi housing units who would purchase Limited Residential Parking Permits in the Limited Residential Parking Permit zone must be no less than 50 percent of the people who support the program. Only one resident per single housing unit or one resident of each unit in a multi housing unit is eligible to sign the petition.
- f) The time frame for the Limited Residential Parking Permit Program will be set based on the specific circumstances of the area.
- g) Visitor and Temporary Permits for the Limited Residential Parking Permit Program will not be available. The exception is for managers of an apartment building (five unit or higher dwelling) for the Limited Residential Parking Permit Program.”

Based on these criteria, the area surrounding St. Paul’s Hospital would be eligible to be considered for an LRPP. The LRPP is a resident-driven program and, therefore, would need to be initiated by the residents of the area. The Administration would be available to provide information to the residents to obtain the necessary level of support in the area which, as outlined above, is only 50% for an LRPP.

Fees for residential permits in the LRPP are calculated to only recover the costs of the program (printing, issuing, enforcement, etc.), with current fees set at \$15 each per year, plus all applicable taxes. This is a reduced rate from the regular Residential Parking Permit Program, which is set at \$25 per year plus applicable taxes, and covers the costs of sign installation and ongoing maintenance, as well as a portion of the costs for regular enforcement of the area. LRPP areas are enforced on a complaint basis only.

**ENVIRONMENTAL IMPLICATIONS**

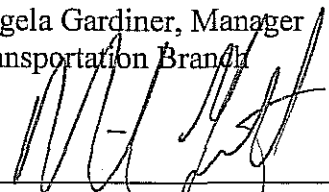
There are no environmental implications.

**PUBLIC NOTICE**

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

Written by: Justine Nyen, Traffic Engineer  
Transportation Branch

Approved by: Angela Gardiner, Manager  
Transportation Branch

Approved by:   
Mike Gutek, General Manager  
Infrastructure Services  
Dated: Nov 18, 2011

Copy to: Murray Totland, City Manager

**TO:** Secretary, Planning and Operations Committee  
**FROM:** General Manager, Infrastructure Services Department  
**DATE:** November 21, 2011  
**SUBJECT:** Parking Meter Rate Increase  
**FILE NO:** IS. 6120-5

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

**BACKGROUND**

At its meeting held on November 16, 2009, City Council considered a report of the General Manager, Infrastructure Services Department, dated October 29, 2009, recommending that parking meter rates increase to \$2.00 per hour, effective January 1, 2010. Council resolved:

- “1) that parking meter rates be increased to \$2.00 per hour effective January 1, 2010;
- 2) that the City Solicitor be requested to prepare the necessary amendments to Traffic Bylaw 7200 to reflect the changes outlined in this report;
- 3) that the revenues from the increase in the parking rates be allocated to offset the construction costs for the 3<sup>rd</sup> Avenue Streetscape Project in 2010, 2011 and 2012;
- 4) that the Administration report to City Council in one year on the impact of the rate increase on usage levels; and
- 5) that the distribution of the revenues from the increased rates after 2012 be the subject of a future report to City Council.”

This report is intended to provide information on the impact that the rate increase has had on usage levels.

**REPORT**

Prior to the increase in parking meter rates, the Administration estimated that a \$0.50 increase would generate approximately \$1.2 million in revenue annually. This estimate was based on parking meter usage prior to 2009. The actual annual revenue received from the \$0.50 increase has been approximately \$800,000, \$400,000 less than estimated. In addition, the revenue from the original \$1.50 rate, which is distributed as per the formula in the Capital Reserve Bylaw, has decreased by approximately \$200,000.

The Streetscape Reserve was to receive 100% of the revenue received from the \$0.50 increase, from 2010 through 2012, in addition to the annual funding allocated as per the Capital Reserve Bylaw, to offset the construction costs for the 3<sup>rd</sup> Avenue Streetscape Project. If revenues were

less than projected, the contribution to the Reserve was to be reduced accordingly, and there was to be no impact to the mill rate.

The following table shows the transfers to the Streetscape Reserve, based on actual parking meter revenues in 2010, and the projections for 2011 and 2012:

YEAR	3 <sup>rd</sup> Avenue Streetscape – \$0.50 Increase	Streetscape Formula (44.33%) as per Bylaw	TOTAL TRANSFER
2010	\$800,000	\$1,323,600	\$2,123,600
2011	\$800,000	\$1,323,600	\$2,123,600
2012	\$815,900	\$1,381,600	\$2,197,500
	<b>\$2,415,900</b>	<b>\$4,028,800</b>	<b>\$6,444,700</b>

The Administration will report further with options to fund the shortfall, and to identify recommendations for allocation of the revenue received from the \$0.50 increase beyond 2012.

### PUBLIC NOTICE

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

Written by: Angela Gardiner, Manager,  
Transportation Branch

Approved by: Angela Gardiner  
 per Mike Gutek, General Manager  
 Infrastructure Services Department  
 Dated: Nov 21/11

Copy to: Murray Totland  
City Manager

**TO: Secretary, Planning and Operations Committee**  
**FROM: General Manager, Community Services Department**  
**DATE: November 15, 2011**  
**SUBJECT: Mendel Building Re-Use Children's Discovery Museum Proposal**  
**FILE NOS: UD.217-96 and CS.600-1**

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- RECOMMENDATION:**
- 1) that the Children's Discovery Museum proceed to prepare a business plan for the re-use of the Mendel Building; and
  - 2) that the submission date for their Business Plan is June 30, 2012.

**BACKGROUND**

City Council, at its meeting held on November 22, 2010, approved a report that identified the process and timeline for facilitating the Adaptive Re-use of the Mendel Building. The Call for Ideas criteria were as follows:

- 1) Integrated and complementary with the objectives of the Kinsmen Park and Area Master Plan.
- 2) A good fit and a great caretaker with the existing building. Respects and maintains the modernist heritage fabric in the inside and out.
- 3) Community: A hub for Saskatoon's citizens, a meeting place for all regardless of age or culture. Interactive and welcoming.
- 4) Tourism: Activities for tourists and a place for special events.
- 5) Education: A place where people can learn about and appreciate Saskatoon's history, culture, art and environment.
- 6) Multi-disciplinary and flexible: With a mix of uses and spaces suited to multi-purpose and multi-disciplinary programming.
- 7) A centre for excellence: Unique within the city.

On August 17, 2011, City Council allowed two proponent teams to prepare an Organizational Readiness Report to help Administration better determine whether the Mendel Re-Use proponent teams were ready to enter into the Business Plan stage of this process.

Also at its meeting held on August 17, 2011, City Council, when dealing with Clause 1, Report No. 13-2011 of the Executive Committee, resolved:

“that the City would fund 40% of the annual operating costs, including utilities and the Civic Buildings and Comprehensive Maintenance Reserve contribution, for the proportional share of public use of the washrooms and lobby access of the existing Mendel Art Gallery Building.”

The tenant program area (excluding the conservatory and proportional cost of lobby/washrooms) estimate of probable operating cost is \$446,000 (includes reserve \$114,000; taxes \$69,000; utilities \$89,000; and maintenance/operation \$174,000) modelled on civic operating costs for an office building type.

## REPORT

Your Administration received an Organizational Readiness Report from a team led by the Children's Discovery Museum (CDM) on September 19, 2011 (Attachment 1). The content of the report includes high level information on the group's collective vision, operations, functional program and fit in the building, management and operations structure of the group, and financial information on the organizations capital and operations.

The team representing the Frederick Mendel Digital Arts Centre of Excellence decided that they were no longer interested in pursuing tenancy of the building. Reasons for this included: 1) costs associated with fit-out and rental; 2) public programming which was outside of the core function of their organization; 3) concern that divergent needs of the facility would take the group away from their organization's focus.

The Kinsmen Park and Area Master Plan Steering Committee reviewed the Organizational Readiness submission by the Children's Museum. The proponent fulfills the mandatory requirements of public activity programming, utilization of all of the available space and ability to operate independently of additional civic funding.

The proposal by the Children's Museum is ambitious and potentially an excellent fit with the Kinsmen Park and Area Master Plan. The Master Plan is proposed for implementation to begin (subject to City Council approval) as early as next year, with detailed design of the new children's play area anticipated as the first phase of development of a 25-year plan to rejuvenate the park. The mutually beneficial relationship between Kinsmen Park's new children's play areas and the Children's Museum at the Mendel would help to create a busier activity node and a true centre for children in the city.

The Organizational Readiness report outlines a bold and exciting plan to take the Children's Museum forward at the Mendel building, utilizing a facility that is significantly larger than the current Children's Museum location. Operating revenues and expenditures in the Organizational Readiness Report are modelled after numerous Children's Museums across Canada and the United States, and the Saskatchewan Science Centre in Regina. Many successful centres used to create the CDM business model did not "soft start" in a smaller facility, but started in their full-sized locations from day one of operations. The CDM Board is confident that the Mendel building is correctly-sized for their operational needs and that that they can flourish in this optimal location.

The CDM proposes to take on 100% of the management of the building offering year-round daily programming. Their report shows three scenarios ranging from a smaller to a larger footprint for the museum within the Mendel, with greater and then lesser space devoted to sub-lease areas. The CDM has included a full build-out scenario in this package of information to identify which areas would be occupied by the CDM, and which would be leased to third-party tenants. Some variations of this have been provided, should the museum not be able to achieve full build-out in year one of operations.

CDM propose the facility will serve as a meeting place for the community building; serving multiple generations with activities specifically directed to children and their families (typically parents and grandparents). A mandate focused on education about Saskatoon's history, culture,

art and environment will be incorporated in many of the permanent exhibitions. Partnering with the Saskatchewan Children's Festival and Wide Open Children's Theatre will allow for additional opportunities for programming that make use of theatre, science, technology, music, dance, storytelling, and visual art.

CDM is currently in dialogue with the Saskatchewan Science Centre with respect to future opportunities for collaboration. The Kinsmen Club of Saskatoon is interested in having an office and access to meeting space at the Mendel building. In addition, Shakespeare on the Saskatchewan is interested in up to 1,500 square feet of office space. Expressions of Interest in exploration of programming and partnerships with not-for-profit include Saskatchewan Registered Music Teachers Association, Saskatchewan Intercultural Association, SaskSport, FLICKS Film Festival, and the Saskatchewan Native Theatre Company.

The next stage in the re-use of the Mendel Building is the preparation of the full business plan. The Administration recommends that the Children's Museum proceed to this stage of the process, the functional program and public activity component for children make it a good fit at the site. The purpose of the business plan is to fully understand the ability of the CDM to manage and operate the building at full capacity in a self-sufficient manner. This report recommends a completion date for the Business Plan of June 30, 2012. This will allow the Children's Discovery Museum to thoroughly prepare their analysis and projection without unnecessary time restrictions

If the CDM cannot fully illustrate their capacity to operate the building through their business plan, then your Administration will report back to City Council and a further call process will be considered. The proposed date for the completion of the business plan allows adequate time to carry out a second process, if necessary, as the Civic Gallery vacates the Mendel premises in late 2014/early 2015. It is the intention to have the new tenant prepared for occupation of the building as soon as possible following the civic gallery's departure and in either scenario, this would be possible.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

The Children's Discovery Museum proposes to fully operate the building, taking over all of the risk for the building costs. Therefore, they would pay the City the contribution to the building maintenance reserve (\$114,000) and take over all costs associated with maintenance, operation and utilities. All maintenance work would be carried out according to City Standards and Specifications. City cost for operating the tenant program area would be \$0, and the cost for operating 40% of the public lobby space would be \$34,000 annually, as per the report approved on August 17, 2011.

In this proposal, the CDM propose tax abatement on the property, and this would be brought to Council at a later date for detailed discussion should their business plan be approved.

The Children's Discovery Museum, in pursuing their ambitious program, is assuming risk as



they propose to not only fund the building's operations, but also to fundraise for capital improvement. The proposed usage would provide a major attraction to the City and serve to strengthen a prominent civic hub as proposed in the Kinsmen Park and Area Master Plan.

The risk to the City, in supporting this concept, is small as compared to the Children's Discovery Museum commitment to realizing the Mendel building as a centre of activity for children unique to the City. Should the Children's Discovery Museum default, the City would potentially lose the reserve contribution and the cost of utilities. Should the City proceed with this proposal, at the time a lease is developed, the City could require the proponent to provide a deposit upfront which would further reduce its risk. In addition, no capital development can occur on the building without prior approval from the City with assurance the funding is in place to proceed.

### ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

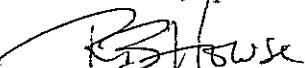
### PUBLIC NOTICE


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

### ATTACHMENT

1. Organizational Readiness Report by the Children's Discovery Museum.

Written by: Jeanna South, Urban Design Manager  
Sandi Schultz, Special Projects Manager

Reviewed by:   
Rick Howse, Corporate Projects Coordinator  
Dated: NOVEMBER 15, 2011

Approved by:   
Paul Gauthier, General Manager  
Community Services Department  
Dated: November 16, 2011



October 4, 2011

Ms. Jeanna South, Project Manager  
Land Branch, City of Saskatoon  
201 – 3<sup>rd</sup> Avenue North  
Saskatoon, SK S7K 2H7

Dear Ms. South:

Enclosed please find the Organizational Readiness report of the Children's Discovery Museum, in collaboration with The Northern Saskatchewan International Children's Festival and Wide Open Children's Theatre. **We are confident that we can provide the citizens of Saskatoon with a top-tier, major attraction, on the scale of the Western Development Museum, the Forestry Farm, and Wanuskewin, in a manner that this is cost/revenue neutral to the City.**

Our proposal contemplates the Children's Discovery Museum undertaking 100% of management tasks for the building, securing our own vendors and service providers for all occupancy services, utilities, etc. The only remittance to the City would be funds paid into a capital reserve escrow account for the building. Under this turn-key arrangement, the Museum would sublet square footage it does not require to other tenants whose objectives are consistent with the Museum's vision. Our proposal includes three graduated scenarios which could be implemented depending on the results of our capital campaign.

In considering our proposal, it cannot be emphasized enough that ours is not a new or unique model. Successful children's museums have been developed in hundreds of North American cities, and our proposal is based on comprehensive metrics from their combined experiences. Because of this, our endeavour may be considered as analogous to a franchise—based on a model that has been done over and over again, with predictable results. In addition, we have assembled an advisory team of top leaders from our community to assist us in developing our strategy as we move forward.

For these reasons, as well as our successful "proof of concept" experience in Market Mall and input from successful local fundraisers, we are confident that we can raise the needed funds. However, to do so, we require a commitment from the City. Major donors need to know where their money will go, and the prospect of a top-tier family destination located within the family-centered revitalized Kinsmen Park, and housed within the Mendel building will be a catalyst for our campaign. If the City is inclined to select the Children's Discovery Museum as the Mendel re-use tenant, we look forward to the City providing that assurance at the earliest possible date so we can begin that campaign in earnest.

As you are reviewing our submission, it is our hope that you will contact us if there are any details you wish to discuss further.

Finally, we request that we be invited to address the Executive Committee in the meeting in which the report on the Organizational Readiness submission is presented.

We are grateful for the excellent work being provided by City Administration on this project, and we look forward to continued discussions about how we can partner to make this exciting opportunity a reality for Saskatoon.

Sincerely,

A handwritten signature in black ink, appearing to read "Erica Bird". The signature is fluid and cursive, with a large initial "E" and "B".

Erica Bird  
President of the Board  
Children's Discovery Museum on the Saskatchewan

Saskatchewan Children's Festival  
706-601 Spadina Crescent East  
Saskatoon, SK S7K 3G8

T: 306.664.3378 x 5  
F: 306.664.2344  
E: directorchildfest@sasktel.net



To: Jeanna South, Project Manager, Land Branch – City of Saskatoon  
From: Shauna Bradford-Wilson, Executive Director, Northern Saskatchewan  
International Children's Festival  
Re: Adaptive Re-Use of Saskatoon's Mendel Art Gallery and Civic Conservatory  
Date: September 16, 2011

Dear Ms. South,

This is an exciting time to be involved in the cultural growth of Saskatoon. There has never been a more crucial moment to firmly state how much we value innovation and creativity in our community; our success as a city, in the near and distant future, depends on these qualities taking root.

The opportunity represented with this cooperative proposal for the adaptive re-use of the Mendel Art Gallery and Civic Conservatory signals that Saskatoon is committed to creating bridges of connectivity and experiential education for all citizens, and that this commitment is active from the earliest stages of human development. It's our chance to demonstrate that in Saskatoon, the qualities of citizenship do not begin when we start paying property taxes. Rather, civic participation begins at birth, so that the values and ideals of a progressive society are actualized at the earliest possible age.

There are several successful models of multipurpose spaces in Canada that serve a programming agenda firmly grounded in civic engagement and cultural innovation. The Mendel building, with its rich legacy of artistic excellence, is the ideal home to accommodate multiple stakeholders devoted to nurturing imagination and participation among citizens of all ages. It has the potential to become a world-class centre for children's arts, lifelong learning, and family experience. These are the goals that the Children's Festival is built upon, and we are very proud to contribute to this important conversation.

We are in the midst of our annual audit, and we will be able to supply your office with the most up to date financial statements from the festival within a few weeks. Should you require further information regarding the role that the festival may play in helping to shape this vision for inclusive and accessible creative learning for young people in Saskatoon, please do not hesitate to contact me. I will be happy to do all I can to make this concept a reality in the near future.

For over two decades, the festival has been a mainstay of cultural development in our community. On behalf of our Board of Directors, the hundreds of Saskatoon citizens who make the festival a volunteer priority each year, and the 20,000 visitors we receive every June, many thanks for allowing our organization to be part of this process. We look forward to the outcome with great anticipation.

Sincere regards,

Shauna Bradford-Wilson  
Executive Director  
Northern Saskatchewan International Children's Festival  
(PotashCorp Children's Festival of Saskatchewan)

**Play.**

**Create.**

**Discover.**

**Imagine.**

**Adaptive Re-use of the Mendel  
Building as Part of the Kinsmen  
Park & Area Masterplan**

**Organizational Readiness Report**

**Submitted by**

– Children's Discovery Museum

**In cooperation with**

– Northern Saskatchewan International Children's Festival  
– Wide Open Children's Theatre

**Submitted to**

Jeanna South, Project Manager  
Land Branch, City of Saskatoon  
201 – 3rd Avenue North  
Saskatoon, SK S7K 2H7

# 1.

# Collective Vision

This project is a creative and cultural investment for all people who call Saskatoon home, and a destination for education and family experiences now and in the future. A centre for hands-on learning and creative exploration, it will ignite young imaginations. It is more than a building. It is the symbol of a shared vision for our young people that is engaging, active, and asks the big questions.

The issue is not, "What will the new Mendel look like?" Rather, it is "What do we value as a community, and how do we manifest that investment for future generations?" Our collective vision speaks to big dreams, big imaginations, and a worldview that is as wide as our Saskatchewan horizons.

Our collective vision for the re-use of the Mendel is a world-class multi-purpose space that provides civic programming and experiential learning opportunities for children and families. It will serve as home to the Children's Discovery Museum, the Northern Saskatchewan International Children's Festival, and Wide Open Children's Theatre, three non-profit entities dedicated to delivering learning opportunities in the arts and science to Saskatchewan's children.

This vision perfectly fulfils the stated objectives of the Kinsmen Park & Area Master Plan, to "*focus on activities and programming for children, fun and play, but also generate an active centre from a high quality, lively urban environment that is used by all ages and abilities year round*", and to "*prepare a plan for the adaptive reuse of the Mendel Art Gallery building and grounds...in a manner that responds to and supports the broader site context.*" (Kinsman Park & Area Master Plan RFP, para. 1.2(1) & (3)).

We have the ability with this project to take the best ideas from the models that have been proven successful and build from there. What we propose is a framework that will support future reinvention, to respond to changing needs in the community as our city—and our world—develop.

# 2. Organization Profiles

## 2.1 Participating Groups

This proposal is submitted by the Children's Discovery Museum on the Saskatchewan, in collaboration with the Northern Saskatchewan International Children's Festival, and Wide Open Children's Theatre. Our organization profiles are addressed separately by each in turn below.

## 2.2 Children's Discovery Museum on the Saskatchewan

### 2.2.1 Statement of Purpose

The Children's Discovery Museum's mission is to foster creativity, curiosity, and a lifelong love of learning in children, through hands-on exhibits, programming, and outreach.

The Children's Discovery Museum provides:

- A bridge between the intimate home learning environment and that of the curriculum-directed school by combining play with specific learning objectives in a welcoming, informal, and developmentally appropriate setting.
- A unique venue that brings together our children, families, and community for interaction that develops essential foundational skills, lights a creative spark, and stimulates learning.

In addition, through our Access program, we ensure that financial barriers are not obstacles to our quality educational opportunities.

Our goal is to build or renovate a large, state-of-the art facility in a downtown location. An expanded facility will allow us to:

- Develop a greater range of exhibits and programming.
- Be a "town square" for our community and draw families into the city centre.
- Help reverse stigma and discrimination by being an inclusive, welcoming space.
- Be a major tourist attraction, benefiting local businesses and the city's economy.
- Be a resource for schools, preschools, childcares and other organizations that serve the needs of children.

## 2.2.2 Overview of Current Operations

The Children's Discovery Museum on the Saskatchewan is incorporated under the Non Profit Incorporations Act Saskatchewan Justice (Entity Number 101031155), and is a registered charitable organization (Revenue Canada Number 85483 6137 RR0001).

## 2.2.3 Management Structure

The Children's Discovery Museum on the Saskatchewan is administered by an elected board of directors, who meet monthly and work on the committees listed below, with approximately 30 other active volunteers and six staff. We are currently a working board. We report to our members through our Annual Report, and at our Annual General Meeting.

### ▣ Board of Directors

#### **Dr. Erica Bird – President**

PhD in Physics, University of Toronto, 2002

Skills: Exhibit design, research and analysis, communications

#### **Genevieve Dessommes Denny – Vice President**

Juris Doctor, Loyola University (New Orleans), 1996

Owner, Pelican Properties, 115 3rd Avenue South

Skills: Research and analysis, communications, fundraising

#### **Margaret Hurst – Treasurer**

Bachelor of Education, University of Saskatchewan, 1989

Founder and Educator, Allegro Montessori

Skills: Teaching, exhibit design, program planning, accounting

#### **Alana Ferguson – Secretary**

MA, Sociology, University of Saskatchewan, 2009

Skills: Grant writing, research and analysis

#### **Theresa Johnston – Director**

BEd, BA (Psych), BAC, University of Saskatchewan

Owner, Percy Communications

Skills: Communications, marketing, writing, business administration, fundraising

#### **Mouna Karam – Director**

Bachelor of Law, University of Damascus, USCAD Photography, U of S

Owner and Photographer, Artography by Mouna

Skills: Design, photography, fundraising

#### **Erica Wright – Director**

BSc (Physiology), U of S, 2007; MLIS, University of Alberta, 2010

Skills: Research and analysis, grant writing, fundraising

### ▣ Advisory Board

**Dwight Percy**, President, Percy Communications Inc. (Chair)

**Myrna Bentley**, Former CEO, Concentra Financial

**Dave Denny**, Owner, Pelican Properties

**Les Dube**, Owner, Concorde Group of Companies

**Byron Horachek**, CA, MNP

**Jim Hutch**, President, Hutchtech Inc.

**Lynn McMaster**, Canadian Museum of Civilization

**George Rathwell**, Director, Saskatoon Public Schools

**Terry Scaddan**, Executive Director, The Partnership

**Brian Storey**, Owner, Pelican Signs



#### ☐ Committees

**Operations Committee** Takes care of the day-to-day operations of the Children's Discovery Museum at Market Mall. Tasks and responsibilities include hiring and supervising our staff, facility maintenance, bookkeeping, and maintaining office inventory.

**Exhibits, Programming and Outreach Committee** Works with our Program Leader to create and update our exhibits and activities, and to develop and deliver programming on-site and at outreach events.

**Fundraising and Development Committee** Oversees the fundraising and "friend-raising" of the Children's Discovery Museum. Tasks and responsibilities include creating fundraising materials, identifying possible sponsors and donors, asking for donations, and following up.

**Grants Committee** Is responsible for maintaining the yearly grants calendar and writing public and private grants. Private grants are often done in collaboration with the Sponsorship and Donations Committee.

**Marketing and Communications Committee** Tasks and responsibilities include creating promotional materials, printing and advertising, maintaining our website and social media sites, writing our monthly e-News, sending media releases, and being interviewed by the media.

**Future Planning Committee** Responsible for planning and advocating for our possible move and expansion. Tasks include going to meetings with the City and with our potential partners, developing the business plan, and advocating in the community and amongst city leaders.

**Volunteer Program Committee** Oversees the Children's Discovery Museum volunteer program. Tasks and responsibilities include working with our Volunteer Coordinator to write policy and create materials.

**Dining for Discovery Committee** Plans and puts on our annual gala dinner, Dining for Discovery. Tasks and responsibilities include securing silent auction items, promoting the event, selling tickets, and running the event.

**Discovery Dash Committee** Plans and puts on our annual family fun run and day in the park, the Discovery Dash. Tasks and responsibilities include finding sponsors, promoting the event, and running the event.

#### ☐ Members

Between April 1, 2010 and March 31, 2011, 172 families and individuals bought Regular Memberships to the Children's Discovery Museum. In addition, we have 15 Voting Members (mostly directors and key volunteers).

### 2.2.4 Professional Affiliations

- Association of Children's Museums
- Tourism Saskatoon
- SaskCulture
- Child and Youth Friendly Saskatoon
- Community, Experiences, Resources and Tours (CERT)

## 2.3 Northern Saskatchewan International Children's Festival

The Northern Saskatchewan International Children's Festival is a non-profit corporation with charitable status (#122790744 RR0001). We held our first festival in June of 1989. As a result of the success of the pilot festival, it was determined that it could become an annual event, taking place on the riverbank in downtown Saskatoon.

We are a participating member of the Canadian Children's Festival Association. There are only 8 such festivals in major cities across the country.

### ■ Mission Statement

The corporation exists to provide a multi-media festival of the performing arts, with the goal of challenging the minds and enriching the lives of children.

### ■ Objectives

- to present a major annual event for our province, particularly Saskatoon and Northern Saskatchewan, that will provide affordable cultural and educational activities specifically designed for children;
- to involve children in diverse multicultural experiences that will widen horizons and help to promote better international understanding;
- to enrich the lives of children in families and schools through participation in artistic creative processes;
- to promote public awareness of the benefits and value of the performing arts for children and families;
- to contribute to a shared civic experience that is inclusive, responsive, and that celebrates cultural diversity as being vital to a child's quality of life;
- to partner with other community groups and institutions striving to provide high-quality, innovative multicultural experiences for Saskatchewan children.

### ■ Organizational history

The Northern Saskatchewan International Children's Festival is dedicated to cultivating a creative, connected community. Approximately 20,000 people visit us each year for international arts performances and activities that would otherwise never be experienced in our province at an accessible price point. Our programming is often accompanied by unique workshops, study guides, and hands-on learning opportunities that add value on an experiential level. For over 20 years, we have provided arts experiences that are fun, family-friendly and affordable.

The Saskatchewan Arts Board ranks our event as one of the top 3 festivals in the province. According to research conducted with Inshtrix in 2010, many people mistakenly believe that the Children's Festival is a product of municipal design. While we do compete for granting from the City of Saskatoon, civic government or infrastructure does not protect us – we raise over a half-million dollars each year from a combination of private and public sources to present our unique brand of community-building for the people of our area. At the present time, we are the only cultural festival in the province with an international focus that is dedicated to children.

Our festival often represents a local child's first experience with "real live" performing arts, and this is a privilege and responsibility we hold very dear. We are helping to develop the creative thinkers of tomorrow. Curiosity, collaboration and compassion are qualities to be fostered in all children, no matter what kind of background the child may come from. If children live what they learn, then the Children's Festival is determined to open doors of inspiration, joy, and empathy among as many of our future grown-ups as we can.

## ☐ Organizational Structure

We operate as leanly as possible in order to put the bulk of our funding towards programming. The Children's Festival is volunteer-driven, requiring between 7 and 12 volunteers on the governing Board of Directors through the fiscal year (Sept 1 – Aug 31). The event itself requires 500+ community volunteer shifts to be filled over 5 days.

The festival has one full-time staff member (Executive Director) and one part-time employee (Office Manager) from September through February each year. In the active production period of March – June, up to 6 temporary part-time coordinators join the team. All staff reports to the ED. The ED in turn reports to the Board. Mentorship, community engagement, and outstanding production values from artists around the world are our pillars to success.

A few other cities in Canada have made the organizational structure of their children's arts festivals a key component of cultural civic program delivery, for many reasons; despite being one of the most accessible all-ages community ventures our city offers, however, our festival is not part of the of municipal infrastructure of Saskatoon, and we are not guaranteed support from the city on anything other than an annual basis. We are a stand-alone annual event, raising money and donations year-round to contribute to the quality of life of all Saskatoon's children under age 12, especially those who are in need.

## ☐ Community Partners

A short list from the 20+ service groups we work with would include the Foster Families of Saskatchewan Association, Big Brothers Big Sisters, Catholic Family Services, Open Door Society of Saskatoon, Global Gathering Place, White Buffalo, and the YWCA Family Crisis Shelter.

We also work closely with the Saskatoon Public Schools Division and Greater Saskatoon Catholic Schools in order to support curriculum priorities through our programming. While our performances are available to all elementary schools, those requiring support or leadership incentives are often given unique hands-on opportunities that only the Children's Festival can offer. There are currently 13 elementary schools in the Saskatoon Public Schools division that identify as high-needs inner-city community schools and perimeter schools.

There are 6 in the Greater Saskatoon Catholic school division. Every year we consult with division representatives to create new opportunities for participation, and then we raise the funds to support these important initiatives.

We also have access and the internal capacity to support a marketing and communication strategy that includes every school division in the province. This relationship has taken two decades to develop. We are a member of several organizations driven by advocacy and presentational excellence, such as:

- Canadian Children's Festival Association
- Organization of Saskatchewan Arts Councils
- Saskatchewan Arts Alliance
- SaskCulture
- Saskatchewan Arts Board
- The Canadian Arts Presenting Association/l'Association canadienne des organismes artistiques (CAPACOA) International Performing Arts for Youth Association

Chair, Barry Ghiglione  
 President, Handy Group of Companies  
 Treasurer, Brigitte Luciuk  
 Chartered Accountant/Consultant  
 Secretary, Tammie McCumber  
 Owner/Operator, The Giggle Factory

Members-at-large  
 Lillian Denton, Director of Community Investments, SIGA  
 Craig Peterson, Promotions Manager, The StarPhoenix  
 Chris Roy, Software Developer  
 Tracey Shewciw, Program Facilitator, Arthritis Society of SK  
 Tammy Shircliff, Vice-Principal, St. Mary's Community School  
 Ashley Smith, Lawyer, Macpherson Leslie Tyerman  
 Brian Storey, Owner, Pelican Signs  
 Desiree Tirk, Family Literacy Director, READ Saskatoon

Note  
 Vice-chair is currently vacant.

## 2.4 Wide Open Children's Theatre

Wide Open Children's Theatre strives to produce professional theatre for young audiences (TYA) to entertain and educate adults and children alike. With an emphasis on puppetry we reach young people ages 2-18 with the magic of live theatre, instilling in them a love for live culture that will fill their lives with 'joie de vivre' (a passion for living).

Established in 2001 by CAEA actors Kristi Friday and Crispi Lord, Wide Open incorporated as a non-profit in 2004 and became a charitable non-profit in 2005. Over the past nine years we have created 39 TYA (Theatre for Young Audiences) shows for the public as well as over 20 corporate shows. Wide Open is the only dedicated Theatre for Young Audiences in Saskatoon. We perform a season of shows for the public, tour Saskatchewan and Alberta Schools (January to May) and tour Fringe Festivals in the summer. We have also performed at many Saskatchewan family events including Saskatchewan's Children's Festival, READ Saskatoon events and the Koncerts for Kids series (across SK). Wide Open designs and builds all our own Muppet-style puppets and have been hired to create puppets for use across Canada and the USA. We are the only professional children's theatre company in Saskatchewan.

Since 2003 Wide Open has presented an annual season of children's theatre in Saskatoon and is ready to move into a space that is designed for young audiences. This dedicated space will allow us to extend our annual season for ages 3-12 as well as offer a season of plays for ages 12-18 and will be the only dedicated children's theatre in Saskatoon. Wide Open will continue to create unique and exciting productions but will also bring in local, national and international touring productions for young audiences, offering shows that are unavailable elsewhere in the city. As a member of The Puppeteers of America and connected with The Dell'Arte International School of Physical Theatre they have contacts throughout the performance world and are excited about bringing new and unique offerings to young people in Saskatoon. Inspired by The Theatre For Young People in Toronto (typ.ca) and The Manitoba Theatre For Young People in Winnipeg (mtyp.ca) Wide Open continues to produce exciting theatre for young audiences.

Wide Open is interested in sharing space at the Mendel with the Children's Discovery Museum and other cultural groups. We see the Mendel Gallery as the perfect vessel to present an exciting array of culture to children, families and the community. We are interested in participating as a rental client in performance space, a workshop and storage, and office space.

## 2.5 Other Potential Collaborators and Co-Tenants

### ■ Saskatchewan Science Centre

The Saskatchewan Science Centre is currently seeking opportunities to bring their programming to audiences outside Regina, and we have started a dialogue with them with respect to future collaborations with the Children's Discovery Museum.

### ■ Kinsmen

The Kinsmen Club of Saskatoon would like to have an office, and access to a meeting room in the Mendel building.

### ■ Shakespeare on the Saskatchewan

Shakespeare on the Saskatchewan would be interested in 1,000 to 1,500 sq ft of office space, if it were available.

Expressions of interest in exploring programming and/or presentation partnerships have been forthcoming from several non-profit groups, including:

- Saskatchewan Registered Music Teachers Association
- Saskatchewan Intercultural Association
- SaskSport
- Persephone Theatre – Kinsmen Young Company
- FLICKS Film Festival
- Saskatchewan Native Theatre Company

# 3. Proposed Activities and Programming

## 3.1 Requirements and Optimal Parameters

This proposal is brought forward by the Children's Discovery Museum, the Northern Saskatchewan Children's Festival, and the Wide Open Children's Theatre. Of these entities, the Children's Discovery Museum would be the single largest tenant within the Mendel building, offering year-round, daily programming. Accordingly, the discussion of parameters set forth from the following pages focuses on the ways in which Children's Discovery Museum satisfies the concept parameters for the Mendel Re-Use as well as the Kinsmen Master Plan goals.

### 3.1.1 Children's Discovery Museum

▣ **Community:** A hub for Saskatoon's citizens, a meeting place for all regardless of age or culture, and interactive and welcoming.

Children's museums have long been recognized as focal points for community building. We serve as a meeting place for multiple generations, and our activities are specifically directed to children and their caregivers, typically parents and grandparents. One of the things that has been striking about our Market Mall experience is the high level of interest we have received from seniors who later come to the Children's Discovery Museum with their grandchildren, where they enjoy time interacting in the craft room and exhibits.

We also strive to be accessible to all regardless of means. Our Access program has been very successful at bringing disadvantaged children into the Children's Discovery Museum, exposing them to quality educational experiences they might not have otherwise enjoyed. In 2010, 1,200 children visited as part of this program. We also have reached out to new immigrants to Saskatoon, inviting them to experience the Children's Discovery Museum both as patrons and volunteers. The Children's Discovery Museum also reaches out to patrons with differing physical abilities. A great example of this is the families who bring their children with developmental disabilities to the museum on a regular basis, where they are encouraged to touch the exhibits. These inclusive efforts mean that the Children's Discovery Museum has become a crossroads for various segments of society – from differing ages, socioeconomic backgrounds, races, and physical abilities – who might otherwise have little contact with one another.

To foster community building, children's museums are ideally located in "neutral spaces" purposely chosen because they are not off-putting to any subset of the population, no matter what their background. Both Kinsmen Park and the River Landing Spray Park have been extremely successful in this regard, and the Mendel location, adjacent to Kinsmen Park and situated similarly to the Spray Park on the riverfront, is especially attractive for this reason. The space is widely considered by all Saskatonians to be part of their public sphere, in a unique way that will enhance the perception of the Children's Discovery Museum as a neutral, welcoming space for all.

▣ **Education:** A place where people can learn about and appreciate Saskatoon's history, culture, art and environment.

Education is our mandate. The Children's Discovery Museum was founded by Saskatoon educators who believed the best learning occurs when children play. Our goal will be to incorporate Saskatoon's history, culture, art and environment in many of our twelve permanent exhibits, without duplicating any of the wonderful exhibits already available in Saskatoon, such as those at the Western Development Museum or Wanuskewin Heritage Park. Themes and exhibits displayed in the Children's Discovery Museum will be Saskatchewan-based, including the history of our city and province; a multi-cultural component; and an environmental component, including the booming resource industry. There will be plenty of opportunities for children and adults to learn about Saskatoon and Saskatchewan. It is our hope that as the Museum matures, some of these Saskatchewan-focused exhibits may evolve into traveling exhibits that tour Canada, spreading the word about our province's unique history and what it has to offer.

The Children's Discovery Museum will benefit Saskatoon by providing children with the many tools and experiences they need to reach their potential, and become active and successful community members in the future. By supporting families in educating and nurturing children during the formative years, the Children's Discovery Museum will benefit our community for generations to come.

▣ **Multi-disciplinary and flexible:** A mix of uses and spaces suited to multi-purpose and multi-disciplinary programming.

All successful children's museums rely on a vast array of multi-disciplinary exhibits and programming. Children's museums make use of theatre, science, technology, music, dance, storytelling, visual art, and art education, among other disciplines. Partnering with The Saskatchewan Children's Festival and Wide Open Children's Theatre will provide additional opportunities for programming within the expertise of those organizations. With the increased square footage the Children's Discovery Museum would have in the Mendel building, we would be able to expand our permanent exhibit offerings and programs to include a broader range of topics and target a wider age group, up to age 12 (although many children's museum exhibits are found compelling by youth and adults!).

Additionally, we plan to develop programming that would involve the grounds of the Mendel space, and if possible, the Conservatory.

Finally, we would reserve a minimum of 1,500 square feet for traveling exhibits, and our initial goal would be to host at least one a year. The range of these types of exhibits is enormous, and would truly make the space multi-purpose and multi-disciplinary. A list of several traveling exhibits, currently available through the ACM, is provided in section 3.2.1.

☐ A good fit and a good caretaker with the existing building: Respects and maintains the modernist heritage fabric in the inside and out. Functional program fits well within the existing space; it is neither too big nor too small.

The existing Mendel Gallery is a jewel among Saskatoon's civic facilities, deserving of a steward who will employ it to its highest use. Because it was designed first and foremost as an exhibit space, a format the Children's Discovery Museum plans to continue, it is uniquely positioned to take advantage of the building's original design. In fact, we envision very few changes to the building itself, and anticipate that most of the exhibits we will acquire would be designed to be situated in the current exhibit spaces. For example, we envision the rear gallery, with its double-height ceilings, being dedicated to traveling exhibits for a portion of each year and as a performance space for the rest of the year. A possible long-term goal for this area is to develop it as a planetarium.

One change we imagine might be possible, that would add to the beauty of the building, would be to put windows and possibly a walkway along the East side. With no fragile artwork, we can allow natural light in, and give visitors a stunning view of the South Saskatchewan.

The location of the gallery along the riverfront is another reason the Mendel space is an especially good fit for the Children's Discovery Museum, since it provides an ideal site for year-round outdoor activities. We are especially enthusiastic about the opportunity to offer summer camps with outdoor programming on the site; as well as winter activities such as ice sculptures, ice-climbing, etc. We have also discussed the feasibility of a climate exhibit, focusing on Saskatoon's unique climate that would involve outdoor winter installations. Moreover, the situation of the gallery adjacent to the City's Conservatory will bring new visitors to both the Conservatory and the Children's Discovery Museum, as patrons of each take advantage of their adjacent location.

With respect to the caretaking responsibilities that go along with tenancy in the Mendel space, the critical factor required for caretaking is financial viability. The Children's Discovery Museum has demonstrated its financial viability through its successful operations in Market Mall, where we have met all of our operating expenses, by earning 50% and raising the other 50% through corporate sponsorships and private donations, which is consistent with the other 250 members of the Association of Children's Museums (ACM).

It is also worth noting that as an Association of Children's Museums member, the Children's Discovery Museum has access to the metrics compiled from the ACM's 250 children's museums worldwide, and as we scale up, we expect these forecasting tools will help ensure our financial viability. There are hundreds of successful models whose experience we can benefit from, including several in Canada such as the Manitoba Children's Museum, which has recently reopened following a \$10 million renovation.

☐ Tourism: Activities for tourists and a place for special events.

Tourists seek destinations that serve the entire family. We need look no further than the Saskatchewan Science Centre in Regina, which hosts approximately 75,000 visitors per year (exclusive of the IMAX theatre), for an example of how such an institution can draw tourists and entertain families.

The need for additional family-friendly tourist attractions in Saskatoon is well-documented. As an example, the Children's Discovery Museum was recently approached by the Saskatoon Travelodge Hotel seeking to collaborate with the Museum on a visitor package for families. The Hotel specifically stated that they were motivated to partner with us because they have cultivated a successful niche as a family getaway for tourists from throughout the province, but that once in the City, there were few amenities outside the hotel for out-of-town guests with young families.

The situation of the Children's Discovery Museum within the current Mendel space adjacent to a revitalized Kinsmen Park will address this vacuum by creating a significant new tourist activity for families, akin to children's facilities in Winnipeg (Manitoba Children's Museum), Toronto (Kidspark), and Vancouver (Science World). We anticipate that if we move to the Mendel space, we will attract 60,000 visitors a year, and that many of them will be tourists.

Worldwide, more and more families visit children's museums each year for unique, interactive fun, enlightenment, and shared experiences not found in traditional museums or other popular destinations. In 2007, 30 million people visited a children's museum.

Finally, it is also worth noting that studies indicate that non-local attendees who visit nonprofit art institutions (including children's museums) spend nearly twice as much as local attendees, demonstrating that a community that attracts cultural tourists stands to harness significant economic rewards.

#### ■ A Centre of Excellence: unique within the city

The Children's Discovery Museum offers services and opportunities otherwise currently unavailable in Saskatoon, and an expansion to the Mendel space will improve those offerings. The nearest children's museums are hours away in Calgary and Winnipeg. The only facility in the province somewhat similar in interactivity is the Saskatchewan Science Centre in Regina, but it does not address the arts and humanities. Within Saskatoon, while there are some great facilities for children, there are none that are both completely hands-on and educational. While the Western Development Museum has many attractive exhibits, many of them cannot be touched. On the other hand, civic facilities, such as the City's pools, provide a venue for active play but are not educational. The Children's Discovery Museum provides both of these attributes, and in doing so brings something unique to Saskatoon.

Saskatoon is a culturally diverse community. An expanded children's museum in a central, downtown location will help strengthen our community by being a place of cultural celebration and acceptance. Through its exhibits and programming, the Children's Discovery Museum will showcase the uniqueness of our city and our citizens. It will be a facility accessible to all regardless of ability and will extend its positive presence beyond its walls through its outreach services to those who may not be able to visit the Mendel site.

Our recent market research (2008), gathered by Norsask Consumer Interviewing Services, in partnership with Ekos, illustrates Saskatonians want their very own children's museum. 400 households were surveyed including 105 with children under the age of 13; the full report is available upon request. Of the respondents with children under the age of 13, key findings include:

- 97% felt positively about the facility, after hearing the description of the proposed Children's Discovery Museum.
- 87% rated their likelihood of visiting to be high: 8 out of 10 or higher.
- 63% had visited a similar attraction in another city.
- 70% rated their likelihood of taking out of town visitors to the Children's Discovery Museum as high: 8 out of 10 or higher.



### 3.1.2 Northern Saskatchewan International Children's Festival

The values-based requirements identified by the City of Saskatoon regarding the Mendel re-use project are well-established as being integral to the organizational and community culture of the Children's Festival. We are already a centre of excellence, a hub for community, and a portal to education. We are by definition adaptive and flexible. We have proven ourselves respectful stewards of the natural and indoor spaces we occupy each year. A portion of our audience travels from beyond the 80km tourism threshold to visit us annually, and we are considered a mainstay of local culture. Our own market research indicates we are Saskatoon's favourite event for children and families.

In regard to facilities requirements, the Children's Festival has expertise in adapting existing indoor and outdoor spaces for theatrical use. The multipurpose spaces that are already part of the Mendel building, specifically in the north gallery and the lower-level auditorium, represent an ideal opportunity to create flexible theatre and presentation facilities. The templates for inspiration are the Manitoba Theatre for Young People ([www.mtyp.ca](http://www.mtyp.ca)) in Winnipeg, and the Young People's Theatre ([www.youngpeoplestheatre.ca](http://www.youngpeoplestheatre.ca)) in Toronto. These are incredible spaces that are adaptive to different modes of theatrical presentation, and both allow the seating capacity to accommodate the smaller audiences that are proven to be optimal for children's theatre. A professional theatre of this size is also attractive to community groups as rentals space, and does not exist in Saskatoon at present.

As well as requiring indoor facilities, the festival must be able to access a large outdoor park space, and this is where the Mendel site shines. Kinsmen Park is the perfect location for the Children's Festival, already being a "go-to" spot for children and families. As the new Children's Hospital is built across the river, the perceptual link between the park site, the Mendel, and this important new health facility will create a visual mission statement for Saskatoon; it is an opportunity to communicate a clear framework of identity as a city that values children and families, nurtures innovation, development and curiosity, and provides a stable and accessible place to live and work.

## 3.2 Public Activity Programming

### 3.2.1 Children's Discovery Museum

Children's museums are cultural institutions committed to serving the needs of children by providing exhibits and programming that stimulate curiosity and motivate learning. In a children's museum, all the exhibits are hands-on and interactive. They can be touched, handled, played with, climbed on, crawled through and experimented with in any way a child wishes. Children's museums offer informal learning experiences in the arts, humanities and sciences, and they are dedicated to encouraging curiosity, promoting childhood and inspiring imagination.

The Children's Discovery Museum will have between six and 12 permanent exhibits. These will be hands-on and interactive, and designed with varied ages and stages of development in mind. They will be built with the same standards of excellence and safety that make children's museums so popular elsewhere, but the themes will reflect Saskatoon and Saskatchewan.

As well as the self-guided exhibits, the Children's Discovery Museum will have ongoing programming. Children's museums use programming to add variety and depth to their permanent exhibits. Rotating and varied programming draws in new audiences and retains current ones, and generates extra earned income. Programs are often designed in partnership with other community groups. Whereas the exhibits are built for all ages, programming can be targeted to benefit specific age groups. Programming includes weekly activities for all visitors, school group activities which can be created to complement curricula, school-break day camps and any other special seasonal or festive programs.

We would turn Gallery 3 (North Gallery) into a great multi-purpose space. We would use it for our traveling exhibits for three months of the year, while the rest of the time, it would be dedicated to performances from Wide Open, the Children's Festival, and any other performance groups. While not in use by a group, it could remain an interactive activity area, where children can put on performances of their own. This space could also be used for movie nights and special lectures.

As part of our programming, our initial goal will be to host one travelling exhibit each year. The range of these types of exhibits is enormous; a snapshot of just a few of the traveling exhibits currently available from Association of Children's Museums members includes:

#### ■ The Art of Andy Warhol Interactive Art

The Art of Andy Warhol is a unique, interactive exhibit featuring original Warhol silkscreen prints and a working silkscreen studio. In this exhibit, visitors experience the silk screen process from beginning to end. After designing an original image out of newsprint, young artists take their images to the silkscreen bed, place them under the screen and assist staff in spreading the ink across the screen with a squeegee. The screen is then lifted and the original piece of art is complete.

The artwork includes Warhol's Myth Series, prints of fantasy characters from his childhood, and Toy paintings, based on his passion for collecting toys. Other activities include costumes inspired by the Myth Series characters, a reading area with books on Andy Warhol and art, and original tin toys from Warhol's collection.

#### ■ Building Brainstorm Architecture & the Built Environment

Building Brainstorm, which was developed with the Center for Architecture Foundation, creates a fantasy architecture studio in which children ages 5-12 and their families research and explore a range of building design challenges. Kids and adults experiment with building materials, explore engineering problems and investigate how their choices about light, form, structure and organization can impact a building's design.

##### Visitors:

- Build 3-D models with architectural blocks
  - Create 3-D crawl-through structures using geometric frames & fabric
  - Design their own layouts for a family apartment or house
  - Transform a home's interior using a computer design game
  - Match 2-D geometric magnetic shapes to Shanghai's dramatic skyline
  - Experiment with light & space at a window research station
- Building Brainstorm is trilingual (English, Spanish, French), meets national curriculum standards in design, problem-solving, social studies and the visual arts.

### 3. Proposed Activities and Programming

☒ Chagall for Children  
Art, Creativity

Chagall for Children focuses on the works of Marc Chagall. This pioneering exhibit is a unique approach to introducing children to art through the life and work of a master artist, helping children and adults alike develop a greater understanding and appreciation of all forms of artistic expression. The exhibit is designed to engage visitors in the exploration of both art and the artist through 15 interactive, multi-sensory components. Each component features one of Chagall's works with an accompanying hands-on activity in a variety of media that encourages the visitor to explore and work with specific art principals such as colour, composition, light and texture. Many stations are accompanied with audio descriptions, highlighting information about the artwork upon which the interactive is based. An extensive selection of books about the artist is provided to encourage further exploration and to stimulate literacy learning.

☒ Crime Lab Detectives  
Hands-on, Forensics, Crime Solving

This exhibit engages visitors in an interactive experience that unleashes their inner Sherlock Holmes with Crime Lab Detectives.

A burglary has occurred and your visitors are the lead detectives. They are challenged to examine the various clues, such as cloth fibre on a picket fence and tire marks, which will be useful in solving the crime. Families are encouraged to approach the exhibit as a team while students may explore it on their own or in groups. The accompanying Detective Notebook will help guide them through the process. The exhibit offers two solution tracks presenting a challenge to visitors of all ages. Your visitors will have to use scientific reasoning skills such as observation, classification and analysis while evaluating evidence, making inferences, problem solving and finally drawing conclusions.

Crime Lab Detectives cultivates the use of communication skills, teamwork, logical thinking, data organization and debate in a creative role-playing environment. Forensic Science concepts such as the study of fingerprints, chromatographs, DNA, insect lifecycles, tire marks, hair analysis, thread comparison and handwriting analysis are all covered in their pursuit of the culprit.

☒ How People Make Things, Inspired by the Mister Rogers' Factory Tours  
Hands-on, manufacturing, informal learning

Every object in our world has a story of how it is made. How People Make Things tells that story by linking familiar childhood objects to a process of manufacturing that depends on people, ideas and technology to transform raw materials into finished products. This exhibit explores four manufacturing processes: cut, mold, deform and assemble. Visitors learn about each process through hands-on activities, Mister Rogers' Factory Tour videos, artifact representations of these processes and take-home projects that extend learning and conversations beyond the museum visit. Everyday products featured in the exhibit include 10,000 Crayola crayons in 90 colors, 10,000 springs, traffic lights, cooking pans, sneakers, baseball bats, baseball gloves and matchbox cars. Visitors move through the four different factory areas to see how everyday products are manufactured. Visitors will make a die cut box and a vacuum formed bowl, and watch a plastic spoon being made by an injection molder. They can also try operating a 3-axis mill, assemble a golf cart and see a robotic arm in action. This exhibit provides the opportunity to try new things, to think in new ways and to foster on-going curiosity.

■ **Torn From Home: My Life as a Refugee**  
Cultural

This exhibit provides 8 to 12-year-old children with a balanced introduction to the plight of refugees, and people of all ages an inspiring learning experience and awareness about the importance of human rights.

Some additional learning goals based around the exhibit include:

- Increase understanding among school-aged children, teachers, and youth leaders about human rights and the lives of refugee children and their families.
- Support parents, caregivers, and teachers in their crucial role of facilitating children's learning through programs, resource materials, and modeling.
- Encourage children of diverse backgrounds and abilities to play together while learning about the issues of conflict.
- Nurture and promote interaction among children and adults about these complex issues.
- Support community programming efforts of local exhibit venues.

This creative and educational exhibition was developed in partnership with Lied Discovery Children's Museum and international aid organizations including UNHCR, the UN refugee agency. Philanthropist Pam Omidyar helped conceive the exhibit and personally provided core funding. "We hope children and other visitors will take away from the exhibition a sense of empathy and insight into the lives of refugee children around the world," said Linda Quinn, Executive Director of Las Vegas' Lied Discovery Children's Museum. "This exhibition will allow them to walk in the shoes of refugee children and reflect on issues such as losing a home and human rights in a creative, educational and interactive way."

■ **The Zula Patrol: Mission Weather**  
Interactive children's science exhibit exploring weather

The Zula Patrol, those colourful and energetic Galactic fact gatherers have been planet hopping across the Solar System on their never ending quest for knowledge. They've finally landed on Earth to study the weather on our home planet. We can experiment right along with them and learn what weather is, how it works, what affects it, and how it affects us.

This compact exhibition is anchored by five freestanding installations that combine to create the colorful cartoon world of Zula. Captain Bula, Professor Multo, Space Pilot Zeeter, flying wonders Wizzy and Wigg, and Space Pet Gorga invite you to apply the scientific method. Learn all about clouds, precipitation, wind, temperature, and other weather phenomenon.

The exhibit addresses the developmental needs of children by increasing scientific knowledge and habits of mind, addressing National Science Education Standards meeting National Association for the Education of Young Children Curriculum Guidelines, providing different types of play opportunities, and providing opportunities for children to exercise Multiple Intelligences.

The Zula Patrol is a multifaceted brand of learning tools including an animated television series, outreach program, classroom activities, permanent and traveling museum exhibitions, and digital dome theatre show aimed to provide early science and reading literacy for children in preschool through 2nd grade.

### 3.2.2 Northern Saskatchewan International Children's Festival

Public programming for the festival is different every year. Using the 2011 event as a measurement, the Children's Festival presented 48 mainstage performances in 6 venues, over 4 days. This included award-winning theatre for young audiences (Australia, Mexico, Mali/Senegal, and Canada), Grammy-winning music from the USA, inspiring circus arts, and enchanting puppetry.

We also produced a full week of artist activity for the Smile Sponsors program, our Outreach initiative to take the fun of the festival to the children and families in care of the Pediatric Unit at Royal University Hospital. This resulted in 5 sessions during festival weeks, with 8 artist groups participating.

In addition, our organization was able to create a participation opportunity for the hundreds of evacuees from Wollaston Lake. Thanks to generous additional support from our Title Sponsors, PotashCorp, we provided free shuttle transportation and wristbands for almost 900 people staying Saskatoon community shelters, escaping fire in Wollaston Lake. We are so glad to have been able to make this happen on short notice, and hoped that it helped brighten a truly difficult experience.

Our unticketed, drop-in format, Community Participant Activities remain in demand. We hosted 36 roving performances on the grounds from our Gravity Ambassadors, 2 on-site Circus Arts workshops in the Tim Hortons Show Tent, and 8 on-site workshops in the Hands-On activity venue. Our KinderGarden Activity Zone had 12 craft workshops just for little ones under age 6, as well as ongoing beginner arts and craft take-home projects centered around the theme for the year (Grow, Discover, Fly) and featuring caterpillar and butterfly imagery. There were Lego sessions every 20 minutes each day – that's 76 sessions for Lego – and our Big Build project was an enormous Eric Carle-inspired Lego butterfly. The StoryTent saw 41 performances from storytellers in English, French, Dene and Cree. In addition to all of these, we hosted one public reception, and ongoing venue-based activities in physical creativity and cooperative games, creative science, fine arts, facepainting (cheek art and full chromatique), clowning, origami, civic engagement, and family literacy. It is impossible to count the cumulative total of the many ongoing venue-based activities, and the scheduled drop-in community activities comes to 175 sessions in four days. That's a lot of hands-on community arts participation for kids!

### 3.3 Functional Program for Remaining Areas

#### ▣ Flex and programming space

Multi-purpose room(s) for various activities and uses, including school and preschool programming, birthday parties, and private rentals.

#### ▣ Office and staff space

Offices for the Children's Discovery Museum, and sublet to the Children's Festival, Wide Open, and other interested parties.

#### ▣ Lobby and washrooms

#### ▣ Coffee Shop

#### ▣ Gift shop

#### ▣ Storage and light industrial workshop space

To be used by the Children's Discovery Museum, and sublet to the Children's Festival, Wide Open, and other interested parties. The vault in particular may be of interest to organizations wishing to store art.

#### ▣ Circulation/mechanical

## 3.4 Conceptual Building Plans

We propose three possible scenarios. Depending on the success of our capital campaign and other variables, any of these options would be a possibility for the Children's Discovery Museum and partners, at the Mendel on Day 1. Alternatively, these could be viewed as three stages of planned growth, for example, years 1, 5, and 10.

### ■ Small

Our small model sees the Children's Discovery Museum exhibits on the main level only, in Galleries 1, 2, 3 and the Mendel Salon. Gallery 3 (North Gallery) would also be used for performances by Wide Open, Children's Festival, and any other interested groups. We would sublet two offices suites, one on the main level and one on the lower level, the coffee shop, the gift shop, the vault, and a light industry area (workshop and storage at grade, with shipping and receiving, and freight elevator) on the lower level. The auditorium would be used for school and preschool programming, as well as being rented out for private functions.

### ■ Medium

Our medium model is as above, but the lower office suite would be exhibit space. The beautiful windows and light in this space would make it wonderful for public programming. Adding an outdoor exhibit, a garden, a playstructure, or outdoor artwork would create an even better link to the riverbank.

### ■ Large

Our large model sees the Children's Discovery Museum in more of the space, with the exception of the gift shop, the coffee shop, and the vault. We would have exhibits on both levels, and flex/programming space on the lower level. There would still be the opportunity to rent out a few offices to interested parties with overlapping mandates.

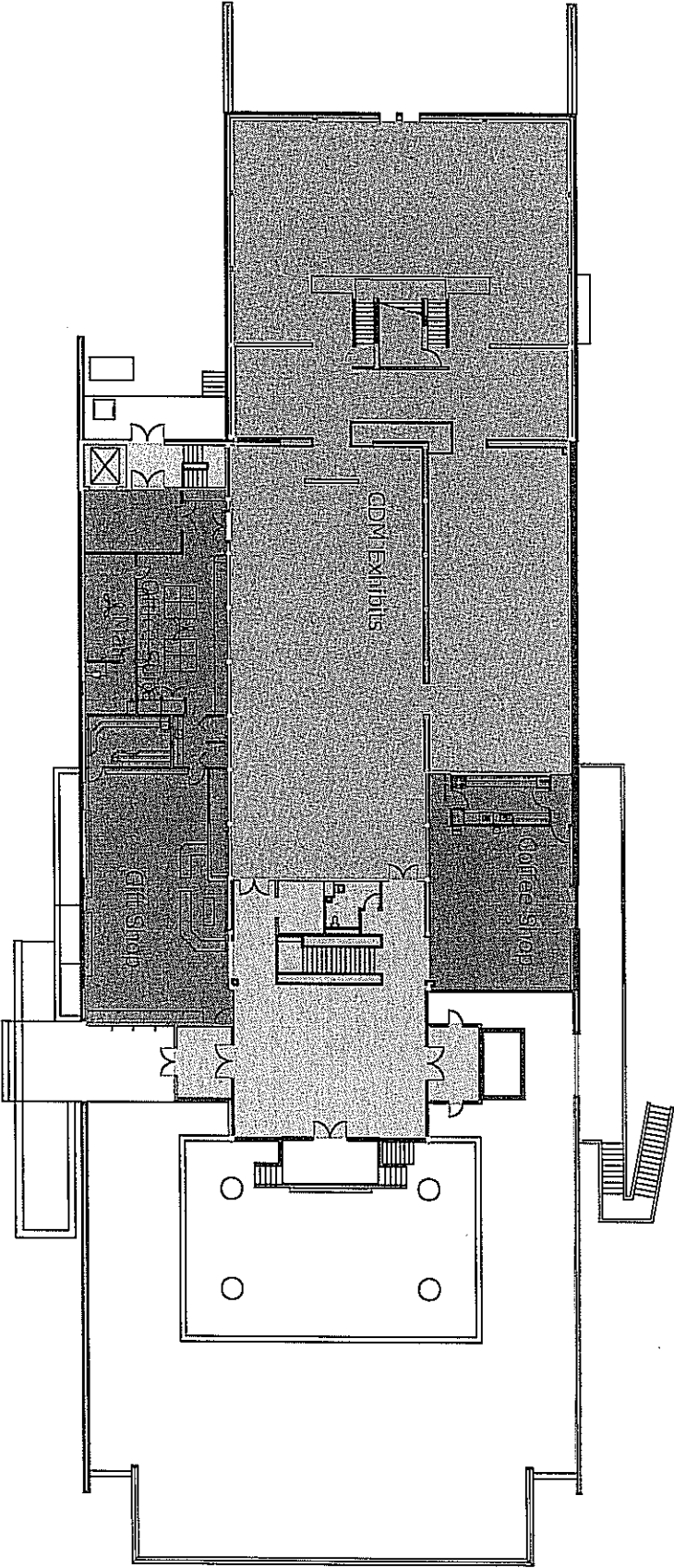
#### SQUARE FOOTAGE






	Small	Medium	Large
<b>Children's Discovery Museum</b>			
Exhibits	7,989	10,026	12,619
Flex/programming	2,010	2,010	1,753
Storage	1,309	1,309	1,679
Office	955	955	1,679
<b>Total</b>	<b>12,263</b>	<b>14,300</b>	<b>18,044</b>
<b>Subleased</b>			
Gift shop	1,256	1,256	1,256
Coffee shop	987	987	987
Vault	1,733	1,733	1,733
Lower light industry	2,437	2,437	
Lower office suite	2,037		
Main office suite	1,307	1,307	
<b>Total</b>	<b>9,757</b>	<b>7,720</b>	<b>3,976</b>
<b>Lobbies and washrooms</b>	<b>3,302</b>	<b>3,302</b>	<b>3,302</b>
<b>Circulation/mechanical</b>	<b>2,550</b>	<b>2,550</b>	<b>2,550</b>
<b>Total</b>	<b>27,872</b>	<b>27,872</b>	<b>27,872</b>
Estimated attendance	40,000	50,000	60,000

small



# Main Level: Small

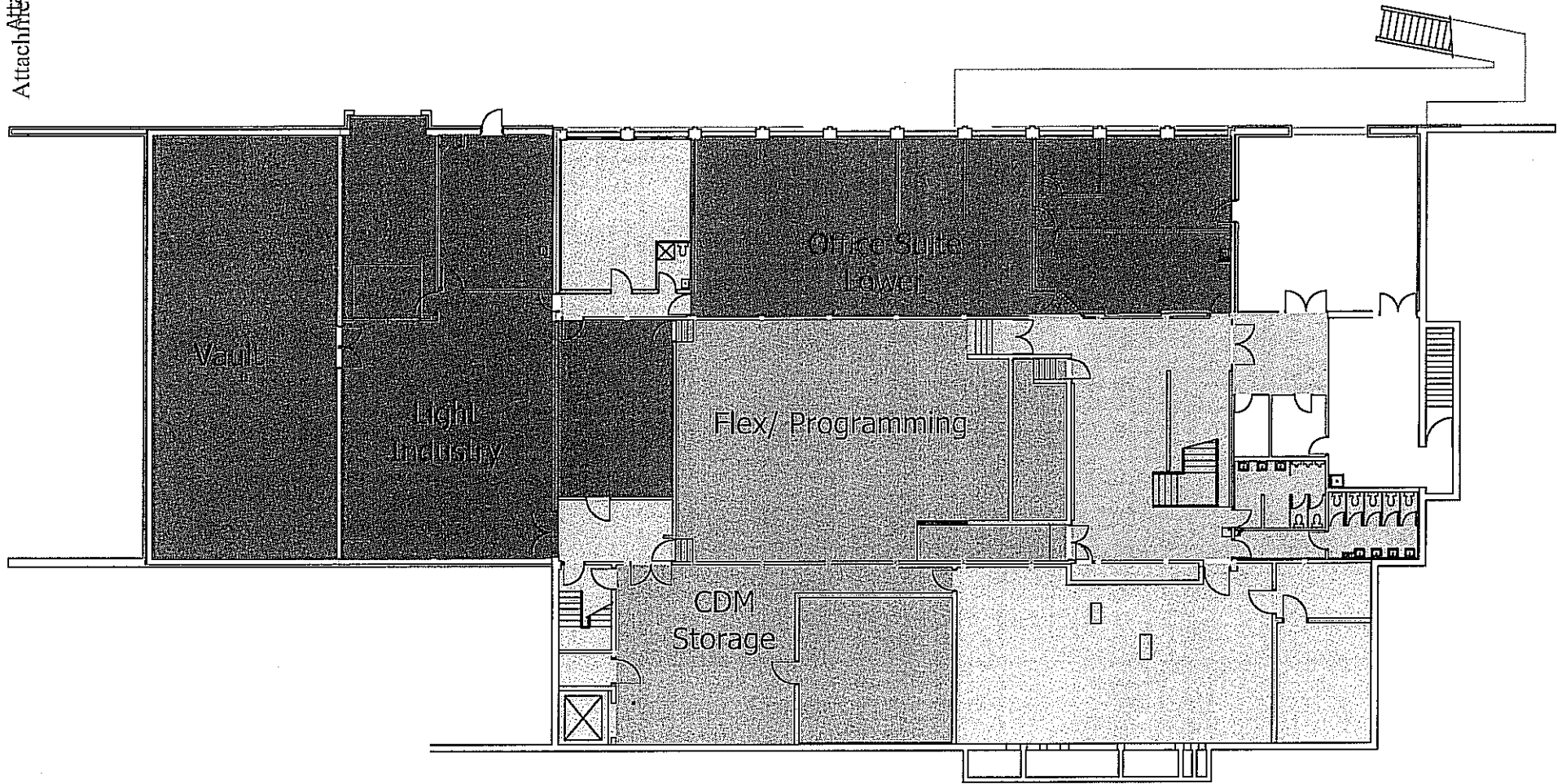


-  CHILDRENS DISCOVERY MUSEUM SPACE
-  SUBLET
-  CONSERVATORY
-  SHARED LOBBIES/ WASHROOMS
-  CIRCULATION/ MECHANICAL



# Lower Level: Small

Attachment 1

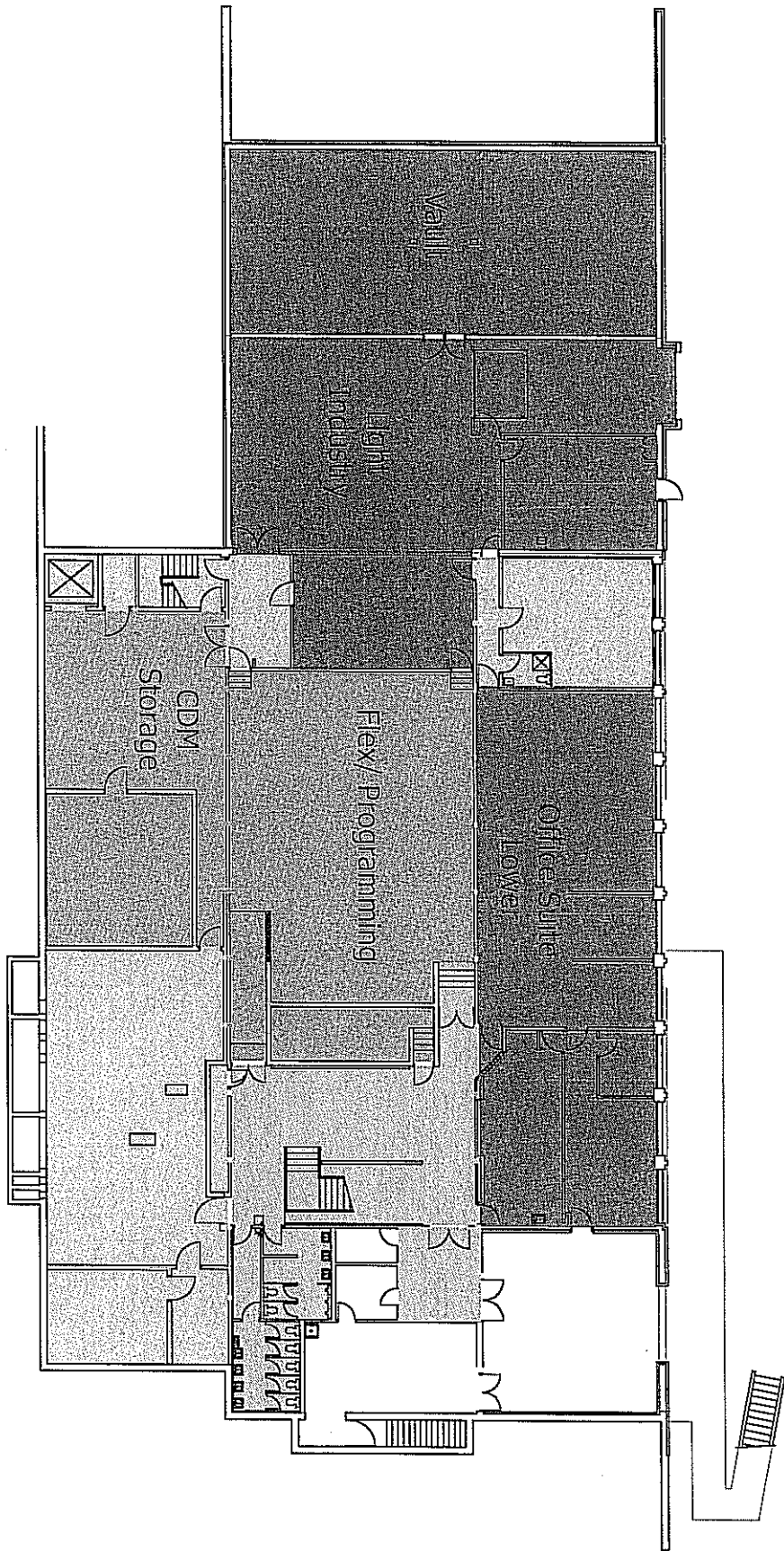







- CHILDRENS DISCOVERY MUSEUM SPACE
- SUBLET
- CONSERVATORY
- SHARED LOBBIES/ WASHROOMS
- CIRCULATION/ MECHANICAL

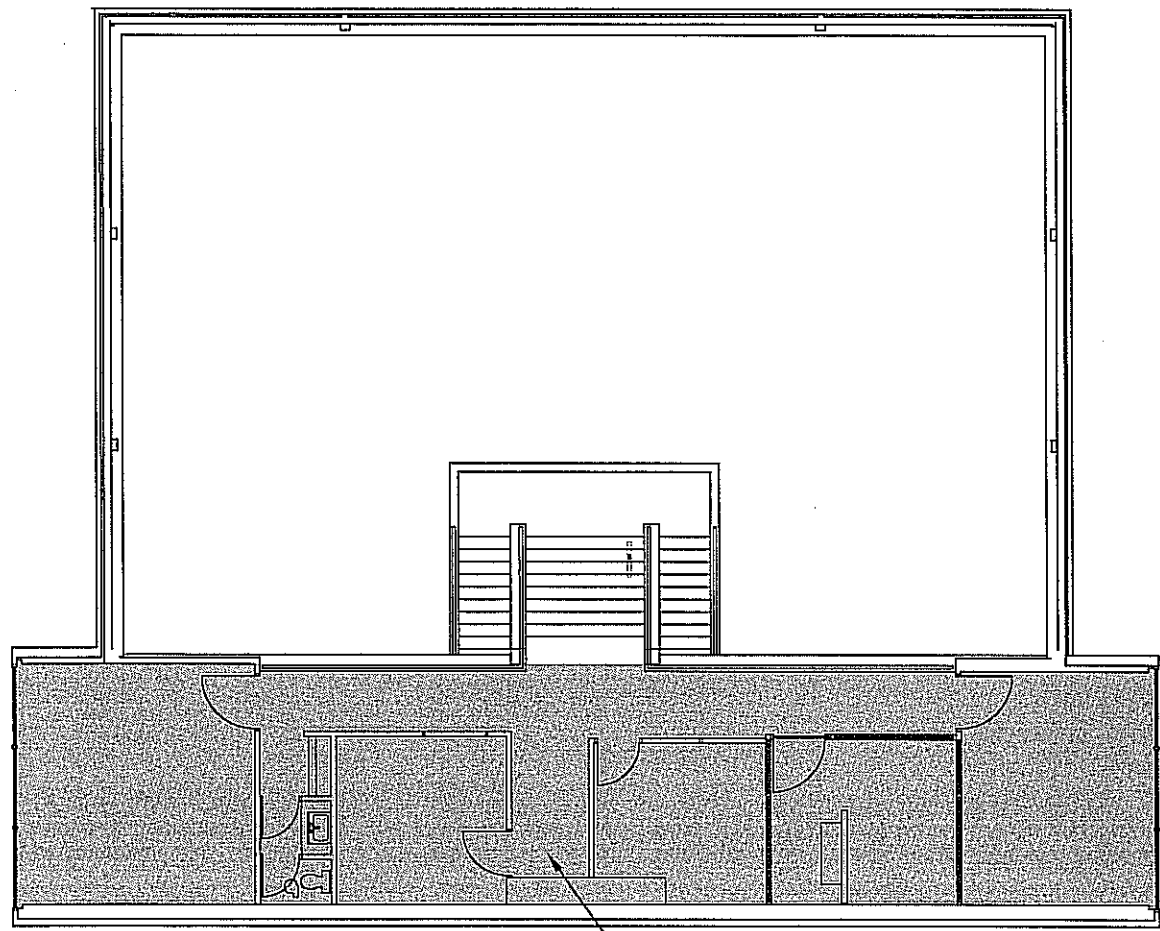





# Lower Level: Small

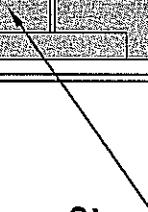


-  CHILDRENS DISCOVERY MUSEUM SPACE
-  SUBLET
-  CONSERVATORY
-  SHARED LOBBIES/ WASHROOMS
-  CIRCULATION/ MECHANICAL



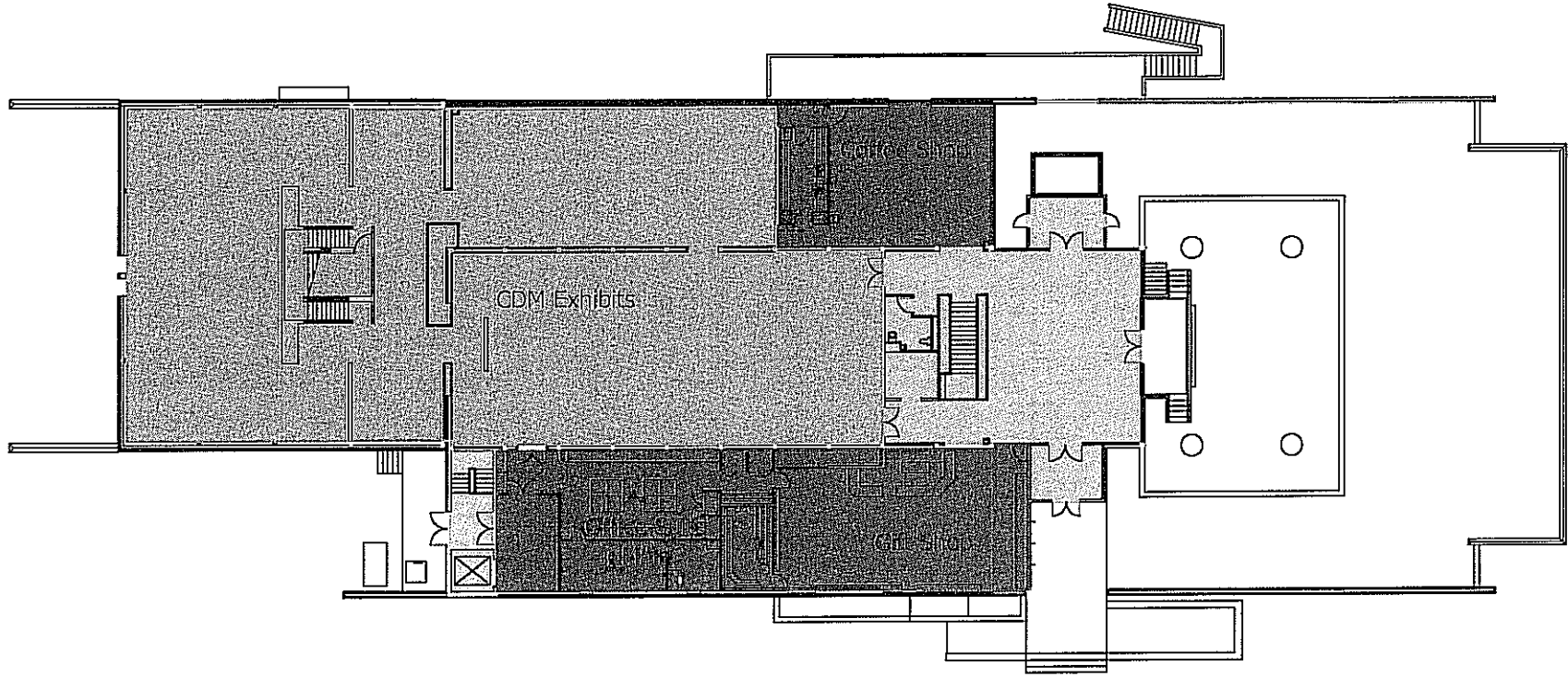
# Upper Level: Small






 CHILDRENS DISCOVERY MUSEUM SPACE

 CDM Offices  
and staff Spaces

medium

# Main Level: Medium

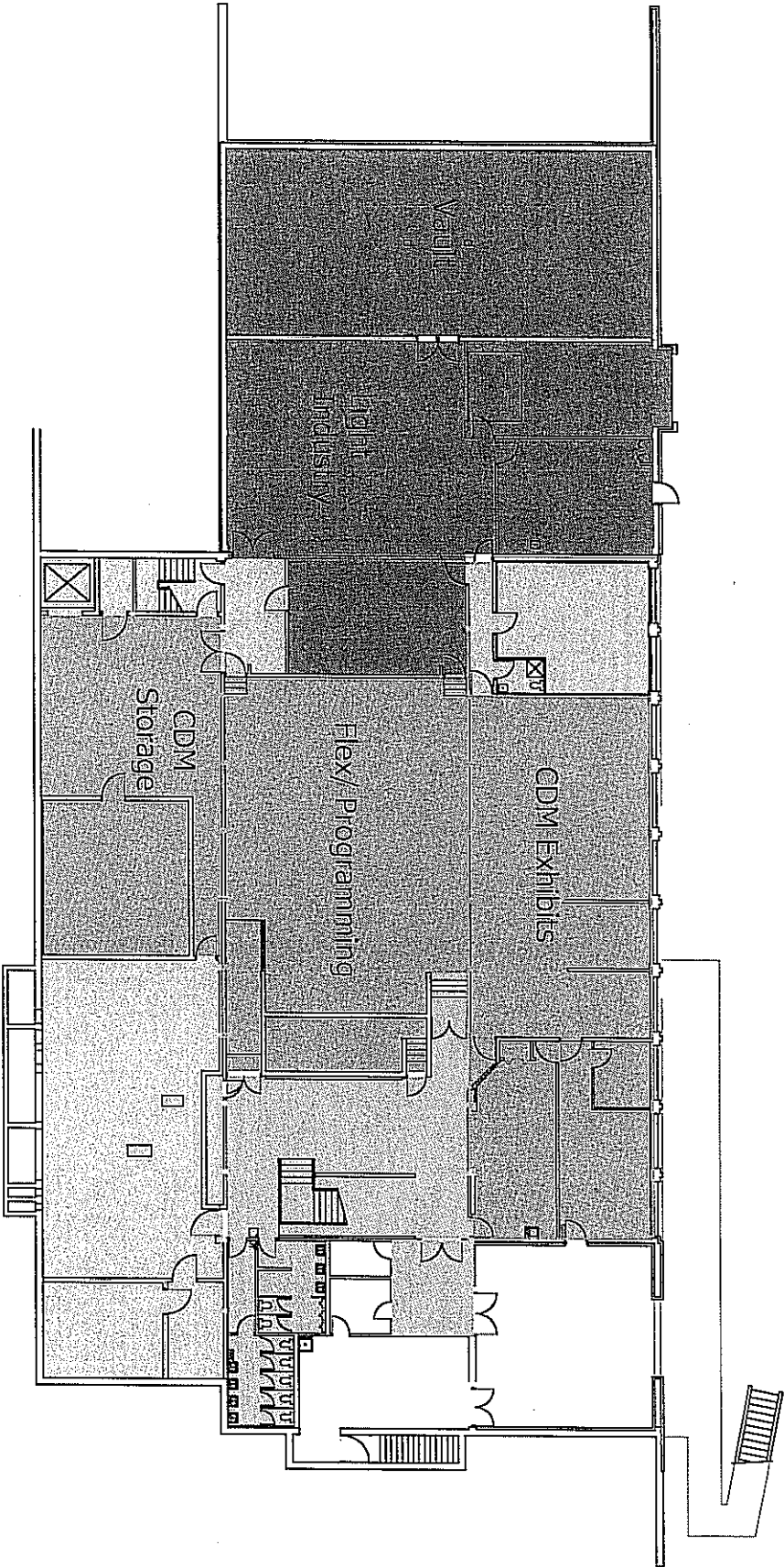







-  CHILDRENS DISCOVERY MUSEUM SPACE
-  SUBLET
-  CONSERVATORY
-  SHARED LOBBIES/ WASHROOMS
-  CIRCULATION/ MECHANICAL

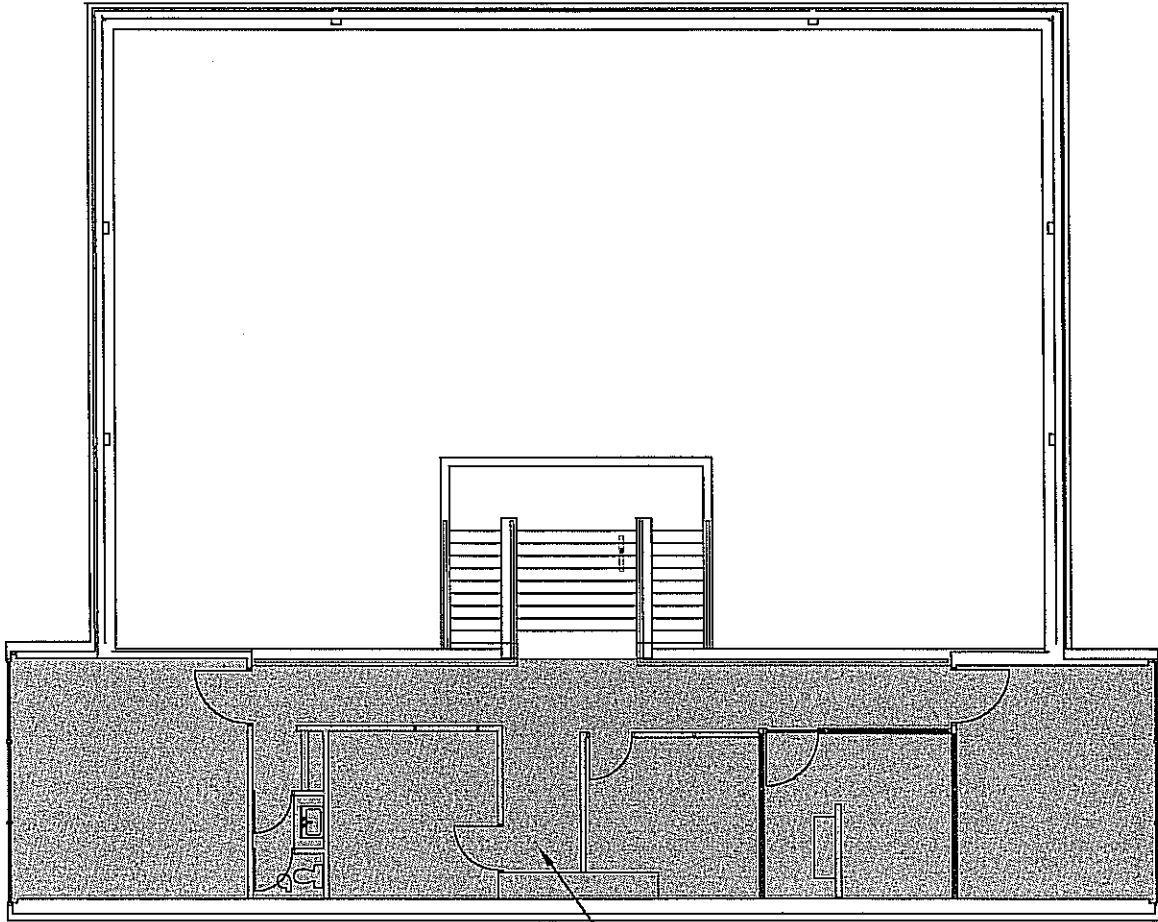




# Lower Level: Medium



-  CHILDRENS DISCOVERY MUSEUM SPACE
-  SUBLET
-  CONSERVATORY
-  SHARED LOBBIES/ WASHROOMS
-  CIRCULATION/ MECHANICAL



# Upper Level: Medium



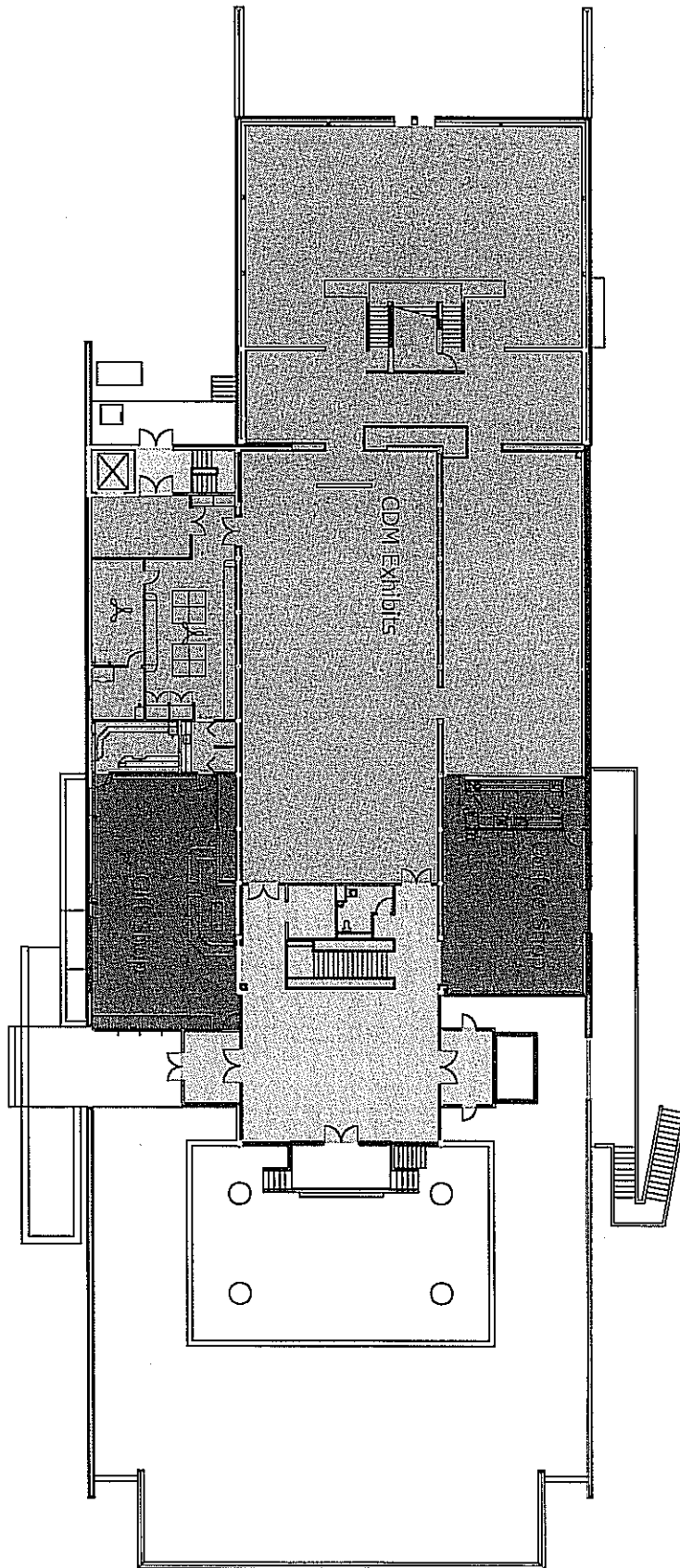
CHILDRENS DISCOVERY MUSEUM SPACE






CDM Offices  
and staff Spaces

large

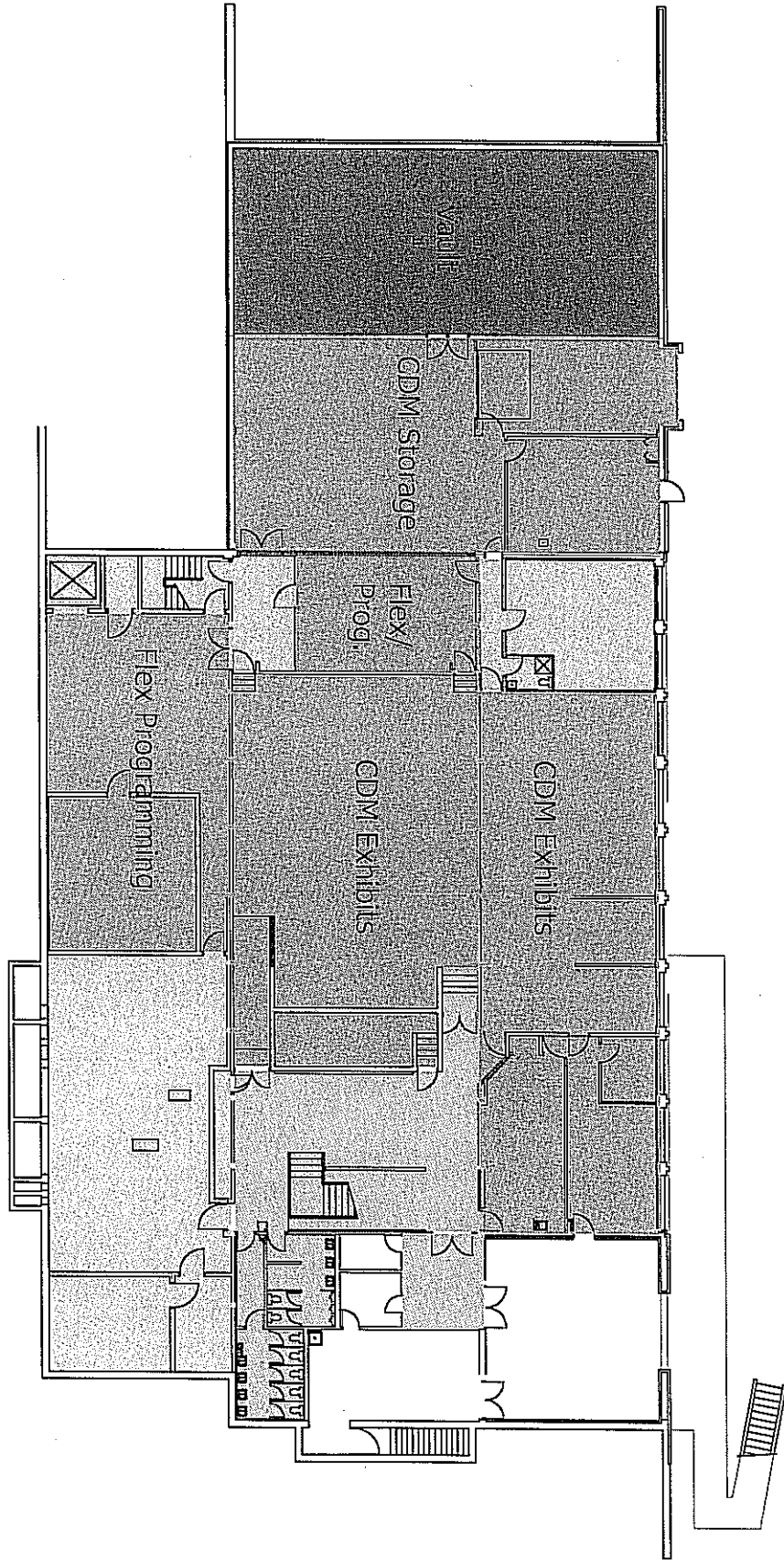







# Main Level: Large



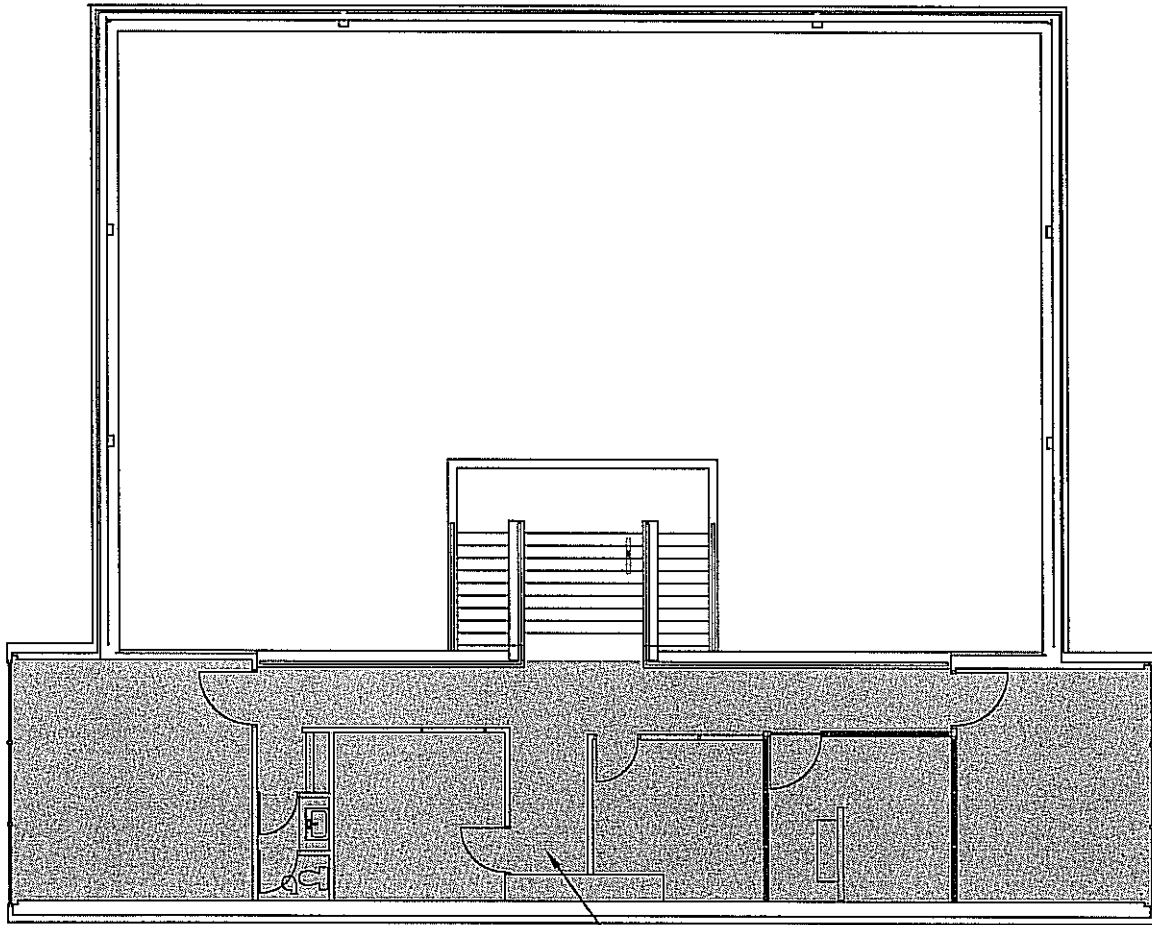
-  CHILDRENS DISCOVERY MUSEUM SPACE
-  SUBLETT
-  CONSERVATORY
-  SHARED LOBBIES/ WASHROOMS
-  CIRCULATION/ MECHANICAL

# Lower Level: Large



-  CHILDRENS DISCOVERY MUSEUM SPACE
-  SUBLET
-  CONSERVATORY
-  SHARED LOBBIES/ WASHROOMS
-  CIRCULATION/ MECHANICAL





# Upper Level: Large

CDM Offices  
and staff Spaces

CHILDRENS DISCOVERY MUSEUM SPACE

## 3.5 Growth

As well as the possibility of starting smaller then expanding (and subletting more space initially), some additions in the first five to ten years might include:

- A planetarium
- Outdoor exhibits including a garden, a play structure, and interactive artwork
- A stronger connection to the Riverbank including a second entrance along the Meewasin trail and connecting paths
- Adding different kinds of performances year round
- Creating a proper restaurant with a full terrace overlooking the South Saskatchewan
- Increasing the number of travelling and temporary exhibits
- Changing our permanent exhibits every three to five years
- Hosting public lectures
- Hosting family movie nights and overnight camp-outs
- Creating a full line-up of summer day camps and camps during school breaks
- Developing programming that connects the Children's Discovery Museum to the entire Kinsmen Park area, such as outdoor winter exhibits and activities, geo-caching, and treehouse building
- Any number of day-camp initiatives based on creative exploration, such as circus arts and clowning, improv for young people, vocal dynamics and body beat-box, multiple forms of puppetry and puppet-making, and more

# 4.

# Management Structure

In this item, the Mendel Re-Use project leader sought details on the management structure that would govern a collective comprised of five entities. Due to the withdrawal of two of the groups, it has become clear that the collective management model needs revisiting. The Children's Discovery Museum, with its relatively larger space needs and program offerings, has emerged as the choice to lease the entire space, subleasing to the remaining collective entities (The Children's Festival and Wide Open Theatre) and collaborating wherever feasible and appropriate.

In this role, the Children's Museum would issue its own Call for Proposals for potential tenants, including both non-profit and for-profit entities, to sublease space the Museum does not require.

**TO:** Secretary, Planning and Operations  
**FROM:** General Manager, Community Services Department  
**DATE:** November 15, 2011  
**SUBJECT:** Kinsmen Park and Area Master Plan Final  
**FILE NOS:** LA.217-96 and CS.4206-1

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

- 1) that the Kinsmen Park and Area Master Plan (Attachment 1) be approved as the basis for future design and development of the study area; and
- 2) that the Administration report back to Council with detailed plans for implementation in due course.

### **EXECUTIVE SUMMARY**

The proposed Master Plan provides a framework for the evolution of the park over the next 25 years, ensuring sustained revitalization of the area (Attachment 1). The primary intent is to create a place-specific, memorable environment that is enjoyable for all ages, with a special focus on Children's activities. It provides opportunities for activities for all seasons and was developed following extensive on-site observations, public workshops and review of historical information.

The Plan facilitates a phased approach to implementation as funding becomes available through collaboration with the private, not-for profit and public sectors. The Plan also responds to future opportunities as the community grows and the needs of community change over time. High-level timing for implementation and itemized costing are included in this report.

Three distinct phases for implementation are proposed: 5-Year Plan - Children's Play Centre, Festival Site and Riverfront Restoration; 10-Year Plan - Winter Activity Hub, Community Spaces, Multi-Modal Transportation and Streetscape; and 25-Year Plan - New Site/Facility for Civic Activities, Education, or Recreation, and a Commemorative Grove.

More specifically the overall vision for the area proposes to:

**1) Provide a Place for Children in the City**

The last few years have seen declining use of the park by families and children. The Plan proposes an exciting play area adjacent to Spadina Crescent, complete with additional rides, a bigger train with longer track, water play, natural play, and a play area with a focus on 6-12 year-old children. A variety of play for all ages will ensure that the long-term interest for the park can be sustained, and revitalization can occur. A festival site is closely integrated into this zone of the park.

- 2) **Rehabilitate the Riverbank**  
Currently, the stability and ecological condition of the riverbank east of Kinsmen Park requires remediation. The Master Plan proposes to restore and enhance the natural habitat east of Spadina Crescent.
- 3) **Integrate the Mendel with the Park**  
The Civic Art Gallery is leaving the Mendel Building for a new facility. The re-purposed building will be integrated with the site and park uses, relocating the vehicle drop-off to the south side of the building, removing the parking from east side, and landscaping the riverside plaza area. The long-term vision includes renovation and expansion to the civic conservatory.
- 4) **Integrate Spadina Crescent into the Park**  
The arterial character of Spadina Crescent from the bridge to Queen Street acts as a barrier between the east and west sections of Kinsmen Park and people are not comfortable crossing the street. Transportation changes proposed in the Master Plan modify the character of Spadina in order to create a place that is improved for pedestrians and maintains cyclists' on-street amenity. Improvements to the park are complimented with improvements to connections through the park, where removal of barriers and fences allows natural desire lines and better site circulation.
- 5) **Provide a Future Opportunity for an Amenity to Meet the City's Growing Needs**  
The Kinsmen Park and area site south of the Mendel parking lot offers an opportunity for a long-term public amenity space on Spadina's east side in the area that is currently serving as roadway. Replacing the existing intersection with a roundabout farther south would result in traffic movement improvements, as well as freeing up land for public program amenity that is currently dedicated to roadway.
- 6) **Provide a Winter Activity Hub in the City**  
There is significant public interest in this site for winter activities. The park design integrates skiing with other winter activities, such as tobogganing and skating, to provide enjoyment of the area throughout the year.

## **BACKGROUND**

The City of Saskatoon's (City) Kinsmen Park and Area Master Plan project establishes a framework for Kinsmen Park and area that includes the Mendel Art Gallery building and grounds and the Shakespeare on the Saskatchewan site. City Council, at its meeting held on November 22, 2010, approved the objectives laid out in the Kinsmen Park and Area Master Plan, the public consultation process and the timeline for this project. The project was subsequently approved for funding as part of the 2011 Capital Budget. The project objectives include:

- Creating a vibrant activity centre with a focus on children;

- Enhanced site connections and integration on both sides of Spadina;
- Testing proposed ideas for the adaptive re-use of the Mendel;
- Planning for users from across the city, while creating a neighbourhood park for downtown residents;
- Assessing an option for a festival site at this location; and,
- Assessing the need for technical site upgrades along the riverbank.

The Community Vision Document, dated June 2011, contains a number of goals that are relevant to the Kinsmen Park and Area Master Plan from the sections relating to Parks, Recreation and Community Safety, Culture, Moving Around, the City Centre, and the Environment (Attachment 2). These vision statements have been used to guide the Master Plan design process.

## **REPORT**

The primary vision of the Master Plan is to create a place-specific, memorable environment that is enjoyable for all ages, with a special focus on children's activities. Kinsmen Park is an irreplaceable resource for the people of Saskatoon; its importance was first noted at the turn of the 20th century when it was first purchased by the municipality. It acts as a place for children and families, a place of solitude, and a place to be in a natural environment within an urban context.

The Plan balances the need to maintain the fiscal strength of Saskatoon with the citizens' enthusiasm and pride in the city's high quality of life for themselves and their families. Furthermore, the Plan acknowledges that today's Saskatoon will evolve and change in the next 25 years. When completed, Kinsmen Park will provide a compelling incentive to live, work and visit the City Centre. By strengthening an already prominent civic hub, a centre is created that is alive with activity and also offers a variety of high quality public spaces that are available nowhere else in the region.

Kinsmen Park and area accommodates many levels of use and is seen differently by the variety of people who use it. It functions as a metropolitan park, accommodating citizens and visitors from the entire city. In doing so, it needs to be easily accessible and understood by those coming from other areas of Saskatoon. The Master Plan was developed through a meaningful and on-going public process that directed the vision, goals, management strategies, and a physical plan. This Plan directly embodies the community's vision for the life of Kinsmen Park. The circulation systems, activities, and the facilities envisioned have been planned in balance with the environmental qualities of the park. The Plan facilitates a phased approach to implementation as funding becomes available through collaboration with the private, not-for-profit and public sectors. The Plan also responds to future opportunities as the community grows and the needs of community change over time.

The Kinsmen Park and Area Master Plan design process was informed by on-site observations and research in the winter and summer seasons, examination of the site constraints and opportunities, engagement with the public, specific research and application of theories of children's play, and



review of historic plans and documents relating to Kinsmen Park and the Mendel Building and site. Following this process, the work was synthesized into two concept proposals that were taken through further public engagement to develop a preferred concept.

The overall 25-Year Kinsmen Park and Area Master Plan can be understood through its summer (Attachment 1 – pp.76-77) or winter iterations (Attachment 1 – pp. 78-79). It is intended that the Master Plan set a framework to guide decisions in order to provide balance between human and environmental needs and continually move the park towards the stated vision. Through on-going discussion between the City and its citizens, this Plan can achieve its goal of ensuring Kinsmen Park and area continues to be an irreplaceable resource for generations to come.

An overview of the Master Plan has been provided in the Executive Summary, with detailed descriptions according to phases described in the following sections.

### **An Economically Sustainable Plan for the 25-Year Evolution of the Park**

The Kinsmen Park and Area Master Plan is a long-term project that will be implemented over a 25-year period. The implementation strategy determines three key terms: the 5-year term; the 10-year term; and the 25-year term. This allows the Plan to integrate with corporate objectives by establishing key priorities that will be implemented first, as funding permits, and later work that will be carried out in response to needs and growth of the city over the medium and long term.

In the autumn of 2010, the PotashCorp announced sponsorship for the rejuvenation of Kinsmen Park for a sum of approximately \$5M. Canpotex also announced interest in sponsoring a new train for the site. It is anticipated that the PotashCorp sponsorship will focus on all or a significant portion of the children's play features that are identified in the Plan, allowing for prioritized implementation of these components with limited civic capital commitment. The Kinsmen Club continue to act as stewards of this site and may be interested in supporting pieces or components of the Plan once it is approved. In addition to this, some of these initiatives may be championed by community or special interest groups who may be interested in contributing toward the funding of these projects. Riverbank associated work may be guided or championed by the Meewasin Valley Authority.

### **The Five-Year Plan – The Children's Play Centre and Festival Site and Riverfront Restoration (Attachment 1-p.71)**

The first phase of the Plan focuses on the implementation of a play activity cluster, prominently located on Spadina Crescent, creating a well-balanced play experience for children of all ages and abilities. The Festival Site is included in this phase of work due to its geographical location on the Plan, and the programmatic synergy that the two pieces create. The Children's Play Centre and Festival Site includes:

- Regeneration of the historic carousel;

- A new train and track, to follow a longer route through the site laid in alignment with the site's historic racetrack;
- A maximum of two additional rides, balancing area revitalization and user-interest with site access issues and operating impact;
- Natural, water and structured play activities to engage a wider age-range of children. The balanced approach to play maximizes opportunities for sustained use and interest;
- A winter skate path;
- The festival site with 17,000 square metres of flat, useable area, including access to electrical services, lighting, water, etc.;
- Fences and barriers will be removed where possible to allow for safe and direct pedestrian connections through the site;
- Existing parking adjacent to Spadina Crescent on the west side of the site is remodelled and reduced;
- Initial renovation of the ski trails would occur, with further work carried out in the ten-year phase;
- Site irrigation focusing on this central portion;
- Off-street parking along Kinsmen Avenue;
- Moving, decommissioning and "making good" existing play area at west end of site. Re-using the Play Village components outside of Kinsmen Park is a priority and a plan for enabling this will be determined in this phase;
- Riverfront restoration.

Riverfront restoration has been identified as a priority in the Plan. In consultation with the Meewasin Valley Authority, the area between Queen Street and the University Bridge is one of the few remaining river edge sites that require remediation. The Phase 1 Environmental Study that was commissioned as part of this work indicates that the previous use of the site as a snow dump created conditions of excessive salinity in some concentrated areas. Efforts by the MVA to clean up this site using selective planting have had limited success. Further work is required to ensure that not just the impacted soil is remediated, but conditions relating to the erosion of the riverbank and scouring of the shoreline are addressed. While the City does not currently have a capital plan for this work, the MVA has indicated an interest in participating in some capacity in the site rejuvenation.

Throughout the Master Plan process, the work to determine a new tenant for the Mendel building has been underway. The five-year plan will most likely involve some coordination of the Mendel site and the Master Plan with the new use of the building. While details of these changes or modifications are not known at this time, they will be integrated with the Master Plan at the design development and implementation stages. This work, if required, would not occur until the building is vacated in late 2014/early 2015.

### **The Ten-Year Plan – Winter Activity Hub and Community Spaces, Multi-modal Transportation and Streetscape (Attachment 1 – p.72)**

Implementing a winter activity hub with amenities improves the site and provides much-needed functional program for the colder months of the year. The park already benefits from a strong sense of stewardship by the Nordic skiers, and this would only be enhanced with upgraded facilities and support for their maintenance and grooming initiatives. More users in the winter months would result in a greater feeling of vibrancy and safety within the park. The Master Plan integrates skiing with other winter activities to provide enjoyment of the area throughout the year, including:

- Completing the renovation of ski trails relative to the new configuration of the park, with new lighting;
- Opportunities for snow-making will be explored further, resources permitting;
- A small hill is introduced to provide some additional terrain for skiers and a place for tobogganing;
- Winter walking paths along specific, cleared routes;
- Renovations to the existing concession building to accommodate winter needs such as washrooms and a warm-up or meeting area;
- Ski bridge to create an uninterrupted skiing connection between the north and south ends of the site, and to create an exciting gateway to the play area from the western parking lot.

Community or neighbourhood park space is integral to this plan as they are the key areas where the park interfaces with the neighbourhood citizens. Neighbourhood park components at the site's northern and western edges and a community gardens are medium-term opportunities that can be carried out in partnership with the local community/neighbourhood associations and directly with residents and community consultants. Improvements to the neighbourhood and community spaces identified in the Master Plan include:

- Community gardens along the north-west and the north edge, including water and waste facilities;
- Neighbourhood park areas at the west and the north ends;
- Sidewalk improvements to the neighbourhood park at the north end;
- Improvements to the paths and connections throughout the park;
- Improvement to the 26<sup>th</sup> Street access to the park off of 5<sup>th</sup> Avenue to create a welcoming gateway;
- Irrigation throughout the park, where needed;
- Way finding;
- Enhanced tree planting.

Improving the character of Spadina Crescent and the connections between both sides of the site is of key importance in the Master Plan. Spadina Crescent, at this location, currently moves about 14,000 vehicles with a maximum speed limit of 50km/h. Public consultation and site

observation revealed that the traffic volume and speed of movement from the bridge to Queen Street acts as a barrier for safe pedestrian crossing between the east and west sections of Kinsmen Park. The Master Plan modifies the character of Spadina in order to create a place that is functional for pedestrians, cyclists, busses, as well as motorized vehicles. Coordination of all transportation and transit related initiatives will be carried out in order to contribute to the broader objectives and goals of the civic network, while working within the specialized conditions of the park site. In the Ten-Year Phase, the Master Plan proposes to:

- Redesign Spadina Crescent through the park with a promenade, with streetscaping treatment similar in character to Spadina Crescent south of the park and at River Landing. Street trees will line both sides of the roadway;
- Add an enhanced crossing at the Mendel in response to the direct requests heard in the public consultation. A raised crossing has been identified by the public as preferable, similar to the raised crossing at Spadina and 21<sup>st</sup> Street;
- Maintain the existing on-street cycling amenity;
- Remove some of the driveways to Spadina Crescent;
- Reconfigure Mendel drop-off and improve the Mendel's western front yard;
- Other Mendel site work;
- Consider transit route changes and bus stops near the Mendel to supplement existing stops on 25<sup>th</sup> Street and Queen Street;
- Mendel Civic Conservatory renovation and expansion.

Transit Services Branch, Infrastructure Services has reviewed the proposed bus stop near the Mendel building and has agreed, in principle, to the proposed location.

Finally, a proposal to expand the civic conservatory is included in the ten-year vision in response to the current popularity and user experience of this existing facility. The facility is in need of renovation, such as the need to upgrade the building envelope. With this work, consideration should be made for the expansion of the space as an extension of its existing cast in place concrete bay structure, in order to expand the space for programming, functions and additional plant material display.

### **The Twenty-Five Year Plan – A New Site/Facility for Civic Activities/Education or Recreation Program and a Commemorative Grove (Attachment 1 – p.73)**

As the City grows over the next 25 years, our City Centre is in the position to become more densely populated and to build on its already strong position as a centre for employment, culture and entertainment. With careful planning, civic nodes are evolving their own distinct identities: River Landing is becoming established as the City's Fine Arts Centre; the Civic Plaza Precinct with the Frances Morrison Library and City Hall is the resource and information centre; and Kinsmen Park, with this plan, evolves into the City's recreation and education centre. As Saskatoon builds and grows in the 25-year plan, opportunities for further public facilities and new programs are limited in River Landing and the Civic Plaza. Their build-out is underway or will be underway in the short or medium term, with long-term sites dedicated to commercial or

non-public uses. Kinsmen Park offers a distinct opportunity to identify a long-term public amenity space on Spadina in the area that is currently serving as roadway. In the 25-year phase, the Master Plan proposes:

- Public program site or facility;
- Traffic round-a-bout to replace the existing signalized intersection;
- Irrigation and upgrades to the southern end of the site;
- Implementation of the Commemorative Grove, where named trees and other special features can be located in an organized manner;
- Relocation of Shakespeare on the Saskatchewan;
- Dock upgrades.

In order to create a new civic amenity site, a traffic round-a-bout to replace the existing signalized intersection would be beneficial. Modification to the University Bridge's on and off-ramp configuration into a single, two-lane roadway would rationalize this awkward intersection, making it simpler for motor vehicle users, cyclists and pedestrians. A Traffic Impact Study of this proposal was carried out by Stantec Consulting dated September 2011. The Study indicates that it could be implemented without decreasing the existing Level of Service (LOS), and without traffic back-up occurring onto the University Bridge from Spadina Crescent. Traffic related improvements have been agreed upon, in principle, by the Transportation Branch, Infrastructure Services.

In the long-term plan, further traffic impact work would be required to ensure that the detailed design is coordinated with current traffic conditions. While renovation to the current traffic pattern is not urgent in the short-term, future needs stemming from growth, facility needs and transportation service improvements can be accommodated later with this 25-year plan in place.

Changes to the traffic pattern also allow the Shakespeare on the Saskatchewan site to be modified and to shift southwest, slightly away from the riverbank's edge. This change creates an opportunity to direct the Meewasin Valley trail directly adjacent to the river, rather than in its current route that places the Shakespeare complex between the trail user and the river's edge. Further riverbank remediation can then occur on the existing Shakespeare site to better manage parking lot run-off and erosion of the bank. Dock upgrades may also be considered within this phase of work.

In summary, the three-phased approach is a guideline to direct priorities but it does not anticipate all conditions and changes that will occur within the City over the long term. The terms are for guidance only, as some pieces of one phase may become a higher priority and be able to be implemented sooner, if funding permits. Like most long-term plans, the short-term goals and implementation estimates will be the most accurate, with medium and long-term strategies requiring further detailed review as they are considered for implementation. Cost estimates, transportation objectives, user-numbers, and corporate facility needs, to name a few, will have to be re-evaluated as medium and long-term objectives are considered for implementation.

## OPTIONS

1. Approve the Master Plan, as outlined and authorize the Administration to proceed with the implementation plan. This is the preferred option.
2. No approval of the Master Plan which would result in a delay in proceeding with detailed design (2012) for the play components in the central children's activity hub which are to be funded by PotashCorp (\$5M) and Canpotex (train). This is not the preferred option as this would delay meeting the sponsors timing for moving forward with their funding support.

## FINANCIAL IMPLICATIONS

Cost scenarios and implementation details have been included in Attachment 3.

It is intended that the initial work for this project will proceed primarily with funds available from PotashCorp, identified at a minimum of \$4,960,000 and with Canpotex sponsoring the new train and track. The 2012 Capital Budget identifies \$110,000 funded for CY-Capital Projects for work that may fall outside of the parameters of the PotashCorp/Canpotex sponsorship.

This report recommends that your Administration report back in due course with an implementation plan outlining the scope of the first phases of the project in greater detail.

## STAKEHOLDER INVOLVEMENT

Stakeholder involvement and public engagement has included the following:

- Two stakeholder workshops;
- Two public open house workshops;
- Play area design workshop with Saint Marguerite School (grade three and six class);
- Play area concepts feedback at the Children's Festival;
- Design Charette with the Aden Bowman Earthkeepers group and the University of Saskatchewan School for the Environment,
- Cycling Advisory Group (meeting discussion);
- Municipal Heritage Advisory Group (meeting discussion);
- Visual Arts Placement Jury (meeting discussion);
- Crime Prevention Through Environmental Design(CPTED) Civic Review;
- Nordic Skiers' community representatives (meeting discussion);
- Meewasin Valley Development Review (approved);
- Kinsmen Club (presentation and questions);
- Website portal for emailing questions to project manager;
- 2 Final Public Open House Information Sessions (Attachment 4);

## **ENVIRONMENTAL IMPLICATIONS**

Environmental Phase 1 assessment work has been completed and is included in the Final Kinsmen Park and Area Master Plan Design Process Report. Soil salinity in a defined area requires remediation in order to fully restore the riverbank habitat. Remediation work will be coordinated with the Meewasin Valley Authority, and it is proposed as part of the Five-year implementation of the Plan, funding permitting.

It is intended that the development of the Kinsmen Park and Area Master Plan will eventually lead to a more effective and intensive use of existing City-owned infrastructure and facilities, and create an amenity that will support and attract residents in the city centre. Urban gardens and natural play areas encourage people to consider and better understand the broader ecosystem in which they live.

The project provides opportunity for better connections and movement through the site by pedestrians and cyclists. Further opportunities presented in the Plan include better access for transit and their customers.

## **SAFETY [Crime Prevention through Environmental Design (CPTED)]**

Portions of the existing Kinsmen Park and area have been previously evaluated through the Civic CPTED review process.

Crime Prevention through Environmental Design has been considered as part of the design criteria of the site. The Master Plan has been assessed by the Civic CPTED Committee and the design team has met with the CPTED Committee on August 11, 2011.

The CPTED draft report identifies areas for consideration in this Master Plan and in later detailed design of the Park and area. Comments from the CPTED Committee that have been addressed within the scope of work of the Master Plan are:

- 4.1 *That the proponent includes all the recommendations from the Mendel Site Safety Audit Report in the first stage of redevelopment of the Kinsmen Park Master Plan.*
  - The Site Safety audit items are prioritized, funding permitting and where feasible, into the five year plan. Consideration for construction coordination and project timing should be made to ensure that work is done in such a way to keep costs reasonable and to minimize new work being removed in later stages of the project. Detail implementation of this work can be reported to council in a later report.
- 4.4 *That the proponents re-evaluate the parking lot on the west side of the park and adjacent to City Hospital as it is too isolated and puts users at risk.*
  - This parking has been removed in response to the CPTED feedback at their August meeting.
- 4.6 *That the west entrance of the park be given special treatment to ensure it is seen as a*

*formal entrance to the park.*

- This has been included in this design and will be further elaborated in the Detail Design phase of this project.

The remaining issues fall outside of the scope of this project and will be addressed at the detailed design stage of the various phases of this project, or through work parallel to this process. The majority of the items listed below have been flagged in the Master Plan as requiring detailed consideration in later stages. These include:

- 4.2 *That the appropriate graffiti vandalism removal strategies and processes be established for all park amenities.*
- 4.3 *That the Spadina pedestrian underpass redevelopment includes widening the structure, if possible. If this is not possible, significant improvement in lighting, access, landscaping, and grade improvements must be made.*
- 4.5 *That proponents establish a lighting plan for the park that includes the potential for putting the lights on a timer and turning the lights off when the park is effectively closed.*
- 4.7 *That the ski bridge be designed to address the issues that typically arise from a pedestrian underpass, including width, lighting, grade, and aesthetics.*
- 4.8 *That a cohesive and clear plan be established for signage and way-finding.*
- 4.9 *That the park pathways not be less than 3.0 metres in width.*

The CPTED concerns that cannot be addressed within the scope of the Master Plan project will be carried forward to the design development of each project phase for resolution. Design development or project phases will be reviewed by CPTED to ensure that safety has been adequately addressed.

## **PUBLIC NOTICE**

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

## **ATTACHMENTS**

1. Kinsmen Park and Area Master Plan Design Process – Chapter 6.
2. Community Vision Statements relevant to the Master Plan.
3. Kinsmen Park and Area Master Plan Phased Project Costing.
4. Final Public Open House November 2<sup>nd</sup> and 10<sup>th</sup> Overview.

Written by: Jeanna South, Corporate Projects  
Sandi Schultz, Corporate Projects



Reviewed by: [Signature]  
JEANNA Rick Howse, Corporate Projects Coordinator

SETH FOR:  
Approved by: Paul Gauthier  
Paul Gauthier, General Manager  
Community Services Department  
Dated: November 17, 2011

Approved by: [Signature]  
Murray Totland, City Manager  
Dated: Nov. 29/11

## 06 PARK PLAN

Following the second round of workshops, the approach preferred by the stakeholders and public, “Concept 1: Central Activity Hub,” was further developed. The refinements incorporated feedback from public workshops, stakeholder discussions, the steering committee, and City of Saskatoon staff.

## 06\_PARK PLAN

# OVERVIEW

The following master plan has been developed based on the ideas of Concept 1: Central Activity Hub. The key moves of the master plan are indicated below under each project goal, and the following series of plans shows the implementation of these moves over three phases: short-term (< 5 years), near-term (5 - 10 years), and long-term (10 - 25 years).

### PLACE-SPECIFIC IDENTITY

- Memorable features of the existing park are enhanced (including the Hugh Cairns memorial statue, bridge, Mendel Building, significant vegetation, Shakespeare on the Saskatchewan, public art, and nordic skiing opportunities) and new memorable features are created.
- The history of the site's former horse-racing track is revealed through a new "racetrack promenade" that follows the historic racetrack layout.
- The connection amongst these existing features is strengthened through a unique and cohesive design language, improved circulation, new vantage points, and reconfigured vehicle movement.

### VARIETY OF EXPERIENCES FOR ALL AGES

- A range of play experiences are offered in the new play area, including specific play features targeted to different age groups and a range of ride types.
- Winter activities have been diversified, with improved terrain for skiing and tobogganing, and a new skate path loop in the play area.
- A new civic amenity and new community gardens will have appeal to all ages. A range of new activities can also take place in the Mendel Building and the new concession / amenity building.
- Most of Kinsmen Park's existing activities will be enhanced, including multi-use trails, Shakespeare on the Saskatchewan, baseball, boat tours, and passive open space uses (picnicking, frisbee, hot air balloon launch).

### GREEN

- New plantings are added to the park to enhance the definition of space, improve ecological services, and enhance biodiversity.
- The riverbank riparian area is expanded and rehabilitated

to increase its ecological integrity

- Nature appreciation opportunities are enhanced through improved trail network and nature play elements
- Parking lots are intended to infiltrate stormwater on-site

### FLEXIBLE

- Large open spaces are maintained in the north part of the site for flexible uses, including picnicking, hot air balloon launches, frisbee playing, and other activities.
- A flexible festival / event space is designated west of the new play area. This space can also accommodate baseball, a sportsfield, and nordic ski training in winter.

### IMPROVED CONNECTIONS

- Three pedestrian crossings added to Spadina Crescent.
- Improved entries and paths connecting to surrounding neighbourhood.
- Pedestrian circulation paths are enhanced and expanded.
- The Meewasin Valley Trail is expanded and brought closer to the riverbank for better river access.

### DESTINATION

- New and enhanced features will position Kinsmen Park as a destination for local residents, city residents, and tourists. Features include a new play / rides area, festival / event space, reconfigured Shakespeare on the Saskatchewan, community gardens, and other features.
- Year-round services (food, washrooms) and programming will occur in the Mendel building and amenity building.
- Destination winter activities include improved nordic skiing trails, a ski bridge, a skate path, and a tobogganing / nordic ski terrain mound.

### CHILDREN-ORIENTED

- While Kinsmen Park will offer experiences for all ages, the new play area and rides garden will be particularly attractive to children and families. Play experiences and rides are designed to stay interesting and exciting for children upon repeat visits, thereby appealing to families from across Saskatoon.
- New topography features (mound, land bridge), community gardens, accessible paths, enhanced tree groves, and neighbourhood parks will also be of special interest to children and families.

**1. SHORT-TERM (WITHIN 5 YEARS) MOVES**

- **New:** Play Area, Rides Garden, new miniature train cars, east-west “racetrack promenade,” improved east-west crossing by Mendel Building, vehicle turn-around loop at north end of Kinsmen Ave, right-angle parking along Kinsmen Ave, festival space
- **Reconfigured:** miniature train route, some pedestrian pathways, parking lot along Spadina Crescent
- **Removed:** one ball diamond, former Play Village, “sports fields” parking lot (north end of Kinsmen Avenue)



MASTER PLAN: SHORT-TERM (< 5 YEARS)



06\_PARK PLAN

2. NEAR-TERM (5-10 YEAR) MOVES

- **New:** mound, land/ski bridge, amenity (concession) building, community gardens, neighbourhood parks, underpass below Spadina Bridge, drop-off loop by Mendel Building, additional planting in commemorative grove and along riverbank
- **Reconfigured:** improved stormwater management in east parking lots, circulation and planting around Hugh Cairns statue, expanded MVA trail along river, other pathways
- **Removed:** unsanctioned parking lot behind Mendel Building



MASTER PLAN: NEAR-TERM (5-10 YEARS)



### 3. LONG-TERM (10-25 YEAR) MOVES

- **New:** Shakespeare on the Saskatchewan performance site moved north to make use of existing amphitheatre landform, new civic amenity south of east parking lots, additional planting in commemorative grove and along riverbank, gateway from 5th Avenue
- **Reconfigured:** Spadina interchange converted into a roundabout, expanded boat docks



MASTER PLAN: LONG-TERM (10-25 YEARS)

# PARK PROGRAMMING

## ACTIVITIES BY SEASON

The intent of the master plan is to expand the length of season for existing activities, and to add new activities with year-round interest. The programming chart below compares the existing activities that take place throughout the year (left) to those that could occur after the proposed changes (right). The length of seasons for different play types will increase, and new activities will be added, including community gardening in the summer, year-round events, and expanded winter activities.



### ACTIVITIES BY AGE GROUP

The chart below compares the existing activities that are currently enjoyed by different age ranges (left) to those that are proposed in the master plan (right). The master plan creates opportunities for a wider range of ages to participate in park activities, with an emphasis on more play activities for children. Community gardening will provide an additional activity that can appeal to a wide range of ages.





## 06\_PARK PLAN

### SUMMER ACTIVITIES

Kinsmen Park currently offers a diverse range of activities throughout the summer and shoulder seasons. The master plan enhances the infrastructure for all existing activities to operate, while adding even more activities. The following are proposed enhancements to summer activities at Kinsmen Park, organized by short-term, near-term, and long-term phasing:

#### Short-term (5 years)

- Significant new play area with activities for all ages
- Upgraded and expanded amusement rides garden
- Removal of one baseball diamond and fencing to create an informal open space for festivals, other events, and field sports
- Accessible pedestrian loops throughout the park
- "Racetrack promenade" pedestrian route

#### Near-term (5 - 10 years)

- Neighbourhood parks
- Community gardens
- Land bridge / ski bridge
- Extension of Spadina Promenade through park (partial)
- Expanded amenity building (concession building) for year round use
- Enhanced informal open space at north end of park, including picnic area and hot air balloon launch

#### Long-term (10 - 25 years)

- Completion of Spadina Promenade through park
- Amphitheatre for Shakespeare on the Saskatchewan and other performances

More detail is provided about the above activities in the following pages.





KINSMEN PARK MASTER PLAN REPORT



PARK PROGRAMMING: SUMMER ACTIVITIES



## 06\_PARK PLAN

### WINTER ACTIVITIES

The approach to winter activity in Kinsmen Park is based on the understanding that Saskatoon is a City with winter conditions for nearly half the year. The design for winter activity needs to be wide in scope to address the multiple types of uses the Kinsmen Park ought to support.

#### Short-term (5 years)

- Winter play features in the play area
- Skate path
- Cleared pedestrian paths throughout the park

#### Near-term (5 - 10 years)

- More terrain for skiers, including a proposed mound, ski terrain park and ski bridge. The ski bridge would also service to separate ski and pedestrian routes at a key point of crossing in the park.
- Tobogganing mound
- Outdoor fire pit
- Year-round food and washrooms available in the amenity building and Mendel Building
- Events, festivals and warming huts



Ski bridge in Winter



Existing terrain used by skiers in Kinsmen Park



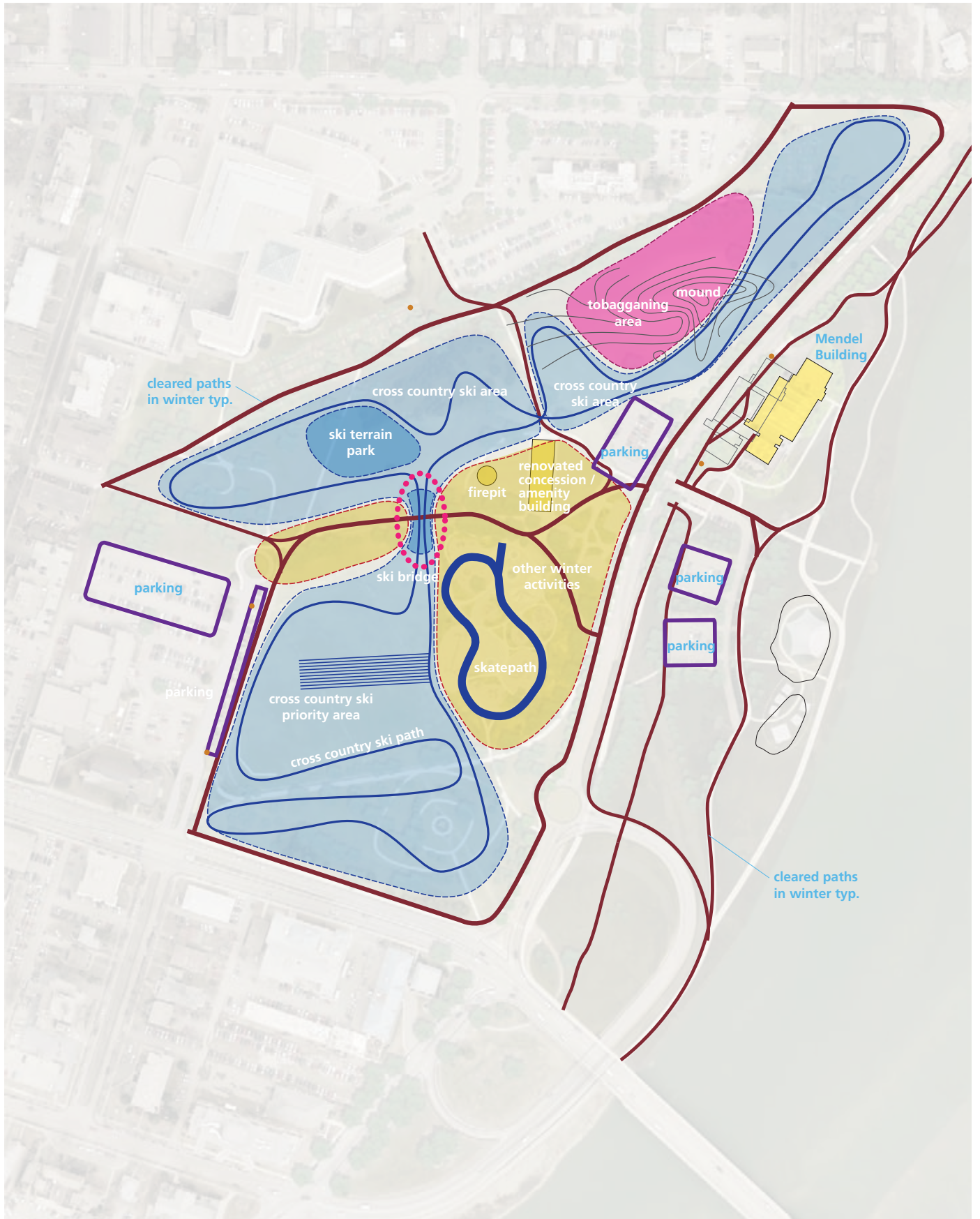
Proposed mound would create a hill for tobogganing



Skate path - Toronto, Ontario



Outdoor fire pit and seating



PARK PROGRAMMING: WINTER ACTIVITIES



## 06\_PARK PLAN

## PLAY AREA

## OVERALL APPROACH &amp; PHILOSOPHY

## LEARNING THROUGH PLAY

Play is a means for children to actively engage with their physical environment in a social setting, and this type of engagement supports learning and development. Current neuroscience research supports this notion, with evidence suggesting the importance of play for brain development.

Physical play can enhance children's social competence and problem-solving skills, while fantasy and role play allows children to develop language, communication, and social skills. Playing with malleable materials (e.g. sand, water) promotes inquiry-based learning and fosters inventiveness, while teaching children about the properties of materials, the basic principles of engineering, and observational skills.

## TYPES OF PLAYGROUNDS

## EQUIPMENT-BASED

Equipment-based playgrounds are characterized by a predominance of standardized play equipment. Current safety standards regarding play surfacing result in isolated 'islands' of play equipment surrounded by large, flat expanses of artificial surfaces.

Source: Herrington et al. (2007)

## LANDSCAPE-BASED

In landscape-based play, the physical landscape itself becomes a play experience. Vegetation, stone, and water are integrated to provide a wide range of play opportunities. Malleable materials including sand, gravel, water and vegetation give children the opportunity to manipulate their

environment, while the cycles of the season are reflected through living elements in the landscape.

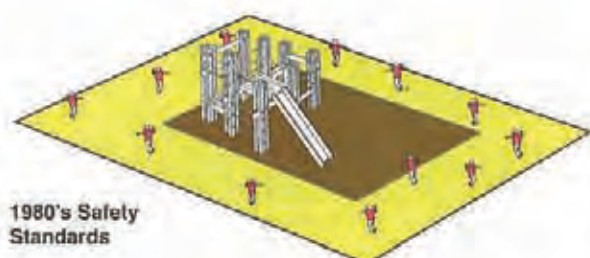
## INTEGRATED PLAY

Integrated play spaces combine the assets of play equipment with the benefits of a landscape-based approach. In this way, designers are able to provide the physical excitement of speed and motion (e.g. slides and swings), while integrating these experiences with a sensory, living landscape. Unique structures may be designed to offer challenge, stimulate spontaneous play, and reveal natural processes.

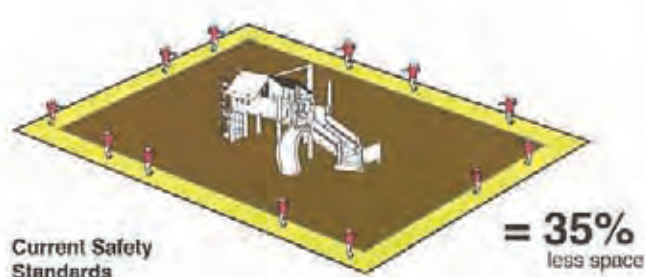
## SEVEN CS OF OUTDOOR PLAY

The "seven Cs" are guidelines for informing the design of outdoor play environments for young children. They were developed from a five-year multidisciplinary study of outdoor play environments conducted with the Consortium for Health, Intervention, Learning, and Development (CHILD) Project at the University of British Columbia. These guidelines are intended to be used by designers, early childhood educators, teachers, administrators, and parents. The following is an overview of the seven Cs:

- **Character:** The overall feel and design of the outdoor play space affects the way children interact with the site.
- **Context:** Physical and visual connections to the neighbourhood facilitate access; site elements may reflect the larger context (e.g. water, vegetation).
- **Connectivity:** The flow of play activity can be enhanced through a hierarchy of looped pathways, linking play elements and orchestrating movement through the site at different speeds.
- **Change:** Malleable materials (e.g. sand, water) given



1980's Safety Standards



Current Safety Standards

= 35%  
less space

children the opportunity to physically manipulate their environment; seasonal changes of site elements (e.g. vegetation) animate the site.

- **Chance:** Spontaneous exploration can be encouraged by adding elements of chance and mystery to the site; zones that allow digging, splashing, and building promote imaginative play.
- **Clarity:** A simple, clear layout makes the play space easy to navigate and allows children to focus on their activities.
- **Challenge:** Risk-taking helps develop skills and self-confidence. Providing opportunities for graduated challenge accommodates a range of abilities.

### ENGAGING YOUTH IN PUBLIC PARKS

It is commonly acknowledged that youth are the most challenging group of people to include when designing public spaces. Feedback received from youth at the stakeholder workshops indicated their desire for performance / theatre space, opportunities to volunteer and develop leadership skills, areas to hang out, and places to learn about and study the environment.

The following are some general considerations and recommendations for incorporating youth in public parks:

- Allow for self-directed learning opportunities
- Foster leadership opportunities
- Provide multi-functional spaces
- Provide hang-out or slack space that is sheltered, visually permeable, within view of adults (but not too close), and away from play space for young children
- Use the physical characteristics of the landscape to foster a connection between youth and the broader region.



06\_PARK PLAN

TYPES OF PLAY

PROVIDING A RANGE OF PLAY OPPORTUNITIES



 CREATIVE

- Art and crafts tables and covered spaces



 FANTASY

- Dramatic and symbolic play
- Play 'props'
- Malleable materials



 NATURE

- Water, stones, vegetation
- 'Wild' play



 SOCIAL

- Gathering spaces for small to large groups



 ACTIVE

- Physical play
- Large, open spaces



### PLAY AREA SCALE COMPARISONS

The red outline shows the extent of the proposed play area in Kinsmen Park as compared to the scale of other well-known public spaces in Saskatchewan.



Kinsmen Park



Kiwanis Memorial Park



Saskatchewan Legislature, Regina



River Landing



## 06\_PARK PLAN

## PLAY AREA ZONES

The proposed play and rides area is based on the principles and philosophy described above, with the goal of creating a well-rounded play environment that offers a rich variety of experiences.

primary destination within Kinsmen Park and in Saskatoon. In this area, children of all ages will have unique opportunities to play, explore, imagine, learn, socialize and experience movement and challenge.

The play area will provide a mix of many different play types. The play area concept is intended to provide an integrated play experience, combining opportunities for creative play, equipment-based play and rides-based play.

All of the features in the play area are proposed to be built in the short-term phase (within 5 years).

1

**RIDES**

See page 94

2

**NATURAL PLAY**

See page 96

3

**WATER PLAY**

See page 97

4

**AGE 0-5 PLAY**

See page 98

5

**YOUTH PLAY**

See page 99

6

**SKATE PATH IN WINTER**

See page 100

7

**PLAZA**

See page 100

8

**SOCIAL NODES**

See page 101

9

**GATEWAYS AND IDENTITY**

See page 101



PLAY AREA ZONES

## 06\_PARK PLAN

# 1 RIDES

## MINIATURE TRAIN

The Kinsmen Park miniature railway is a popular ride in the park. The intent of this master plan is to improve and expand the miniature railway. Replacement of the engine and rail cars is recommended. Capacity is proposed to be similar to existing (i.e 3 passenger cars with 12 passengers each, plus an 8 passenger caboose for a total of 44 passengers plus 1 driver.)

The appearance of the engine and cars is intended to be characteristic of the present-day equipment used to move potash between Saskatchewan and the coast. The new train engine should resemble typical freight train engines. The passenger cars are to be suggestive of the Canpotex rail cars. As with the current Kinsmen Park train, an accessible caboose should be included. The train is to be a custom design / build as supplied by Arizona Railroad Depot (1-800-962-0068) or similar.

The existing train loop (approx. 475m) is to be replaced with a larger loop (approx. 650m) that follows the inside of the proposed racetrack promenade. The tracks are to be flush with the adjacent grade, to allow people to easily cross the tracks where necessary. Fences are to be installed where there is greater potential for conflict between park users and the train (i.e. between the track and the play area, and near the train station). Railway crossings are to be clearly designated and physical barriers or gates should be used to signal the train crossing to pedestrians.

In order to accommodate the above changes, while complying with the Provincial Government's Amusement Ride Safety Act and Regulations, the speed of train is to be less than 8 km/h. The train is to be equipped with braking mechanisms that improve stopping distances. The proposed scale of the railway is to be determined.



A new train platform (approx. 24m x 3m) for boarding is to be located within the play area, in the vicinity of the other rides and arrival plaza. The waiting area at the platform could be a possible location for interpretive elements that tell the story of potash to visitors.







### CAROUSEL

The existing carousel should be replaced with a new structure and new mechanical components, as supplied by Chance Morgan (316) 945-6555, or similar. The existing carousel animals can be restored and retrofit for use on the new carousel.

Dimensions: 15 m dia. x 6 m ht.



### FAMILY SWINGER

A fourth ride is proposed to expand the variety of the Kinsmen Park rides. The "family swinger" reduced diameter model holds 32 passengers, and can be supplied by Zamperla USA (973) 334-8133, or similar.

Dimensions: 13 m dia. x 6.9m ht.

### FERRIS WHEEL

A small ferris wheel operated in the Kinsmen Park amusement area until recently, when it was removed due to continual mechanical troubles. A new, larger ferris wheel is proposed to replace the old one. A park model ferris wheel from Eli Bridge (217-245-7145) is proposed, or similar, to hold a maximum of 32 passengers (16 seats, with 2 people per seat).

Dimensions: base footprint of 18.6m x 12.2m, by 20.4m tall





06\_PARK PLAN

## 2 NATURAL PLAY

The nature-based play area is set amongst and existing stand of trees for children to freely explore and experience open-ended play in a natural setting.





3

**WATER PLAY**

The water play area is intended to engage children in active and creative play with moving water. Fountains, channels, hand-pumps, troughs, gates and valves, sprayers, and jets provide children with a variety of opportunities to manipulate and play with water.





4

AGE 0-5 PLAY

This portion of the play area is designed to support the cognitive and physical development of children aged 0-5. There will be plenty of opportunities to explore and engage with the world at a smaller scale.





5

**YOUTH PLAY**

This part of the play area has features that will provide challenge and social opportunities targeted to older children and teenagers. At the same time, all children are welcome to play in this area.





06\_PARK PLAN

6

SKATE PATH IN WINTER

A portion of the paths in the play area can be flooded and frozen in the winter to create a skate path loop. This provides a different experience from skating on a rink.

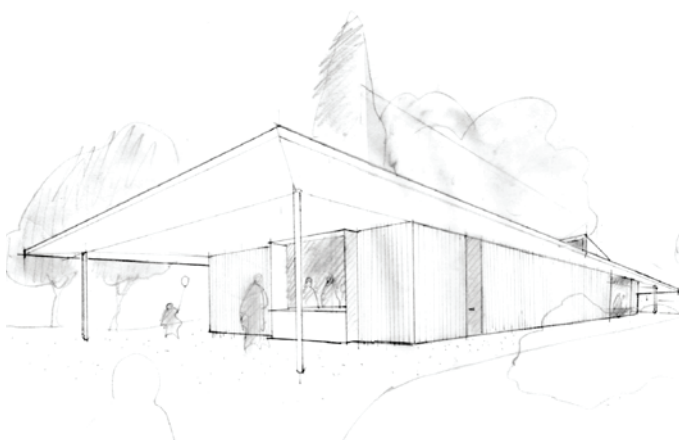


7

PLAZA

The plaza serves as the arrival node of the play area. It is framed by:

- An upgraded concession/amenity building
- The new rides garden
- A new train station for the refurbished miniature train



8

**SOCIAL NODES**

These are spaces within the play area where people are invited to rest and socialize. They typically include places to sit, a comfortable microclimate and good vantage points to view the nearby activities and enjoy the surroundings.



9

**GATEWAYS AND IDENTITY**

Unique elements will be integrated within the play area to give it a strong sense of identity. These features will contribute to making the play area memorable, and they will serve as gateways to give visitors a sense of arrival.





## SENIORS ACTIVITIES

One of the goals of the master plan is to provide a variety of experiences for all ages, and thus we have considered the needs and interests of the many seniors living in the neighbourhood around Kinsmen Park.

The following design objectives will help improve the experience of Kinsmen Park for seniors, and will be incorporated during all phases of master plan implementation:

- Spaces will be created to be inclusive of all age groups. The play area will be designed to allow both children and seniors to share the same space.
- Universally-accessible paths will be provided to link a series of destinations in the park. Walking loops (circuits) of varying lengths will be provided.
- Safer pedestrian crossings (shorter distances, more visible) will be provided to cross Spadina Crescent. Raised crosswalks and pedestrian-activated crossing signals could be used.
- Drinking fountains, year-round washrooms, wayfinding signage, and a cafe will help increase the comfort of all visitors in the park, including seniors.
- Additional seating will be located at reasonable intervals along paths. Protection from unpleasant conditions (wind, weather) and provision of positive sensory experiences will be provided.
- Community gardens will be a new park activity in the near-term (5 - 10 years) that may be appealing to neighbourhood seniors.
- Public programming in the Mendel Building will consider senior's needs and interests.





## NEIGHBOURHOOD PARKS

These are envisioned to be small-scale open green spaces in convenient proximity to the neighbourhoods west and north of Kinsmen Park. Neighbourhood Parks are intended to be implemented in the near-term phase (5 - 10 years).

These areas are more intimate in size and function than the larger destination spaces in Kinsmen Park and may include:

- Lawn area for games and leisure activities
- Pedestrian paths
- Amenities such as seating, bike racks and drinking fountains
- Community gardens
- Social spaces
- Play elements





## 06\_PARK PLAN

## CULTURAL AND ENVIRONMENTAL HERITAGE

**RACETRACK PROMENADE**

A double line of mature trees currently suggests the location of a former horse-racing track in Kinsmen Park. The track was used until 1910 and then converted to a road that was used until the 1960s. This historical feature is to be celebrated and revealed by creating a new circulation path along a portion of the racetrack route. In addition to recognizing this significant heritage element, the "racetrack promenade" will provide improved circulation and act as a key organizing feature in the park. *Intended to be implemented in the short-term phase, <5 years.*

**SPADINA CRESCENT BRIDGE**

This bridge was constructed in 1930 (replacing a wooden structure) to cross a ravine near the north end of the park. The bridge will be preserved and the informal path below it will be formalized. This move will help park users discover and appreciate this heritage feature. To provide sufficient clearance overhead, the grade below the bridge will need to be lowered. Drainage improvements will be needed to keep the space free of standing water. The path will serve as a grade-separated underpass, linking east and west pedestrian routes in the park. *Near-term phase, 5-10 years.*

**HUGH CAIRNS MEMORIAL STATUE**

This statue was unveiled in 1921 in honour of Hugh Cairns, a young local man who received the Victoria Cross in World War I. This master plan proposes to keep the memorial in its current location, and to better acknowledge its position through new circulation paths and planting beds. *Near-term phase, 5-10 years.*

**MENDEL BUILDING**

The historic Mendel Building will be maintained and its use will evolve with the selection of new occupants. The proposed plan for the Mendel Building is further detailed on page 102.



Flickr user: crows\_feet

## PUBLIC ART

There are currently several installations of public art in Kinsmen Park, including:

- *Child's Play* (five installations throughout the park by Robert Iveson and Tommie Gallie, 1982)
- *Ascending Cubes* (Brian Newman, 1968)
- *Five Altar Pieces* (Bill Epp, 1985)
- *Tribute to Youth* (Bill Epp, 1989)
- *Gentle Rain* (Douglas Bentham, 1995)
- *Stock and Rhyme* (Clay Ellis, 1993)
- *Joni Mitchell Mural* (Sharie Headon, 2006)
- *Denny Carr C.M.* (Hans Holtkamp, 2000)
- *Unfurled* (Douglas Bentham, 2000)
- *Heart of Balzac* (Peter Hide, 1993)
- *Happy Outlook* (Peter Hide, 1992)
- *Pelican* (Bevin Bradley, 2010)
- *Untitled* (Peter Hide, 1995)
- *Rt. Hon. Ramon John Hnatyshyn* (Bill Epp, 1992)
- *Untitled* (James Korpan, 1968)

These pieces are discussed in the Kinsmen Park Public Art Strategy, Appendix 6.

## KINSMEN PARK GATEWAY

The Kinsmen Park gateway sign arches over Kinsmen Avenue at the southwest entry to the park. The structure of the sign should be assessed with the intent of preserving and restoring this landmark. *Short-term phase, < 5 years.*





06\_PARK PLAN

**SIGNIFICANT VEGETATION**

The significant vegetation of Kinsmen Park will be celebrated and enhanced to give the park areas better spatial definition. Some of the significant tree stands in the park are pictured and described here. *New planting to occur across all phases.*



Mature Elm trees along Spadina Crescent



Mature trees along the path by the Hospital



Riparian vegetation along the South Saskatchewan River



Grove of evergreen trees between the picnic area and the hospital



The ring of mature trees around the field suggests the former location of the horse racing track (photo: pözy, panoramio)

## RIVER'S EDGE

### RIVERBANK CONDITIONS IN KINSMEN PARK

The river's edge forms the eastern boundary of Kinsmen Park. Historically, this edge would have been dominated by a mix of flood-tolerant vegetation species of the moist mixed grassland ecoregion.

Construction of the Spadina Interchange (1967) and later re-development of the Shakespeare on the Saskatchewan area (1987) resulted in substantial shoreline alterations along the south portion of the Kinsmen Park. The shoreline in this area has steep slopes, fill material, and riprap shoreline armoring. A snow dump was located in the Shakespeare on the Saskatchewan site until 1997, and soils here still have high salt content. Paths and dock development have altered the shoreline conditions along the rest of the Kinsmen Park shoreline. These general conditions are described in the graphic below.

The Meewasin Valley Authority's "State of the Watershed" report (MVA 2008) characterized the ecological integrity of the entire valley. Their figures characterize the shoreline along Kinsmen Park as "disturbed or developed" (MVA 2008). This is in contrast to the native vegetation zones both north and south of Kinsmen Park.

The following are recommendations for improving the river's edge conditions through Kinsmen Park:

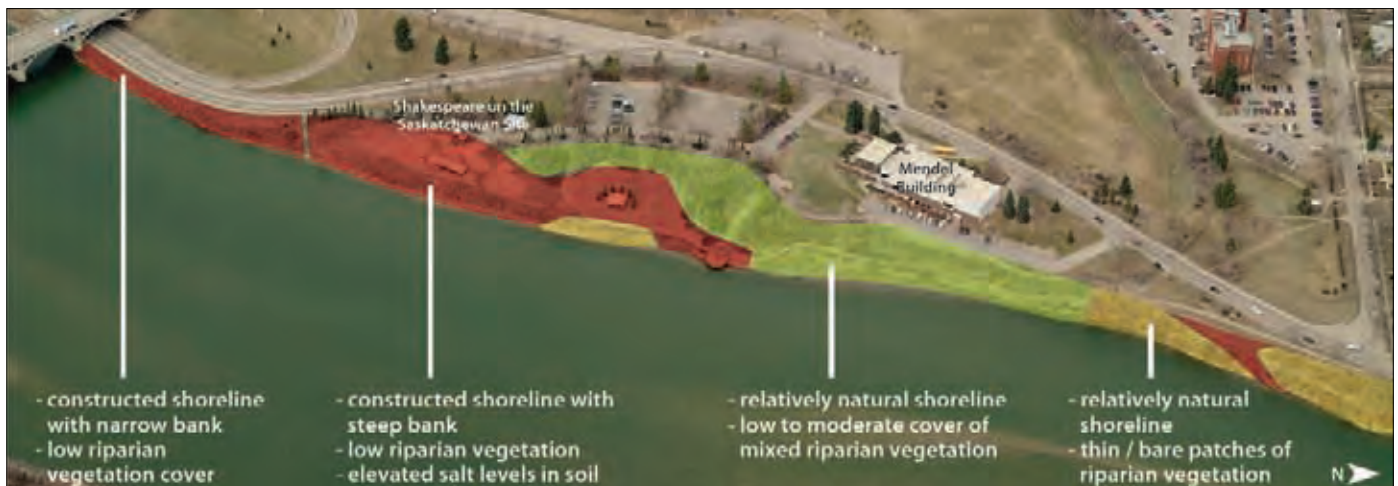
- In the short-term (<5 years), target the degraded south end of the park for riparian planting and invasive species management. Invasive species management should be applied to the rest of the shoreline, and native

riparian trees and shrubs should be interplanted where appropriate.

- In the near-term (5-10 years), the removal of the Mendel parking lot and access road creates an opportunity to expand the riparian zone in this area.
- In the long-term (10-25 years), the reconfiguration of the Spadina interchange will allow for extensive naturalization and rehabilitation of riverbank conditions. A reconfigured Shakespeare on the Saskatchewan (see below) will afford the opportunity to rehabilitate and naturalize portions of this area.



Meewasin Valley Authority Ecological Integrity map for Kinsmen Park area (MVA 2008)



Overview of riverbank conditions along Kinsmen Park



## 06\_PARK PLAN

**SHAKESPEARE ON THE SASKATCHEWAN**

This popular summer program takes place along the banks of the South Saskatchewan River, just north of the Spadina Interchange. This master plan makes the following recommendations for the festival, all of which are intended to occur during the long-term phase (10 - 25 years):

- Shift the performance space for the festival north of the existing site, to make use of an existing amphitheatre landform nearby. The new performance site would require regrading, installation of terraced retaining walls for seating, and removal of the arc of trees for a temporary stage location. Footings may be installed to support temporary scaffolding for lighting and weather-protection canvases.
- Use the north part of the current festival site for the reception area and pre- and post- show activities. Having the performance space more separate from the reception area may encourage the general public to take part in the festival amenities, such as refreshment sales and community stage performances. Tickets would be required to enter the amphitheatre space.
- The reconfigured festival area should be set back from the riverbank to allow for riparian rehabilitation. This will also allow the Meewasin Valley Trail to be realigned between the riverbank and the Shakespeare site.



Amphitheatre in Waterfront Park - Louisville, KY

**BOAT DOCK**

The existing boat dock is a publicly-enjoyed amenity that provides a good viewing point at the river's edge. It serves an important function for personal watercraft, such as canoes, as it is the last safe point of exit from the river before the weir. Shearwater Boat Tours currently uses the dock for daily sightseeing and dinner cruises along the river. The tours generate afternoon and evening activity by the riverfront in Kinsmen Park throughout the summer.

In this master plan the dock will be maintained and will serve as the eastern anchor-point along a new east-west pedestrian spine through the park. The boat tours are considered a desirable attraction that should continue to operate from the dock. Shearwater Boat Tours has expressed interest in expanding the dock to accommodate a larger dinner boat and more space for public use (i.e. canoes). Dock expansion could occur during the long-term phase (10 - 25 years).

In the long-term phase, a potential ferry service could be explored to provide a unique way of traveling to and from the park.



Existing boat dock southeast of the Mendel building

## PUBLIC ART STRATEGY

### INTENT OF THE PUBLIC ART STRATEGY

A public art strategy has been developed to guide the development of an innovative public art program at Kinsmen Park (see Appendix 6 for the full public art strategy report).

The strategy:

- Provides an overview of the Kinsmen Park master plan project;
- Describes the current public art context of Kinsmen Park and the surrounding area;
- Provides some reflections on contemporary art currently being made in Saskatoon and Saskatchewan;
- Profiles several precedents of public art programs specifically developed for urban park spaces and the resulting public art projects;
- Details a series of guiding principles and strategies for the development of a public art program in Kinsmen Park; and
- Offers several specific suggestions for public art projects

### GUIDING PRINCIPLES AND STRATEGIES

The public art strategy outlines a series of principles and strategies for guiding the public art program at Kinsmen Park. These principles and strategies address the following themes:

- Long term planning and sustainability
- General art planning
- Artist selection processes
- Working with sites in the park
- Working with artists
- Working with the city
- Working with the public

### VISION FOR PUBLIC ART PROGRAM AT KINSMEN PARK

The vision for the public art program at Kinsmen Park is to create and nurture a rich and dynamic exchange between the public realm of Kinsmen Park, contemporary art practice and the visitors to the park. The program will offer artists the opportunity to interact with the various physical and imagined spaces of Kinsmen Park. Public artwork at Kinsmen Park will add layers of experience, meaning, engagement and interpretation to the park that are not currently seen or consciously experienced.

### OBJECTIVES OF THE PUBLIC ART PROGRAM

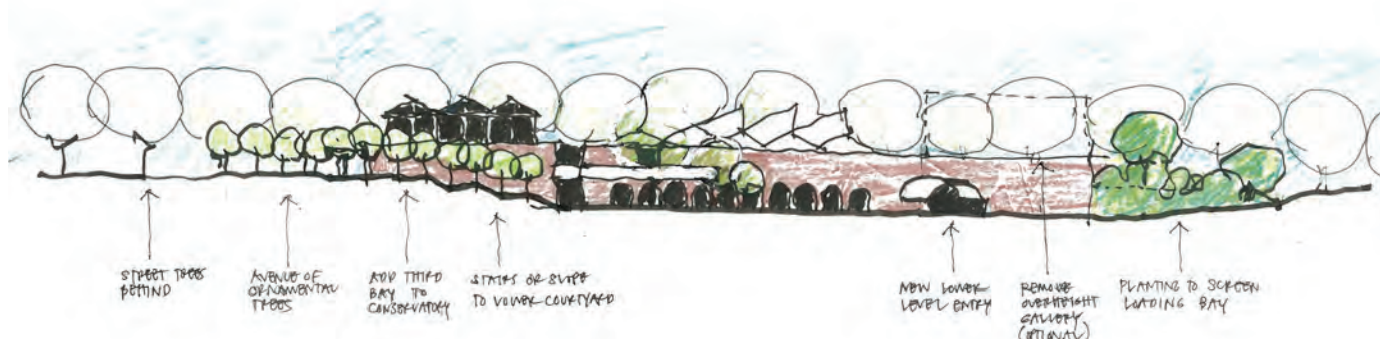
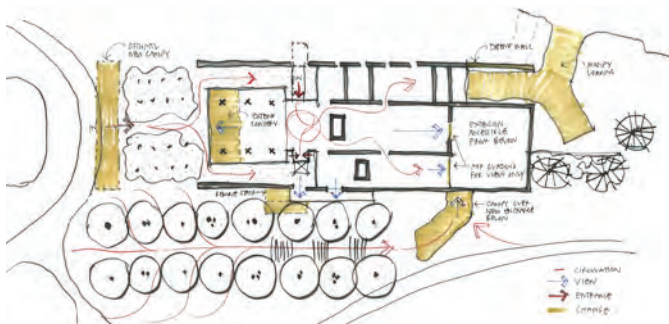
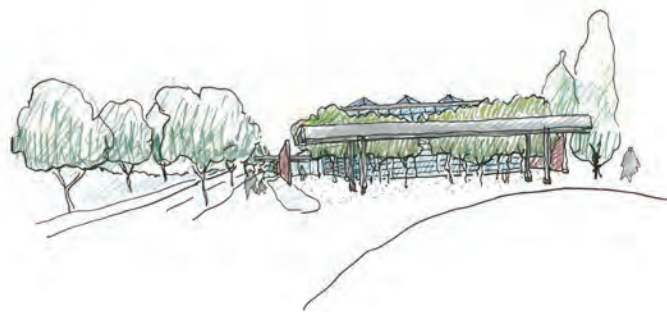
The objectives of the public art program include the following:

- To realize artworks that have interest across time through repeated visits for a broad range of public audiences
- To showcase contemporary art as it is practiced in Saskatoon and the province of Saskatchewan
- To strengthen public engagement with and understanding of contemporary art practice
- To engage the interest of the contemporary art community through the development of innovative public art opportunities that support and accommodate contemporary art practice.
- To offer artists the opportunity to expand their art practices through the consideration of the public realm as a sphere within which to engage new audiences.
- To make a relevant contribution to the ongoing discourses within the discipline of contemporary art.
- To support the overall objectives of the Kinsmen Park and Area Master Plan in revitalizing the park and attract users.

06\_PARK PLAN

# MENDEL BUILDING

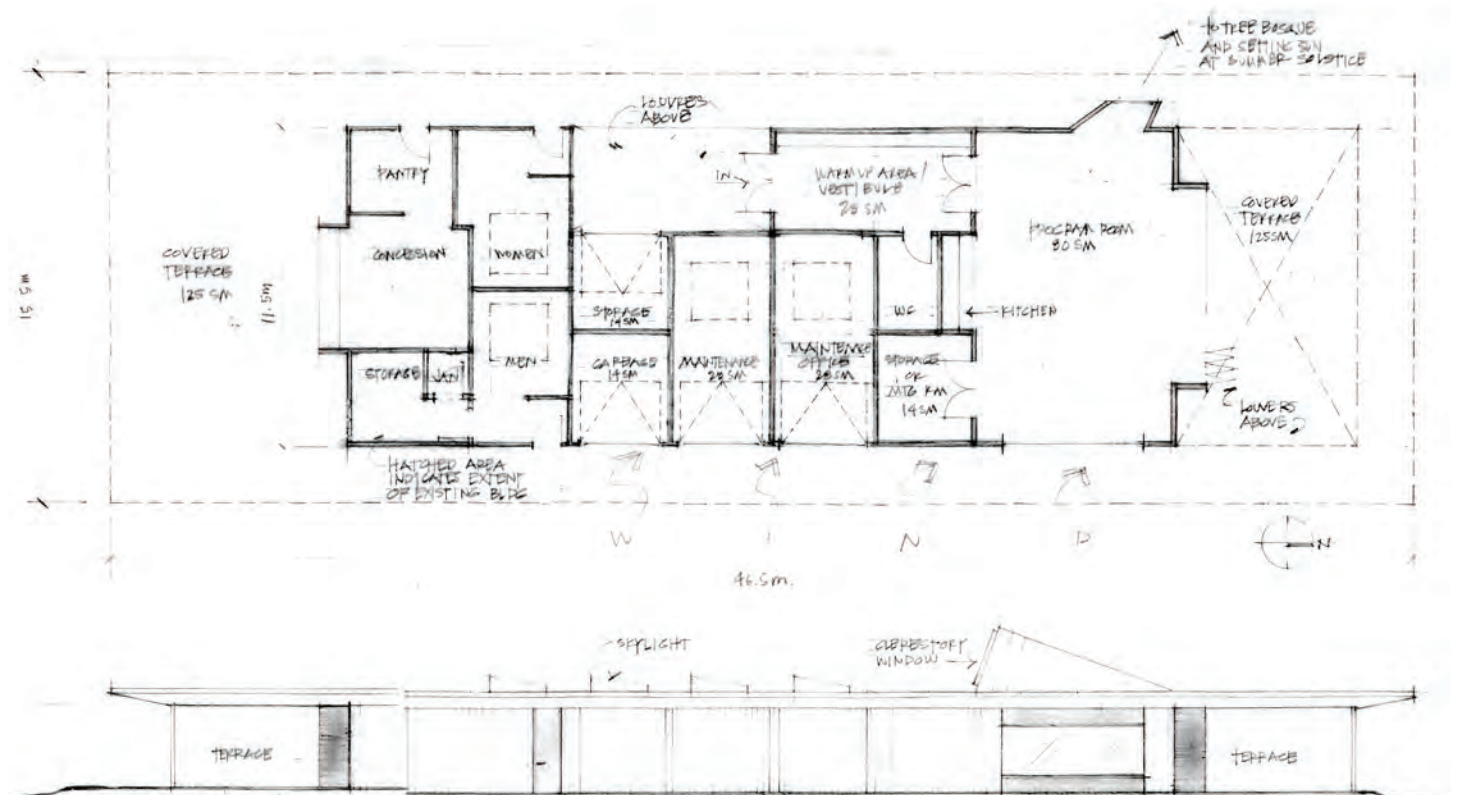
[To be provided by Matthew Woodruff Architecture]



## AMENITY BUILDING

The existing concession building will be renovated, winterized, and expanded to accommodate a wider range of uses throughout the year. This is intended to occur during the near-term phase (5 - 10 years). Potential activities that could be run out of the new amenity building include:

- Warm-up area for winter park users
- Concession service with drinks and snacks
- Ticket sales booth for amusement rides
- Multi-purpose community program space (e.g. meeting room, event office, special events allocated space, corporate picnics, birthday parties, school/day care field trips, etc.)
- Public washrooms
- Winter Storage for "Zambini" (small zamboni used for clearing the skate path) and winter grooming equipment
- Winter equipment rental (skates, skis)
- Additional programming opportunities identified throughout future public engagement





## PEDESTRIAN CIRCULATION

### CONNECTIVITY

New and upgraded pedestrian paths are intended to improve connections throughout the park in all seasons. The master plan design proposes looped paths of different lengths to provide pedestrians with a variety of options for walking and jogging. Such path expansions and upgrades could occur over the following phases, with further details provided in subsequent sections:

#### Short-term (<5 years)

- Racetrack promenade
- Circulation associated with play and rides area
- Improved alignment of paths in former play village area and picnic area
- Crosswalk between Mendel Building and play area

#### Near-term (5 - 10 years)

- Circulation associated with community gardens
- Pedestrian underpass below the Spadina Cres bridge
- Improved east-west pedestrian spine east of Spadina

#### Long-term (10 - 25 years)

- Circulation associated with Shakespeare festival site
- Realignment of Meewasin Valley Trail
- Creation of a park gateway at 5th Avenue

### ACCESSIBILITY

Pedestrian circulation routes will be designed to be universally accessible wherever possible. Where accessibility is not feasible (i.e. stairs, steep slopes) wayfinding to the nearest accessible route will be provided.

### SAFETY

Primary circulation paths will be maintained for pedestrian use throughout the winter. Pedestrian circulation routes will incorporate the principles of CPTED to support user safety.

### CROSSWALKS

A rationalized intersection is proposed between the Mendel Building and the new play area. This intersection will prioritize pedestrians by including features such as:

- Raised crosswalks (traffic speed table)
- Curb bulbs to shorten crossing distances and improve visibility
- Street lighting
- A pedestrian-actuated signal

The long-term phase of the master plan also includes crosswalks at the proposed roundabout and at the realigned intersection of Spadina Crescent and Queen Street.



PEDESTRIAN CIRCULATION

## 06\_PARK PLAN

### PARK ENTRIES

Existing entry points are to be formalized and enhanced to create an improved sense of arrival to the park. Park entry design will respond to adjacent circulation patterns and the greater park context.

### PATH HIERARCHY

A primary pedestrian east-west spine is proposed for linking a series of activity nodes through the centre of the park (west parking lot, play area plaza, Mendel Building, and boat dock). This east-west spine and other primary paths would be 4m in width.

Secondary paths are proposed to be 3m in width (i.e. south portion of racetrack promenade, path adjacent to City Hospital).

Tertiary paths (sidewalks, minor paths) are 1.5m - 2m in width.

Paths may be surfaced in concrete, pavers, asphalt or crushed stone based on the level of use and priority.

### SPADINA CRESCENT CHARACTER

The pedestrian promenade along Spadina Crescent south of University Bridge is a highly regarded public amenity in Saskatoon (photo below).

In this master plan, it is recommended that the current character of the promenade be extended along Spadina Crescent through Kinsmen Park as much as possible. This could take place during the near-term (5 - 10 years) and long-term phases (10 - 25 years) as vehicular changes to Spadina Crescent take place.

The extension of this character will improve north-south pedestrian connectivity between 25th Street and Queen Street, and provide a safer, more comfortable and scenic route than currently exists.

### MEEWASIN VALLEY TRAIL

The Meewassin Valley Trail will be improved to provide a 4m-wide multi-use trail that generally follows the riverbank.

In the near-term (5 - 10 years), the existing alignment of the path will be generally maintained and the trail conditions upgraded. Where possible, the trail alignment is to be modified to improve the visual connections and physical relationship between the park and the South Saskatchewan River.

In the long-term (10 - 25 years), the trail alignment should be changed to run between the Shakespeare on the Saskatchewan festival site and South Saskatchewan River.

Longitudinal slopes should be less than 5% where possible to ensure accessibility.



Existing Spadina Crescent promenade along Kiwanis Park



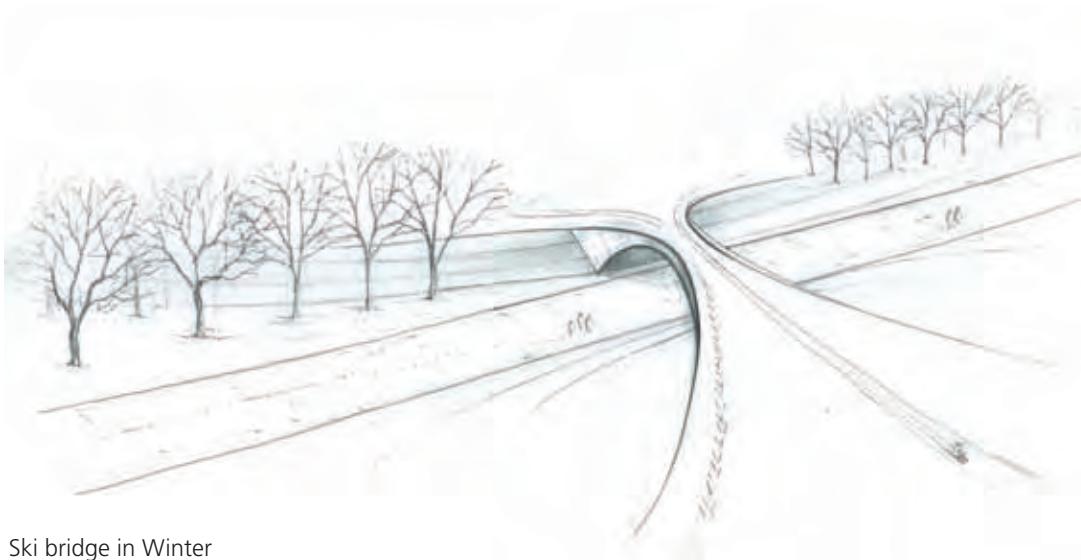
## LAND BRIDGE / SKI BRIDGE

A land bridge is proposed for the centre of the park, passing over the east-west pedestrian spine (racetrack promenade) and miniature train tracks. Functions of the land bridge will include:

- Link between the open spaces north and south of the east-west pedestrian spine.
- Gateway to the play area for people arriving from the west
- Short tunnel for the miniature train to pass through
- Vantage point for viewing activities in the park and the landscape beyond
- Slope on which people can sit to watch park activities/ festivals or enjoy the sun
- Conflict-free ski crossing over the primary winter pedestrian route in winter
- Interesting terrain for skiers in winter
- Unique and elegant landmark within the park



Land bridge in Summer



Ski bridge in Winter



## VEHICULAR CIRCULATION AND PARKING

### GENERAL INTENT FOR VEHICULAR CIRCULATION AND PARKING

The goal for vehicular circulation along Spadina Crescent is to maintain efficient traffic movement while having a less negative impact on pedestrian comfort and connectivity through the park. Spadina Crescent is intended to emulate the promenade-like character of the street north of Queen Street and south of 25th Street, where lanes are narrower and there are dedicated bicycle lanes.

Parking should provide convenient access to the site nodes, but without having a negative impact on pedestrian circulation and activities in the park.

The sequences of changes to vehicular circulation and parking is outlined below and in the following sequence of diagrams.

### PROPOSED SPADINA CRESCENT TREATMENT

Portions of Spadina Crescent through Kinsmen Park are unnecessarily wide, contributing to a feeling of disconnection between the east and west parts of the park. The following are proposed changes to Spadina Crescent:

#### SHORT-TERM (<5 YEARS):

In the short-term, a 4-way intersection would be implemented midway along Spadina Crescent, between the Mendel Building and the new play area. This intersection would consolidate the existing driveways along Spadina Cres, and would provide a safer crossing for pedestrians.

#### NEAR-TERM (5 - 10 YEARS):

The proposed near-term treatment extends the promenade character through Kinsmen Park. A single row of street trees would be added to the west side of the street, and a double row of trees added to portions of the east side.

#### LONG-TERM (10 - 25 YEARS):

In the long-term the vision of this master plan is to reconfigure the Spadina Interchange into a roundabout. This new alignment would add a large area of useable space to the southeast part of the park, and would greatly improve east-west pedestrian movement across Spadina Crescent.

A traffic study on this proposed alignment was undertaken by Stantec Consulting. Their findings indicated that a roundabout would meet traffic flow requirements along

Spadina Crescent. The full results of the Stantec traffic study are provided in Appendix 5.

The intersection of Queen Street and Spadina Crescent would also be reconfigured in the long-term plan.

### CONSOLIDATION OF DRIVEWAYS AND INTERSECTIONS

A key move in the master plan is the consolidation of driveways and intersections along Spadina Crescent within Kinsmen Park. There are currently 7 driveways that intercept Spadina Crescent, and a large Y-intersection for the Spadina Interchange. The intent of the master plan is to rationalize these traffic patterns and to provide identifiable locations for pedestrian crossings.

In the proposed master plan six of the seven driveways are to be consolidated into one rationalized 4-way intersection south of the Mendel building (near-term phase, 5 - 10 years). The Y-intersection of the Spadina Interchange is intended to be replaced with a roundabout north of 25th St (long-term phase, 10 - 25 years).

### RECONFIGURATION OF PARKING

The public and stakeholders generally agreed that there is a sufficient level of parking capacity within Kinsmen Park. Therefore, the intention was to improve parking layout without significantly changing the total parking capacity.

Due to the limited possibilities for creating new parking on the site, and due to requests to remove some existing parking sites, the total number of parking spaces will decrease from 312 to 280, a reduction of 32 spaces or about 10%. These changes are detailed below by phase:

#### SHORT-TERM (<5 YEARS):

- There is an existing parking lot on the west side of the park (north of the YMCA) that is often overlooked as one of Kinsmen Park's lots. This lot will be retained and signage will be improved to identify it as parking for Kinsmen Park visitors. This lot has a capacity for approximately 100 vehicles.
- The large parking lot near the concession building occupies a highly-visible, central space in the park, interrupting what could be a centre of park activity and a primary pedestrian link to the Mendel. This parking lot will be reconfigured for improved access to the

new play area and to create a pedestrian-centred park. Approximately 48 spaces of the existing 100 spaces will be retained (loss of 52 spaces).

- The two existing lots south of the Mendel Building (approximately 40 spaces each) are to be retained to serve the Mendel Building, Shearwater Boat Tours, Shakespeare on the Saskatchewan, and to accommodate other Kinsmen Park and Meewasin Valley users.
- The small parking lot north of the ball diamonds is removed (loss of 20 spaces). While this lot is convenient for sports and picnics, it is regarded as one of the most problematic areas of the park after nightfall due, in part, to its isolation.
- Approximately 40 perpendicular parking spaces are proposed along the east side of Kinsmen Avenue inside Kinsmen Park.

#### NEAR-TERM (5 - 10 YEARS)

- Un-sanctioned parking for approximately 28 vehicles on the east side of the Mendel building is removed. This lot was originally permitted by the Meewasin Valley Authority as a loading zone for the Mendel Building, but it has since become permanent parking. This lot is to be removed to provide a better connection between the Mendel and the riverfront.
- 12 existing parking spaces on the south side of the Mendel building are reconfigured to allow for a new drop-off loop in this area.

#### CONSIDERATION OF ON-STREET PARKING

Earlier in the master planning process space2place design explored the idea of on-street parking along Spadina Crescent. This proposal was discussed with the City of Saskatoon Transportation Department, and it was concluded that the proposal would interfere with bike lanes and with the desired level of service on the street. Thus, on-street parking is not an acceptable option for Spadina Crescent at this time. If traffic patterns change in the future, staff may wish to revisit this proposal.

## 06\_PARK PLAN

**1. SHORT-TERM (<5 YEAR)**

- Four-way intersection and pedestrian crosswalk added to Spadina Crescent, south of the Mendel Building.
- Parking north of ball diamonds is removed.
- Right-angle parking is added along Kinsmen Avenue, and a turn-around is added to the north end of that street.
- Parking by the concession building is reconfigured to create the play and rides area, and to provide a better alignment with the crosswalk to the Mendel Building.



VEHICULAR CIRCULATION PLAN: SHORT-TERM (&lt;5 YEARS)



**2. NEAR-TERM (5-10 YEAR)**

- Promenade character is extended along Spadina Crescent with street trees added to both sides of the street.
- Unsanctioned parking behind the Mendel Building is removed (28 spaces)
- Parking at the south end of the Mendel Building is reconfigured to create a new drop-off loop.



VEHICULAR CIRCULATION PLAN, MID-TERM (5-10 YEARS)



06\_PARK PLAN

**3. LONG-TERM (10-25 YEAR)**

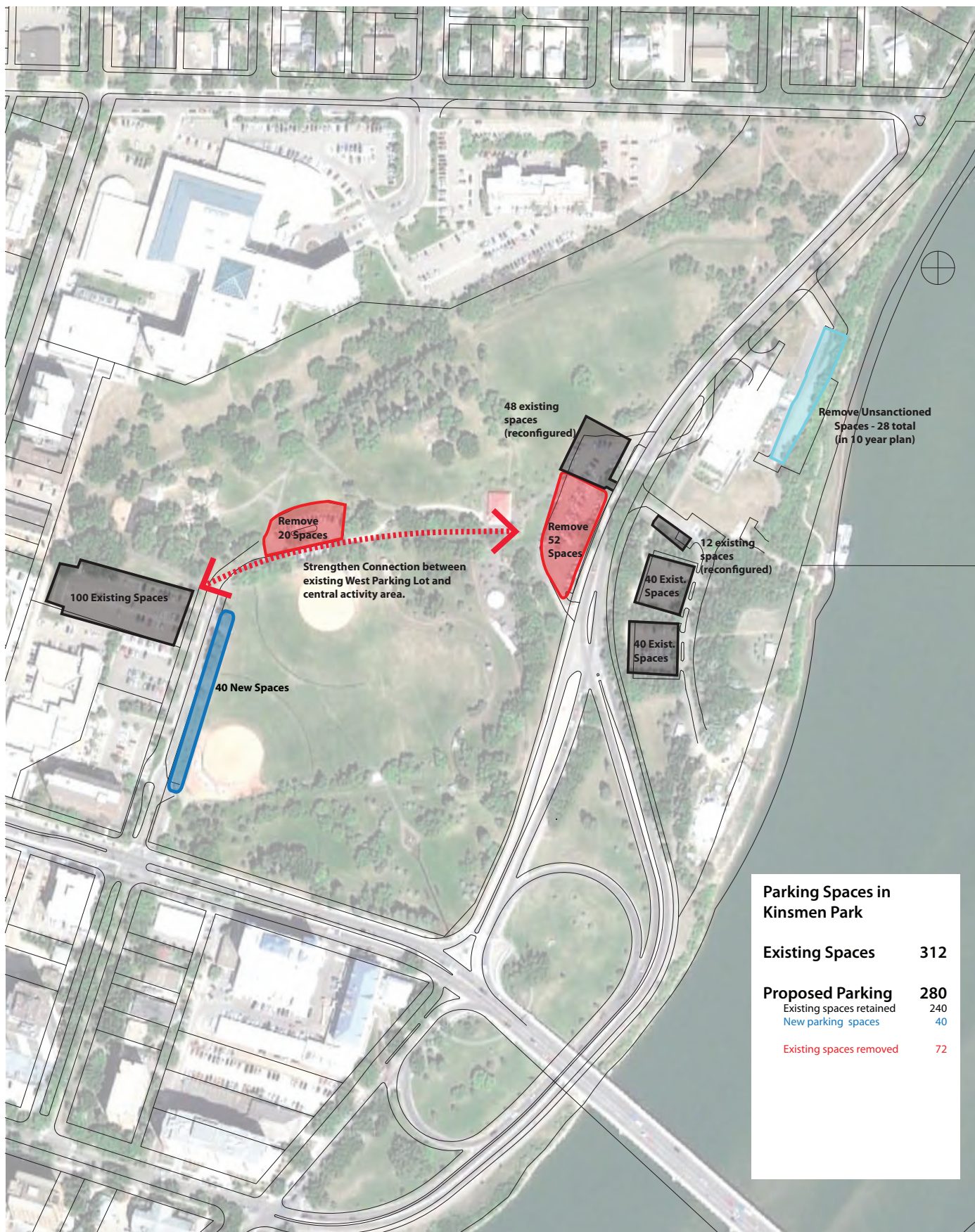
- The Spadina interchange is converted into a roundabout
- The intersection of Queen Street and Spadina Crescent is reconfigured to a T-intersection.
- A new park gateway is created from 5th Avenue



VEHICULAR CIRCULATION PLAN, LONG-TERM (10-25 YEARS)



KINSMEN PARK MASTER PLAN REPORT



INVENTORY OF EXISTING AND PROPOSED PARKING CAPACITY IN KINSMEN PARK

06\_PARK PLAN

**PUBLIC TRANSPORTATION**

Public transit service should be extended through the centre of Kinsmen Park to improve access to the park and encourage travel to the park by bus. A bus stop could be located at the new 4-way intersection between the Mendel Building and the new play area.

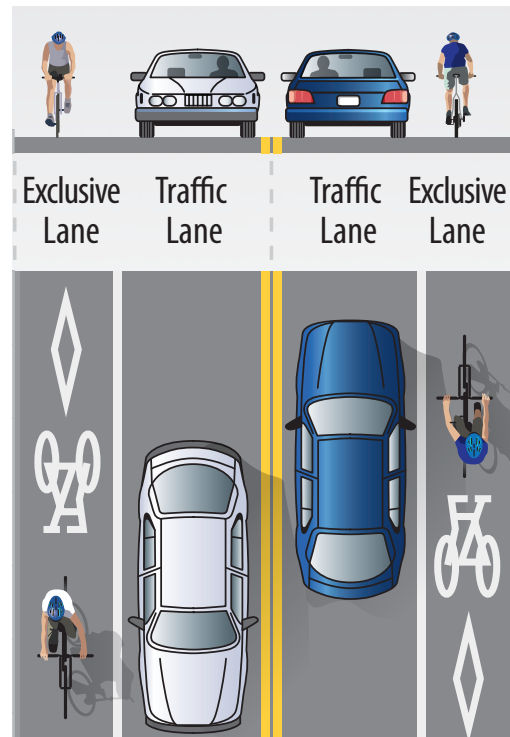


**BICYCLE CIRCULATION + INFRASTRUCTURE**

Bicycle travel should be facilitated through Kinsmen Park to connect to existing exclusive bike lanes north and south of the park, and as part of the broader cycling initiatives under the Downtown Cycling Network Plan.

In the near-term phase (5 - 10 years) Spadina Crescent will be reconfigured as required to provide 1.5m-wide exclusive bicycle lanes along the length of the park (see bicycle phasing diagram at right). The restricted road width at the Spadina Crescent Bridge will require bike and vehicle lanes to converge for this short portion of the street.

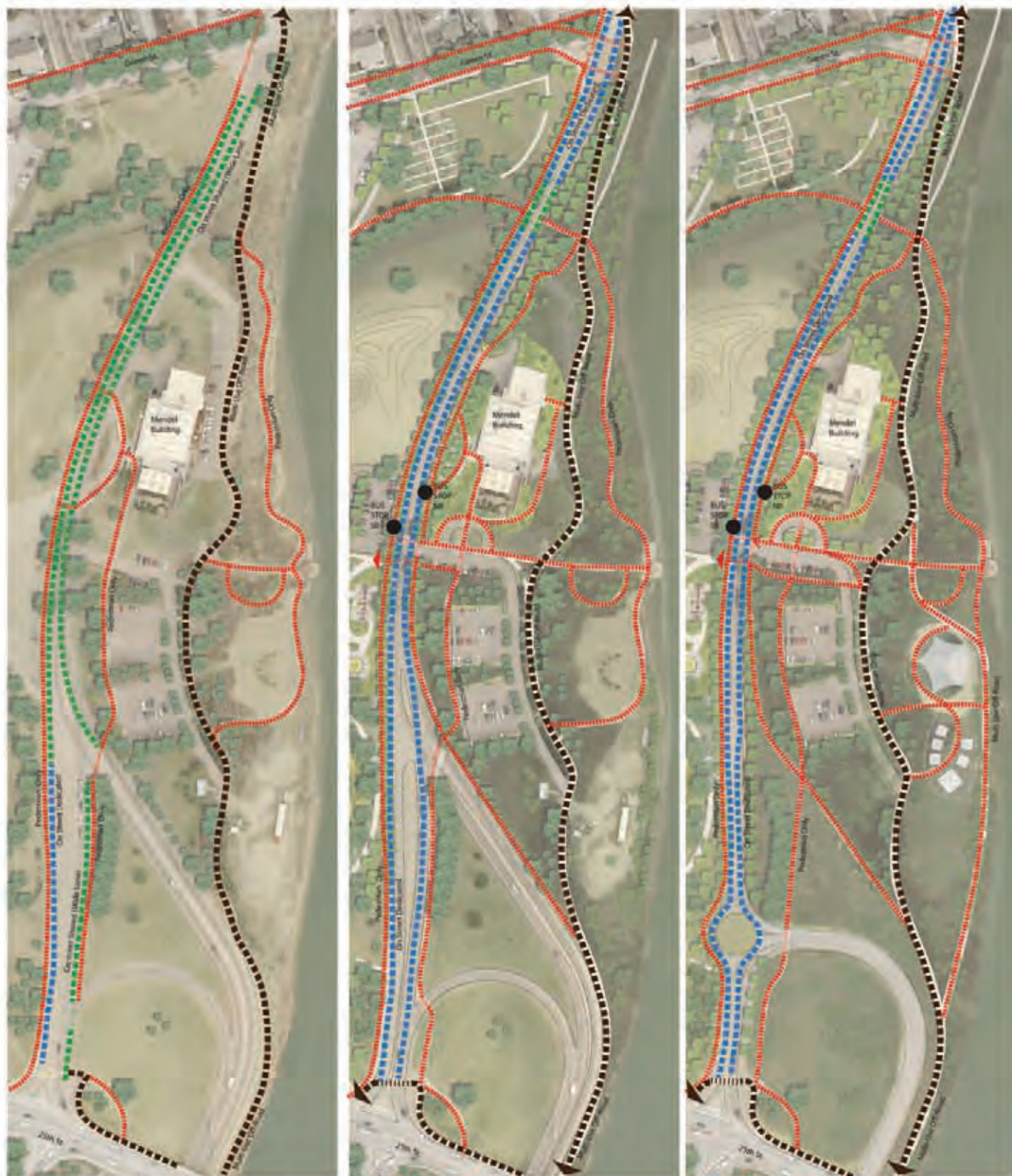
As mentioned previously, the Meewasin Valley Trail is to be upgraded to a 4m-wide trail for shared use by pedestrians and cyclists. In the long-term (10 - 25 years) this trail is intended to be realigned along the riverbank, thereby improving visual and physical access to the river.



Exclusive bike lanes diagram, from "Downtown Saskatoon is Bicycle Friendly" brochure



KINSMEN PARK MASTER PLAN REPORT



EXISTING

PROPOSED NEAR-TERM

PROPOSED LONG-TERM

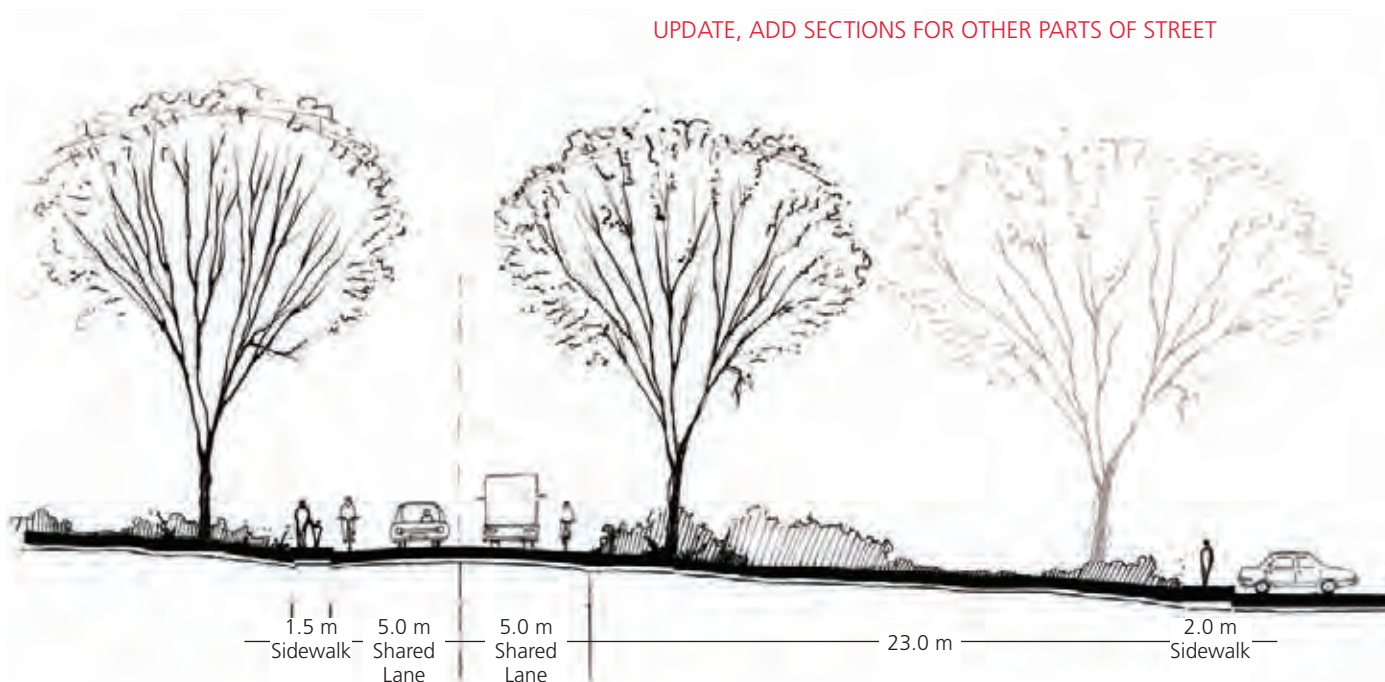
- On Street Shared (Wide Lane)
- On Street Dedicated
- Multi-Use Off-Road
- ⋯ Pedestrian Only

BICYCLE CIRCULATION AND TRANSIT PHASING PLAN



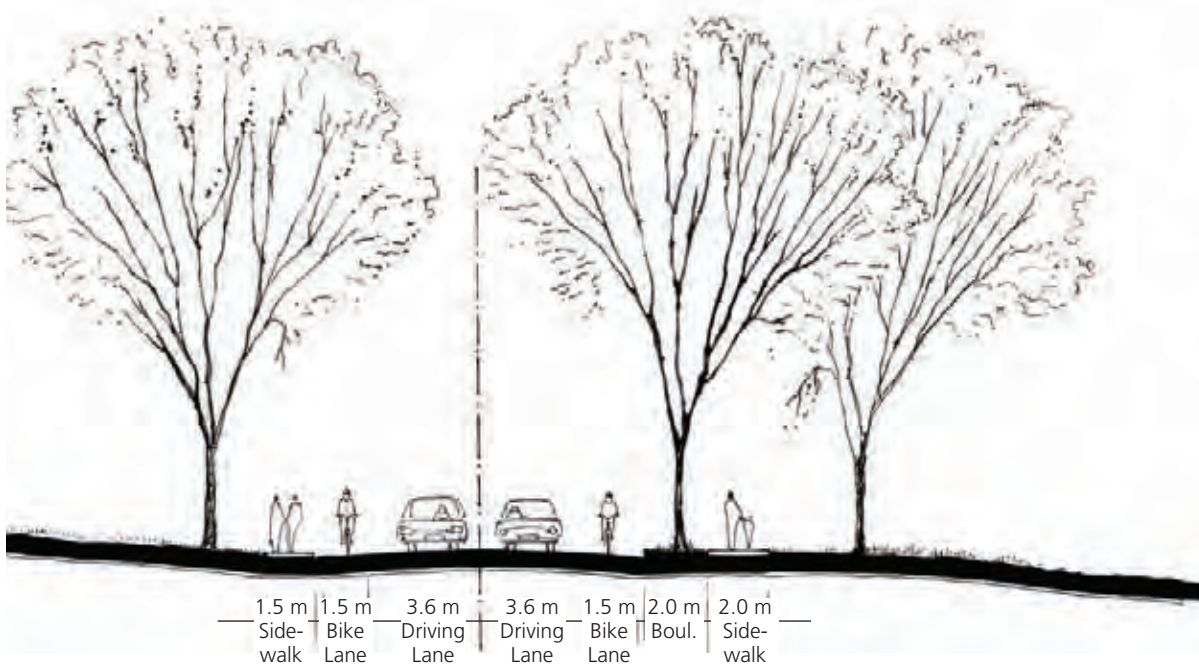
06\_PARK PLAN

UPDATE, ADD SECTIONS FOR OTHER PARTS OF STREET



Existing dimensioning of circulation lanes along Spadina Crescent

UPDATE, ADD SECTIONS FOR OTHER PARTS OF STREET



Proposed dimensioning of circulation lanes along Spadina Crescent

## INFRASTRUCTURE AND OPERATIONS

The following are requirements for park infrastructure and operations:

### IRRIGATION

- An automatic irrigation system should be installed to irrigate the high-use and focal areas of the park. The irrigation system can use water from the South Saskatchewan River. Areas to be irrigated by the system include the sports pitch / festival site, the informal open space north of the concession building, the picnic area, and the play area. It has been noted that funding for such a system (about \$325,000) has not yet been secured, but that upgrades are currently planned for 2014.
- Water features in the play area would require servicing by the municipal water supply.
- Water would be required in the winter for snow-making equipment and flooding the skate path.

### LIGHTING

- Existing flood lighting should be maintained for nordic skiing.
- Improvements should be made to path lighting along primary circulation routes, which would be kept cleared of snow in the winter. Lighting should be dark-sky compliant and fixtures should be coordinated throughout the park.

### SHAKESPEARE FESTIVAL SITE

- Electrical requirements for the Shakespeare on the Saskatchewan site include two panels with a 200A, 2P main breaker, 120/240 volt (CHECK)
- Water servicing the site should consist of a 2 inch water line with 4 quick couplers (2 in each box), delivering 50 to 60 gallons of water per minute. (CHECK)

### PARK OPERATIONS SHED

- A new park operations shed will be installed along the west side of the park, north of the 5th Avenue entry gateway.
- The parks shed should consist of a double garage (24' x 24'), divided into two equal spaces by a centre wall. One room will be used to house three buggies, one 8'

mower, line trimmers, tools and gas cans. The other side will be used as a staff room to accommodate seven people.

- The shed will require electrical service (mini fridge, microwave, lights), a concrete floor, aluminum roofing and siding, a sky light on the staff side, and a gravel parking area (staff are not permitted to use the Kinsmen parking lot).
- A large "Lorras" garbage bin will be stored in the vicinity of the operations shed in the summer.

**A Sampling of Community Vision Statements Relevant to the Kinsmen Park and Area Master Plan**

*We will know that we are achieving the vision when:*

**Parks, Recreation and Community Safety**

- The river valley contains more places for active and passive recreation while retaining and enhancing important natural qualities
- The city's network of trails and bike lanes is steadily expanding and becoming more interconnected, and more residents are using the network
- Sidewalks and major trails are cleared of snow and ice
- Recreation facilities and programs are found throughout the city and provide all residents with opportunities to participate in sport and recreation activities
- All neighbourhoods have places indoors and outdoors for gathering and socializing
- Access to recreational facilities and programs in older neighbourhoods, and levels of participation, has improved.
- Neighbourhood, streets, parks, trails and other public spaces are attractive, well maintained and feel safe.
- The community is healthier as recreation participation rates increase

**A Culturally Vibrant City**

- We are protecting the river valley and other important natural heritage features.
- We are conserving and using significant heritage buildings and other structures.
- There are more events and places where people and cultures interact
- There are more spaces in the City Centre and individual neighbourhoods for cultural activities and programming
- There is more public art and heritage interpretation across the city

**A City with More Options for Moving Around**

- Streets are more attractive and safe for pedestrians and cyclists as well as people using wheelchairs and electric scooters. Most sidewalks are cleared of snow and ice.
- Cycling is embraced as a normal way of getting around. Safe cycling routes to the river and downtown from all corners of the city have been established.
- The city's trail network is expanding and becoming more interconnected, and is well used in all seasons. Major trails are cleared of snow and ice.

**A Thriving City Centre**

- The City Centre has been enhanced as the city's civic and cultural centre with new cultural facilities, pedestrian-filled public spaces, more special events and more public art.
- The City Centre is more beautiful and walkable and feels safe.
- The larger downtown riverfront offers a range of informal recreational opportunities as well

Attachment 2 (continued)

as places to dine, meet and pursue cultural experiences overlooking the river

- There are more bike lanes, bike parking facilities and pedestrian amenities in the City Centre
- Public transit facilities in the City Centre have been improved, and more and more people are using transit to get to and around downtown
- New buildings and open spaces in the City Centre are being recognized nationally for their design excellence and environmental features.

#### **A Green City**

- Significant natural features, including the river, wetlands remnant patches of native prairie and the river valley forest, are protected and many have been enhanced.
- There is more aquatic and terrestrial biodiversity in the South Saskatchewan River Valley.
- There is more green space for natural features, forestation, recreation and growing food.
- New green open space linkages and greener streetscapes are being established across the city, encouraging walking and cycling while beautifying the city.

**25-Year Implementation Cost Estimate (in 2011 dollars)**

## 5 Year Implementation Itemized Costs

1.	Rides Garden	1,937,000	
	Optional ticket booth, lighting, etc		125,000
2.	Play Area (Includes removal of old area)	2,565,000	
	Optional lighting, etc.		100,000
3.	Train Station	830,000	
	Optional Lighting and Green Roof		35,000
4.	Train Track, Promenade and Train	1,621,000	
5.	Festival Site	567,000	
6.	Pedestrian Crossing at Mendel	329,000	
7.	Parking Off Spadina	208,000	
8.	Kinsmen Avenue Upgrades	262,000	
9.	Public Art	250,000	
	Summary	8,569,000	260,000

## 10-Year Implementation Itemized Costs

1.	Landscape East of Mendel	574,000	
2.	Mendel Site work	379,000	
	Optional: Street trees along Spadina		64,000
3.	Concession Building Expansion	2,284,000	
	Optional Green Roof		79,000
4.	Demolition of Picnic Shelter	14,000	
5.	Land/Ski Bridge	499,000	
6.	Mound	204,000	
7.	Community Areas	586,000	
8.	Park Pathways	559,000	
9.	Riverbank Improvements	969,000	
	Optional: Lighting		100,000
10.	Hugh Cairns Celebration Grove	681,000	
	Optional Lighting		100,000
11.	Community Gardens	663,000	
12.	Irrigation	254,400	
13.	Public Art	500,000	
	Summary	8,166,000	343,000

Attachment 3, continued

25-Year Implementation Itemized Costs

1.	Conversion of the Spadina Interchange	2,785,000	
2.	Shakespeare Site	1,736,000	
3.	Planting	401,000	
4.	26 <sup>th</sup> Street Gateway	500,000	
5.	Park Maintenance Area Upgrades	254,000	
6.	Boat Dock Expansion	95,000	
7.	Mendel Conservatory Expansion	2,000,000	
8.	Public Art	500,000	
	Summary	8,271,000	

Exclusions: Land costs; Professional fees and disbursements; Planning, administration and financing costs; legal fees and expenses; building permits and development cost charges; temporary facilities; removal of hazardous materials; loose furniture and equipment; unforeseen ground conditions and associated extras; off-site works; phasing of all work and accelerated schedule; decanting and moving; project commissioning; erratic market conditions, such as lack of bidders; proprietary specification; cost escalation beyond 2011.

Costs for a new facility building are not included in this estimate.

# PUBLIC OPEN HOUSE #1

**WHERE:** The Royal Canadian Legion  
606 Spadina Crescent West

**WHEN:** Nov 2, 2011

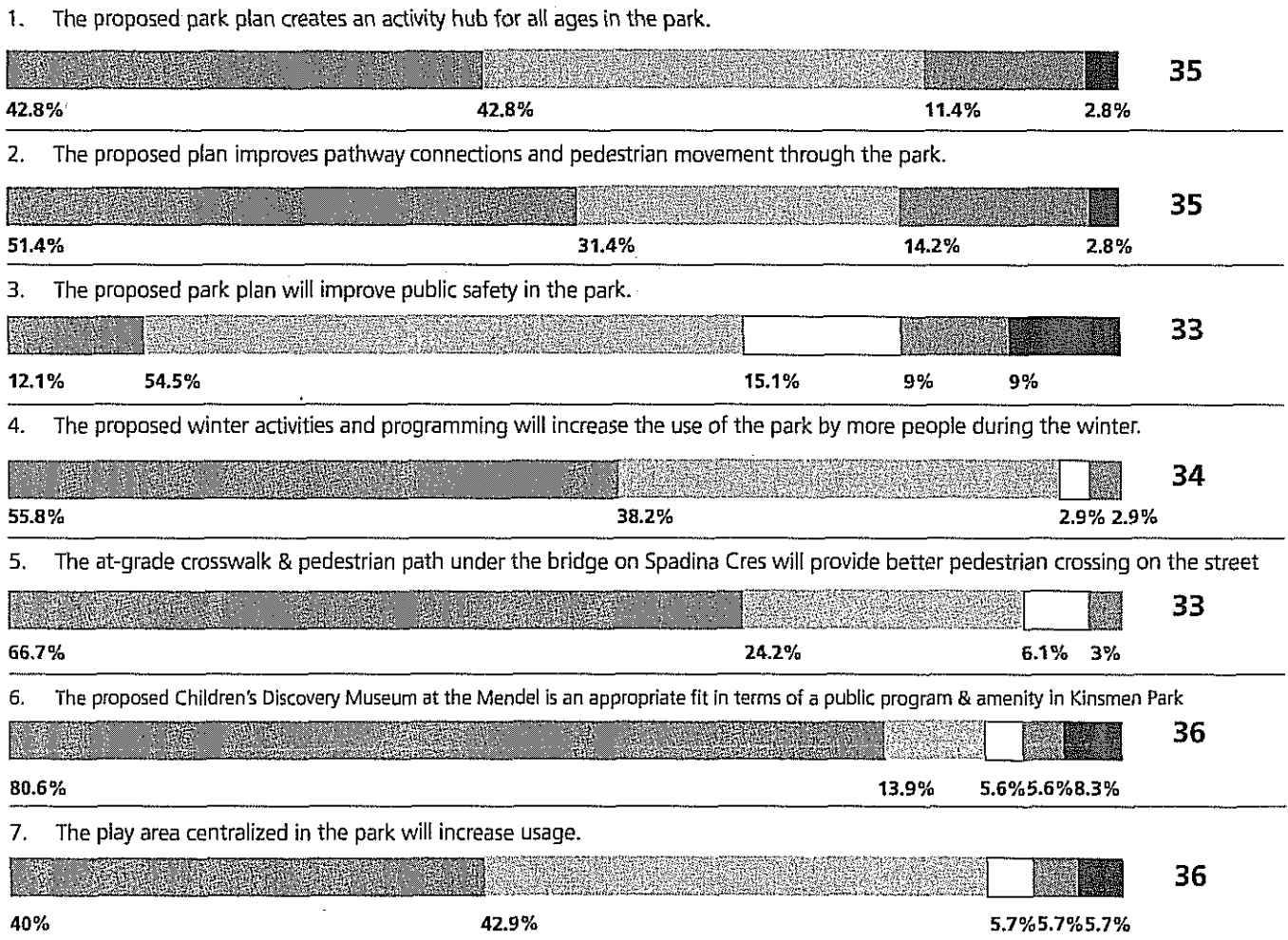
## OVERVIEW:

The proposed park plan was presented to the community for feedback. This material included phasing plans showing a 5yr, 10yr and 25yr buildout scenarios. The proponents for the children’s museum also presented their proposal for the reuse of the Mendel Bldg.

## FEEDBACK:

The participants were asked to rate the success of the plan based on the questions below:

Strongly Agree	Agree Somewhat	Don't Know	Disagree Somewhat	Disagree Strongly	# of responses
					



# PUBLIC OPEN HOUSE #2

**WHERE:** The Park Town Hotel  
924 Spadina Crescent East

**WHEN:** Nov 10, 2011

## OVERVIEW:

The proposed park plan was presented to the community for feedback. This material included phasing plans showing a 5yr, 10yr and 25yr buildout scenarios. The proponents for the children's museum also presented their proposal for the reuse of the Mendel Bldg.

## FEEDBACK:

The participants were asked to rate the success of the plan based on the questions below:

Strongly Agree	Agree Somewhat	Don't Know	Disagree Somewhat	Disagree Strongly	# of responses
					

1. The proposed park plan creates an activity hub for all ages in the park.



2. The proposed plan improves pathway connections and pedestrian movement through the park.



3. The proposed park plan will improve public safety in the park.



4. The proposed winter activities and programming will increase the use of the park by more people during the winter.



5. The at-grade crosswalk & pedestrian path under the bridge on Spadina Cres will provide better pedestrian crossing on the street



6. The proposed Children's Discovery Museum at the Mendel is an appropriate fit in terms of a public program & amenity in Kinsmen Park



7. The play area centralized in the park will increase usage.





**Public Open House Comment Summary Including Community Centre Comments**

Priorities

- Children's Play Area (22)
- Spadina pedestrian crossing (9)
- Children's Discovery Museum (8)
- Spadina roundabout (8)
- Heated winter washrooms/concession building/warming area (6)
- Pathways (6)
- Riverbank Remediation (4)
- Approve of proposed phasing (3)
- Parking (3)
- Spadina Streetscape (3)
- Winter Activities (3)
- Spadina Bridge Underpass (3)
- Skate Path (3)
- Mound (3)
- Community Gardens (3)
- Ski Trails (2)
- Land/Ski Bridge (2)
- Busses (2)
- Community Park at the North End (1)
- Bike Paths (1)
- Shakespeare Site Redevelopment (1)
- 26<sup>th</sup> Street Entrance (1)
- Fence removal (1)
- Trees (1)
- Social Nodes (1)

Additional Comments

Mendel:

- Support for Children's Discovery Museum (5)
- Keep coffee shop and conservatory (3)
- Science Centre at Mendel (2)
- Preference for Senior-focussed program (1)
- Move MVA to Mendel Building (1)
- Name "Mendel Civic Centre"

- Restore Mendel Auditorium to its original size (1)

Attachment 4, continued

- Link Mendel program with Science program at UofS (1)

Activity Program

- Concern with Community Gardens (5)
- Support for Community Garden (not just for City Park residents) (1)
- Not enough for teens/youth (4)
- Not enough for seniors (2)
- Add a senior's fitness circuit (2)
- No dogs and more enforcement (2)
- Add Dogs / Off-leash dog-run (2)
- Enhance train path with interesting sights (2)
- Leave Ball diamonds in current location (2)
- Like organic play structure (1)
- Like indoor and outdoor play (1)
- Consider bracelets for multiple rides (1)
- Need for community space for rentals (1)
- Consider reinstating the Goose Slide (1)
- Concern for conflict with play area and festival useage (1)
- Need larger picnic area (1)
- Consider access point for canoes and kayaks at river (1)

Winter Activities

- Potential conflict with Tobogganing and cross-country skiers (3)
- Potential conflict with pedestrian paths and ski paths (2)
- Like the tobogganing hill/mound (2)
- General support for winter components(1)
- Like the ski trail (1)
- Concern about losing 300m of ski trail (1)
- Like the skate path (1)
- Larger skating area (1)
- Like the ski bridge (1)
- Add mini-snowboard park (1)
- Paths need ski crossings (1)
- Skate rentals (1)
- Like warm-up area/WC (1)
- Add Signage to discourage people walking on ski trails (1)

Pathways and Connections

- Improve connection from Southeast to Northwest (2)
- Spadina underpass should be wider and taller (1)

#### Attachment 4, continued

- Remove/close Spadina underpass (1)
- East/west pedestrian link is forced (1)
- Add continuous walkway around the park (1)
- Enhance path from west parking to play area (1)
- Connections to river could be better (1)
- Clear paths in winter and add grit or salt (1)
- Consider natural pathway across the park and formalize (1)

#### West side/26<sup>th</sup> Street Entrance

- Concern with parks building location adjacent to Discovery Park (10)
  - Note: Plan has been changed to address this concern
- Care and program needed to foster legitimate users (1)

#### Parking and Transportation

- Concern about parking capacity (6)
- Widen Spadina (1)
- Address detailed connection requirements for pedestrians (1)
- Add above-grade pedestrian crossing over Spadina (1)
- Do not add an overpass (1)
- Support busses (1)
- Slow traffic to 30 km/h (1)

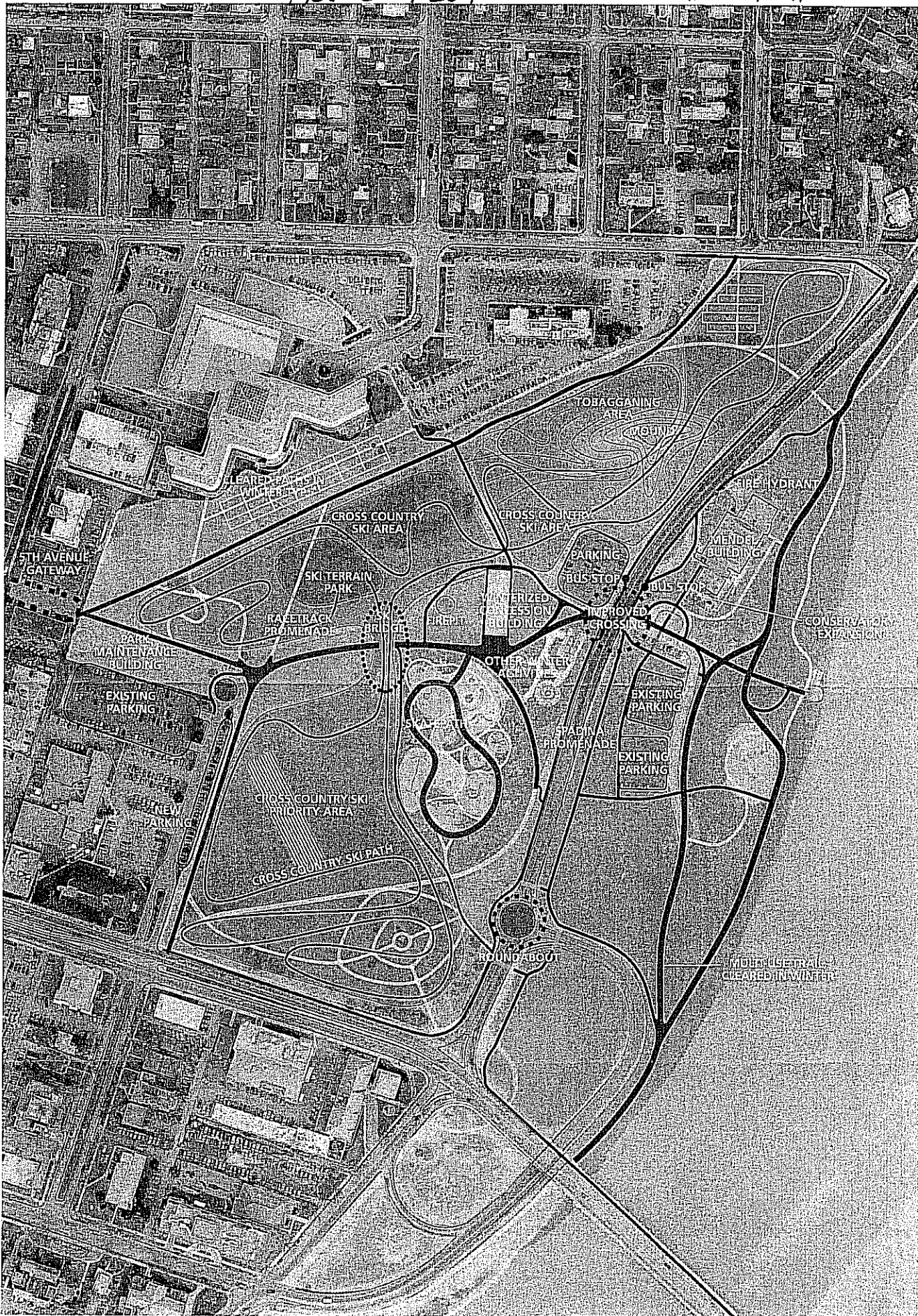
#### Public Art and Interpretation

- Keep statues of children (1)
- Provide information on history and culture (1)

#### Miscellaneous

- Support Plan (8)
- Don't change anything – keep park as it is now (1)
- Wonderful Plan – great way of interactive play for children indoors and outdoors (1)
- Keep the ravine (1)
- I hope this will not be an attraction for gang elements (1)
- Preference for local designer (1)
- Current plan and phased schedule will result in destruction of Kinsmen Park as location for cross-country skiing and ski instruction (1)
- Located benches every 25 yards along pathways (1)
- Ensure disabled access (1)
- Discourage Canada Geese (1)
- Great, will be a magnet (1)

- This will bring new life and energy to the park all year...I love it.(1)
- Concern about city costs and maintenance.(3)



**Kinsmen Park Master Plan Submission to Planning & Operations Committee of City Council,  
November 29, 2011 by the Kinsmen Park Ski Committee**

**Introduction**

This submission on the Kinsmen Park Master Plan to the Planning & Operations Committee of City Council is on behalf of the Kinsmen Park Ski Committee. The committee consists of a broad-based coalition of individuals and organizations with interests in promoting cross-country skiing in Kinsmen Park. Please see Appendix B for the committee composition.

We thank the City planning team working on the Kinsmen Park Master Plan for including cross-country skiing as a significant activity in Kinsmen Park. We appreciate their efforts to consult with us and incorporate our feedback into the Plan. We don't think there are any major roadblocks in the design features that we can't either negotiate a change to or work around. We commend the team for expanding the original summer proposal to include a Winter Concept.

The Master Plan as we understand it is a concept of how the planning department would like the park to appear as it is reconstructed stage by stage. We acknowledge that the idealized picture may have to be modified to match current realities at any given stage.

Although cross-country skiing is now recognized as a significant activity in the Master Plan, it is not clear that this means it is important enough to be included in the funding of the initial phases of park redevelopment. What follows is our reasoning as to why skiing should be moved into a priority position in the redevelopment process.

**Ski Programming**

Kinsmen Park is the major ski programming centre in Saskatoon. Adult skiing lessons are held there by various organizations, including schools and clubs. The Council on Aging has conducted Learn to Ski lessons for their seniors' groups. The highly popular national Jackrabbit program for children ages 3-12 is conducted by the Nordic Ski Club in the park. Older youth and adults use the ski trails for competitive training and conditioning. Coaching and training of para-nordic athletes takes place regularly. Disabled and blind skiers use the park on a weekly basis for exercise and outings.

The University of Saskatchewan Centre for Second Languages uses the park for introducing foreign students to cross-country skiing. City Hospital uses the trails for spinal injury patients in their rehabilitation therapy program.

There are other groups using the ski trails for organized recreational outings. We don't have an exhaustive list because we haven't conducted a thorough survey.

**Athletic Accomplishments via Kinsmen Park**

There are numerous cross-country athletes who have trained in Kinsmen Park over the years. Many have achieved recognition in national and international competition. Probably our most famous is Colette Bourgonje (sit skier), both a Summer and Winter Paralympian medalist. Many other able bodied and para-nordic athletes have made their mark in cross-country events, including their coaches and racing officials who have contributed to their success, all emanating out of humble, little Kinsmen Park! See Appendix A for a complete list.

**Recreational Skiing**

There are a large number of the general public using the ski trails on a regular basis for recreational skiing every day of the week including evenings. Skiing in the evenings is a great way to wind down after a day of work. Kinsmen Park has the only ski trail in the City that is lit well enough for safe night skiing, hence its popularity. Overall, there are more people skiing at Kinsmen Park than in any other park in Saskatoon.

**History**

Volunteers from the Nordic Ski Club began setting ski trails in Kinsmen Park in 1973. There were no machine groomed ski trails anywhere in Saskatoon at the time, so Kinsmen Park has the distinction of being the first park to provide ski trails for public use. So, for almost 40 years the Club has been setting

track in the park. Labor to groom the trails has always been supplied by volunteers. Ski programming started soon after with the first ski lessons being conducted in the ball diamond area.

#### **Warm-up Facility**

There was no warm-up facility in the park until the old concession "cabin" was resurrected to serve such a function in its limited capacity. It was insulated for winter use, but still remains woefully inadequate in size and facilities to serve the needs of present programming. With the present increased activity level in the park, this facility is a discredit to the City of Saskatoon.

#### **What do Children Want?**

The Kinsmen Park Master Plan has throughout the public engagement process focused on what children would like in the park. Unfortunately, the planning team wasn't able to attend a Jackrabbit ski session to find out what kids who want to learn to ski would like to see in the park. The ski kids probably would have said more hills and a place to pee! Too bad they weren't given a chance to speak up.

#### **Children's Health**

There's ample evidence that nation-wide our children are suffering from an epidemic of obesity. For a lot of children, getting hooked on cross-country skiing would be the perfect antidote to this looming problem. It's a well recognized fact that if you can get kids interested in skiing they will more than likely carry it forward into their adult years as a life-long physical activity. Imagine the load that would take off our health care system!

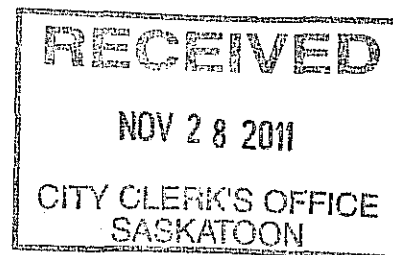
#### **Conclusion**

We are on the cusp of a marvellous opportunity to engage a corporate partner in Kinsmen Park who is anxious to respond to community needs. It is our responsibility to identify those needs and prioritize them. "Our" refers to city planners, City Council and interested citizens such as our Ski Committee.

So far we've spelled out what we see as the main reasons why cross-country skiing in Kinsmen Park is a priority and we've identified an overpowering need for an all-season facility. The Master Plan has included such a facility and we are asking your committee to consider moving that facility into a priority position in the initial implementation phase of the Plan. We trust that you would agree with us that the "winter children" have needs equal to the "summer children" and deserve the same priority in the allocation of sponsor funding to the planned upgrades in the park.

We leave it to your conscience and good judgment to make the best decision in the interests of all Saskatoon citizens. Thank you for your consideration.

Submitted by Cliff Speer,  
on behalf of the Kinsmen Park Ski Committee.



## APPENDIX A

### Athletic Achievements that Kinsmen Park has helped Produce

#### Paralympian & World Cup Winning Para-nordic Athletes of Distinction Originally Training in Kinsmen Park

- i. **Colette Bourgonje** (sit skier) is a 9 times Summer and Winter Paralympian and winner of 10 medals. Colette lived next to Kinsmen Park and trained 2 to 3 times a day at the park during the winter from 1992 to 2010. Colette was 2010 Recipient of the Dr. Whang Youn Dai Achievement Award. This solid gold medal is to recognize individuals who conquer adversities through the pursuit of excellence in sports. In 1996, Colette was named Saskatoon Athlete of the Year and in 1996 she was inducted to the Saskatoon Sport Hall of Fame. Colette also has a street named after her in Saskatoon, achieved distinction as Saskatchewan Female Athlete of the Year (2011), and was inducted into the Canadian Disabled Sports Hall of Fame.  
<http://www.cccski.com/National-Ski-Team/Athlete-Information/Para-Nordic-World-Cup-Team/Colette-Bourgonje.aspx>  
<http://www.paralympic.ca/en/detail/37270.html?id=37748&profileid=37748&view=detail>
- ii. **Joe Harrison** (sit skier) competed at 2 Winter Paralympics 1992 and 1994 and 2 Summer Paralympics. 5<sup>th</sup> in 15 km cross country and 8<sup>th</sup> in biathlon. He also won 2 medals in track at the Summer Paralympics.  
<http://www.paralympic.ca/en/detail/37270.html?id=37511&profileid=37511&view=detail>
- iii. **George Rosenberg** (blind skier) competed at 1988 Winter Paralympics (Innsbruck).  
<http://www.paralympic.ca/en/detail/37270.html?id=37701&profileid=37701&view=detail>
- iv. **Kelsi Paul** (sit skier) competed at 2 World Cups in Canada in 2004 and 2007 winning 2 medals. At the last Canada Winter Games, Kelsi won silver and bronze.  
<http://www.cccski.com/Archives/2004/Gold-Rush-Continues-For-Canada-at-Disabled-Cross-C.aspx>  
<http://www.cccski.com/Archives/2007/Four-gold-medals-in-four-races-for-Colette-Bourgon.aspx>
- v. **Joelle Buckle** (sit skier) competed at the World Cup in Canada in 2004
- vi. **Michael Manderscheid** (sit skier) competed at the World Cup in Canada in 2004

#### Saskatoon Cross-Country Coaches Initially Working out of Kinsmen Park

- i. **Scott McGibney** was the Nordic Club Coach and then Provincial coach from 1980-1995.
- ii. **Kaspar Wirz** was Para-Nordic National Team Head coach from 1994 to 2010.
- iii. **Jeff Whiting** was Para-Nordic National Team Manager from 1994 to 2002 and National Development Coordinator from 2005-2010.
- iv. **All of the Saskatchewan cross country skiing coaches for the last Canada Winter Games were from Saskatoon** (Kevin Robinson, Alison Meinert, Jeff Whiting, Nathan Sedgewick, Barret Dunbar).

#### Saskatoon Cross-Country Officials Training and Working Initially out of Kinsmen Park

- i. **Dan Brisbin** 2010 Olympics and 2009 World Cup,



- ii. **Kathryn Theede** 2010 Olympics and Paralympics and 2009 World Cup,
- iii. **Jeff Whiting** 2010 Paralympics,
- iv. **Andrew Brisbin** 2010 Olympics - cross country skiing forerunner.
- v. **Kaspar Wirz** is an International Technical Delegate at IPC World Cup and member of the International Paralympic Nordic Committee for Biathlon.

### **Able-bodied Cross-Country Athletes**

A list of Saskatoon able-bodied skiers who have represented Saskatchewan at national or international championships (including Canada Winter Games) from 1979 to 1995. Below that are medalists Saskatoon has had at those events.

Kristi Hus, Renee Merz, Brian Stevenson, Corin Flood, Mary Stockdale, Phil Hoffman, Mike Cherney, Cathy Cooke, Janelle Bendiksen, Tim Haight, Steve Haight, Jon Bendicksen, Tim Cooke, Robin Butler, Stephen Huszar, Ken Bristol, Jorn Tabel, Ivan English, Jake Wetzel (gold medalist in rowing 2008 Olympics), Edith McHattie, Fraser Sprigings

#### **National medalists:**

**Mary Stockdale:** 1983 Canadian Junior Champion, Silver medalist 1983 Canada Winter Games

**Tim Cooke:** Bronze medal relay team, 1987 National Championships

**Jon Bendicksen:** Bronze medal relay team, 1987 National Championships

**Ken Bristol:** Bronze medal 1995 Canadian Junior Championships, member Team Canada 1995 World Junior Championships.

## **Appendix B**

### **Kinsmen Park Ski Committee Members**

Chairman - Cliff Speer – CanoeSki Discovery Co. & Nationally Certified Cross-Country Instructor

John Sheard – Senior Advisor

Jeff Whiting – National Para-Nordic Cross-Country Coach

Kirsten Ketilson – President, Saskatoon Nordic Ski Club

Steve Shirliffe – Youth Program Director, SNSC

Kevin Robinson – Eb's Source for Adventure & SNSC Coach

Bernie Mazurik – Recreational Skier

Brett Smith – Recreational Skier

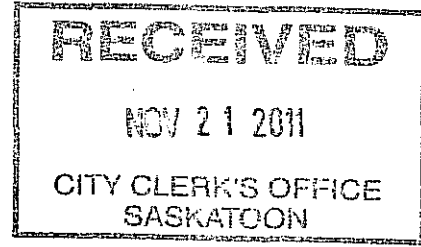
Sherri Nelson – City Hospital Rehab Therapy Program

Bree Rooke – Public Health , In-motion

Scott Thompson – Ecoquest Experiential Program

Gina DiPaolo – U of S Centre for Second Languages Activities Director

From: CityCouncilWebForm  
Sent: November 21, 2011 1:38 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Nancy Howse  
1909 Saint Charles Ave  
Saskatoon  
Saskatchewan  
S7M 0N7

EMAIL ADDRESS:

[nhowse49@yahoo.ca](mailto:nhowse49@yahoo.ca)

COMMENTS:

We were very disappointed to see that the Master Plan for Kinsmen Park has ignored the needs of skiers, after quite considerable input by the skiing public to the consultation process. apparently winter activities are not important enough in saskatoon to merit some of the large funding that has been offered for Kinsmen Park.

A warm-up/meeting facility - a top priority item for skiers - has been added to the winter concept, but relegated to the 10-year implementation phase, with no dedicated funding.

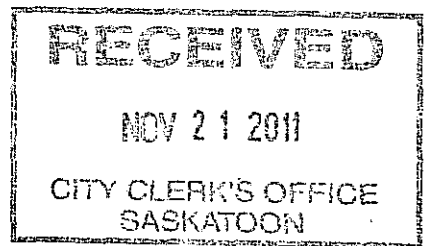
That's much too long for the skiing public, which has been waiting for such an amenity for the past 40 years.

For example, it doesn't take much imagination to appreciate the frustration of parents accompanying their small tykes on an evening Jackrabbit ski program in Kinsmen Park, only to discover that when the children need a washroom, the only readily available "facility" is the park shrubbery. Truly a regrettable and intolerable situation for a city the size and stature of Saskatoon.

Could we convince the Kinsmen Park Master Plan sponsors to slice off a piece of the \$5-million pie for a badly needed all-season facility and could we talk the city into stepping up the timetable of same to urgent status?

Thank you for your attention to this. Sincerely, Nancy Howse

From: CityCouncilWebForm  
Sent: November 21, 2011 1:53 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Robert Howse  
1909 Saint Charles Ave  
Saskatoon  
Saskatchewan  
S7M 0N7

EMAIL ADDRESS:

[howse.family@sasktel.net](mailto:howse.family@sasktel.net)

COMMENTS:

We urge you to include the winter concept, designed with considerable input from the skiing community, in the Master Plan for the renovation Of Kinsmen Park, so that the winterized facilities so urgently needed for the Chirldren's ski lessons offered by the saskatoon Nordic Ski club can be built without further delay.

In a city which has good cross country skiing weather (ie winter) for 5 months of the year, it is very inefficient that the park might be be re-designed with only summer use being considered. Let skiers in on the funding provided for renovating Kinsmen Park, and don't make our children wait any longer!

Sincerely, Robert Howse

-----Original Message-----

From: [taratopping@gmail.com](mailto:taratopping@gmail.com) [mailto:[taratopping@gmail.com](mailto:taratopping@gmail.com)]

Sent: November 29, 2011 10:00 AM

To: Web E-mail - Mayor's Office

Subject: A Letter to the Mayor of Saskatoon

First Name: Tara

Last Name: Topping

Organization:

Address: Box 2016

City: Martensville

Province: Saskatchewan

Postal Code: S0K 2T0

Phone: 651-0557

Fax:

Email: [taratopping@gmail.com](mailto:taratopping@gmail.com)

Comments: Dear Mr. Mayor

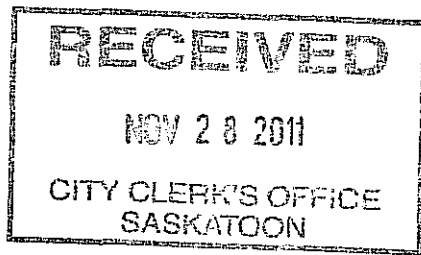
I writing to you in regards to the Kinsmen Park make over plans. I have four children that take x-country ski lessons with the Saskatoon Nordic ski club. They love it and I see it as a one stop activity, they all have their lessons at the same time and the same place. I feel that we are need of a proper warm up building with bathroom's then lessons would be perfect. After lessons the kids get to go and have a hot chocolate and a cookie and it is very crowded. My little one last year was taking his cup back after having his hot chocolate to put it away and tripped on someones feet and he fell and the cup broke. Thankfully he did not cut himself or anybody else. There is also a need for bathrooms. I make my kids go before we leave for lessons but there is the odd time when they do have to go. The times that they did have to go I had to either take them over to the Mendal and they miss more than half their lesson or we go to the tree's or use an old coffee cup in the van. The reason for the last two measures is so they don't miss half their lesson. This only works when it's the boys.

Also I have some concerns about the ski trail being shortened. Right now all lesson's are at the same time plus there is also people from the public there skiing you don't really notice anybody in the way of others. Please remember that I love all my children being able to have their lessons at the same time same place. I feel if it's shortened then they may be more crowded and the skiers (meaning all skiers) not being able to ski to their ability. Also in the new plan there was some talk about skier's sharing a hill with kids on sleds. This will not work. The ski trail will be damaged along with the other problems that may happen when skiers and sleds are happening at the same time. Kind of like asking figure skaters and hockey players to share the ice.

Thank you for you time.

Tara Topping

From: CityCouncilWebForm  
Sent: November 28, 2011 10:54 AM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:  
Medbh English  
615 Lansdowne Avenue  
Saskatoon  
Saskatchewan  
S7N 1E2

EMAIL ADDRESS:  
[medbh.english@usask.ca](mailto:medbh.english@usask.ca)

COMMENTS:

Dear Mayor Atchison,

I am writing on behalf of my family, but most especially on behalf of my sons Fergus and Alistair, avid Jackrabbits skiers, and Colm, just one year, but who will soon be hot on the heels of his older brothers.

We are a keen cross-country ski family and have been actively supporting the Saskatoon Nordic Ski club with our time and membership fees for many years. The club's Jackrabbits ski program for kids is a fantastic option on the city's growing list of ways for kids and families to stay active and enjoy winter in our beautiful city. Running the program out of Kinsmen Park is convenient, and a great way to make this downtown park a truly four-season destination. We love convening under the light of the moon (and the park lamps!) to ski, drink hot chocolate and burn off some of our winter energy on Wednesday nights.

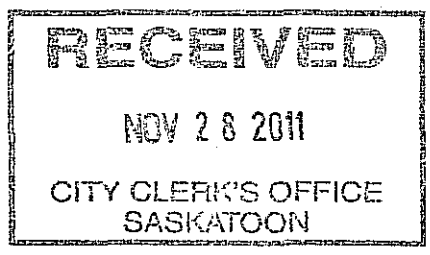
What isn't so fun, is trudging (sometimes more than once) over to the Mendel to use the bathroom facilities. This often cuts into the ski lesson significantly, and can be downright dangerous when it means crossing Spadina during busy times or when icy. It is far enough from ski lessons that kids even have "accidents," which puts an abrupt end to a fun evening. How many times have we wished for a winterized facility for our Jackrabbits!

I urge you to consider making a winter facility at Kinsmen Park a priority for Council. Says Alistair (4), "Please make a bathroom that is nice and warm so we can go pee at Jackrabbits!"

Yours truly,

Medbh English and family  
Ivan, Fergus, Alistair and Colm

From: CityCouncilWebForm  
Sent: November 27, 2011 7:43 AM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

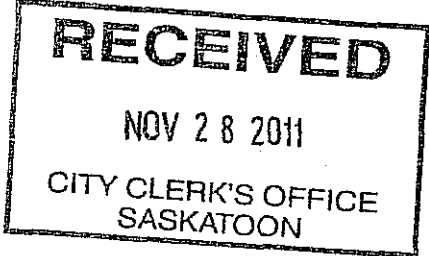
FROM:  
  
David McCartney  
730 10th St E  
Saskatoon  
Saskatchewan  
S7H 0H1

EMAIL ADDRESS:  
  
[mccartneydavida@gmail.com](mailto:mccartneydavida@gmail.com)

COMMENTS:

Thank you for your involvement in the plans to develop Kinsmen Park. I enjoy the park year round and feel a fully winterized bathroom/warm-up facility would greatly improve the usage of the park for everyone.

From: CityCouncilWebForm  
Sent: November 28, 2011 2:18 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:  
  
Edward Holgate  
319 Ave. G. North  
SASKATOON  
Saskatchewan  
S7L 1Z2

EMAIL ADDRESS:  
  
[edholgate@shaw.ca](mailto:edholgate@shaw.ca)

COMMENTS:

Regarding renovations to Kinsmen Park, I support a fully-serviced winterized facility in the renovations planning in Kinsmen Park.

In an environment with longer winters and ballooning signs of health issues due to lack of exercise, this is unacceptable.

This funding is an opportunity to provide much needed restroom facilities.

Perhaps, the city council do not understand the difficulties of venturing outdoors, in winter, with a family particularly, if there are no washroom facilities. Many of the city washroom facilities are locked up in the wintertime. A lack of washroom facilities in the winter is another barrier to going out in winter. Surely, the city should be encouraging winter activities outdoors, rather than locking up all the washroom facilities.

The last times I have been in this park in the winter, there have been a lot of people skiing and a warm up location and washroom would make dealing with winter, and skiing and children, much better.



-----Original Message-----

From: magel.sutherland@sasktel.net [mailto:magel.sutherland@sasktel.net]

Sent: November 27, 2011 2:52 PM

To: Web E-mail - Mayor's Office

Subject: A Letter to the Mayor of Saskatoon

First Name: Magel

Last Name: Sutherland

Organization:

Address: 866 Delaronde Court

City: Saskatoon

Province: SK

Postal Code: S7J 4A2

Phone: 3063735299

Fax:

Email: [magel.sutherland@sasktel.net](mailto:magel.sutherland@sasktel.net)

Comments: Dear Mayor Atchison,

I am writing to express my support for the Saskatoon Nordic Ski Club and their vision to include cross-country skiing as part of a "Winter Concept" for the Kinsmen Park Master Plan. I am a parent of 2 kids, ages 3 and 5 years old. We use and enjoy Kinsmen Park in its current format as a summer destination, but are increasingly using it as a family during the winter months for skiing-related pursuits.

The Saskatoon Nordic Ski Club and its membership volunteer their time to groom ski trails in the area, and also hold cross-country ski lessons in the park on Wednesday evenings for children starting at age 3. As a parent of a young family, these activities provide an affordable opportunity to get some physical activity and enjoy the outdoors during the long winter months. But more than this, it gives us a chance as parents to facilitate a love of nature and exercise while using a beautiful civic facility. We are grateful for this. It has come to my attention that the revised Master Plan for Kinsmen Park includes a somewhat truncated ski trail and no firm commitment (financial or otherwise) to ski "amenities" for users of this park in the winter months. It makes the skiing community (who have been using and caring for the park for years) seem like an afterthought.

As someone who has made the rush to bathroom facilities in the Mendel, or barely made it "behind the bushes" with my 3-year old winter-proofed skier, I urge City Council to consider a winter facility for this park. This is an opportunity for the City to create a simple yet legacy-building addition to the area, much like the cherished Meewasin Skating Rink beside the Bessborough.

We care about what happens with Kinsmen Park. Please make our thoughts known to City Council.

Regards,

Magel Sutherland & Trent Norman

-----Original Message-----

From: cmstrelioff@sasktel.net [mailto:cmstrelioff@sasktel.net]  
Sent: November 27, 2011 2:56 PM  
To: Web E-mail - Mayor's Office  
Subject: A Letter to the Mayor of Saskatoon

First Name: Dr Chris  
Last Name: Strelieff  
Organization: Saskatoon Nordic Club  
Address: 206 Budz Crescent  
City: Saskatoon  
Province: SK  
Postal Code: S7N 4M5  
Phone: 306 6526964  
Fax:

Email: [cmstrelioff@sasktel.net](mailto:cmstrelioff@sasktel.net)

Comments: Dear Mayor Atchison,

On behalf of my family and especially my daughter Julia, I would kindly ask your consideration for including winterized facilities for the Kinsmen park expansion. Our 7 year old, Julia, has been an active member of the Saskatoon Nordic Ski Club for the past 4 years. Cross country skiing is an excellent winter sport for helping maintain physical fitness in our youth, and is a great family physical activity that can be enjoyed within the city in the beautiful setting of Kinsmen Park. As I'm sure you can appreciate, having younger children at lessons in the winter and not having winterized bathroom facilities or a warm up shelter can be difficult at best. With our lengthy winter season we have the fortune of getting many months of use of the park for skiing, please help improve access and desirability of the park for winter use by Saskatoon families. I do work downtown and would be pleased to speak to you personally if you ever have the opportunity within your very busy schedule.

Best Regards,

Chris, Marina, and especially, Julia Strelieff

-----Original Message-----

From: sauderdave@yahoo.ca [mailto:sauderdave@yahoo.ca]  
Sent: November 27, 2011 9:07 PM  
To: Web E-mail - Mayor's Office  
Subject: A Letter to the Mayor of Saskatoon

First Name: David  
Last Name: Sauder  
Organization:  
Address: 118 Innes Ct  
City: Saskatoon  
Province: SK  
Postal Code: S7N 3G8  
Phone: 306 668 6678  
Fax:  
Email: [sauderdave@yahoo.ca](mailto:sauderdave@yahoo.ca)

Comments: My whole family, adults and children use the Kinsmen park cross country ski facility and feel that it is very important to have a modern facility with washrooms to encourage participation in this wonderful sport in the heart of our beautiful city.

-----Original Message-----

From: srtrapp@sasktel.net [mailto:srtrapp@sasktel.net]

Sent: November 28, 2011 7:21 AM

To: Web E-mail - Mayor's Office

Subject: A Letter to the Mayor of Saskatoon

First Name: Mary

Last Name: Beechinor-Trapp

Organization: Saskatoon Nordic Ski Club

Address: 630 2nd St East

City: Saskatoon

Province: SK

Postal Code: S7H 1P4

Phone: 3062440698

Fax:

Email: [srtrapp@sasktel.net](mailto:srtrapp@sasktel.net)

Comments: Hello,

I am nine years old. I have been a Jackrabbit since I was five. Every year when we have ski lessons at night in Kinsmen Park, I have to go all the way to the Mendel Art Gallery to use the bathroom. It isn't very safe to cross that road, and it is a long way. Can you please build some bathrooms at Kinsmen Park for us?

Thank You,

Mary Beechinor-Trapp

-----Original Message-----

From: srtrapp@sasktel.net [mailto:srtrapp@sasktel.net]  
Sent: November 28, 2011 7:41 AM  
To: Web E-mail - Mayor's Office  
Subject: A Letter to the Mayor of Saskatoon

First Name: Shelagh  
Last Name: Trapp  
Organization: Saskatoon Nordic Ski Club  
Address: 630 2nd St East  
City: Saskatoon  
Province: SK  
Postal Code: S7H 1P4  
Phone: 3062440698  
Fax:  
Email: [srtrapp@sasktel.net](mailto:srtrapp@sasktel.net)  
Comments: Hello,

My daughter and I have been members of the Nordic ski club since 2005. She is nine years old, and has cross-country ski lessons at Kinsmen Park during the winter since she was four.

I think that it is very sad that in order to use a washroom in the winter, our only option has been to cross Spadina, at night, either by taking an extremely long way round to the crosswalks - or if desperate - jaywalking across the road to the Mendel in chancy visibility. It is unsafe and sets a bad example, but when a five year old child needs to go, it is either that or 'going behind a bush'. It is hard to believe this lack of the most basic sanitation facility exists in a downtown public city space in a city the size of Saskatoon in the year 2011.

Kinsmen Park is certainly not by any stretch of the imagination a remote area - on any given day, at any time of year, there are many citizens of our city who utilize this beautiful downtown space for a variety of health and recreation activities.

The multiple summer facilities in Kinsmen Park are wonderful - which makes the lack of any cold weather washrooms whatsoever difficult to understand. Accessible winter washroom facilities in this public spaces should also be available so that families can safely enjoy our beautiful city year round.

Yours truly,  
Shelagh Trapp

-----Original Message-----

From: [chris@veemanlaw.com](mailto:chris@veemanlaw.com) [mailto:[chris@veemanlaw.com](mailto:chris@veemanlaw.com)]

Sent: November 28, 2011 9:59 AM

To: Web E-mail - Mayor's Office

Subject: A Letter to the Mayor of Saskatoon

First Name: Luca & Mikko & Lena

Last Name: Veeman

Organization:

Address: 1002 Eastlake Ave

City: Saskatoon

Province: Saskatchewan

Postal Code: S7N 1A7

Phone: 306-373-6834

Fax:

Email: [chris@veemanlaw.com](mailto:chris@veemanlaw.com)

Comments: I am the father of three children (Luca, age 6; Mikko, age 3; Lena, age 1) who will be actively involved in cross-country skiing.

I fully support the initiative to create winterized facilities at Kinsmen park. When one considers that Saskatoon is a northern city, and that winterized facilities would be used for close to six months of the year, it makes sense to invest in such facilities. Focussing too much on summer facilities does not make sense given this reality. There are not many activities for parents of young children to do with their kids during the winter, and creating winterized facilities at Kinsmen would improve this situation (as would the creation of the Children's Discovery Museum at the Mendel site!).

Thanks for your consideration.

Chris Veeman

-----Original Message-----

From: jonnybennett@hotmail.com [mailto:jonnybennett@hotmail.com]  
Sent: November 28, 2011 3:51 PM  
To: Web E-mail - Mayor's Office  
Subject: A Letter to the Mayor of Saskatoon

First Name: Jon  
Last Name: Bennett  
Organization:  
Address: 714 10th street east  
City: Saskatoon  
Province: Sask  
Postal Code: S7H 0H1  
Phone: 244-5883  
Fax:  
Email: [jonnybennett@hotmail.com](mailto:jonnybennett@hotmail.com)  
Comments: Hello Mayor Atchison,

I am writing to advocate for the possibility of winterized washrooms for Kinsmen park. As a parent of a 4 year old child who takes skiing lessons in the park I think it would be useful to have a washroom located in the park.

I assume that the ski club can become involved in locking and unlocking the facility to ensure that it is not left open all night long.

Please consider this request. thank you.  
Jon Bennett

-----Original Message-----

From: zia.shirtliffe@gmail.com [mailto:zia.shirtliffe@gmail.com]

Sent: November 28, 2011 6:14 PM

To: Web E-mail - Mayor's Office

Subject: A Letter to the Mayor of Saskatoon

First Name: Zia

Last Name: Shirtliffe

Organization:

Address: 517 Garrison Crescent

City: Saskatoon

Province: Saskatchewan

Postal Code: S7H 2Z9

Phone: 652-1450

Fax:

Email: [zia.shirtliffe@gmail.com](mailto:zia.shirtliffe@gmail.com)

Comments: Please could we have some heated washrooms for skiing because otherwise we have to go to the Mendel? I've been skiing for 6 years.

Zia Shirtliffe 10 yrs old



-----Original Message-----

From: [steve.shirtliffe@usask.ca](mailto:steve.shirtliffe@usask.ca) [mailto:[steve.shirtliffe@usask.ca](mailto:steve.shirtliffe@usask.ca)]

Sent: November 28, 2011 6:20 PM

To: Web E-mail - Mayor's Office

Subject: A Letter to the Mayor of Saskatoon

First Name: Steve

Last Name: Shirtliffe

Organization: Saskatoon Nordic Ski Club

Address: 517 Garrison Crescent

City: Saskatoon

Province: Saskatchewan

Postal Code: S7H 2Z9

Phone: 652-1450

Fax:

Email: [steve.shirtliffe@usask.ca](mailto:steve.shirtliffe@usask.ca)

Comments: I am youth director of the Saskatoon Nordic Ski club and I am very happy to hear that council is considering a heated multi-use facility for Kinsman Park. A heated facility to meet and with washrooms would greatly service our youth. Every year about 90 children are enrolled in the Jackrabbits program. We have been struggling to make due with the small hut that is there - and for bathroom facilities we have to make the track across the street to the Mendel. With future access to the Mendel unsure we do not know where that will leave us. Please think of the cities winter loving youth when you decide on what facilities should be included in the first phase of the Kinsman Park upgrade.

Steve Shirtliffe Youth Director Saskatoon Nordic Ski Club

-----Original Message-----

From: pcwarren@hotmail.ca [mailto:pcwarren@hotmail.ca]  
Sent: November 28, 2011 8:22 PM  
To: Web E-mail - Mayor's Office  
Subject: A Letter to the Mayor of Saskatoon

First Name: Piper  
Last Name: Warren  
Organization: Saskatoon Nordic Ski club  
Address: 462 Pinehouse Dr.  
City: saskatoon  
Province: saskatchewan  
Postal Code: S7K 4X5  
Phone: 652-3253  
Fax:  
Email: [pcwarren@hotmail.ca](mailto:pcwarren@hotmail.ca)

Comments: Dear Mr. Mayor, My name is Piper Warren. I am 9 years old, and I am a member of Saskatoon Nordic ski club Jackrabbits Program. the Jackrabbits and bunnies all would like a better club house and bathrooms we can use in the winter because the club house we have now is too small and we don't like to cross the street to go to the bathroom. I think many people in Saskatoon would enjoy these changes.

Sincerely,  
Piper Warren

-----Original Message-----

From: jkbykowsy@shaw.ca [mailto:jkbykowsy@shaw.ca]

Sent: November 29, 2011 1:25 AM

To: Web E-mail - Mayor's Office

Subject: A Letter to the Mayor of Saskatoon

First Name: Evan

Last Name: Bykowsy

Organization:

Address: 33 Bell Crescent

City: Saskatoon

Province: SK

Postal Code: S7J 2W2

Phone: 955-5019

Fax:

Email: [jkbykowsy@shaw.ca](mailto:jkbykowsy@shaw.ca)

Comments: My dad and I take skiing lessons in Kinsmen Park, and sometimes we ski there when we're not taking lessons. Building winter bathrooms would be great, so we can ski longer. The plans for the park sound very exciting! All the skiers in Saskatoon will love the new park. Thanks!

Dear Mr. Mayor

Nov. 28, 2011

Please build Kinsmen park  
Ski club a better Warm-up  
Shack? Please could you build  
a Log cabin with a wood stove  
and bathrooms so we don't have  
to go pee on a tree or go outside  
because the Warm up Shack is too small for  
everybody to fit. It isn't very warm  
in the shack and it is awkward for girls  
to pee on trees.

Thank you

Josh

OFFICE OF THE

NOV 28 2011

MAYOR

Dear Mayor Atehison

My name is Julia Strelioff

I am 7 years old I like  
to cross country ski at  
Kinmen Park in the winter  
I would really like if it  
there was a nice warm-up hut  
and bathrooms that could be  
used when I'm at my ski  
lessons or when I'm skiing  
with my Mum and dad

Sincerely

Julia Strelioff ♥ ♥

Julia Strelioff  
206 Budz Cres.  
Saskatoon, SK  
S7N-4M5  
Ph. 652-6964

1965-1  
X 1815-1  
X 610-1

7.

**TO:** Secretary, Planning and Operations Committee  
**FROM:** General Manager, Community Services Department  
**DATE:** November 14, 2011  
**SUBJECT:** Saskatoon Soccer Centre Inc. Tax Abatement and  
Dedicated Capital Reinvestment Fund  
**FILE NO:** LS 1910-1 and LS 610-17

**RECOMMENDATION:**

that a report be submitted to City Council recommending:

- 1) that the City establish a Dedicated Capital Reinvestment Fund relating to both the Kinsmen/Henk Ruys Soccer Centre and the SaskTel Sports Centre, with all contributions to the fund being made by Saskatoon Soccer Centre Inc.;
- 2) that Saskatoon Soccer Centre Inc. be granted tax relief with respect to the Kinsmen/Henk Ruys Soccer Centre in the form of a forgiveness of taxes for 2010 and a tax abatement commencing in 2011 and ending in 2015, on the condition that Saskatoon Soccer Centre Inc. contribute funds towards a Dedicated Capital Reinvestment Fund as outlined below, on the prescribed dates:
  - a) December 31 for 2011 and June 30, of the subsequent four years to the Dedicated Capital Reinvestment Fund, based on amount determined through implementation of the proposed funding strategy contained in this report;
- 3) that the Saskatoon Soccer Centre Inc. be granted a five-year tax abatement with respect to the SaskTel Sports Centre commencing in 2011 and ending in 2015, on the condition that Saskatoon Soccer Centre Inc. contribute funds towards a Dedicated Capital Reinvestment Fund as outlined below, on the prescribed dates:
  - a) December 31 for 2011 and June 30, of the subsequent four years to the Dedicated Capital Reinvestment Fund, based on amount determined through implementation of the proposed funding strategy contained in this report;

- 4) that the annual contributions made by Saskatoon Soccer Centre Inc., once the Dedicated Capital Reinvestment Fund is fully capitalized, be based on the annual amortization amount derived from the subsequent five-year Condition Assessment and comprehensive building component and replacement cost listing;
- 5) that as a Term of Agreement between the parties, the Saskatoon Soccer Centre Inc. be required to contribute additional funds to the Dedicated Capital Reinvestment Fund upon maturity of their mortgage in 2019 in the amount of \$235,000 and upon maturity of their debenture in 2020 in the amount of \$698,500 and that these additional contributions be required until such time that the Dedicated Capital Reinvestment Fund is fully capitalized;
- 6) that the direction of City Council issue regarding the conditions that must be met for Saskatoon Soccer Centre Inc. to access the Dedicated Capital Reinvestment Fund prior to the fund being fully capitalized;
- 7) that the direction of City Council issue regarding the approval process required for Saskatoon Soccer Centre Inc. to access the Dedicated Capital Reinvestment Fund once the fund is fully capitalized;
- 8) that the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreements under the Corporate Seal, and
- 9) that for any future private facilities that are located on Municipal Reserve, the contract terms between the City of Saskatoon and the other party will address contributions, in a similar fashion, to a Dedicated Capital Reinvestment Fund for the facility.

## EXECUTIVE SUMMARY

City Council provided direction to the Community Services Department regarding the development of a new Capital Reserve Policy that would be applied to all privately owned facilities operating on Municipal Reserve. This policy would be based on the main principles of ensuring a level playing field between recreation service providers on Municipal Reserve and those on privately owned land and ensuring the long-term sustainability of, and reinvestment in, those recreation facilities that are located on Municipal Reserve.

City Council provided direction to the Administration to meet with the Saskatoon Soccer Centre Inc. (SSCI) to review the proposed model of capital reinvestment. During the various meetings held with SSCI in this regard, the SSCI acknowledged that they were philosophically in agreement with the proposed policy; however, they did raise a concern relating to the amount of money that would be required of them to contribute to a capital reinvestment model and whether the amount would place their organization in a position of financial risk.

## BACKGROUND

The direction provided to the Administration by City Council was that the Community Services Department brief the SSCI on the proposed model of capital reinvestment based on the main principles of:

- 1) ensuring a level playing field between recreation service providers on Municipal Reserve and those on privately owned land; and
- 2) ensuring the long-term sustainability of, and reinvestment, in those recreation facilities that are located on Municipal Reserve.

The Administration held meetings with SSCI representatives on September 3 and September 22, 2010, to review the proposed model.

The proposed model of capital reinvestment would allow SSCI and other service providers to build and operate a recreation facility on Municipal Reserve provided the following conditions are met by the organization:

- 1) completion of a capital reinvestment plan would be a pre-condition, which would provide for the timely repair, or replacement, of major capital components including mechanical, electrical, and structural components. The plan would further identify the required annual contributions to fund such a reinvestment plan. Condition Assessments of the facility would then be completed every five years (at a minimum) after the initial development of the capital reinvestment plan to adjust the annual contributions, if necessary, and ensure long-term viability of the plan;
- 2) develop and implement a Comprehensive Maintenance Program for the facility, which complements the capital reinvestment plan;



- 3) any property tax abatements would be subject to a cash contribution, as determined in 1) above, to a Dedicated Capital Reinvestment Fund (Reinvestment Fund) to be held by the City of Saskatoon (City); and
- 4) the City is permitted to participate in, or otherwise audit, the capital reinvestment plan, subsequent Condition Assessments, and the related Comprehensive Maintenance Program.

Your Administration recommends that a contract may be a more appropriate means of addressing the issues cited above. For example, contract terms specific to the SSCI would include the development of a Reinvestment Fund, along with a Comprehensive Maintenance Plan, with the City holding and retaining the necessary contributions. The SSCI would make annual contributions to this Reinvestment Fund in lieu of paying property taxes and apply to access it for capital repairs and/or replacements. A contract would also allow for the inherent differences among the various recreation-related facilities that are currently situated on Municipal Reserve to be adequately addressed. Consequently, an all inclusive policy to address capital reinvestment in privately owned facilities located on Municipal Reserve is not being brought forward.

This report will discuss the abatement of taxes based on the proposed implementation of a Reinvestment Fund and outline a proposed funding strategy for SSCI in this regard.

## **REPORT**

Your Administration met with representatives from SSCI in September 2010 to review the proposed capital reinvestment plan. During these meetings, SSCI acknowledged that they were philosophically in agreement with the proposed capital reinvestment plan as outlined. The SSCI did raise concerns about the dollar amount required to contribute to such a fund in lieu of paying property taxes and whether that amount would place their organization in a position of financial risk.

Both the Administration and SSCI agreed it is important to clearly understand the level of financial risk associated with this plan and, as such, your Administration proceeded to contract a local firm to complete a Condition Assessment of both the Kinsmen/Henk Ruys Soccer Centre and SaskTel Sports Centre. The Community Services Department's 2011 Operating Budget made a one-time allocation of \$50,000 to undertake a Condition Assessment, a capital Reinvestment Plan, and Comprehensive Maintenance Program for both of these facilities.

The Condition Assessments were completed and a final report submitted to the Administration by a local architectural firm in February 2011. The Infrastructure Services Department then prepared a comprehensive building component and replacement cost listing for both of these soccer facilities based on the Condition Assessment reports.

The Condition Assessments included assessment of the following four building components:

- 1) Architectural - includes components, such as foundation, roofing, exterior cladding, doors/windows, interior finishes, etc.;
- 2) Mechanical - includes components, such as domestic hot water tanks, sprinkler systems, etc.;
- 3) Electrical - includes components, such as lighting, access systems, fire alarm systems, etc.; and
- 4) Heating, Venting, and Air Conditioning (HVAC) - includes components, such as air exchange units, furnace, etc.

#### Condition Assessment - Kinsmen/Henk Ruys Soccer Centre

The Kinsmen/Henk Ruys Soccer Centre is located at 219 Primrose Drive and was opened in November 1998 at a cost of \$4,900,000. This facility is currently 13 years of age. As the first year of a new facility was under warranty, for the purpose of developing the proposed funding contribution to a Reinvestment Fund, the age of the facility used is 12 years of age.

The Condition Assessment identified that the Kinsmen/Henk Ruys Soccer Centre had significant floor slab movement at the main entry area, which has resulted in cracks in adjacent concrete walls and sizable gaps in the door thresholds. This architectural deficiency was previously reported to the SSCI in 2004; however, the SSCI was not able to address the deficiency due to lack of funds. The Condition Assessment identified the need to address this issue in the immediate future and provided an estimated cost of \$164,000 for this repair.

Your Administration wishes to bring to the attention of the Planning and Operating Committee that the cost to repair this floor slab movement is an immediate cost for which SSCI would be required to address outside of the proposed Reinvestment Fund as this deficiency dates back to 2004, as described above.

The Condition Assessment recommended the implementation of a building standard for each piece of capital equipment to ensure components are upgraded to modern standards, maximize efficiency, minimize energy losses, and reduce service costs.

#### Condition Assessment - SaskTel Sports Centre

The SaskTel Sports Centre is located at 150 Nelson Road and was opened in January 2006, at a cost of \$14,850,000 (building at \$12.1 million and outdoor artificial turf at \$2.75 million combined). This facility is currently five years old. As the first year of a new facility was under warranty, for the purpose of developing the proposed funding contribution to a Reinvestment Fund, the age of the facility used is four years of age.

The Condition Assessment for the SaskTel Sports Centre indicated that the mechanical systems are in working condition, consistent with the age of the facility, and the major mechanical and electrical components are not yet approaching their life expectancy.

The Condition Assessment did not identify any significant building maintenance issues, indicating that continued building maintenance and equipment repair will provide a comfortable space into the future.

The Condition Assessment recommended the implementation of a building standard for each piece of capital equipment to ensure components are upgraded to modern standards, maximize efficiency, minimize energy losses, and reduce service costs.

#### Comprehensive Maintenance Plan

Your Administration and SSCI will require further discussions to develop a comprehensive maintenance program for both the Kinsmen/Henk Ruys Soccer Centre and SaskTel Sport Centre.

A comprehensive maintenance program will outline the maintenance standards which will provide a means to compare conditions as they are found by inspections and observations to accepted levels for the particular piece of equipment. This would include the keeping of a record of all inspections of key building components and the maintenance and repairs completed on those components as part of the annual maintenance of these facilities. As with its own facilities, the City outlines maintenance standards that are to be followed to ensure that the facilities are serviced and maintained in good working order in accordance with manufacturer's operation and maintenance standards for all building components.

Further discussions will need to take place to clearly outline the annual maintenance standards that are to be carried out by SSCI at these facilities to ensure that key building components are maintained over their life expectancy.

#### Capital Reinvestment Deficiency

Civic facilities contribute tax dollars to reserves for capital reinvestment in its facilities. In discussions with SSCI, the SSCI informed the Administration that it did not set aside funds on an annual basis to address capital reinvestment. As such, the SSCI would have a funding deficiency to address in the development of this proposed Reinvestment Fund.

To gain a better understanding of the scope of this funding deficiency, the information from both the Condition Assessments and the comprehensive building component and replacement cost listing were reviewed by the Administration. Based on discussions with the Infrastructure Services Department, the Administration identified those facility components that would be considered as "key" components within each of the four building components and then proceeded to determine the current total funding deficiency for each of the soccer centres.

Attachment 1 identifies the key components for each of the soccer centres that would be included in the Fund. Replacement of components that were not deemed as "key" would be addressed through the SSCI's Operating Budget and include items, such as windows and doors, carpet tile or vinyl sheet flooring, toilets, sinks, urinals, and drinking fountains.

Your Administration wishes to bring to the attention of the Planning and Operations Committee that the two outdoor artificial turf soccer pitches at SaskTel Sports Centre have not been included as key components for the purposes of developing this Reinvestment Fund. Only the indoor artificial turf at SaskTel Sports Centre has been identified as a key building component.

The combined lifecycle replacement cost of the key components is \$4,215,481, which is comprised of \$1,077,199 for the Kinsmen/Henk Ruys Soccer Centre, and \$3,138,282 for the SaskTel Sports Centre. Had the SSCI contributed funds towards capital reinvestment from the time each facility first began operations, approximately \$1.3 million would have been contributed to date to fund repairs and/or replacement of key components as outlined in Attachment 1.

Outlined below is the deficiency (risk) that each of these facilities is currently carrying, given that there have been no contributions made to date towards capital reinvestment.

- 1) Kinsmen/Henk Ruys Soccer Centre - the amount of funding that should have been set aside annually as part of a maintenance program to address the key component replacement costs of \$1,077,199 for Kinsmen/Henk Ruys Soccer Centre is \$56,700. However, as SSCI has not contributed annually to a reinvestment fund, they are in a \$680,400 funding deficiency for this facility, given that no contribution was made over the past 12 years.
- 2) SaskTel Sports Centre - the amount of funding that should have been set aside annually as part of a maintenance program to address the key components replacement cost of \$3,138,282 for the SaskTel Sports Centre is \$161,402. However, as SSCI has not contributed annually to a Reinvestment Fund, they are in a \$645,608 funding deficiency for this facility given that no contribution was made over the past four years.

#### Tax Abatement and Deficit Funding Strategy

Based on the Condition Assessment that was completed by a local firm and the comprehensive building component and replacement cost listing developed by the Infrastructure Services Department, the Administration developed a capital reinvestment proposal that was reviewed with representatives of SSCI on May 13, 2011. It was further explained that the capital reinvestment proposal would be based on SSCI receiving a tax abatement for both of its facilities on the condition that it contribute its portion of City taxes to this Reinvestment Fund. At this meeting, the SSCI indicated that the funding deficiency that would be carried is a manageable risk for SSCI.

Another meeting between the Administration and SSCI was held on September 7, 2011, at which time further discussion ensued regarding the funding strategy to address the current funding deficiency. During this discussion, the Administration explained that SSCI would need to address the funding deficiency prior to accessing the Reinvestment Fund for repairs to or

replacement of building components identified in the comprehensive building component and replacement cost listing.

In lieu of paying property taxes, the SSCI would make annual contributions of the City portion of taxes to the Reinvestment Fund. This would be the basis for providing SSCI with a five-year tax abatement for each of its facilities. The City portion of taxes is \$64,550 for the Kinsmen/Henk Ruys Soccer Centre and \$144,400 for the SaskTel Sports Centre. The combined annual tax contribution to the Reinvestment Fund for both facilities is \$208,950.

SSCI made a request that consideration be given to allow them to access the Reinvestment Fund to a maximum of \$600,000 once the Reinvestment Fund had reached approximately \$1.5 million in contributions (in the event that repairs or replacements were required at either of the two soccer centres). Based on the annual tax contribution to the Reinvestment Fund, it will have reached approximately \$1.5 million after seven years (2018).

The City portion of taxes that SSCI will contribute on an annual basis to this Reinvestment Fund will, in part, allow the SSCI to catch up on its funding deficiency for each of its facilities. However, any immediate repairs to, or replacement of, equipment would have to be dealt with outside of these funds.

In order for the Reinvestment Fund to be fully funded within ten years, your Administration discussed with SSCI the opportunity to make further contributions to the Reinvestment Fund once its mortgage and debenture are paid off, which will occur in 2019 and 2020, respectively. The value of the mortgage is \$235,000 and the value of the debenture is \$698,500. These additional contributions would be made until such time that the Reinvestment Fund is fully capitalized. Attachment 2 outlines that by contributing this additional funding from the mortgage and debenture to the Reinvestment Fund upon maturity, along with the annual contribution of City taxes (\$208,950), the SSCI will no longer be in a deficit situation by the year 2021. During this ten-year period, the SSCI, and potentially the City, are at risk for approximately \$1.3 million in repairs to and/or replacement of key building components.

Once the Reinvestment Fund is fully capitalized, the basis for determining the annual contribution to be made by SSCI to the Reinvestment Fund will be the annual amortization amount derived from the subsequent Condition Assessment and comprehensive building component and replacement cost listing to be completed every five years for both soccer facilities.

## OPTIONS

1. City Council could refuse to establish the proposed Reinvestment Fund, and the SSCI would be left to fund, or not fund, its own capital reserve and make or not make the necessary capital repairs to these two facilities that are located on Municipal Reserve. This is the status quo.

2. City Council could request that existing agreements between the parties include a requirement that the SSCI establish and maintain a capital Reinvestment Fund, and that the same be managed in a manner similar to the City for its own facilities. This would mean that the City would not have the same level of supervision over the contributions and potentially use of this fund, which is partially comprised of public money. For example, in the event the organization accessed the Reinvestment Fund for expansions or operating expenses, it would be a breach of the Terms of Agreement but the deed will have been executed and, short of terminating the agreement, the City would have few means to express its displeasure.
3. Assuming City Council is in agreement with the creation of the proposed Reinvestment Fund in accordance with the details set forth in the body of this report, there are two other options for consideration:
  - a. As a means of abating taxes, SSCI will make annual contributions of the City portion of taxes to the Reinvestment Fund, along with additional contributions from the maturity of its mortgage and debenture. Once the Reinvestment Fund is fully funded, the SSCI could apply to access it for the repair or replacement of key building components identified in Attachment 1. The Reinvestment Fund would no longer be in a deficit situation by approximately 2021.
  - b. As a means of abating taxes, SSCI will make annual contributions of the City portion of taxes to the Reinvestment Fund, along with additional contributions from the maturity of its mortgage and debenture. At such time that the Reinvestment Fund reaches approximately \$1.5 million in contributions (in 2018 based on current contribution figures), the SSCI may apply to access a maximum of \$600,000 from the Reinvestment Fund to address required repairs and/or replacement of key building components identified in Attachment 1.

Your Administration requests direction from City Council as to which of the two options identified in 3 above are favoured.

Your Administration also requests direction from City Council in regards to whether SSCI would be required to apply to City Council to access the Reinvestment Fund regardless of which option is chosen, or whether SSCI would apply directly to the Administration to do so.

### **POLICY IMPLICATIONS**

There are no policy implications.

An agreement would be required, outlining the terms and conditions discussed in this report, to ensure the formalization of a tax abatement and development of a Reinvestment Fund for the SSCI.

## FINANCIAL IMPLICATIONS

Civic facilities contribute tax dollars to reserves for capital reinvestment in its facilities and having the SSCI contribute in this same fashion to a Reinvestment Fund would ensure that funds are being put back into this facility. In this case, the Reinvestment Fund contributions would be used to fund major repairs and capital replacement costs to the Kinsmen/Henk Ruys Soccer Centre and SaskTel Sports Centre operated by SSCI, as well as to fund the completion of additional Condition Assessments every five years. Total replacement costs would be readjusted on the comprehensive building component and replacement cost listing based on these future Condition Assessments to ensure that inflationary increases are accounted for in the annual contribution calculations in coming years.

SSCI would receive a tax abatement on the condition that it contribute the City portion of taxes until such time as the Reinvestment Fund deficit is addressed, at which time they would then pay the minimum annual contribution derived from the Condition Assessment and comprehensive building component and replacement cost listing.

Based on the information provided above, your Administration recommends that a five-year tax abatement from 2011 to 2015 be provided to SSCI for both the Kinsmen/Henk Ruys Soccer Centre and the SaskTel Sports Centre, on condition that it contributes funds to a Reinvestment Fund equivalent to the City's portion of taxes for each facility. The contribution amounts to this fund would be due December 31, 2011, for this year and on June 30 for each subsequent year would be as follows:

Kinsmen/Henk Ruys Soccer Centre	\$ 64,550
SaskTel Sports Centre	\$144,400

Given that negotiations were taking place with SSCI over the past year relating to the development of the Reinvestment Fund, the SSCI continued to make its annual contribution to the YYSP for 2010 as per the previous Tax Abatement Agreement that expired December 31, 2009. According to the Community Services Department 2010 Operating Budget, the SSCI made a \$71,800 contribution to the YSSP in lieu of paying taxes for 2010.

The tax abatement for both the Kinsmen/Henk Ruys Soccer Centre and SaskTel Sports Centre would begin in 2011 and expire on December 31, 2015.

As this Reinvestment Fund would be set up as a separate City account, interest earned on contributions to the fund would go back into the Reinvestment Fund and would not become part of the general revenue for the City.

The Reinvestment Fund would also be used to pay for the cost of additional Condition Assessments to be completed every five years.

### STAKEHOLDER INVOLVEMENT

The stakeholders, in this case, are the SSCI, and they are aware of, and philosophically in agreement with, the details outlined in this report.

### ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications.

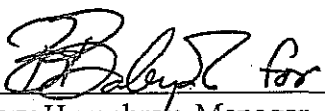
### PUBLIC NOTICE

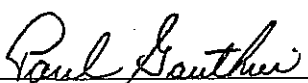
Public Notice, pursuant to Section 3 of the Public Notice Policy No. C01-021, is not required.

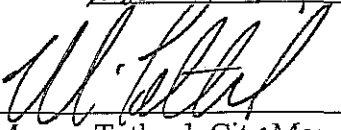
### ATTACHMENTS

1. Key Building Components Replacement Costs - Kinsmen/Henk Ruys and SaskTel Sports Centre
2. Deficit Funding Strategy

Written by: Loretta Odorico, Facility Supervisor, Customer Service

Reviewed by:   
Cary Humphrey, Manager  
Leisure Services Branch

Approved by:   
Paul Gauthier, General Manager  
Community Services Department  
Dated: November 16, 2011

Approved by:   
Murray Totland, City Manager  
Dated: Nov. 18/11



# ATTACHMENT 1

## KINSMEN/HENK RUYSS- Key Building Components Replacement Costs

\*\*Note: Current age of this facility is 13 years, however, the first year of operation is under warranty and as such, 12 years has been used for current facility age

Component	Replacement Cost Current \$	Expected Life of new Component	Annual Amortization Amount	Current Age**	Current Funding Deficiency
Condition Assessment	25,000	15	1,667	12	20,004
<b>Architectural</b>					
<b>Roof</b>					
Roofing	26,798	20	1,340	12	16,080
Flashing	5,029	15	335	12	4,020
<b>Interior Finishes</b>					
Flooring	8,400	20	420	12	5,040
<b>Mechanical</b>					
<b>Plumbing</b>					
DHW Tanks	18,000	25	720	12	8,640
Gas Fired Radiant Tube Heaters (GFRT)	90,000	15	6,000	12	72,000
Relocate Low Level Overhead (GFRTH)	1,000	15	67	12	804
Low Level Overhead (GFRTH)	7,500	15	500	12	6,000
DHW Circ Pump	700	15	47	12	564
Sprinkler System-pumps, Glycol Legs	40,000	20	2,000	12	24,000
<b>HVAC</b>					
Roof Top Unit	20,000	15	1,333	12	15,996
High Eff. Direct Vented Furn Unit	4,500	20	225	12	2,700
Duct Furnace	7,000	20	350	12	4,200
Kitchen Make-up & Exhaust	55,000	20	2,750	12	33,000
Sup/Exht Fans & Cntrl Dampers	12,000	20	600	12	7,200
Exhaust Fan - Washrooms	12,000	15	800	12	9,600
Energy Recovery Ventilators	20,000	15	1,333	12	15,996
Exhaust Canopy Dishwasher Hood	7,000	20	350	12	4,200
<b>Electrical</b>					
Fire Alarm System	1,250	20	63	12	756
Communications	106,862	20	5,343	12	64,116
Electrical Distribution	106,862	20	5,343	12	64,116
Emergency Lighting	53,431	20	2,672	12	32,064
Lighting	374,017	20	18,701	12	224,412
Access System	13,200	15	880	12	10,560
Panels	17,700	25	708	12	8,496
MCC	27,500	20	1,375	12	16,500
CDP	4,450	25	178	12	2,136
Controls (DDC)	12,000	20	600	12	7,200
Replacement Cost -all components	1,077,199				
Minimum Contribution to Replacement Reserve			56,700		
Funding Deficiency Totals					680,400
Property Taxes Payable			64,550		

# ATTACHMENT 1

## SASKTEL SPORT CENTRE--Key Building Components Replacement Costs

\*\*Note: Current age of this facility is 5 years, however, the first year of operation is under warranty and as such, 4 years has been used for current facility age

Component	Replacement Cost Current \$	Expected Life of new Component	Annual Amortization Amount	Current Age	Current Funding Deficiency
Condition Assessment	25,000	15	1,667	4	6,668
Artificial Turf (1 indoor)	834,000	20	41,700	4	166,800
<b>Architectural</b>					
<b>Roof</b>					
Roofing	529,090	20	26,455	4	105,820
Flashing	8,262	15	551	4	2,204
<b>Interior Finishes</b>					
Flooring	25,600	20	1,280	4	5,120
<b>Mechanical</b>					
<b>Plumbing</b>					
Atmospheric Boilers	19,200	15	1,280	4	5,120
DHW tanks	60,000	25	2,400	4	9,600
Gas Fired Radiant Tube Heaters (GFRTH)	75,000	15	5,000	4	20,000
DHW Circ Pump	700	15	47	4	188
Sprinkler system - glycol legs	40,000	20	2,000	4	8,000
<b>HVAC</b>					
Packaged Roof Top Unit	20,000	15	1,333	4	5,332
High Eff. Furnance--Offices	12,000	20	600	4	2,400
Inline Duct Furnace Heater	18,000	20	900	4	3,600
Duct Furnace	7,000	20	350	4	1,400
Kitchen Make-up & Exhaust--Lounge	20,000	20	1,000	4	4,000
Kitchen Make-up & Exhaust	15,000	20	750	4	3,000
Roof Mounted Exhaust Fan	3,500	15	233	4	932
Exhaust Fan & Cntrl Damper	6,000	20	300	4	1,200
Supply Fan & Cntrl Damper	8,000	20	400	4	1,600
Exhaust Fan - Washrooms	24,000	15	1,600	4	6,400
Energy Recovery Ventilators	60,000	15	4,000	4	16,000
Exhaust Canopy Dishwasher Hood	7,000	20	350	4	1,400
Furnace/Condensing Unit	6,400	20	320	4	1,280
Gas Fired Unit Heater	6,300	20	315	4	1,260
<b>Electrical</b>					
Fire alarm system	1,250	20	63	4	252
Communications	202,555	20	10,128	4	40,512
Electrical distribution	202,555	20	10,128	4	40,512
Emergency lighting	101,278	20	5,064	4	20,256
Elec Forced Heaters	3,600	15	240	4	960
Lighting	708,943	20	35,447	4	141,788
Access System	26,400	10	2,640	4	10,560
Panels	17,700	25	708	4	2,832
MCC	27,500	20	1,375	4	5,500
CDP	4,450	25	178	4	712
Controls (DDC)	12,000	20	600	4	2,400

Replacement Cost --all components 3,138,282

Minimum contribution to replacement reserve

161,402

Funding deficiency totals

645,608

Property taxes payable

144,400

Deficit Funding Scenario

Both Soccer Centres Combined		2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11
Unfunded Component Replacement Cost		(\$1,326,008)	(\$1,335,160)	(\$1,344,312)	(\$1,353,464)	(\$1,362,616)	(\$1,371,768)	(\$1,380,920)	(\$1,390,072)	(\$1,399,224)	(\$1,173,376)	(\$249,028)
Fund Contribution (annual amortization amount)		(\$218,102)	(\$218,102)	(\$218,102)	(\$218,102)	(\$218,102)	(\$218,102)	(\$218,102)	(\$218,102)	(\$218,102)	(\$218,102)	(\$218,102)
		(\$1,544,110)	(\$1,553,262)	(\$1,562,414)	(\$1,571,566)	(\$1,580,718)	(\$1,589,870)	(\$1,599,022)	(\$1,608,174)	(\$1,617,326)	(\$1,391,478)	(\$467,130)
City Tax Contribution to Fund		\$208,950	\$208,950	\$208,950	\$208,950	\$208,950	\$208,950	\$208,950	\$208,950	\$208,950	\$208,950	\$208,950
Other Funding Contributions to Fund		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$235,000	\$933,500	\$258,180
Balance		(\$1,335,160)	(\$1,344,312)	(\$1,353,464)	(\$1,362,616)	(\$1,371,768)	(\$1,380,920)	(\$1,390,072)	(\$1,399,224)	(\$1,173,376)	(\$249,028)	\$0

Kinsmen/Henk Ruys		2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11
Unfunded Component Replacement Cost		(\$680,400)	(\$672,550)	(\$664,700)	(\$656,850)	(\$649,000)	(\$641,150)	(\$633,300)	(\$625,450)	(\$617,600)	(\$374,750)	(\$131,900)
Fund Contribution (annual amortization amount)		(\$56,700)	(\$56,700)	(\$56,700)	(\$56,700)	(\$56,700)	(\$56,700)	(\$56,700)	(\$56,700)	(\$56,700)	(\$56,700)	(\$56,700)
		(\$737,100)	(\$729,250)	(\$721,400)	(\$713,550)	(\$705,700)	(\$697,850)	(\$690,000)	(\$682,150)	(\$674,300)	(\$431,450)	(\$188,600)
City Tax Contribution to Fund		\$64,550	\$64,550	\$64,550	\$64,550	\$64,550	\$64,550	\$64,550	\$64,550	\$64,550	\$64,550	\$64,550
Other Funding Contributions to Fund		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$235,000	\$235,000	\$124,050
Balance		(\$672,550)	(\$664,700)	(\$656,850)	(\$649,000)	(\$641,150)	(\$633,300)	(\$625,450)	(\$617,600)	(\$374,750)	(\$131,900)	\$0

SaskTel Soccer Centre		2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11
Unfunded Component Replacement Cost		(\$645,608)	(\$662,610)	(\$679,612)	(\$696,614)	(\$713,616)	(\$730,618)	(\$747,620)	(\$764,622)	(\$781,624)	(\$798,626)	(\$117,128)
Fund Contribution (annual amortization amount)		(\$161,402)	(\$161,402)	(\$161,402)	(\$161,402)	(\$161,402)	(\$161,402)	(\$161,402)	(\$161,402)	(\$161,402)	(\$161,402)	(\$161,402)
		(\$807,010)	(\$824,012)	(\$841,014)	(\$858,016)	(\$875,018)	(\$892,020)	(\$909,022)	(\$926,024)	(\$943,026)	(\$960,028)	(\$278,530)
City Tax Contribution to Fund		\$144,400	\$144,400	\$144,400	\$144,400	\$144,400	\$144,400	\$144,400	\$144,400	\$144,400	\$144,400	\$144,400
Other Funding Contributions to Fund		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$698,500	\$134,130
Balance		(\$662,610)	(\$679,612)	(\$696,614)	(\$713,616)	(\$730,618)	(\$747,620)	(\$764,622)	(\$781,624)	(\$798,626)	(\$117,128)	\$0

Mortgage maturity 2019 (both centres combined) \$235,000  
 Debenture maturity 2020 (both centres combined) \$698,500

01-Oct-11

**TO:** Secretary, Planning and Operations Committee  
**FROM:** General Manager, Community Services Department  
**DATE:** November 14, 2011  
**SUBJECT:** Youth Sports Subsidy Program 2010 to 2011 – Year-End Report  
**FILE NO:** LS 1720-8-1

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

**BACKGROUND**

During its January 18, 1993 meeting, City Council considered a report of the former Planning and Development Committee and resolved, in part:

"that the funds remaining in the Youth Sports Subsidy Program at the end of the season be placed in a reserve for future use by the sports groups on the eligibility list for this program to host special sports events in Saskatoon."

This report summarizes the expenditures for the 2010 - 2011 Youth Sports Subsidy Program (YSSP) budget and shows the remaining funds of \$23,997 to be transferred to the Special Event Reserve established under the Reserves for Future Expenditures Policy No. C03-003.

**REPORT**

**2010 - 2011 YSSP Results**

Your Administration has processed the final payments to the 32 eligible organizations for the program year and wishes to report that the 2010 - 2011 Youth Sports Subsidy Program has experienced an under expenditure of \$23,997. Attachment 1 shows the actual subsidy received and the remaining subsidy balance for each organization. For further information, this under expenditure is primarily a result of a fluctuation in member numbers amongst recreational and competitive-level members in a number of the sport organizations which required less rented program space to run their programs.

This under expenditure of \$23,997 will be transferred to the Special Events Reserve, which was established under Reserves for Future Expenditures Policy No. C03-003 to provide funding assistance to these eligible YSSP sport groups in the hosting of competitions.

During its March 24, 2003 meeting, City Council approved an additional \$13,000 be added each year to the Youth Sports Subsidy Budget for the rental of facilities by sport organizations to host special events. Accordingly this amount is also transferred to the reserve each year.

**2011 Youth Sports Special Event Hosting Grant**

In 2011, there were four Special Event Hosting Grant Applications received from YSSP sport organizations. A total of \$42,838 was available in the Youth Sports Subsidy Special Event Reserve to fund the cost to rent facilities when eligible youth sport organizations host an event.

During its December 6, 2010 meeting, City Council approved an estimated \$35,667 in Special Event Hosting Grants to assist these four local youth sport organizations to host major sporting events. Your Administration was informed in late December 2010 by the Saskatoon Fencing Club that they were not successful in their bid to host the May 2011 Cadet and Junior Nationals and Canadian Select Circuit Seniors, an event which had been previously approved through a YSSP Special Event Hosting Grant.

On September 20, 2011, your Administration was made aware that the Saskatoon Fencing Club had bid on and, had been awarded, the hosting of the Canadian Fencing Canadian Selection No. 1 event, to be held November 18 to November 20, 2011 at the Saskatoon Field House. The Saskatoon Fencing Club then submitted a letter requesting that the hosting grant that was previously approved for the May 2011 event be made available to them in hosting this November event. During its November 7, 2011 meeting, City Council approved a grant of up to \$6,320 for the Saskatoon Fencing Club to host the Canadian Fencing Canadian Selection No. 1 event in November 2011.

In 2011, the amount of grants paid will be \$23,527.83, based on actual rental costs for the events. At the time of writing this report, the Saskatoon Fencing Club has not been paid their grant for the Canadian Fencing Canadian Selection No. 1 event as this event has not yet taken place (event dates are November 18 to November 20). It is anticipated that the approved grant of up to \$6,320 will be awarded to them after the completion of the event and, as such, this grant has been included in the total amount of grants paid above (\$23, 527.83).

A summary of the special events hosted in Saskatoon in 2011 are as follows:

- Manitoba/Saskatchewan Championships —  
Saskatoon Goldfins Swim Club (\$10,172.59)
- Toon Town Diving Championships —  
Saskatoon Diving Club (\$3,318.74)
- Western Bantam Canadian Championships —  
Saskatoon Minor Softball League (\$3,716.50)
- Canadian Fencing Canadian Selection No. 1 —  
Saskatoon Fencing Club (\$6,320)

The Saskatoon Goldfins Swim Club, Saskatoon Diving Club, and Saskatoon Minor Softball League each experienced a profit in hosting their event. As such, 10 percent of event profits are returned to the Youth Sport Subsidy Special Event Hosting Reserve to be put towards future events. A total of \$2,796.22 from the profits of these events was held back from payment on these events as contribution to this reserve. Once the Saskatoon Fencing Club event has taken place, should they too experience a profit, their final grant payment will be reduced by 10 percent of that profit.

The Special Event Reserve funds are used by eligible youth sports organizations to offset the cost to rent facilities when hosting a special event in Saskatoon. Special events attract visitors to Saskatoon and, in so doing, generate significant economic benefit for the community, enhance

the profile and visibility of the city of Saskatoon, enhance community spirit and pride, and develop an awareness, understanding, and appreciation of art, culture, and recreation.

### OPTIONS

There are no other options.

### POLICY IMPLICATIONS

There are no policy implications.

### FINANCIAL IMPLICATIONS

Currently, the Special Event Reserve has \$19,310.60 of uncommitted funds. Transferring \$36,997, which is comprised of the \$23,997 under expenditure and the \$13,000 City Council approved annual contribution, from the YSSP to the Special Events Reserve will result in a \$56,307.60 balance in the reserve to fund future special events.

### ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications.

### PUBLIC NOTICE


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

### ATTACHMENT

1. Youth Sport Subsidy 2010 - 2011 Sport Organization Expenditures

Written by: Loretta Odorico, Facility Supervisor

Reviewed by:   
Cary Humphrey, Branch Manager  
Leisure Services Branch

Approved by:   
Paul Gauthier, General Manager  
Community Services Department  
Dated: November 16, 2011

cc: Murray Totland, City Manager

ATTACHMENT 1

2010 - 2011 Youth Sport Subsidy Sport Organization Expenditures

	SPORT ORGANIZATION	2010-2011 APPROVED SUBSIDY	SUBSIDY PAID BASED ON ELIGIBLE RENT	BALANCE REMAINING
1	Aqualenes Synchro Swim Club	\$20,560.28	\$20,560.65	(\$0)
2	Can Am Gymnastics Club	25,167.23	25,167.30	(\$0)
3	Curl Saskatoon	14,040.00	14,040.00	\$0
4	Hub City Boxing Club	5,732.35	5,732.60	(\$0)
5	Hub City Track Council	9,080.31	9,080.56	(\$0)
6	Jook-Am TaeKwon-Do Inc.	1,023.85	1,023.90	(\$0)
7	Lions Speedskating Club	13,199.91	13,200.20	(\$0)
8	Marian Gymnastics Club	25,166.63	25,166.26	\$0
9	Myraclles Baton Twirling Club	3,410.44	537.00	2,873
10	North Saskatchewan Rugby Union	2,480.18	2,480.18	\$0
11	Optimist Twirling Connection	6,343.80	3,240.36	3,103
12	Orca Synchro Swim Club	1,590.58	1,590.84	(\$0)
13	Riverside Badminton/Tennis	8,018.68	6,485.25	1,533
14	Saskatoon Baseball Council	13,650.82	13,651.00	(\$0)
15	Saskatoon Box Lacrosse	11,802.44	11,802.32	\$0
16	Saskatoon Diving Club	14,462.07	14,461.79	\$0
17	Saskatoon Fencing Club	14,335.91	14,336.35	(\$0)
18	Saskatoon Figure Skating Club	102,900.11	102,900.11	\$0
19	Saskatoon Freestyle Skiing	420.10	420.00	\$0
20	Saskatoon Goldfins Swim Club	54,992.21	50,116.22	4,876
21	Saskatoon Lasers Swim Club	28,000.28	19,508.44	8,492
22	Saskatoon Minor Basketball Association	20,875.04	18,058.87	2,816
23	Saskatoon Minor Hockey Association	631,671.31	631,670.88	\$0
24	Saskatoon Minor Softball League	6,955.64	6,956.00	(\$0)
25	Saskatoon Pony Club	4,752.00	4,632.03	120
26	Saskatoon Ringette Association	35,414.40	35,414.10	\$0
27	Saskatoon South Zone Tae Kwon Do	1,893.82	1,894.16	(\$0)
28	Saskatoon Tae Kwon Do West Inc.	3,751.46	3,751.46	\$0
29	Saskatoon Youth Soccer Inc.	201,251.87	202,301.42	(1,050)
30	Taiso Gymnastics Club	21,534.30	21,534.63	(\$0)
31	Water Polo Saskatoon	4,397.60	3,767.67	630
32	Willow Ridge Pony Club	1,150.00	546.00	604
	<b>TOTAL</b>	<b>\$1,310,025.62</b>	<b>\$1,286,028.55</b>	<b>\$23,997</b>

**TO:** Secretary, Planning and Operations Committee  
**FROM:** General Manager, Community Services Department  
**DATE:** November 14, 2011  
**SUBJECT:** Applications for Funding - Youth Sport Subsidy Program  
Special Events Policy No. C03-007  
**FILE NO:** LS 1720-8-1

**RECOMMENDATION:**

that a report be submitted to City Council recommending that eligible Youth Sport Subsidy Program sport organizations receive a Special Event grant as outlined below:

- 1) that the Saskatoon Aqualenes Synchronized Swim Club receive a grant of up to \$2,880.45 to host the Sadie Caulder Knight Provincial Stream Provincial Championships on April 21 and 22, 2012;
- 2) that the Saskatoon Fencing Club receive a grant of up to \$6,247.20 to host the Under 15, Cadet, Junior and Veteran National Championships on May 18 to 20, 2012;
- 3) that the Saskatoon Diving Club receive a grant of up to \$8,493.71 to host the Speedo Junior Nationals on July 15 to 22, 2012; and
- 4) that the Saskatoon Baseball Council receive a grant of up to \$1,015 to host the Baseball Canada Pee Wee Western Regional Championships on August 23 to 27, 2012.

**BACKGROUND**

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

“Section 3.2 Eligibility Criteria - Unexpended Youth Sports Subsidy Funds

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

- a) Eligible applicants will be restricted to those organizations receiving funding under the YSSP.
- b) As indicated in the special events definition, funding must be applied to events that are non-recurring on an annual basis. However, groups applying for seed money to host recurring events for the first time would



be eligible to apply on a one-time basis. Events that are now held on an annual basis would not be eligible for this funding.

- c) Funding must be used for the rental cost of facilities only.”

## REPORT

During its March 24, 2003 meeting, City Council approved changes to the Special Events Policy No. C03-007, where eligible sport organizations must apply for a grant to host an event that takes place from January 1 to December 31 of the upcoming year. In addition, City Council supported establishing a Special Event Grant Adjudication Committee (Committee) comprised of eligible Youth Sport Subsidy sport organizations. This Committee assists the Administration to review grant applications and to recommend Special Event Grants to City Council for the upcoming year based on the same evaluation criteria.

The Committee met on November 2, 2011, and reviewed four Special Event Grant Applications from eligible YSSP sport organizations. This report summarizes the Administration’s grant review and funding recommendations with input from the Committee.

### Justification

The Special Event Grant Application Summary (see Attachment 1) presents an overview of each YSSP Special Event Grant Application reviewed by the Committee and recommends the Special Event Hosting Grant that each youth sport organization should receive in 2012. All four applications meet the Special Events Policy No. C03-007 criteria to receive a grant from the unexpended funds remaining in the YSSP.

Table 1 summarizes the original grant amount requested from each youth sport organization.

Table 1 - Special Event Youth Sport Hosting Grant Requests

<b>Youth Sport Organization</b>	<b>Sport Event</b>	<b>Grant Requested</b>
Saskatoon Aqualenes Synchronized Swim Club	Sadie Caulder Knight Provincial Stream Provincial Championships	\$3,097.26
Saskatoon Fencing Club	Under 15, Cadet, Junior and Veteran National Championships	\$7,809.00
Saskatoon Diving Club	Speedo Junior Nationals	\$8,493.71
Saskatoon Baseball Council	Baseball Canada Pee Wee Western Regional Championships	\$1,015.00
	<b>Total Grant Requests</b>	<b>\$20,414.97</b>

Two of the four event grant applications will involve participants who are over 18 years of age. As per the Special Events Policy No. C03-007, only those 18 years of age and under are eligible for this grant. As such, the Administration and the Committee have determined that the following event grant requests be reduced to reflect the eligible percentage of participants 18 years of age and younger.

1. The Sadie Caulder Knight Provincial Stream Provincial Championships, being hosted by Saskatoon Aqualenes Synchronized Swim Club, will have 93 percent of event participants who are the eligible age of 18 years and younger.
2. The Under 15, Cadet, Junior and Veteran National Championships, being hosted by Saskatoon Fencing Club, will have 80 percent of event participants who are the eligible age of 18 years and younger.

Table 2 summarizes the Adjudication Committee's recommended grant amounts for each organization, based on the above outlined eligible participant percentages.

Table 2 - Special Event Youth Sport Hosting Grant Recommendations

<b>Youth Sport Organization</b>	<b>Sport Event</b>	<b>Eligible Rental Costs</b>
Saskatoon Aqualenes Synchronized Swim Club	Sadie Caulder Knight Provincial Stream Provincial Championships	\$2,880.45
Saskatoon Fencing Club	Under 15, Cadet, Junior and Veteran National Championships	\$6,247.20
Saskatoon Diving Club	Speedo Junior Nationals	\$8,493.71
Saskatoon Baseball Council	Baseball Canada Pee Wee Western Regional Championships	\$1,015.00
	<b>Total Grant Requests</b>	<b>\$18,636.36</b>

The YSSP Special Event Hosting Grant will be paid out after the event to the maximum amount outlined above. Should the actual rental costs for the event be less than the approved amount, the grant payment will be reduced to reflect actual rental costs.

### OPTIONS

Your Administration is recommending that the Special Events Grants be approved, as outlined in this report. The only other option would be to deny this recommendation.

### POLICY IMPLICATIONS

There are no policy implications.

### FINANCIAL IMPLICATIONS

The four grant requests recommended for approval as outlined in this report represent \$18,636.36 in total funding. There is \$56,307.60 available in the Special Events Reserve.

### STAKEHOLDER INVOLVEMENT

The Administration will inform the YSSP sport groups of City Council's decision regarding the outcome of the recommendations proposed in this report.

### ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications.

### PUBLIC NOTICE

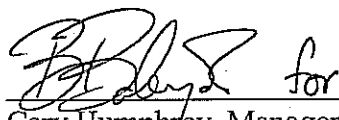
Public Notice, pursuant to Section 3 of the Public Notice Policy No. C01-021, is not required.

### ATTACHMENT


- Youth Sport Subsidy - Special Event Grant Application Summary - 2012

Written by: Loretta Odorico, Facility Supervisor

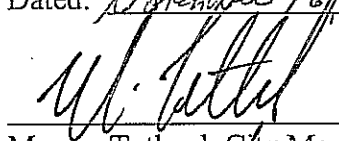
Reviewed by:

 for  
Cary Humphrey, Manager  
Leisure Services Branch

Approved by:

  
Paul Gauthier, General Manager  
Community Services Department  
Dated: November 16, 2011

Approved by:

  
Murray Totland, City Manager  
Dated: Nov 18/11

RECEIVED  
CITY OF SASKATOON

**REPORT TRANSMITTAL FORM**  
(Must accompany all reports to City Council and Committees)

NOV 16 2011

CITY MANAGER  
1:30

Committee/Council P&O

Meeting Date NOV 29, 2011 Public  In Camera

Subject Applications For Funding - Youth Sport Subsidy Program

Contact (Name & Phone No.) Author Loretta Odorico (3339)  
Secretary Lisa Meyers (3187)

A/V Presentation Required Yes  No

Stakeholder Involvement Yes  No

If there are specific stakeholders regarding this issue, complete the applicable section in the report.

Public Communication Plan Yes  No

If the recommendation has an impact on citizens on a broad scale, complete the applicable section in the report.

Environmental Impact Yes  No

If there is a potential environmental impact (either pro or con), complete the applicable section in the report.

Privacy Impact Yes  No

If there are any privacy implications to citizens or employees, complete the applicable section in the report.

Safety [Crime Prevention Through Environmental Design (CPTED)] Yes  No

If this is a civic-owned structure or development, or a Sector Plan or Neighbourhood Concept Plan, complete the applicable section in the report.

Public Notice Yes  No

This section to be filled out as to Public Notice required, or not required.

Additional Comments/Instructions \_\_\_\_\_

General Manager City Paul Baultkus Date Nov 16, 2011

2012 Youth Sport Subsidy Special Event Hosting Grant Applications Summary

Organization	Event/Dates	Eligible Rental Cost	Economic Impact	Participation	Benefits
Saskatoon Aqualenes Synchronized Swim Club	Sadie Caulder Knight Provincial Stream Provincial Championships April 21 - 22, 2012	\$2,880.45 eligible rental costs	Estimated number of participants/spectators/coaches volunteers from outside Saskatoon (80 km away) = 174  Estimated economic impact: 2 nights x 57 rooms = 114 Estimated number of meals 174 x 3 days = 1044 Estimated vehicle rentals = 0	Athletes 18 and under = 121 Coaches = 17 Volunteers = 69 Spectators = 112 Total number of Athletes = 130	Athletes will learn dedication, how to work independently and become a leader. Synchronized swimming is a team sport that involves compromising, teamwork, goal setting, and giving and receiving constructive criticism.  Athletes and coaches will be able to learn from each other at this event.
<b>RECOMMENDED GRANT</b>					<b>\$2,880.45</b>
Saskatoon Fencing Club	Under 15, Cadet, Junior and Veteran National Championships May 18 - 20, 2012	\$6,247.20 eligible rental costs	Estimated number of participants/spectators/coaches volunteers from outside Saskatoon (80 km away) = 600  Estimated economic impact: 4 nights x 125 rooms = 500 Estimated number of meals 500 x 4 days = 2000 Estimated vehicle rentals = \$850.00 Other: Gas stations, taxis, grocery stores, shopping malls, downtown parking.	Athletes 18 and under = 255 Total number of athletes = 320 Coaches = 35 Volunteers = 60 local, 45 prov. Spectators = 450	This event will provide athletes with competitive experience at a national level. They are able to gain knowledge and experience from other athletes and coaches at events such as this. It is an opportunity for local coaches to meet national coaches and learn training techniques from them.  Events such as this heighten the profile of the sport in the local community which may lead to increased membership. More members allows for increase in opponents for athletes to learn from and gain skill development.
<b>RECOMMENDED GRANT</b>					<b>\$6,247.20</b>
Saskatoon Diving Club	Speedo Junior Nationals July 15 - 22, 2012	\$8493.71 eligible rental costs	Estimated number of participants/spectators/coaches volunteers from outside Saskatoon (80 km away) = 500  Estimated economic impact: 7 nights x 300 rooms = 2100 Estimated number of meals 1500 x 7 days = 10,500 Estimated vehicle rentals = 50	Athletes 18 and under = 210 Coaches = 40 Volunteers = 20 Spectators = 250	This event will give competitive athletes a strong sense of how they compare to the best in the country. Local athletes can begin to dream of what it would take to be the best in Canada like the great Olympic level divers that will be competing at this event.  Local coaches will be able to gain knowledge from the national coaches at this event. They will gain insight into how to train and prepare local athletes to compete at a high level.
<b>RECOMMENDED GRANT</b>					<b>\$8,493.71</b>
Saskatoon Baseball Council	Baseball Canada Pee Wee Western Regional Championships August 23 - 27, 2012	\$1,015 eligible rental costs	Estimated number of participants = 125 spectators from outside Saskatoon 400 Estimate economic impact: 5 nights x 50 hotel rooms = 250 meals 1200 for 4 days = 4800 Estimated vehicle rentals = 12 Discretionary spending estimated @ \$30/person/day	Athletes 18 and under = 125 Coaches = 32 Volunteers = 30 Spectators = 400	Participation in an event of this calibre will encourage players to try to achieve personal bests. This level of competition will allow teams to improve their skill and knowledge of game strategies.  Interacting with coaches from other provinces provides experience and knowledge that further enhances their skills/abilities as coaches at the local level.
<b>RECOMMENDED GRANT</b>					<b>\$1,015.00</b>

**TO:** Secretary, Planning and Operations Committee  
**FROM:** General Manager, Community Services Department  
**DATE:** November 14, 2011  
**SUBJECT:** Building Permit Fees Review – Building Standards Branch  
**FILE NO:** PL 4240-9 and CK 1600-12

---

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

- 1) that the “Review of Building Fees and Charges” report submitted by BMA Management Consulting Inc. be received as information;
- 2) that the recommendations in the “Review of Building Fees and Charges” report, as summarized in Attachment 2, be approved;
- 3) that the new fee structure be phased in over a three-year period commencing June 1, 2012, as shown on Attachment 3; and
- 4) that the City Solicitor be authorized to amend Building Bylaw No. 7306 to be consistent with these recommendations.

### **BACKGROUND**

Building permit fees for commercial, industrial, institutional, assembly, and multi-family residential buildings have not changed since 1996. A continuous review of this fee and of the existing Plan Review and Inspection Service Stabilization Reserve indicated that they appeared to be sufficient to support the objectives and sustainability of the Building Standards Branch’s Plan Review and Inspection Program. In July of 2011, the services of BMA Management Consulting Inc. (BMA) were retained to undertake an independent review and make recommendations with respect to Building Permit Fees and reserve policies. The objectives of this study included ensuring that the Community Services Department is establishing fees that:

- support financial sustainability;
- are fair and equitable;
- recover the full cost of service (100 percent cost recovery);
- take into consideration the cyclical effect of the construction industry through the development of sound reserve policies to mitigate risk;
- consider future forecast for construction activity;
- are competitive and have been compared in a meaningful manner to “like municipalities” and explanations are provided where differences may occur; and
- are compliant with all relevant legislative and regulatory requirements.

## REPORT

The Building Standards Branch has reviewed the report submitted by BMA (see Attachment 1) and is in agreement with the methodology, analysis, and recommendations contained therein. The information contained in the BMA report forms the basis for this report. Recommendations from the BMA report that are submitted for approval are summarized in Attachment 2. The proposed fee structure to be phased in over a three-year period is detailed in Attachment 3, and a comparison of current 2012 permit fees to the proposed fee structure for various project types is summarized in Attachment 4.

Two items in the BMA report need to be commented on and these are:

Page 7 – The turnaround time for residential permit issuance appears to be significantly over the standard established. The standard of five working days has been exceeded by one to four days in 58.3 percent of projects. In early 2011, an additional residential plan review building inspector position was added to address the issue of poor turnaround performance. Even with the additional staff person, the turnaround target of five working days has still been difficult to achieve. Although this standard is not a guarantee, it is achievable and a reasonable goal to aspire towards. However, during significant increases in construction activity, as has been the case for the past 20 months, a certain degree of tolerance is allowed versus immediately resorting to increasing staffing levels. Even with a one to four day tolerance, the City of Saskatoon's (City) turnaround times rival those in other municipalities, and the industry has not reacted negatively to the current turnaround times that are within this tolerance level. In fact, many contractors and developers have expressed their gratitude for the level of service currently being provided by the Building Standards Branch as they understand the pressures we face with the current level of construction activity. However, with the continued level of forecasted activity, additional staff resources will be required.

Page 8 – The consultants have suggested that the Building Standards Branch is understaffed by as many as four building inspectors in the residential Plan Review and Inspection Program. Your Administration agrees with this assessment, but is cautiously approaching this deficit in staff by using overtime and casual call-in resources (when available) as an alternative to hiring more full-time inspection staff. We have already included one full-time inspector in the 2012 Operating Budget and will add more as the need arises and to reflect the phase-in period for fee increases. Additional qualified staff are very difficult to find as is evidenced in our current quest to fill a position.

## OPTIONS

1. Continue with the current 20 percent mill rate subsidy for the Building Standards Branch Plan Review and Inspection Program.
2. Reduce the mill rate subsidy to a rate less than 20 percent.
3. Implement the entire fee increase on June 1, 2012.

### **POLICY IMPLICATIONS**

The Community Services Department Plan Review and Inspection Service Stabilization Reserve of the Reserves for Future Expenditures Policy No. C03-003 will need to be revised to reflect the new maximum ceiling for this reserve.

### **FINANCIAL IMPLICATIONS**

If the full impact of all recommendations in this report could be realized starting on January 1, 2012, then the reduction in the mill rate requirement for 2012 would be \$1,016,820 (\$716,820 2012 mill rate contribution plus \$300,000 accommodation expenses at City Hall and rental properties). It should be noted that a mill rate reduction of \$200,000 has already been included in the 2012 budget. If the recommendations are approved, the full remaining mill rate impact will be realized in 2013.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental and/or greenhouse gas implications.

### **COMMUNICATIONS PLAN**

A copy of this report has been forwarded to the Saskatoon and Region Home Builders Association for their information.

### **PUBLIC NOTICE**

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

### **ATTACHMENTS**

1. Review of Building Fees and Charges Report prepared by BMA Management Consulting Inc.
2. Summary of recommendations from the BMA Management Consulting Inc. report that are submitted for approval.
3. Table showing the proposed three-year phase-in period of the proposed fee increases also submitted for approval.
4. Comparison of Building Permit Fees for selected projects.

Written by: Bob Baran, Manager  
Building Standards Branch



Approved by: Paul Gauthier  
Paul Gauthier, General Manager  
Community Services Department  
Dated: November 15, 2011

Approved by: M. Totland  
Murray Totland, City Manager  
Dated: Nov. 18/11

# BMA

Management Consulting Inc.

## Review of Building Fees and Charges



City of Saskatoon

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***Introduction***

## ***Introduction***

### ***Study Objectives***

BMA Management Consulting Inc. was retained by the City of Saskatoon to undertake a review and make recommendations with respect to building permit fees and reserve policies. The objectives of the study included ensuring that the Department is establishing fees that:

- Support financial sustainability;
- Are fair and equitable;
- Recover the full cost of service;
- Take into consideration the cyclical effect of the construction industry through the development of sound reserve policies to mitigate risk;
- Consider future forecast for construction activity;
- Are competitive and have been compared in a meaningful manner to "like municipalities" and explanations are provided where differences may occur; and
- Are compliant with all relevant legislative and regulatory requirements.

### ***Review Process***

The review process included:

- Understanding the current programs and services
- Reviewing resources/costs to support the programs/services
- Identifying the organizational structure used to support the programs and services
- Reviewing performance measurement and service standards
- *Developing process maps to identify the staff involved and the time required to complete each process*
- Reviewing the historical levels of construction activity, reserve balances, budgets
- Identifying if there are other costs related to the plans examination and inspection processes that have not currently been included in the calculation of fees (full cost recovery)
- Developing activity based costing
- Reviewing the current level of Building Standards Branch mill rate support to determine if it is appropriate
- *Benchmarking fees in Saskatoon in relation to other municipalities considered to employ best practices*

***Building Permit Review Process and  
Analysis of Fees***

### ***Building Permit Fee—Calculation Methodology***

The following provides an overview of the process used to calculate the fees.

- ***Process Mapping and Time Estimates***
- ***Identify Budget and Calculate Per Unit Costs***
- ***Establish Fee Structure***
- ***Municipal Benchmarking***
- ***Validate Revenue and Workloads***

#### ***Process Mapping and Time Estimates***

The methodology used to determine the fees is widely accepted and is referred to as a “bottom up” approach to cost analysis, where time spent per unit of fee activity is determined for each process. A process mapping exercise was completed by staff and facilitated by BMA. This was used to identify each step in the process to reflect the “average” time required to complete each step in the process. Utilization of time estimates is a reasonable and defensible approach, especially since these estimates were developed by experienced staff members who understand service levels and processes unique to the City of Saskatoon.

BMA worked closely with the City’s staff in developing time estimates with the following criteria:

- Estimates are representative of average times for providing service. Extremely difficult or abnormally simple projects are excluded from the analysis.
- Estimates provided by staff were reviewed and approved by the department and involved multiple iterations to ensure that the estimates were accurate.
- Estimates were reviewed by BMA for “reasonableness” against experience with other municipalities and validated against activity levels, staffing levels and available hours.

### ***Identify Budget and Calculate Per Unit Costs***

#### Allocation of Costs from Mill Rate and Building Permit Fees

Saskatoon's Building Standard Branch's operating budget is comprised of three cost centres 581, 585 and 593. Currently, Centre 581 is 80% recovered from building permit fees (excluding reserve transfers) with the balance funded from the mill rate. Centre 593 is 100% recovered from building permit fees and Centre 585 is 100% recovered from the mill rate.

The existing contribution from the mill rate in 2011 is budgeted to at \$668,405 (Centre 581—\$549,835 ) + (Centre 585—\$118,570). Using the same methodology and the estimated 2012 budget provided by the City, the mill rate requirement is anticipated to be \$716,820.

The 80% methodology was established in 2000 as a compromise with the Homebuilders' Association who felt that the building permit fees should not be used to fund expenses related to customer service inquiries that do not generate any revenues. Previously, 10% was recovered from the mill rate. Given that the current methodology has been in place for over 10 years, it is an appropriate time to review the rationale and costs assigned to each centre.

Based on an analysis undertaken, the following observations were made:

- The vast majority of municipalities surveyed recover 100% of all costs of plan review and inspection programs through building permit fees. Building Departments are typically operated as an "Enterprise Model," which means that building permit fees are established to recover 100% of the costs of the operations, including the recovery of the direct, indirect and corporate overheads. The cost recovery targets from building permit fees in each of the municipalities surveyed is summarized:
  - Calgary – 100%
  - Edmonton – 100%
  - Guelph – 100%
  - Markham—100%
  - Regina - 100% (formerly 75%)
  - Vaughan—100%
  - Winnipeg - 90% - moving toward full cost recovery
  - Windsor—100%



- The three budget centres have evolved over time and require rationalization. For example, six of the Residential Building Inspectors are 80% recovered from building permit fees (located in Centre 581) and three are 100% recovered from building permit fees (Centre 593) despite staff undertaking the same work. Similar situations exist across the Branch based on the time in which the positions were added to the staff complement (e.g. newer positions have been included in Centre 593 to address increases in construction activity and to ensure that there is no mill rate impact). Three centres are no longer needed and results in an overly complex budget which is difficult to rationalize.

It is recommended that City move to a full cost recovery model, consistent with the practices employed in other municipalities surveyed and in accordance with best practice research. The net result of the recommended allocation would be a reduction of approximately \$716,820 from the mill rate in 2012 compared with 2011.

#### Identification of All Expenditures

The process also included a review of all applicable City costs in the calculation of the "full" cost of providing each service. This included direct, indirect and corporate overhead costs.

Direct Costs—This includes salaries, wages and benefits of the staff undertaking and overseeing the inspection and plans examination work as well as the other expenditures related to the direct service providers such as office supplies, training, car allowance, etc. Currently the City has the following staff directly providing plans examination and inspection services:

- 17.5 Residential—(including Building Inspection Manager (shared with Commercial), 9 Inspectors, 5 Inspectors responsible for plans reviews, Senior Building Inspector, Supervisor, and 2 part time students)
- 14 Commercial—(including Senior Building Code Engineer, Commercial Supervisor, 3 Building Inspectors responsible for client customer service and some plan reviews, 4 Commercial Building Inspections and 4 Building Code Engineers), 1 enforcement position used for commercial/residential inspections as required

The activity levels have increased significantly in the City of Saskatoon and, based on planning forecasts, are expected to remain buoyant for the next 3-5 years. Residential inspectors and plans examiners, in particular, are struggling to keep up with the activity levels, to meet mandatory inspection requirements and targeted permit issuance turnaround times. An analysis was conducted on the required number of inspectors per day in relation to the availability of staff which reflects consistent staffing shortages in 2010 and 2011.

The City has a mandatory next day residential inspection service standard which is consistent with the practice in the majority of municipalities surveyed. The residential mandatory call-in inspection program for houses includes the following stages; Footing, Pre-backfill, Framing, Vapour barrier, Final and generally also requires 2 follow ups. As a result of the high volume of calls and a lack of available residential inspectors, many of the commercial cyclical type inspections are not getting the attention that they should as commercial inspectors are redeployed to assist with the residential inspections. Further, other building related activities are suffering such as closing out permits and proactive enforcement.

The City is also struggling to meet performance standards for turnaround times for the issuance of residential permits (5 days). This standard is consistent with the City of Regina and the City of Winnipeg (Note: Ontario has a legislated 10 day turnaround time). Due to the volume of activity and existing staffing levels, the City of Saskatoon has not been meeting this standard. The following table reflects the residential turnaround time from January 1, 2011 to September 22, 2011 for permit issuance. As illustrated below, in 2011, the City fell short of the standard 68% of the time.

	# of jobs	% of total
5 or more days under	91	3.7%
1 to 4 days under	471	18.9%
0 days over/under (on time)	245	9.8%
1 to 4 days over	1452	58.3%
5 to 9 days over	220	8.8%
10 or more days over	13	0.5%
<b>Total</b>	<b>2492</b>	<b>100.0%</b>
<b>% of time over turnaround time</b>		<b>67.6%</b>

Another indicator that reflects that staffing levels are low in relation to the level of activity are the overtime records. The following table summarizes the overtime hours plus casual help from 2008-Sept 15 2011:

	2008	2009	2010	2011 to Sept. 15
Total Hours	1,700	900	1,519	1,071

To meet the challenge of providing better customer service in the areas of residential plan review and inspections, the residential plan review and inspection section of the branch was reorganized in 2009 and new staff were hired to address demand. As shown above, this resulted in a reduction in overtime in 2009. However, with volumes increasing again in 2010 and 2011, overtime has once again increased which is reflecting the City's inability to meet activity levels with the existing staff complement.

While it is beyond the scope of this study to undertake an operational review and to determine the appropriate number of staff, based on an analysis of service standards, performance against these standards, future growth forecasts and the time to undertake plans review and inspection processes, the existing staffing levels are low and a full analysis of staffing requirements should be undertaken.

For the purposes of calculating the 2012 fees, four additional positions have been included in the calculation based on our analysis of existing activity levels and the time required to undertake inspections and plans examination activities. This is a conservative estimate of staff and should be further reviewed to determine if this is sufficient. Should additional staff be required, the fees may need to be adjusted accordingly, depending on the level of activity.

Division (Indirect) Overhead—This includes the assignment of the Building Standards Branch administration and clerical support.

Corporate Overhead—This includes costs related to program support such as legal, finance, accommodation expenses, clerks, information technology, etc. Currently, the City's budget includes an allocation of for clerical, accounting, revenue clerks, accounts payable, IT system support and human resources. Additional corporate overhead costs were identified including accommodation expense, legal and insurance which are not currently in the Building Standards Branch budget. For the purpose of calculating the 2012 fees, an allocation of costs for accommodation at City Hall and rented space occupied by Building Standards is estimated to be \$300,000 and legal expenses are estimated to be \$75,000. The addition of these accommodation expenses and legal costs will reduce the mill rate requirement by a further \$375,000.

Summary, Direct, Indirect and Corporate Overhead

The following table summarizes the direct, indirect, corporate overhead expenses and revenues and includes the recommended additional staff and corporate overhead that was discussed on the previous pages.

<b>Building Branch</b>	
<b>Direct Expenditures</b>	
Direct Salaries, Wages, Benefits	\$ 2,764,314
Additional 4 Staff	\$ 308,000
Additional related expenses	\$ 51,088
Direct Other Expenses	\$ 268,246
<b>Division Indirect Expenditures</b>	
Divisional Salaries, Wages, Benefits	\$ 688,184
Divisional Other Expenses	\$ 66,749
<b>Corporate Overhead Expenditures</b>	
Corporate Overhead - Existing	\$ 375,800
Corporate Overhead - New	
Legal	\$ 75,000
Accommodation	\$ 300,000
<b>Plumbing</b>	
Plumbing Salaries, Wages, Benefits	\$ 323,788
Plumbing Other Expenses	\$ 31,405
<b>Revenues</b>	
Revenue	\$ (45,000)
Property Information Disclosure	\$ (25,000)
Building Abstract	\$ (45,000)
Plumbing	\$ (414,714)
Building Permit Fees	\$ (4,722,860)

The total amount to be recovered from building permit fees is \$4.7 million. Note that while it is outside the scope of this study, an assumption on plumbing fee updates has been made to move to full cost recovery.

Comparative Analysis 2011-2012

The following table summarizes the difference from 2011 budget to 2012 modified budget.

	2011	2012	\$ Difference	% Difference
<b>Expenditures</b>				
Existing Salaries, Benefits and Wages	\$ 3,465,780	\$ 3,776,286	\$ 310,506	9.0%
New Staff		\$ 359,088	\$ 359,088	N/A
Other Expenditures	\$ 332,300	\$ 366,400	\$ 34,100	10.3%
Corporate Overhead	\$ 336,100	\$ 375,800	\$ 39,700	11.8%
New Corporate Overhead		\$ 375,000	\$ 375,000	N/A
<b>Total Expenditures</b>	<b>\$ 4,134,180</b>	<b>\$ 5,252,574</b>	<b>\$ 1,118,394</b>	<b>27.1%</b>
<b>Revenues</b>				
Net Transfer to/From Reserves	\$ (260,775)		\$ 260,775	-100.0%
Revenue	\$ (45,000)	\$ (45,000)	\$ -	0.0%
Property Information Disclosure	\$ (25,000)	\$ (25,000)	\$ -	0.0%
Building Information Abstract	\$ (65,000)	\$ (45,000)	\$ 20,000	-30.8%
Plumbing Permit Revenue	\$ (270,000)	\$ (414,714)	\$ (144,714)	53.6%
Mill Rate	\$ (668,405)		\$ 668,405	-100.0%
<b>Total Other Revenues</b>	<b>\$ (1,334,180)</b>	<b>\$ (529,714)</b>	<b>\$ 804,466</b>	
<b>Total to be Recovered from Fees</b>	<b>\$ (2,800,000)</b>	<b>\$ (4,722,860)</b>	<b>\$(1,922,860)</b>	<b>68.7%</b>

The 2012 budget includes inflationary and salary assumptions (as provided by the City), changes recommended for the existing expenditure allocation of costs between fees and the mill rate, additional corporate overhead allocations for legal and accommodation and the addition of four staff to meet forecast construction activity. As reflected above, building permit fees should be increased from the 2011 budget by \$1.9 million as a result of:

- New Corporate Overhead allocations of \$375,000
- The addition of four new staff of \$359,088
- Mill rate reduction of \$668,405
- Inflation of \$392,000
- Elimination of transfer from the Reserve of \$261,000
- Other revenue increases of \$105,000

Allocation of Cost to be Recovered from Residential/Non-Residential Construction

The calculation of fees also requires the allocation of costs between Residential and Non-Residential development to avoid/minimize cross-subsidization. The following table summarizes the 2012 allocation of costs to be recovered from Residential and Non-Residential properties based on the underlying costs:

	Residential Allocation	Non- Residential Allocation	Total
Total Amount of Revenues from Fees Required	\$ 2,591,362	\$ 2,131,498	\$ 4,722,860

While it is very difficult to completely avoid cross subsidy between Residential and Non-Residential construction as the activity changes from year to year, efforts have been made, in setting the fees to align expenditures and revenues within each type of construction.

***Recommendations—Budget and Cost Recovery***

- 1. That the allocation of costs to be recovered from the building permit fees be based on a full cost recovery model (100% from Building Permit Fees).***
- 2. That the City update the Plumbing Fees to reflect full cost recovery principles, consistent with the Building Permit Fees.***
- 3. That the corporate cost allocations be updated to include legal and accommodation expenses (for space occupied by Building staff in rental properties and City Hall) with consideration being given to including an allocation for insurance as information becomes available.***
- 4. That four additional Building Inspectors/Plans Examiners be included in the 2012 fee calculation to address, in part, forecast construction activity levels and the existing service gaps.***

### ***Proposed Residential Fee Structure***

Up until August 2010, the "construction value" for residential permits was based on the estimated cost of construction which was established in 2000 and had not been updated in 10 years. As such, Residential building permit fees have not kept pace with the underlying cost of service. In fact, as will be shown later in the benchmarking analysis, the Residential costs in Saskatoon are by far the lowest in the survey.

The City eliminated the use of cost of construction as the measurement for residential building permit fees, moving to a more objective measure (cost per square foot). A move to a cost per square foot fee calculation for Residential development is consistent with the approach used by most municipalities and can be updated annually based on budgetary increases. Charging based on the square footage of the residential dwelling can be consistently applied and easily validated through the plans examination process. While the approach to calculate Residential building permit fees based on the square footage is endorsed, the following modifications to the City's existing fee structure are recommended:

- Eliminate the permit fee differential for two storey Residential new construction. While this practice was used in estimating the cost of construction, it does not translate effectively in calculating the fee using square footage as the basis for cost recovery.
- Eliminate the additional charge for the garage, decks and roof over decks and carports for new Residential construction (incorporate into the Residential fee). These charges however should continue to be charged for renovations and additions to existing properties.

The following clarifies the proposed calculation of Residential building permit fees (2012):

- Floor area of the proposed work is to be measured to the outer face of exterior walls and to the centre line of party walls or demising walls (excluding residential garages).
- Except for interconnected floor spaces, no deductions are made for openings within the floor area (i.e. stairs, elevators, escalators, shafts, ducts, etc.).
- Unfinished basements for new construction of single detached dwellings (including semis, duplexes, and townhouses, etc.) are not included in the floor area.
- Attached garages and decks are included in the permit fee for new residential dwellings (but not included in the floor area calculation).



**Proposed Non-Residential Fee Structure**

Construction costs are more readily available in the Non-Residential sector through architects and engineering estimates than in the Residential sector. Further, the cost of construction is a good proxy for commercial, industrial and institutional development as it generally reflects the complexity of the project and the associated work involved to undertake the plans examination and inspection processes. The recommended fees have been updated to reflect the full cost of service.

**Recommendations - Proposed Fee Structure and Fees**

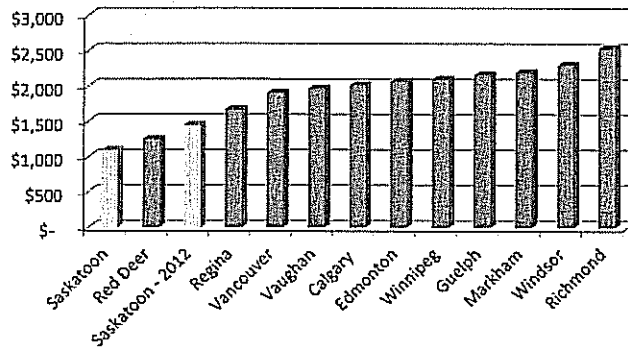
1. That the City continue to charge Residential fees based on a cost per square foot basis.
2. The that City eliminate the permit fee differential for new two storey residential construction.
3. That the City eliminate the additional charge for garages, decks, roof over decks and carports for Residential new construction.
4. That the City continue to charge fees for projects not defined as "Residential" construction based on \$1,000 of construction value.
5. The following provides a summary of the recommended fees for 2012:

	2012 Fee per Sq. Ft.	2012 per \$1,000 of construction value	2012 Flat Fee
<b>Residential</b>			
Residential (One and Two Unit Dwellings, Townhouses, Row houses, Apartments (that fall under part 9))	\$ 0.70		
Basement Development or redevelopment of any floor area	\$ 0.22		
Alterations/Repairs/Interior Finishings	\$ 0.24		
Addition of Garage to Existing Construction	\$ 0.21		
Addition of Deck to Existing Construction	\$ 0.10		
<b>All Other Construction Not Noted Above</b>			
cost per \$1,000 of construction		\$ 7.50	
Minimum Fee			\$ 100
Re-inspection Fee			\$ 100

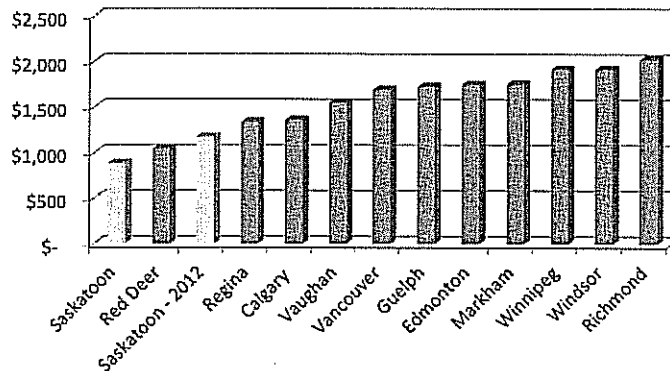
### Municipal Benchmarking

While fees should be based on the underlying cost of service and this will vary from municipality to municipality, a fee benchmarking exercise was undertaken to consider the proposed fee for service in Saskatoon compared with other municipalities. In order to undertake an “apples to apples” comparison, prototype properties were compared to ensure that all factors that may impact the fee calculation have been taken into consideration. For example, in the City of Saskatoon, a separate plumbing fee is charged as well as a finished basement charge on new construction while in the majority of other municipalities this is incorporated into one building permit fee. Two residential properties have been included:

Residential 2 Storey 2,000 sq.ft. above grade, 1,000 sq.ft unfinished basement



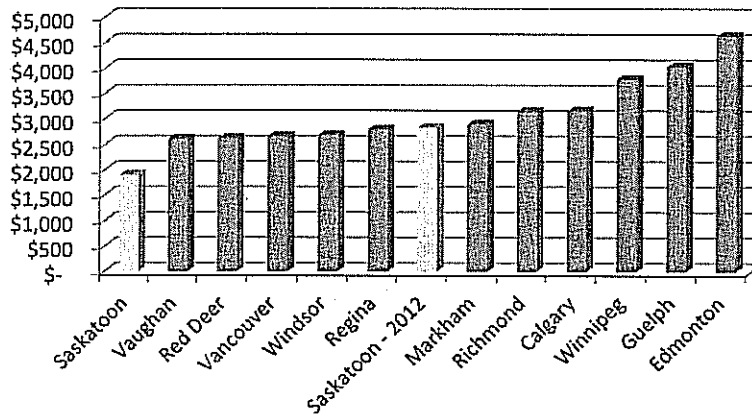
Residential Bungalow 1,600 sq.ft. above grade, unfinished basement



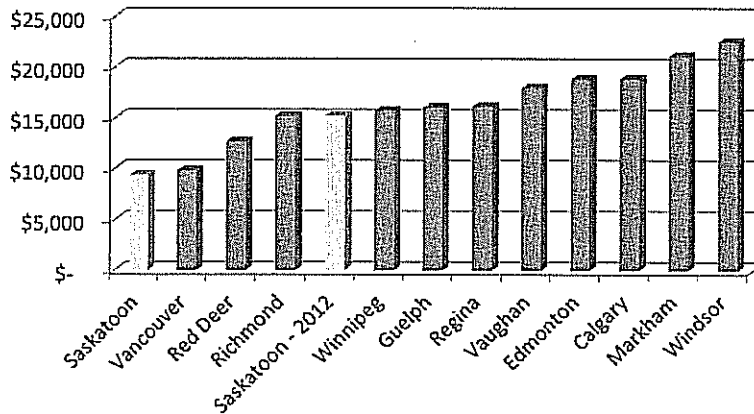
As shown above, the cost in Saskatoon is currently the lowest in the survey and the proposed cost for 2012 is second lowest in the survey.

Two Non-Residential properties were included:

Restaurant \$350,000 construction value (2,000 sq.ft), 10 plumbing fixtures



Industrial \$2 million construction value, (25,000 sq.ft), 14 plumbing fixtures



Note that the above noted analysis includes the existing plumbing fee.

***Proposed New Re-Inspection Fee***

The City of Saskatoon currently does not charge a re-inspection fee which is a practice that is employed in a number municipalities to address workload issues, to adhere to full-cost recovery and to reduce the number of deficiencies.

Staff noted that there has been a problem with the number of re-inspections required in Saskatoon that are not currently being recovered from fees. Staff indicated that a common problem which has increased the number of re-inspections is the practice whereby builders call to arrange an inspection before they are ready for the work to be inspected, resulting in the need for a second site inspection. Further, as deficiencies arise, the inspector is required to return to re-inspect the property but there is currently no fee charged. This results in increased workloads and costs with no offsetting revenue.

Municipalities that have implemented a re-inspection fee indicated that the overall standards in the industry improved and there were less occasions where the builder was calling for inspections before the site was ready to be inspected. The other advantage is that better performers no longer subsidize poor performers because there is a financial incentive in place to ensure that work is being completed in accordance with the Building Code and that calls for inspections are made only when the work is ready for inspection.

The following summarizes some of the practices in other municipalities surveyed:

- Calgary charges a fee of \$181 to reexamine the plans due to deficiencies and \$240 for a re-inspection due to deficiencies.
- Edmonton charges a \$208 fee for every inspection where any of the following items are found to be deficient:
  - No address on site, building or suite as applicable;
  - Inspector unable to access the building, having been called to inspect;
  - Project not ready for inspection, when inspector has been called in to do an inspection;
  - Inspection called for where previously identified deficiency has not been corrected.
- Regina charges a \$100 fee for re-inspections on the third and additional inspections of the same deficiency.

- Richmond charges \$75 for a re-inspection, if the inspector is required to go back a third time.

***Recommendation—Re-Inspection Fee***

***That a \$100 re-inspection fee be charged for every inspection that is beyond the number of budgeted inspections where any of the following items are found to be deficient:***

- ***Inspector unable to access the building, having been called to inspect;***
- ***Project not ready for inspection, when inspector has been called in to do an inspection; and***
- ***Inspection called for where previously identified deficiency has not been corrected.***

***Calculate Fees and Validate Revenue and Workloads***

In addition to the collection of time estimate data for each fee or service, construction activity assumptions was also a critical component of the revenue and workload validation process. Collecting data on the estimated volume of activity for each fee or service not only provided useful information regarding allocation of staff resources, it also provided assurance that staff resources have been appropriately accounted for and allocated to a fee for service.

While it is extremely difficult to match revenues and expenditures in any given year, every effort has been made to set the fees at a level to recover the expenses to provide these services within each year, with surpluses directed to a segregated Stabilization Reserve and deficits also funded from the Stabilization Reserve. More information will be provided later in the report with respect to recommended updates to the Stabilization Reserve policy.

In setting fees, a number of factors impact the revenue forecast including but not limited to:

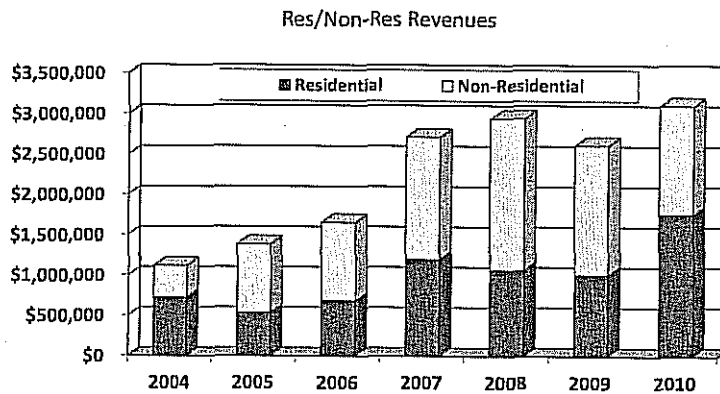
- Number of residential new units
- Mix and size of new residential units (e.g. single family, row house, apartments, two family, bungalow, two storey, etc.)
- Level and type of commercial, industrial and institutional activity—existence of large projects

As such, it is important to run a sensitivity analysis of various assumptions to ensure that the fees are set with sufficient room for error, particularly on the key areas where revenues are generated to fully fund the Building Standards cost of service. This involves looking at historical trends as well as future forecasts.

While it is helpful to look at past trends, this does not necessarily reflect the future. In fact, the City of Saskatoon has experienced significantly higher than average growth in comparison to original expectations and past trends. However, similar to the experiences of other jurisdictions and in a review of activity in Saskatoon, building cycles are expected to continue to exist and need to be planned for in terms of staffing levels, reserves that can be used during downturns and fees.

The graph on the next page provides the breakdown of revenues generated by the Residential and Non-Residential sectors.

Generating Activity and Revenue Assumptions



Note Res includes all residential types of units including apartments, row houses etc. that no pay on a per sq.ft. basis

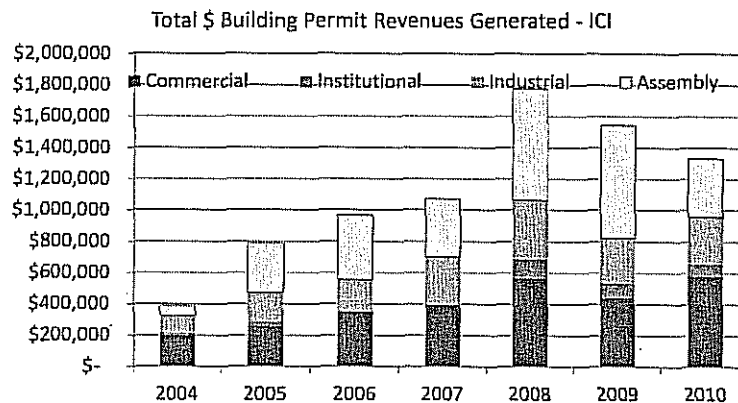
As shown above, revenues have increased dramatically since 2007. The total revenues in 2004 were \$1.1 million compared with \$3.1 million on 2010. The following table summarizes the classification of Residential and Non-Residential which does vary in some sources of data.

Total Revenues	2004	2005	2006	2007	2008	2009	2010
Single Family Dwelling	\$ 353,835	\$ 343,542	\$ 432,048	\$ 634,178	\$ 560,654	\$ 638,097	\$ 822,196
Two Family	\$ 34,276	\$ 34,613	\$ 34,116	\$ 49,054	\$ 34,542	\$ 29,082	\$ 48,044
Row Housing	\$ 93,981	\$ 6,260	\$ 42,404	\$ 101,074	\$ 119,734	\$ 59,382	\$ 302,997
Apartments	\$ 211,199	\$ 125,957	\$ 145,224	\$ 364,512	\$ 306,398	\$ 249,672	\$ 545,090
Residential Detached	\$ 30,131	\$ 27,399	\$ 30,457	\$ 52,190	\$ 49,095	\$ 34,680	\$ 38,231
Residential Miscellaneous	\$ 2,411	\$ 2,930	\$ 2,459	\$ 3,952	\$ 4,838	\$ 2,419	\$ 3,775
Commercial	\$ 198,214	\$ 255,268	\$ 346,303	\$ 393,767	\$ 562,156	\$ 437,972	\$ 579,023
Institutional	\$ 15,192	\$ 28,328	\$ 4,270	\$ 4,009	\$ 125,371	\$ 96,194	\$ 78,741
Industrial	\$ 111,975	\$ 189,661	\$ 205,056	\$ 303,722	\$ 376,838	\$ 290,871	\$ 301,566
Assembly	\$ 61,047	\$ 315,981	\$ 410,771	\$ 370,977	\$ 711,126	\$ 718,923	\$ 373,086
Misc./Temp	\$ 8,897	\$ 54,816	\$ 4,597	\$ 437,404	\$ 94,598	\$ 56,263	\$ 10,132
<b>Total</b>	<b>\$ 1,121,158</b>	<b>\$ 1,384,755</b>	<b>\$ 1,657,705</b>	<b>\$ 2,714,839</b>	<b>\$ 2,945,350</b>	<b>\$ 2,613,555</b>	<b>\$ 3,102,881</b>

The split between Residential and Non-Residential construction changes annually. Since 2004, 45% of the City's building permit fee revenues were generated by the Residential sector but this varied year to year from a low of 36% to a high of 65%. The variation is driven by many factors including:

- large non-residential projects that have been undertaken in the last several years
- changes in the number of Residential units constructed

The following table represents the total building permit revenues generated for the Non-Residential construction. As shown below, this varies considerably from year to year and has a significant impact on the City's ability to match revenues and expenditures.

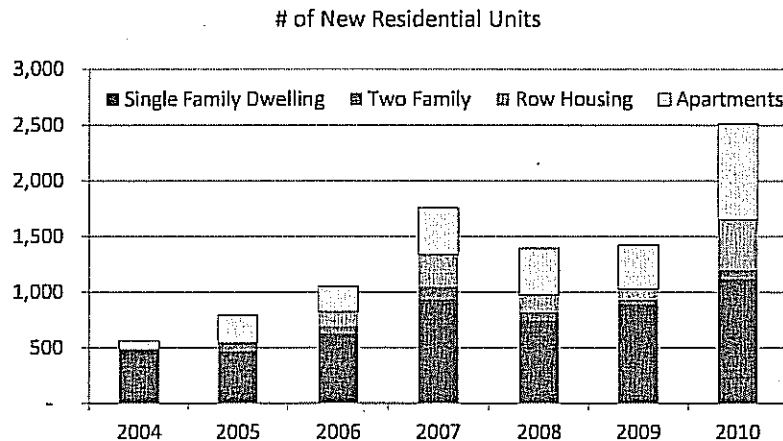


As such, this fluctuation has been taken into consideration in the sensitivity analysis. For example, as shown in the table below, in the last five years, the City generated on average \$542,000 annually from large commercial/institutional and industrial projects (i.e. projects that were \$15 million or greater in construction costs).

	2006	2007	2008	2009	2010	5 Yr Avg
# of Projects \$15 Million or Greater	2	4	4	4	3	
Construction Value	\$42,662,000	\$163,969,000	\$178,385,000	\$135,444,000	\$81,436,000	\$120,379,200
Revenues Generated	\$192,229	\$738,361	\$803,233	\$609,998	\$366,837	\$542,131
% of Total Non-Residential Revenues	20%	49%	43%	38%	27%	37%

As such, sensitivity analysis was undertaken with respect to assumptions for future large projects to take this into consideration. Three scenarios were generated to provide a range upon which to estimate Non-Residential revenues.





As shown above, the number of new residential units has varied considerably over the past several years and has continued to show increased growth in 2011. In order to forecast revenues, assumptions with respect to the number of total units; the type of unit and the square footage per unit were made. Analysis was provided by the City for the average square footage for each of the different types of dwelling units and anticipated mix of development. Trends on revenues generated from residential improvements were also undertaken to build in appropriate assumptions.

Forecasts are subject to change over time and in fact this has been the case in the City of Saskatoon where construction activity has exceeded expectations. For example, a report prepared in September 2010 provided a Three-Year Land Development Program which assumed:

- 1,870 residential units in 2011 and 2012 and 1,700 in 2013. In fact as of September 21, 2011, the City has issued 2,123 new residential units; exceeding the forecast.

A revised forecast is currently being developed by the City to reflect higher residential growth expectations. For the purposes of undertaking the sensitivity analysis, it was assumed that there would be 2,000-3,000 new residential units constructed annually for the next several years.

Sensitivity Analysis

Three scenarios were run for 2012 to provide an estimation of the potential revenues generated. The key assumptions for the low, mid and high forecast are as follows:

- Low—2,000 Residential new units, 5 year average construction for Non-Residential, adjusted to eliminate 100% of the projects exceeding \$15 million
- Mid—2,600 Residential new units, 5 year average construction for Non-Residential, adjusted to eliminate 50% of the projects exceeding \$15 million (Break even position—100% budgeted costs recovered from building permit fees)
- High—3,000 Residential new units, 5 year average construction for Non-Residential

	Forecast 2012 (low)	Forecast 2012 (mid)	Forecast 2012 (high)
Total Forecast from Fees	\$ 3,653,943	\$ 4,761,896	\$ 5,651,006
Total Budgeted Revenues	\$ 4,722,860	\$ 4,722,860	\$ 4,722,860
Difference - Total	\$ (1,068,917)	\$ 39,036	\$ 928,146

As shown above, the recommended fees would generate sufficient revenues to recover 100% of the allocated costs from building permit fees if the Mid construction activity were to occur.

***Stabilization Reserve—Introduction and Existing Practices***

Optimally, a matching of revenues and expenditures, on an annual basis, ensures that the cost of service is fully recovered from the associated fee revenues, but, as mentioned previously, to balance the revenues and expenditures on an annual basis is difficult without the availability of reserves. Given that the Building Standards Branch does not have sufficient elasticity to adjust operating expenditures to immediately coincide with the fluctuations in building activity, a best practice of municipalities is to establish a dedicated reserve fund, as is the case in the City of Saskatoon.

The City of Saskatoon approved a Plan Review and Inspection Service Stabilization Reserve (hereafter referred to as Stabilization Reserve) in 1997. The purpose of the Stabilization Reserve is to:

- “accumulate funds for the purpose of offsetting any deficits in the Department’s Plan Review and Inspection Program due to revenue shortfalls from a decline in the number and/or type of Building and Plumbing Permits issued or unexpected expenditures; and
- to stabilize the effect which annual fluctuations in construction activity have on the mill rate.”

Policies associated with the Stabilization Reserve have been amended over the years to adjust the cap (or ceiling) on the Stabilization Reserve balance as the budget increases and to fund special one-time projects in the Building Standards Branch. The formula now used to determine the Stabilization Reserve cap is to cover 25% of revenue short falls annually for two years. For ease of calculation, the formula sets the cap at 50% of current budget.

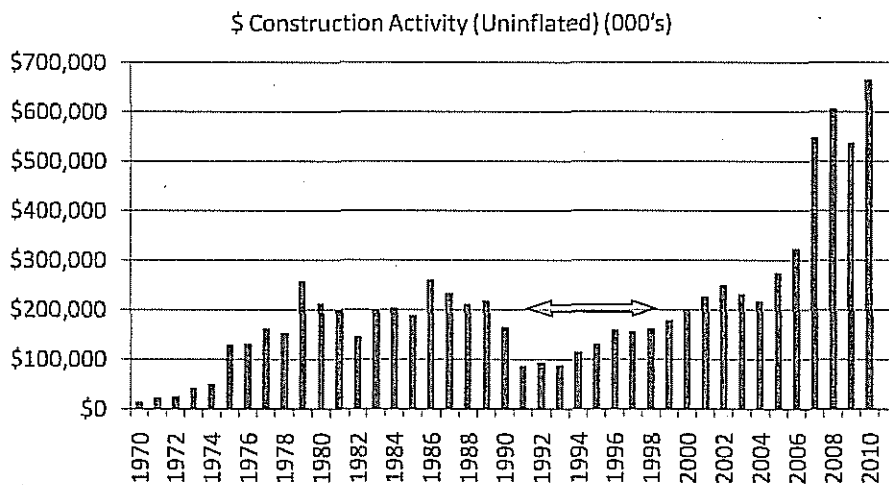
In years where the balance has exceeded the cap, transfers have been made to support deficits in the mill rate supported operations and to fund special projects in the Building Standards Branch. These practices should be further examined and articulated in the Stabilization Policy to clarify the intent of the Stabilization Reserve.

There are several issues associated with the existing Stabilization Reserve policy that should be addressed to adhere with best practice research.

1. Establishing an appropriate cap and what should occur when the cap is exceeded
2. Expanding the existing Reserve uses to support all aspects of the Building Standards Branch

#### Establishing an Appropriate Cap and What Should Occur When Cap is Exceeded

The following graph reflects the construction activity in the City of Saskatoon since 1970. As shown on the graph, the last economic downturn lasted from 1990-2000. During this time, approximately 2 years of cumulative construction volumes and associated revenues were lost.



Virtually all municipalities surveyed have established Stabilization Reserves with practices and policies varying based on the degree to which the municipality wishes to mitigate risk, the extent to which they have experienced economic downturns, planned capital requirements and the availability of skilled resources (and their anticipated ability to rehire skilled staff). Typically municipalities establish a target reserve maximum balance of 100%-300% of operating budget expenditures to ensure that sufficient funds available for economic downturns. Without reserve funds, future changes in activity would need to be funded from changes to the fees annually or the mill rate. This poses challenges to the building industry in managing their budgets and facing fee increases in an economic downturn.

While there is a responsibility on behalf of the Building Standards Branch to demonstrate a willingness to reduce operating costs during economic downturns, it is well recognized throughout the industry that there is a shortage of qualified Building staff and this has in fact been an ongoing challenge for the City. Therefore, any short-term decisions to reduce the staffing levels during economic downturns must also consider the costs/benefits in the mid to longer term when development rebounds. Without a dedicated reserve fund, economic downturns could not only result in budgetary pressures, but also the loss of competent, difficult-to-replace, qualified staff.

The vast majority of municipalities surveyed do not permit funds to be transferred to the general funds as these revenues were raised to support building related programs and to improve the delivery of service to the building industry. In fact in Ontario, the legislation prohibits the use of funds for any purpose other than to support the programs and activities of the Building Department. Otherwise, there is a risk that fees may be set artificially high to help fund general mill rate supported programs.

In the City of Saskatoon, when the ceiling has been exceeded, some of the surplus revenues generated from the building permit fees have been transferred to the general fund (\$1.75 million over a three year period). It is recommended that the City amend its Stabilization Reserve policy to restrict the use of funds strictly for building related programs and services. This avoids potential concerns from the industry that fees will be used to subsidize general programs.

Based on the last economic downturn, it is recommended that the City establish a ceiling of 150% of operating expenditures for the Stabilization Reserve. It is further recommended that should the reserve surpass this level for more than three consecutive years, the City would then revisit the existing building permit fees, review forecast construction activity levels and make the appropriate recommendations to modify the fees. During the three year period, the surplus revenues would remain in the Stabilization Reserve

### Expanding the Reserve Usage Policy

The intention in most municipalities is to operate as a Building Enterprise Model (BEM) which means that 100% of the costs of the operations (including capital) are recovered from building permit fees. Based on best practice research, a Stabilization Reserve:

- manages the risk associated with an economic downturn
- spreads the impact of market fluctuations across an economic cycle
- avoids fluctuations in fees and
- is available to fund one-time capital requirements.

The City's current policy does not include the ability to automatically use the reserve for one-time capital requirements in the Building Standards Branch however one-time funds have been approved as follows to support capital improvements in service delivery:

- \$250,000 was approved from the Reserve for a special project to ensure the successful completion of Building Standards Branch program upgrades
- \$100,000 was set aside, in addition to the 50% of budget reserve cap which would be automatically "re-filled" \$100,000 as monies are spent. The account is to ensure that funds are available for unexpected expenditures even if the operating reserve is depleted.

It is recommended that the City expand the Stabilization Reserve policy to include uses for special projects and one-time capital expenditures to support the Building Standards Branch.

*Recommendations—Stabilization Reserve*

1. *That the Stabilization Reserve Policy be amended to permit the reserve to also be used to fund capital requirements to support the Building Standards Branch operations.*
2. *That the Stabilization Reserve be treated as a segregated fund and used exclusively to fund future deficits, capital expenditures and one-time expenditures related to program enhancement in the Building Standards Branch.*
3. *That the Stabilization Reserve ceiling set at 150% of the operating expenditures to provide sufficient protection during economic downturns.*
4. *That should the Stabilization Reserve, surpass this ceiling for more than three consecutive years, the City would revisit the existing building permit fees, review forecast construction activity levels and make the appropriate recommendations to modify the fees. During the three year period, the surplus revenues would remain in the Stabilization Reserve.*

**ATTACHMENT 2**

**A. Recommendations - Budget and Cost Recovery**

1. That the allocation of costs to be recovered from the Building Permit Fees be based on a full cost recovery model (100 percent from Building Permit Fees).
2. That the City update the Plumbing Fees to reflect full cost recovery principles, consistent with the Building Permit Fees.
3. That the corporate cost allocations be updated to include legal and accommodation expenses (for space occupied by Building Standards Branch staff in rental properties and City Hall) with consideration being given to including an allocation for insurance as information becomes available.
4. That four additional Building Inspectors/Plans Examiners be included in the 2012 fee calculation to address, in part, forecast construction activity levels and the existing service gaps.

**B. Recommendations - Proposed Fee Structure and Fees**

1. That the City continue to charge residential fees based on a cost per square foot basis.
2. That the City eliminate the permit fee differential for new two-storey residential construction.
3. That the City eliminate the additional charge for garages, decks, roof over decks, and carports for residential new construction.
4. That the City continue to charge fees for projects not defined as "residential" construction based on \$1,000 of construction value.
5. The following provides a summary of the recommended fees for 2012 (See Attachment 3 for the three- year phase-in period recommended by Administration):

	2012 Fee per Sq. Ft.	2012 per \$1,000 of Construction Value	2012 Flat Fee
<b><u>Residential</u></b>			
Residential (One and Two Unit Dwellings, Townhouses, Row houses, Apartments (that fall under Part 9))	\$ 0.70		
Basement Development or redevelopment of any floor area	\$ 0.22		
Alterations/Repairs/Interior Finishings	\$ 0.24		
Addition of Garage to Existing Construction	\$ 0.21		
Addition of Deck to Existing Construction	\$ 0.10		
<b><u>All Other Construction Not Noted Above</u></b>			
Cost per \$1,000 of Construction Value		\$ 7.50	
Minimum Fee			\$ 100
Re-inspection Fee			\$ 100



**C. Recommendation - Re-Inspection Fee**

That a \$100 Re-Inspection Fee be charged for every inspection that is beyond the number of budgeted inspections where any of the following items are found to be deficient:

- Inspector unable to access the building having been called to inspect;
- Project not ready for inspection when inspector has been called in to do an inspection;
- Inspection called for where previously identified deficiency has not been corrected.

**D. Recommendations - Stabilization Reserve**

1. That the Plan Review and Inspection Service Stabilization Reserve of the Reserves for Future Expenditures Policy No. C03-003 be amended to permit the Reserve to also be used to fund capital requirements to support the Building Standards Branch operations.
2. That the Plan Review and Inspection Service Stabilization Reserve be treated as a segregated fund and used exclusively to fund future deficits, capital expenditures, and one-time expenditures related to program enhancement in the Building Standards Branch.
3. That the Plan Review and Inspection Service Stabilization Reserve ceiling be set at 150 percent of the operating expenditures to provide sufficient protection during economic downturns.
4. That should the Plan Review and Inspection Service Stabilization Reserve surpass this ceiling for more than three consecutive years, the City would revisit the existing Building Permit Fees, review forecast construction activity levels and make the appropriate recommendations to modify the fees. During the three-year period, the surplus revenues would remain in the Plan Review and Inspection Service Stabilization Reserve.

**ATTACHMENT 3**

<b>Proposed Building Permit Fee Structure</b>			
	<b>2012 June 1</b>	<b>2013 January 1</b>	<b>2014 January 1</b>
<b>One- and Two-Unit Dwellings, Townhouses</b>			
All floor levels excluding basement	\$ 0.55 / ft <sup>2</sup>	\$ 0.60 / ft <sup>2</sup>	\$ 0.70 / ft <sup>2</sup>
Basement development or alterations to any floor area	\$ 0.20 / ft <sup>2</sup>	\$ 0.22 / ft <sup>2</sup>	\$ 0.24 / ft <sup>2</sup>
Garage/Accessory building (attached or detached)	\$ 0.17 / ft <sup>2</sup>	\$ 0.19 / ft <sup>2</sup>	\$ 0.21 / ft <sup>2</sup>
Addition of deck to existing construction	\$ 0.08 / ft <sup>2</sup>	\$ 0.09 / ft <sup>2</sup>	\$ 0.10 / ft <sup>2</sup>
Roof over decks and carports	\$ 0.08 / ft <sup>2</sup>	\$ 0.09 / ft <sup>2</sup>	\$ 0.10 / ft <sup>2</sup>
<b>Apartments (New Construction Only) – for those that fall under Part 9 of the NBC</b>			
All floor levels including basement	\$ 0.55 / ft <sup>2</sup>	\$ 0.60 / ft <sup>2</sup>	\$ 0.70 / ft <sup>2</sup>
Addition of decks or balconies to existing construction	\$ 0.08 / ft <sup>2</sup>	\$ 0.09 / ft <sup>2</sup>	\$ 0.10 / ft <sup>2</sup>
Garage/Accessory building (attached or detached)	\$ 0.17 / ft <sup>2</sup>	\$ 0.19 / ft <sup>2</sup>	\$ 0.21 / ft <sup>2</sup>
<b>All Other Construction Not Noted Above</b>			
Fee per \$1,000 of construction value	\$ 5.50	\$ 6.50	\$ 7.50
<b>NOTE:</b>	<ul style="list-style-type: none"> <li>• Minimum Building Permit Fee Effective June 1, 2012 = \$100</li> <li>• Re-Inspection Fee Effective June 1, 2012 = \$100</li> </ul>		

ATTACHMENT 4

COMPARISON OF CURRENT (2012) BUILDING PERMIT FEES TO BUILDING PERMIT FEES USING THE PROPOSED FEE STRUCTURE PHASED-IN OVER A THREE-YEAR PERIOD				
Project Type	2012 Permit Fee Current Rate	2012 Permit Fee June 1	2013 Permit Fee January 1	2014 Permit Fee January 1
1,600 sq. ft. Bungalow + Attached Garage	\$933	\$880	\$960	\$1,120
2,000 sq. ft. Two Storey + Attached Garage	\$1,009	\$1,100	\$1,200	\$1,400
7,200 sq. ft. Townhouse Project	\$3,816	\$3,960	\$4,320	\$5,040
600 sq. ft. Basement Development	\$108	\$120	\$132	\$144
160 sq. ft. Residential Deck	\$75	\$100	\$100	\$100
22 ft. x 24 ft. Detached Garage	\$84	\$100	\$100	\$111
\$2,000,000 Warehouse	\$9,125	\$11,000	\$13,000	\$15,000
\$12,000,000 Retail Store	\$54,125	\$66,000	\$78,000	\$90,000

The table below compares the 2014 Saskatoon proposed fee, including the current Plumbing Permit Fee, for the above selected projects, to Regina's fees which include plumbing fees in their calculation. After the full increase in Building Permit Fees is realized in 2014, Saskatoon's fees will still be lower than Regina's current 2011 fees.

Project Type	2014 Permit Fee Saskatoon	2011 Permit Fee Regina
1,600 sq. ft. Bungalow + Attached Garage	\$1,234	\$1,344
2,000 sq. ft. Two Storey + Attached Garage	\$1,535	\$1,680
7,200 sq. ft. Townhouse Project	\$5,727	\$6,022
\$2,000,000 Warehouse	\$15,135	\$16,000
\$12,000,000 Retail Store	\$91,530	\$96,000

750-4  
11

**TO:** Secretary, Planning and Operations Committee  
**FROM:** General Manager, Community Services Department  
**DATE:** October 27, 2011  
**SUBJECT:** Saskatoon Downtown Youth Centre Inc. (EGADZ) – Affordable Transitional Housing located at 163 Dulmage Crescent  
**FILE NO:** PL 951-105

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**RECOMMENDATION:** that a report be submitted to City Council recommending that funding of ten percent of the total project cost for the development of a Type II Residential Care Home by Saskatoon Downtown Youth Centre Inc. (EGADZ), to a maximum of \$40,000 from the Affordable Housing Reserve, be approved.

**BACKGROUND**

In October 2011, the City of Saskatoon (City) received an application for funding assistance from Saskatoon Downtown Youth Centre Inc. (EGADZ) under the Innovative Housing Incentives program. The proponent, EGADZ, is a community-based inter-agency organization that provides resources and active support services that help at-risk youth reach their full potential. EGADZ activities include transitional housing, a drop-in component, a street outreach program, a teen parenting program, and many others.

Since April 2010, EGADZ has been operating the Baby Steps Housing Project (Baby Steps) which provides mothers a safe and structured environment while trying to reunite and gain back the parental responsibilities of their offspring in care. Currently EGADZ operates 11 homes in Saskatoon that serve youth of various ages.

**REPORT**

**Project Description**

The proposal calls for the construction of a five-bedroom Type II Residential Care Home in the Stonebridge neighbourhood at 163 Dulmage Crescent (Attachment 1). The Baby Steps Home will be designated for two mothers and up to eight infants up to the age of five. This project is considered a Type II Residential Care Home and, as such, is a discretionary use in the R1B zoning district. Discretionary use approval is required by City Council.

This home will be provided to mothers for the opportunity to have access to their offspring on a daily basis, with the goal of working towards long-term reunification of the family unit. Currently the provincial foster care system is overloaded. This project will help alleviate the demand for foster care spaces. The project is estimated to be completed in June of 2012.

It is intended that the homes in the Baby Steps program are indistinguishable from the surrounding neighbourhood so that the residents have a stable environment and can feel that they are a part of a community. As with current My Home Projects through EGADZ, Baby Steps will be supervised and supported by EGADZ Youth Centre which offers staff and peer support, assistance with access to education and employment services and recreation programming. The

peer and staff support creates a positive environment in the homes and ensures all parents are linked with community supports as needed.

### Funding

EGADZ has estimated the cost of this project to be \$536,370.42. A grant of 10 percent of the capital cost would be \$53,637.04; however, the City's 2011 Housing Business Plan specifies that the maximum grant for a residential care home is \$8,000 per bedroom. EGADZ's project will have five bedrooms and, therefore, this project qualifies for a maximum grant of \$40,000.

EGADZ has received a capital funding commitment of \$150,000 from the Saskatchewan Housing Corporation. Additional funding is expected from the Ministry of Social Services of \$332,733.38, totalling \$482,733.38. EGADZ will need to raise a further \$13,637.04 to complete this project.

As a licensed group home with the provincial government, EGADZ is exempt from paying property tax and, therefore, is not eligible for the five-year incremental tax abatement.

### Eligibility

The Administration has conducted a thorough review of the request for assistance by EGADZ. The provision of affordable transitional housing is an identified community need and priority for the City's 10 percent Capital Grant Program. Based on the review, it has determined that the project meets the eligibility criteria set out in the Innovative Housing Incentives Policy No. C09-002.

All residents of EGADZ's Baby Steps program are either permanent wards of the Province, or have Family Services involvement through the Ministry of Social Services. Thus, the income levels of residents are very low. The income level of residents at Baby Steps will be well below the maximum income limit set by the Province of Saskatchewan, which currently is \$44,500 for households without dependents and \$52,000 for households with dependents.

In accordance with Innovative Housing Incentives Policy No. C09-002, EGADZ has submitted a ten-year estimate of its revenues and expenses. This budget demonstrates the project's viability over a ten-year period.

### Concentration of Affordable Housing

Official Community Plan Bylaw No. 8769 encourages a range of housing options to serve a wide range of incomes in each neighbourhood. The proposed development is located within the Stonebridge neighbourhood. According to our records, there is no concentration of affordable housing within Stonebridge, and this project will help deconcentrate the supply of affordable housing across the city.

### POLICY IMPLICATIONS

There are no policy implications.

## FINANCIAL IMPLICATIONS

The funding source for the capital grant of \$40,000 is the Affordable Housing Reserve. This project will be funded from the 2012 allocation of \$1.2 million for affordable housing initiatives. To date, City Council has approved expenditures totaling \$1,131,727.50 from this allocation. If this project is approved, there will be approximately \$68,000 remaining for additional affordable housing projects to be completed in 2012.

## OPTIONS

1. Provide assistance for EGADZ towards Baby Steps at 163 Dulmage Crescent in the form of a grant equivalent to 10 percent of the total capital cost, to a maximum of \$40,000 for the project.
2. Decline to fund this project. This option will mean that EGADZ will likely have to seek additional funding from another source in order to proceed with the project.

Your Administration is recommending Option 1.


## ENVIRONMENTAL IMPLICATIONS


There are no environmental and/or greenhouse gas implications.

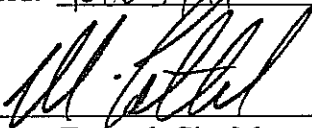
## PUBLIC NOTICE

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

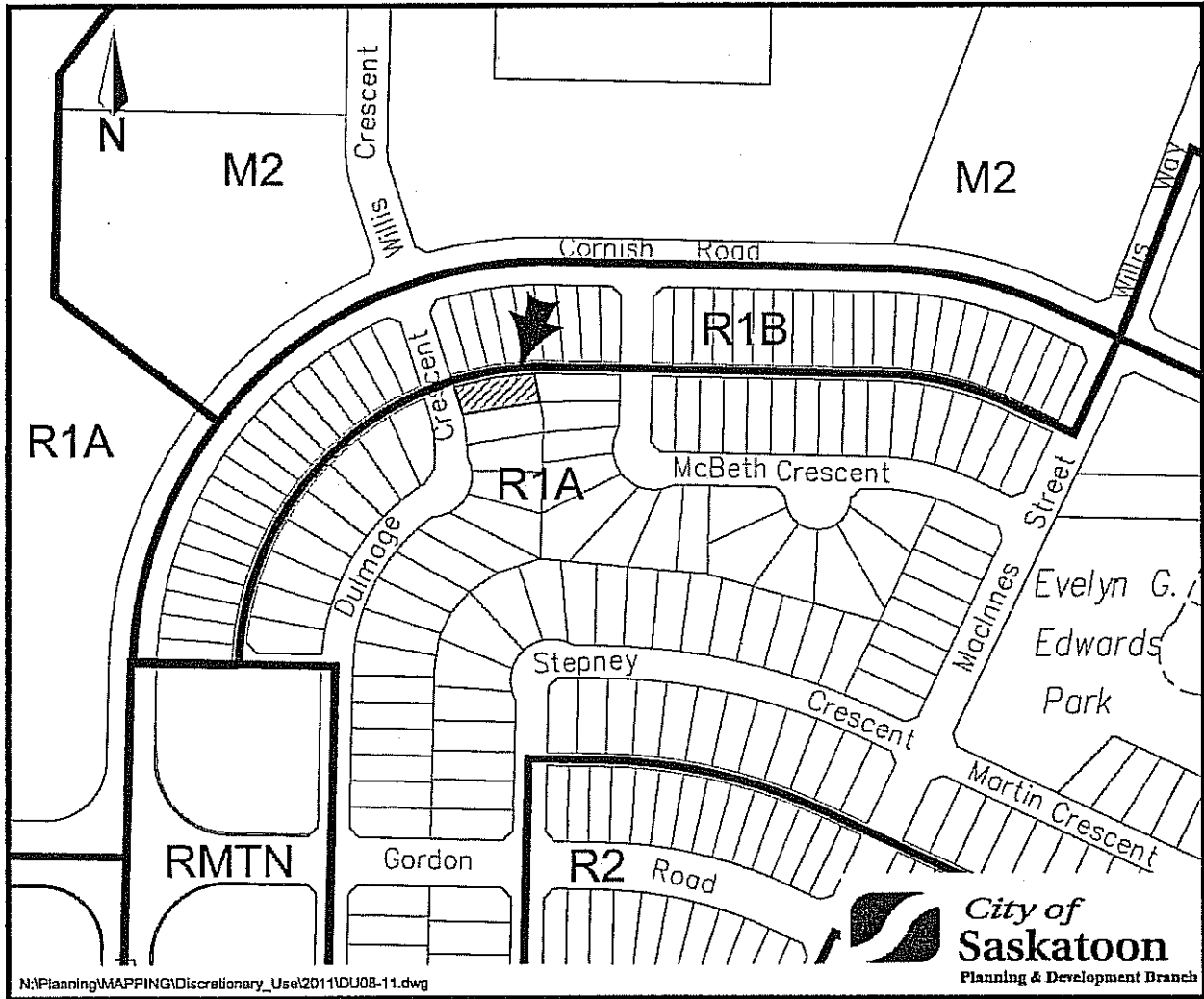
Written by: Ian Williamson, Planner  
Neighbourhood Planning Section

Reviewed by:   
Randy Grauer, Manager  
Planning and Development Branch

Approved by:   
Co' Paul Gauthier, General Manager  
Community Services Department  
Dated: Nov 3/11

Approved by:   
Murray Totland, City Manager  
Dated: Nov 4/11

PROPOSED LOCATION SITE – 163 DULMAGE CRESCENT



750-4  
12.

**TO:** Secretary, Planning and Operations Committee  
**FROM:** General Manager, Community Services Department  
**DATE:** November 14, 2011  
**SUBJECT:** New Rental Construction Land Cost Rebate Program  
Avenue Real Estate Equities Ltd. – 1506, 1510, and 1514 Main Street  
**FILE NO.:** PL 952-6-12

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

- 1) that the application for funding of \$7,820 received from Avenue Real Estate Equities Ltd. for the creation of three new rental units at 1506, 1510, and 1514 Main Street be approved;
- 2) that a five-year tax abatement of the incremental taxes be applied to the subject properties commencing the next taxation year following completion of construction; and
- 3) that the City Solicitor's Office be requested to prepare the necessary Incentive Agreement, and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

### **BACKGROUND**

During its June 23, 2008 meeting, City Council approved an amendment to the Innovative Housing Incentives Policy No. C09-002 creating the New Rental Construction Land Cost Rebate Program (Program). The Program provides a cash grant of \$5,000 per unit, as well as five-year property tax abatement on the incremental tax increase resulting from the construction. These incentives are subject to the project remaining as rental housing for a period of 15 years.

During its September 26, 2011 meeting, City Council approved a cost-sharing agreement with the Province of Saskatchewan to help fund the Program. Under this agreement, the provincial government now covers the cost of the cash grant by matching the value of the municipal tax abatement with a cash grant of up to \$5,000 per unit. The agreement includes funding for a total of 1,874 units from 2011 to 2015.

In October 2011, the City of Saskatoon (City) received an application from Avenue Real Estate Equities Ltd. for funding assistance under the Program. This company plans to construct three new rental units in existing apartment buildings located at 1506, 1510, and 1514 Main Street in the Grosvenor Park neighbourhood (see Attachment 1).

### **REPORT**

The proposal calls for the conversion of existing storage space on the ground floor of three



existing apartment buildings into 3 one-bedroom rental units. The rental rate for these new suites is estimated at \$800 per month.

After a thorough review of this application, the Administration has concluded that this project meets the requirements of Innovative Housing Incentives Policy No. C09-002 and will qualify for a five-year incremental tax abatement and matching cash grant of up to \$5,000 per unit. According to an estimate from the Assessment Branch, the municipal property tax, as a result of this project, is expected to increase by \$1,564 annually or \$7,820 over five years.

While the Program does provide a \$5,000 cash grant per unit, the City's funding source for this grant is the cost-sharing agreement with the Province, which limits the cash grant to an amount equal to the estimated municipal property tax abatement. For this project, the contribution is \$7,280 or \$2,606.66 per unit.

In order to ensure that the units remain as rental stock for 15 years, as per the Innovative Housing Incentives Policy No. C09-002, the applicant will be required to enter into an Incentive Agreement. This agreement will apply to all housing units currently on the site – not just the three new units approved under the Program. Further ensuring that all of the units remain as rentals, City Council can deny approval of any condominium conversion application for these units while the Incentive Agreement is in effect. Funding will only be provided upon completion of the project and closure of all building permits.

### **OPTIONS**

1. Provide a capital contribution of \$7,820 to Avenue Real Estate Equities Ltd. for the creation of three rental housing units located at 1506, 1510, and 1514 Main Street, as well as a five-year incremental property tax abatement (estimated at \$7,820), payable upon completion of construction and subject to the signing of an Incentive Agreement.
2. Decline to fund this project. Choosing this option would represent a departure from the Innovative Housing Incentives Policy No. C02-009.

Your Administration is recommending Option 1.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

The funding source for the cash grant of \$7,820 is the Affordable Housing Reserve; however, the Province of Saskatchewan will re-reimburse the City within three months for the full amount of the grant under a cost sharing agreement with the Province of Saskatchewan which provides

funding for a total of 1,874 units to be built between 2011 and 2015 under the Program. To date, City Council has approved 717 units under this allocation. The project will also result in forgone revenue of approximately \$7,820 as a result of the proposed incremental tax abatement.

### ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications.

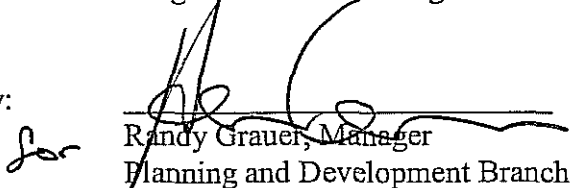
### PUBLIC NOTICE


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

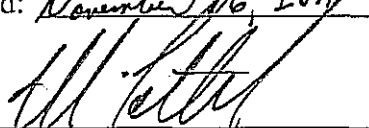
### ATTACHMENT

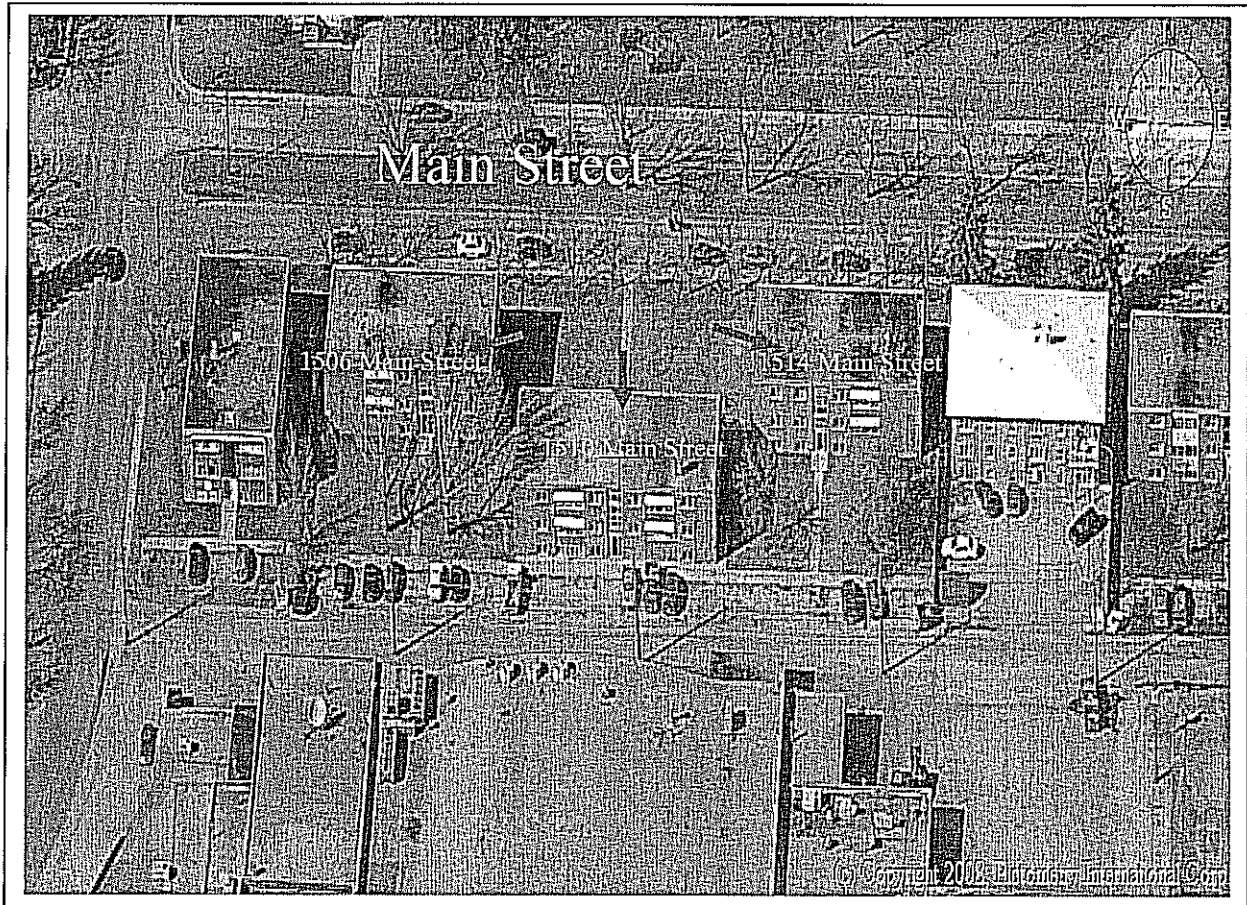
1. Location Map – 1506-1510-1514 Main Street

Written by: Ian Williamson, Planner  
Neighbourhood Planning Section

Reviewed by:   
for Randy Grauer, Manager  
Planning and Development Branch

Approved by:   
Paul Gauthier, General Manager  
Community Services Department  
Dated: November 16, 2011

Approved by:   
Murray Totland, City Manager  
Dated: Nov. 18/11



**TO:** Secretary, Planning and Operations Committee  
**FROM:** General Manager, Community Services Department  
**DATE:** November 14, 2011  
**SUBJECT:** Paddling Pool, Playground Program Comprehensive Review  
**FILE NO:** LS 614-1

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**RECOMMENDATION:** that a report be submitted to City Council recommending that the proposed program changes to the summer playground and paddling pool program be approved as identified in this report.

### **EXECUTIVE SUMMARY**

The purpose of this report is to provide a summary of a recent comprehensive review of the summer playground, paddling pool, and youth centre program. This report will also make recommendations for changes to the program, facilities, and grounds on a go-forward basis. The review was undertaken in September and October of 2011 by staff from the following Departments: Community Services Department, Community Development Branch; Infrastructure Services Department, Facilities Branch and Parks Branch; and Human Resources Department, Occupational Health and Safety (OH&S) Branch. The review involved all aspects of the program: facility upkeep, site maintenance and landscaping, program and activity offerings, occupational health and safety, and staffing policies and procedures (including training). An effort was also made to review the program within a larger Canadian context through extensive interviews with those cities that offer a comparable program: Ottawa, Winnipeg, and Edmonton. Regina was also interviewed to provide a perspective from a city of the same size as Saskatoon.

As a result of this comprehensive review, there are several recommended program changes in the areas of staff safety, facility upgrades and weekend program delivery. Some recommendations can be implemented by your Administration immediately, while others require City Council approval. All recommendations are outlined in more detail in this report.

### **BACKGROUND**

The City of Saskatoon (City) operates a summer playground/paddling pool and youth centre program. All programs are free and use an informal drop-in format to provide children and youth ages 2 to 15 with activities ranging from arts and crafts to games and, most notably, water play during the months of July and August. The program is managed by the Community Development Branch, Community Services Department. Programs are operated at the neighbourhood level, primarily from parks but also from several elementary schools. In 2011, the program included the operation of 31 paddling pools, 14 spray pads, 11 youth centres, 2 travelling vans, and 2 mobile skateboard animators. The program has developed into one of the community's most valued and best attended programs, with visitation reaching 110,000 over eight weeks in 2011.

## REPORT

### History

Saskatoon's summer program is one with a long tradition. The first supervised program was offered in the summer of 1928 on the school grounds of Bedford Road Collegiate. The City's first paddling pools were opened in Kinsmen Park and Ashworth Holmes Park in 1929 and 1930. By 1960, Buena Vista, Westmount, Optimist Park, North Park and Albert-Nutana had been added to the paddling pool and playground program. The first Youth Centre operated from Aden Bowman Collegiate in 1970. The first spray pad was constructed in the mid-1990s in Lakeridge's Crocus Park. The most recent neighbourhood spray pads opened in Briarwood in 2006, Arbor Creek in 2009, and Willowgrove in 2011.

From its inception, the Saskatoon program has been based on the principle of accessibility (ease of access) by means of neighbourhood delivery, a model used by only a handful of Canadian cities. Research carried out as part of this review indicated that municipalities mostly offer summer playground and wading pool programs at the district or multi-district level, with one water play amenity shared by several neighbourhoods. Regina and Calgary are examples of this model.

### Scope of the Program

Today, the City manages what your Administration believes is one of the larger summer programs in the country with 45 playground and 11 youth centre locations and 2 travelling program vans.

1. **Weekday Playground and Paddling Pool Program**

The weekday program operates from 45 neighbourhood locations (31 paddling pools, 14 spray parks) for 8 weeks, Monday through Friday. Based on the program components offered, there are two program leaders scheduled to provide water play supervision as well as design and deliver a variety of activities at each site including sports, games, crafts, story-telling, music, creative drama, and special events. A food program is provided by a third-party agency at four of the sites.

2. **Travelling Playground Program**

Based on demand, a weekday travelling playground program van serves neighbourhoods without a paddling pool or spray pad and areas that are not within walking distance of a playground/paddling pool facility in an adjoining neighbourhood. This van carries a wide variety of sports, culture, arts and craft supplies and is operated by two playground program leaders.

3. **Culture Van**

The summer culture van travels to all playgrounds, youth centres, and Aboriginal facilities in Saskatoon showcasing Aboriginal games and hoop dancing, demonstrating bead and leather work, and providing participants with the experience of tipi raising. The van makes on average 75 visits to various locations per summer.

4. Weekend Paddling Pool and Water Play Activities

On weekends there has historically been only one staff member scheduled with the primary purpose of providing water-play supervision only. This supervision is provided at all 31 paddling pools from 12 noon to 5 p.m. With only one staff member available, there are no arts, crafts, or special events hosted on weekends.

5. Spray Pads

In addition to 31 paddling pools, there are 15 spray pads in Saskatoon, including the spray pad at River Landing (which is not included within the neighbourhood playground program). Neighbourhoods with spray pads consist of the following: Arbor Creek, Briarwood, Dundonald, Erindale, Forest Grove, Exhibition, Holliston, Lakeridge, Mayfair, Parkridge, Pleasant Hill, Silverspring, Silverwood Heights, and Willowgrove. The spray pads are on timer systems and are open daily from 10 a.m. to 8 p.m. June 1 to Labour Day, and during the weekend days, there is neither supervision nor a playground craft program.

6. Youth and MeTaWeTan Drop-In Centres

Depending on program site availability, Community Development Branch operates 10 to 12 free youth drop-in centres from the beginning of July to mid-August, Monday to Friday, every summer. Most youth centres are located in elementary schools with up to three located in City owned civic centres.

By comparison, of the cities researched as part of this review, only Saskatoon operates all of its paddling pools seven days a week. Edmonton's program operates Monday to Friday, with weekend water play restricted to the City's automated spray pads and four larger district wading pools, similar in size to Saskatoon's Kinsmen Play Village pool. By contrast, Winnipeg and Ottawa use a staggered operating schedule that has all paddling pools open five days per week but on different days of the week, meaning up to half the pools are open on Saturdays, Sundays, and statutory holidays. Regina does not have paddling pools, free water play is found only at automated spray pads. The City of Regina arts and crafts summer play program operates Monday to Friday at ten locations. Other than Saskatoon, only Edmonton operates drop-in summer youth centres.

Program Attendance

Program attendance is influenced by four factors: weather, demographics, program quality, and family leisure patterns. Without a doubt, weather is the highest determining factor. The total 2011 attendance of 110,000 visits was an increase of almost 30 percent over 2010 and 40 percent over 2009 but only a 10 percent increase over 2008. Your Administration attributes this mostly to a warmer and drier 2011 summer. Changing demographics at the city and neighbourhood level also influence attendance. Playground programs and paddling pools in neighbourhoods with more children have higher attendance. With the rate of the city's population growth, there is every reason to believe that attendance will follow an upward trend. Program quality and customer service influence return visits. In recent years, your Administration has increased efforts in enhancing both, primarily through staff training. Finally, your Administration believes that family leisure patterns play an influential role in program usage, particularly on weekends.

Front-line staff report that weekday attendance in many neighbourhoods is driven primarily by children with non-parent caregivers and daycares. In accordance, weekend attendance drops off considerably across the city, with a few exceptions, the assumption being that many working parents are engaging their children in other activities on Saturdays and Sundays.

In total, there were 110,000 visits made to the combined Summer Playground/Paddling Pool and Youth Centre/MeTaWeTan (Cree word for "Let's Play") Program in 2011. Average weekday attendance is 65 children per site per day, while average weekend and statutory holiday attendance drops to 35 children per site per day. Fourteen of Saskatoon's weekend paddling pools see fewer than 15 children per day over a weekend. Some paddling pools see as few as five children per day.

Attachment 1 shows total weekday playground program attendance, weekend paddling pool attendance, and youth centre attendance by site for the years 2008 to 2011.

By way of comparison, Ottawa, with a population of 870,000, estimates that its 55 wading pools had a total of 200,000 users in 2011. Edmonton, with a population of 730,000, estimates visitation at well over 200,000 at its 214 summer sites, while Regina's summer play program saw 13,000 users.

#### Staffing, Training, and Communication Protocol

The Community Development Branch hires 150 front-line summer staff, typically aged 17 to 24, to work as summer playground leaders, weekend paddling pool attendants, youth centre/MeTaWeTan leaders, and skateboard animators. The front-line staff is directly supervised by six Summer Program Coordinators (SPCs) who report to two permanent Recreation Program staff.

Throughout the summer, the weekday playground sites have two staff members scheduled daily, except Westmount, Pleasant Hill, and Briarwood where three staff members work to meet program demand. Weekend paddling pools have one staff member scheduled daily, with the exception of Westmount due to high weekend attendance. Weekend staff is responsible for water play supervision and chemical application only, as there is no arts and crafts program on weekends.

By way of comparison, Ottawa hires 300 front-line staff for 55 wading pools, with anywhere from 2 to 5 staff at each site. Edmonton hires 255 front-line summer staff for 184 playground sites and 30 youth centres, of which 50 are single leader sites Monday to Friday. Regina hires 2 program leaders for each of its 10 summer play sites.

Staff training for the summer program staff takes place over the course of three days. All staff members are provided with Workplace Hazardous Materials Information System (WHMIS) training, OH&S training, and training in pool filling and chemical application procedures. In addition, staff is certified in principles of healthy childhood development. Certification in First Aid and Cardiopulmonary Resuscitation (CPR) is a prerequisite for employment.

Each site is provided with a staff manual that outlines a range of policies, procedures and protocols ranging from child safety to weather alert procedures. Every park recreation building is equipped with one land line telephone, which is used for all communications and emergencies. All staff members are provided with a whistle.

For other cities, as part of their staff communications protocol, the City of Edmonton has a Cell Phone Agreement with its summer playground staff that pays a \$10 per month stipend for the use of personal cell phones for emergencies while on the job. Staff members without a personal cell phone are provided with one for the length of their summer employment. By contrast, the City of Ottawa provides one cell phone per wading pool and prohibits the use of personal cell phones.

#### Programs and Activities

It is understood that the majority of physical, social, creative, and intellectual perspectives are developed at an early age, meaning carefully planned and balanced recreation for children delivers long-term benefits. The summer playground and youth program provides an ideal opportunity for Saskatoon children and youth to explore and develop a full range of these abilities. Playground program activities include arts, crafts, sport, literacy, and cultural awareness. The program is also an opportunity for younger children to become comfortable with water play, thus establishing an early foundation for water safety and later swimming proficiency.

Since 2010, the Community Development Branch has been certifying front-line staff in the High Five program. High Five is a national recreation standard that has been endorsed by the Saskatchewan Parks and Recreation Association. High Five ensures program staff is not only familiar with, but can also apply, the five principles of healthy child development in a recreation setting.

Program staff, at the conclusion of each summer season, will review the summer play activities to make adjustments according to suggestions and feedback from front-line staff and users.

#### Facilities and Grounds

Staff from Community Development Branch, Facilities Branch, Parks Branch and OH&S Branch undertook detailed site inspections of all playground and youth centre locations. All 27 park recreation buildings (some paddling pools do not have City-owned recreation buildings, meaning washrooms and programming are located in an adjacent school) were reviewed from the perspective of program functionality, general repair and upkeep, and as well staff and client safety. Surrounding landscapes, shrubs, and tree pruning were also considered.

Considering the age of the recreation buildings, they are in very good repair, for the most part, although many were noted for minor fixes and upgrades. The most notable recommendation is to convert exterior door locks to inside thumb-turn mechanisms. Most buildings now require a key to lock the exterior door from the inside.

In addition, visits were made to the 12 schools that host either the summer playground program or a youth centre. In particular, these sites were examined for their distance to the paddling pool



or spray pad and for their visibility from the street.

At the conclusion of the comprehensive review and in comparing program service levels across the country, your Administration is recommending several changes in the areas of staff safety, facility upgrades and weekend program delivery. These recommendations are summarized below into a list of program changes that can be undertaken by your Administration immediately and those program changes requiring City Council consideration and approval.

#### Administrative Program Changes Being Undertaken

1. A policy/protocol will be formalized for opening and closing the recreation facilities or school sites to meet program needs and increase worker safety. Site-specific meeting place procedures for staff are also currently being developed.
2. Communication with Parks Branch will be increased to ensure there is regular tree and shrub pruning in and around the paddling pool sites to maintain clear visibility of the site and building entrance.
3. Facilities Branch is to carry out minor facility repairs and upgrades at various sites:
  - a) ensure that all park recreation buildings have thumb-turn locking mechanisms on exterior and interior room doors. Approximately 40 lock installations are required. Approximate cost \$10,000;
  - b) add a second access gate in the chain link fence at 3 paddling pools: approximate cost \$5,000;
  - c) remove cinder block wall and replace with chain link fence: approximate cost \$5,000 in South Nutana Park paddling pool; and
  - d) upgrade miscellaneous items: several recreation buildings require light switches to be moved from interior closets to immediately inside the main door, several sites require steel exterior supply and chemical boxes for the pool decks, and several recreation buildings need exterior door latches replaced. Total miscellaneous costs estimated at \$5,000.
4. Facilities Branch is to undertake a facility review of the Optimist Park recreation building to better determine its deficiencies and formulate a plan for future modifications to the building. The facility is old and a portion of the building was designed for purposes that are no longer needed.
5. Staff training:
  - a) Community Development Branch and OH&S Branch will re-structure the training of front-line staff so as to accommodate smaller group training for more dedicated time for discussion and understanding.
  - b) Community Development Branch staff will develop an ongoing site education and orientation program that serves as a training refresher for front-line staff for the entire duration of the program.

- c) Training of front-line staff will be enhanced to include information about the importance of identifying and immediately reporting building and paddling pool deficiencies.
  - d) Communication mechanisms between front-line staff and program leaders will be enhanced so as to deal with issues and complaints in a timelier manner.
6. Community Development Branch will review playground leader staff uniforms. Currently staff members are provided with two t-shirts, a sweatshirt, and a whistle. Consideration will be given to the uniform being provided, as well as a hat for sun safety, a break-away neck lanyard for keys, and a clip-on cell phone holder. This recommendation is tied to both staff safety and to ensure a respectful work place by giving front-line staff a more authoritative appearance. There is an estimated operating impact of \$1,500 for these additions to the equipment/uniform provided to the staff.
7. Since the closure of the Community Development Branch satellite office space at 904B 22<sup>nd</sup> Street, the summer playground programs are now without permanent workspaces for the six Summer Program Coordinators for the period of June 1 to September 1 annually. Community Development Branch staff will continue to work with Leisure Services staff to secure temporary workspaces within one of the civic centres for the summer program administration.

#### Program Changes requiring City Council Approval

1. Close Richmond Heights paddling pool. To address program inefficiency and to ensure good value for money, your Administration is recommending the closure of the Richmond Heights paddling pool and playground program until such time as further demand warrants. In looking back over the past 7 years, between 2005 and 2007 attendance declined from 34 visits per day to 19 visits per day. And as Attachment 1 reveals, attendance continued to decline from 2008 to 2011. Richmond Heights paddling pool has the lowest attendance in the program. In 2011, average weekday attendance reached a new low of five children per day while weekend attendance averaged nine children per day. The nearest paddling pool is several blocks away at North Park. The North Park paddling pool is, and has for some time, been drawing children from the Richmond Heights area, and continues to show strong attendance numbers.
2. Enhance the program activities and reduce the number of paddling pools operating on weekends and statutory holidays. In order to enhance the program opportunities without having an impact on the overall program operating budget, your Administration is recommending reducing the number of sites operating for the weekend and statutory holiday paddling pool program. Currently all 31 paddling pools are open on weekends and statutory holidays for water play only, with one staff member scheduled per site. The spray pads are also available for use on the weekends, but are not staffed. Over the past few summers, the staff members working at select sites on weekends have been asked about opportunities for crafts, games and events but have been unable to provide this with having only one staff member present. Going forward, your Administration is recommending that we enhance the program opportunities at the weekend paddling pools

sites and that we do this by reducing the overall number of facilities opened on weekends and statutory holidays. Currently the weekend staff members are hired as Activity Leaders to basically monitor the water play activities. By changing to have a full program provided on weekends means we would also need to hire the staff as Recreation Program Leaders, similar to the status of our weekday paddling pool/playground leaders. The difference in the rate of pay is approximately \$2 per hour. Therefore, in order to present City Council with an option that will not have a program staffing budget impact, we are recommending that 13 of the 31 paddling pool sites operate as a full playground/paddling pool program on Saturdays, Sundays, and statutory holidays from 12 p.m. to 5 p.m., with two staff members scheduled at each site and where the demand warrants, 3 staff members be scheduled. The 13 paddling pool sites identified have been selected by balancing the following criteria:

- a) Historic weekend attendance;
- b) Historic weekday attendance;
- c) Distance from a neighbouring paddling pool or spray pad;
- d) Geographic balance of available free water play across the city; and
- e) Budget – ensuring there is no program staffing budget increase required for the Community Services Department. (Of note, for each additional paddling pool site opened for the weekends, there would be an operating impact of \$4,000 per site for the summer. This includes the cost of \$2,500 for the program staff, and \$1,500 for the Infrastructure Services Branch staff, utility costs, as well as chemical and supply costs.)

The 13 sites being recommended are the following:

1. Buena Vista	8. Optimist Park - Riversdale
2. Caswell Hill	9. Silverwood Heights
3. Confederation Park	10. South Nutana Park
4. Greystone Heights	11. Sutherland
5. Meadowgreen	12. Westmount
6. Montgomery Place	13. Westview
7. North Park	

When these 13 paddling pools sites are combined with the existing automated spray pads, there would still be 29 neighbourhood free access water play amenities open on weekends (including River Landing and Kinsmen Play Village). Your Administration feels that this model offers a good balance of providing an enhanced level of program service in a cost effective manner and where the program demand is most warranted.

Attachment 2 provides two different maps of Saskatoon. The first map shows the current level of weekday paddling pool/playground program supports at 45 sites around the city. The second map shows the proposed weekend paddling pool/playground program at 13 paddling pools sites, plus free water play opportunities at 16 spray pads, including River

### Landing and Kinsmen Play Village.

3. Provide an enhanced level of communications protocol and safety. Your Administration is recommending that we include cell phones as part of our communications protocol. Your Administration is recommending we accomplish this by providing a monthly stipend to front-line summer staff who use their personal cell phone for work purposes and that we provide a cell phone for the summer months to those staff who do not own a cell phone. This measure provides staff with ready access to a phone in the event of an emergency in addition to the current system that involves one land-line telephone in each recreation building or school facility. There is an estimated operating impact of \$3,000 based on a \$20 stipend (\$10 per month) for 150 staff.

In closing, the summer playground/paddling pool program has been and continues to be very popular and successful and, for many, it provides the only free summer play activity in their neighbourhood. It is also a very extensive program for a city of Saskatoon's size. Saskatoon has the highest per-capita number of summer program sites and the highest per capita number of summer program users. The proposed program changes being recommended in this report will ensure enhanced facility and site maintenance, enhanced communications protocol, more focused staff training efforts, program activities available on the weekends, and the high standard of community service is maintained and even improved for the foreseeable future.

### OPTIONS

1. The first option is for City Council to approve the recommended changes to the paddling pool and playground program as identified in this report.
2. The second option is for City Council to provide direction on alternative changes to the paddling pool and playground program.
3. The third option is for City Council to deny all recommended changes to the paddling pool program and direct the Administration to continue with the same level of service as in previous years.

### POLICY IMPLICATIONS

There are no policy implications as a result of the recommendations being made in this report.

### FINANCIAL IMPLICATIONS

The financial implications of the first option include: a one time cost of \$25,000 for facility upgrades, a mill rate increase of \$3,000 annually for the cell phone stipend, a mill rate increase of \$1,500 annually for the additional uniform/equipment needs, and no budget impact for the Community Services Department programs staff as a result of the proposed change to the staffing levels on weekend/statutory holiday service. On the other hand, closing 18 paddling pools on the weekends does represents a cost savings of \$25,000 for the Facilities Branch operating budget,

for staff time, maintenance, utilities, chemicals, and supplies. Therefore, the net mill rate impact of this option for 2012 would be \$4,500 and then for 2013 and beyond, once the facility improvements are completed, will represent a net mill rate savings of \$20,500. For further consideration, if City Council wishes to make the financial implications for 2012 mill rate neutral, they could direct the Administration to fund \$4,500 of the facility and grounds enhancements from the current Park Enhancement Reserve. This reserve has sufficient funds to accommodate this request, and the application of these funds, in this situation, would be consistent with the purpose of the reserve. Specific project approval in this reserve is at the discretion of the General Manager, Community Services Department.

The financial implications of the second option would depend on the direction City Council issues for program and facility changes.

There are no financial implications with the third option.

### **STAKEHOLDER INVOLVEMENT**

This comprehensive review and subsequent report was prepared with staff from Community Development Branch, Parks Branch, Facilities Branch, and the Occupational Health and Safety Branch. Input was also received from a group of current and past summer playground staff as well as from representatives from the Saskatoon Public School and the Greater Saskatoon Catholic School Divisions.

### **PUBLIC COMMUNICATION PLAN**

Following the review of this report and based on City Council's direction, your Administration will then undertake to ensure appropriate information is available to the community through our annual summer promotional materials, site signage, the City website and the Summer 2012 Leisure Guide publication. In addition to this, the promotional materials will be shared directly with the Community Associations and other key stakeholders.

### **ENVIRONMENTAL IMPLICATIONS**

Closing 18 paddling pools on weekends and statutory holidays over the course of the summer represents a savings of 5.7 million gallons of treated water.

### **SAFETY [Crime Prevention Through Environmental Design (CPTED)]**

CPTED principles were used in the review of the summer playground facilities. In addition, a number of previously undertaken safety audits, in parks where there are paddling pools, were consulted.

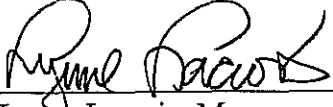
### **PUBLIC NOTICE**


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

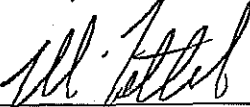
**ATTACHMENTS**

1. Summer Playground, Paddling Pool, and Youth Centre Attendance 2008 to 2011
2. Maps of Paddling Pools and Spray Pads – Weekday and Proposed Weekend

Written by: Kevin Kitchen, Community Initiatives Manager

Reviewed by:   
Lynne Lacroix, Manager  
Community Development Branch

Approved by:   
Paul Gauthier, General Manager  
Community Services Department  
Dated: November 17, 2011

Approved by:   
Murray Totland, City Manager  
Dated: Nov 20/11

S:\Reports\CD\2011 Committee and Council Reports\Paddling Pool Playground Prog Comp Review/cml

**Weekday Paddling Pool and Playground Attendance Totals 2008 to 2011  
(Over 8 weeks of operation)**

Site	2008	2009	2010	2011
Adelaide Park/Churchill	1,434	1,495	1,028	1,820
Arbor Creek	0	84	94	178
Avalon	1,782	1,773	1,956	2,199
Brevoort Park	1,154	714	768	1,588
Briarwood	6,319	3,384	3,449	5,618
Buena Vista	3,417	2,179	2,661	2,814
Caswell Hill	1,565	2,190	1,929	1,920
College Park	1,705	602	1,381	1,577
Confederation Park	3,100	2,399	1,141	1,123
Dundonald	1,918	1,592	1,545	1,392
East College Park	840	1,063	1,188	1,506
Eastview	1,271	1,477	1,175	1,367
Erindale	2,266	413	729	2,515
Exhibition	1,567	1,396	2,902	3,565
Fairhaven	1,368	1,350	1,465	1,576
Forest Grove	1,555	688	932	1,306
Greystone Heights	2,107	1,074	1,641	2,316
Holiday Park	1,514	590	1,038	1,259
Holliston	1,477	1,274	1,223	3,843
King George	664	845	646	1,018
Lakeridge	1,284	630	623	1,498
Lakeview	3,126	968	2,334	1,283
Lawson	1,398	1,173	2,094	2,330
Massey Place	1,121	1,333	1,212	2,128
Mayfair	2,437	806	3,109	3,482
Meadowgreen	2,055	1,522	1,185	1,404
Montgomery	1,258	1,165	1,173	2,062
Mount Royal	1,557	1,246	1,311	2,050
North Park	2,757	1,071	1,752	1,878
Nutana	1,870	1,122	1,442	2,723
Pacific Heights	1,988	992	645	1,060
Parkridge	1,208	343	571	590
Pleasant Hill	2,457	1,928	2,460	2,299
Queen Elizabeth	1,373	988	1,083	1,361
River Heights	0	507	833	1,965
Richmond Heights	727	336	290	191
Riversdale – Optimist Park	1,301	1,637	1,301	1,585
Silverspring	2,381	1,681	1,986	1,927
Silverwood Heights	3,020	2,099	0	2,702
South Nutana	1,374	1,787	1,348	2,008
Sutherland	1,759	955	1,119	1,821
Travelling Van Dr.J Valens	631	288	577	1,062

## ATTACHMENT 1

Site	2008	2009	2010	2011
Travelling Van-McNab	194	0	0	0
Travelling Van W.J.L. Harvey	0	0	48	0
Westmount	2,232	1,534	1,556	3,097
Westview	2,123	1,762	1,595	3,575
Wildwood	1,354	1,123	1,151	1,451
<b>Total:</b>	<b>82,016</b>	<b>57,587</b>	<b>61,689</b>	<b>88,032</b>



## Weekend and Statutory Holiday Paddling Pool Attendance Totals 2008 to 2011

Site	2008	2009	2010	2011
Adelaide Park/Churchill	182	110	273	295
Avalon	313	279	493	346
Brevoort Park	0	60	257	203
Buena Vista	497	423	729	747
Caswell Hill	314	235	311	291
College Park	243	95	322	310
Confederation Park	0	186	306	613
East College Park	0	171	148	134
Eastview	156	149	191	119
Fairhaven	260	217	212	319
Greystone Heights	175	131	432	233
Holiday Park	190	155	238	234
King George	0	183	579	113
Lakeview	246	154	375	207
Lawson	0	179	411	305
Massey Place	0	511	337	158
Meadowgreen	281	309	683	716
Montgomery	205	201	366	315
Mount Royal	0	180	381	348
North Park	449	267	364	406
Nutana	314	245	645	170
Pacific Heights	260	196	186	99
Queen Elizabeth	0	91	352	123
Richmond Heights	0	112	73	174
Riversdale	330	503	320	382
Silverwood Heights	343	508	0	248
South Nutana	0	147	372	384
Sutherland	315	176	516	665
Westmount	551	368	540	703
Westview	368	358	367	418
Wildwood	0	106	99	146
<b>Total</b>	<b>5,992</b>	<b>7,005</b>	<b>1,0878</b>	<b>9,924</b>

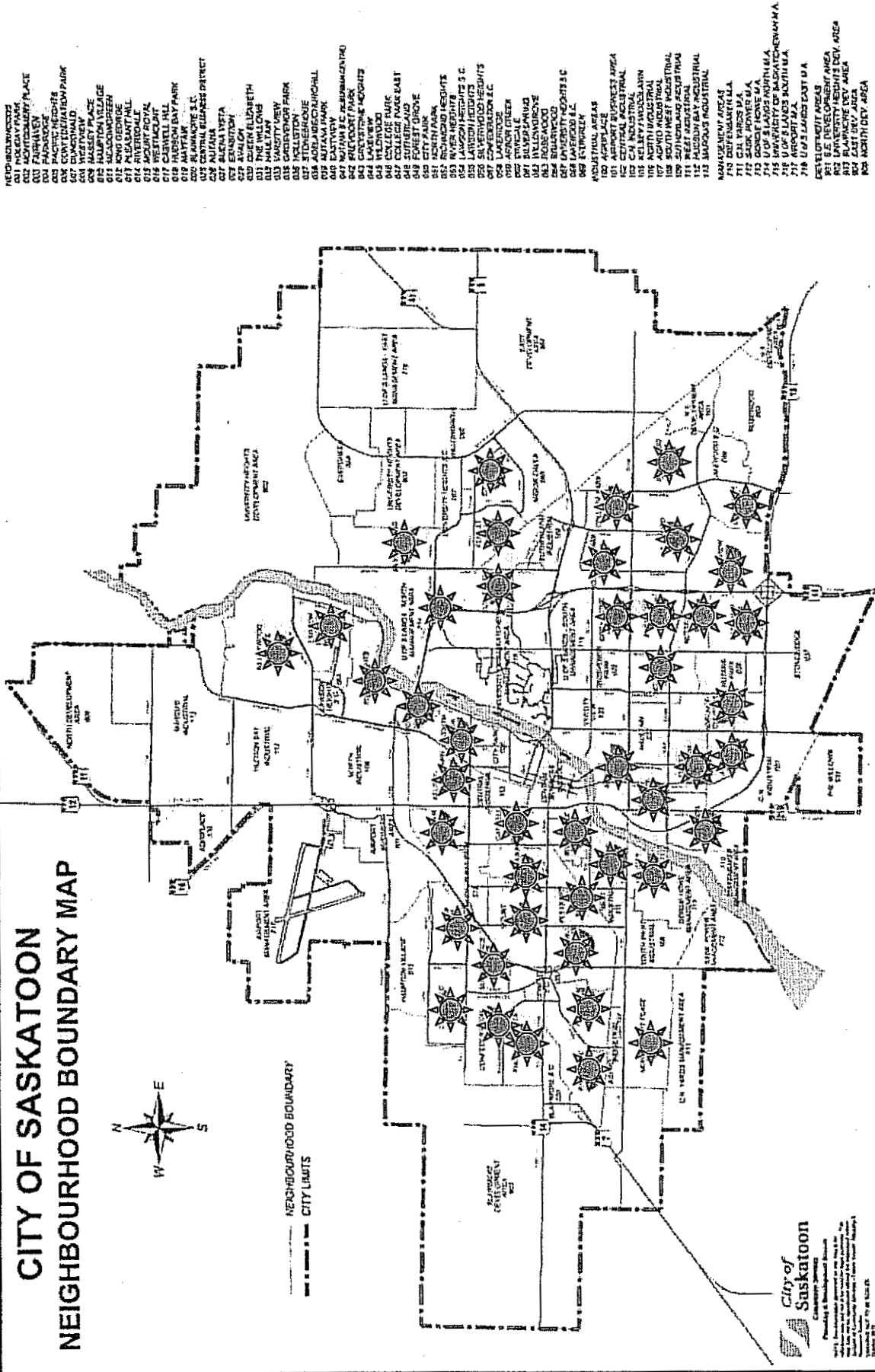
## Youth Centre Attendance Totals 2008 to 2011

Site	2008	2009	2010	2011
Albert Community Centre	0	185	262	315
Brownell School	1,317	1,218	0	0
Confederation Park School	1,271	1,870	611	1,188
Cosmo Civic Centre	117	160	376	139
Father Robinson School	977	701	1,028	578
George Vanier School	0	221	86	0
Lakewood Civic Centre	1,494	908	1,276	1,516
Princess Alexander School	1,017	0	0	0
Shaw Centre	144	253	431	118
St. John School	471	846	471	878
St. Mary School	1,042	732	727	991
St. Peter School	822	784	1,329	1,482
St. Philip School	488	0	0	0
Travelling Skate Site	0	0	0	1,445
Westmount School	1,158	1,060	1017	973
<b>Total</b>	<b>10318</b>	<b>8938</b>	<b>7614</b>	<b>9623</b>


# CITY OF SASKATOON NEIGHBOURHOOD BOUNDARY MAP



--- NEIGHBOURHOOD BOUNDARY  
- - - CITY LIMITS



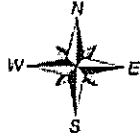
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- 104 PACIFIC HEIGHTS
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- 106 DUMASWALD
- 107 WEST END
- 108 HAZLET PLACE
- 109 HAZLETON VILLAGE
- 110 ASQUITH GREEN
- 111 ASQUITH HILL
- 112 RIVERDALE
- 113 ASQUITH ROYAL
- 114 WEST END
- 115 HAZLETON HILL
- 116 HAZLETON BAY PARK
- 117 ASQUITH
- 118 ASQUITH E.C.
- 119 ASQUITH WEST DISTRICT
- 120 ALTAIR
- 121 ALTAIR VISTA
- 122 EASTVIEW
- 123 QUEEN ELIZABETH
- 124 THE WILLOWS
- 125 HALL TOWN
- 126 WESTVIEW
- 127 CONVENT PARK
- 128 WILLOWS
- 129 STONEHOUSE
- 130 ASQUITH HILL
- 131 ASQUITH HILL
- 132 EASTVIEW
- 133 NORTH E.C. DEVELOPMENT CENTRE
- 134 HAZLETON PARK
- 135 WESTVIEW
- 136 LAKEVIEW
- 137 WILLOWS
- 138 COLLEGE PARK EAST
- 139 SUTHERLAND
- 140 FOREST GROVE
- 141 CITY PARK
- 142 RIVERDALE
- 143 RIVERDALE HEIGHTS
- 144 RIVER HEIGHTS
- 145 JACOBSON HEIGHTS S.C.
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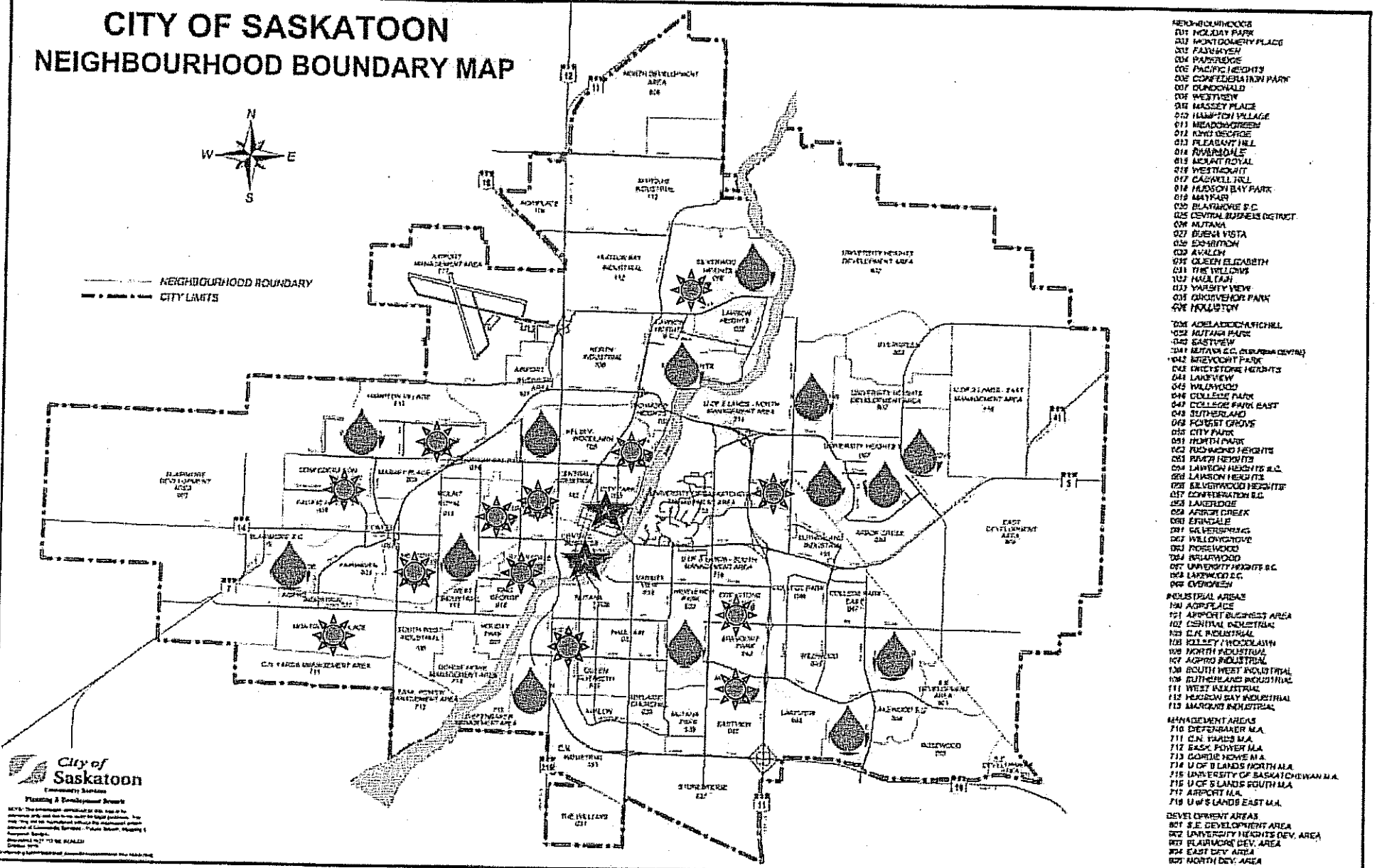
Weekday Playground Program-Staffed

**City of Saskatoon**  
 COMMUNITY SERVICES  
 Parks & Recreation  
 1000 - 13th Avenue S.W. Saskatoon, S4N 1A2  
 Telephone: 353-7100 Fax: 353-7101  
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# CITY OF SASKATOON NEIGHBOURHOOD BOUNDARY MAP



--- NEIGHBOURHOOD BOUNDARY  
- - - - - CITY LIMITS



- NEIGHBOURHOODS
- 001 HOLIDAY PARK
- 002 MONTGOMERY PLACE
- 003 FAIRVIEW
- 004 PARKSIDE
- 005 PACIFIC HEIGHTS
- 006 CONFEDERATION PARK
- 007 GUNDONALD
- 008 WESTVIEW
- 009 MOSSEY PLACE
- 010 HAMILTON VILLAGE
- 011 MEADOWGREEN
- 012 KING GEORGE
- 013 PLEASANT HILL
- 014 ROXBOROUGH
- 015 BURNHAMTHORPE
- 016 WESTMOUNT
- 017 CAGWELL HILL
- 018 HUDSON BAY PARK
- 019 MAYFAIR
- 020 BLACKWATER S.E.
- 021 CENTRAL BUSINESS DISTRICT
- 022 AUTANA
- 023 BURN VISTA
- 024 EASTVIEW
- 025 HAZLEY
- 026 GREEN ELIZABETH
- 027 THE WILLOWS
- 028 HAZELDALE
- 029 VARSITY VIEW
- 030 GARDENVIEW PARK
- 031 HOLLISTON
- TOM ADELAIDE/MICHELLE
- 032 AUTANA PARK
- 033 EASTVIEW
- 034 BURN VISTA S.E. (BURNHAMTHORPE)
- 035 BREYDOFT PARK
- 036 PRINCE OF WALES HEIGHTS
- 037 LAURELVIEW
- 038 WILKINSON
- 039 COLLEGE PARK EAST
- 040 BUTTERLAND
- 041 FOREST GROVE
- 042 CITY PARK
- 043 NORTH PARK
- 044 REDWOOD HEIGHTS
- 045 PARK HEIGHTS
- 046 LAWSON HEIGHTS S.E.
- 047 LAWSON HEIGHTS
- 048 SILVERWOOD HEIGHTS
- 049 CONFEDERATION S.E.
- 050 LAKEWOOD
- 051 ABBOTT CREEK
- 052 SPRINGDALE
- 053 KILVERHOPE
- 054 WILKINSON
- 055 BURNHAMTHORPE
- 056 ROSSELAND
- 057 UNIVERSITY HEIGHTS S.E.
- 058 LAKEWOOD S.E.
- 059 OVERLOOK
- INDUSTRIAL AREAS
- 100 AIRPORT
- 101 AIRPORT BUSINESS AREA
- 102 CENTRAL INDUSTRIAL
- 103 C.N. INDUSTRIAL
- 104 KELLEY / WOODLAWN
- 105 NORTH INDUSTRIAL
- 106 ACROSS INDUSTRIAL
- 107 ROUTE WEST INDUSTRIAL
- 108 BUTTERLAND INDUSTRIAL
- 109 WEST INDUSTRIAL
- 110 HUDSON BAY INDUSTRIAL
- 111 SARGENT INDUSTRIAL
- MANAGEMENT AREAS
- 210 DEFENSEMAN M.A.
- 211 C.N. TRAILS M.A.
- 212 EAST POWER M.A.
- 213 GORDIE HOWE M.A.
- 214 U OF S LANDS NORTH M.A.
- 215 UNIVERSITY OF SASKATCHEWAN M.A.
- 216 U OF S LANDS SOUTH M.A.
- 217 AIRPORT M.A.
- 218 U OF S LANDS EAST M.A.
- DEVELOPMENT AREAS
- 301 S.E. DEVELOPMENT AREA
- 302 UNIVERSITY HEIGHTS DEV. AREA
- 303 BURHAMTHORPE DEV. AREA
- 304 EAST DEV. AREA
- 305 NORTH DEV. AREA

**City of Saskatoon**  
Community Services

**Planning & Development Services**

NOTE: The information on this map is for informational purposes only and does not constitute a legal instrument. For more information, contact the Planning & Development Services Department, Community Services, P.O. Box 20300, Saskatoon, S7N 2W6.

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Revision: 1/11

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- Spray Sites-No Staff
- Playground Weekend Program-Staffed
- Riverlanding and Kinsmen Park

His Worship the Mayor and City Council  
The City of Saskatoon

**REPORT**

of the

**ADMINISTRATION AND FINANCE COMMITTEE**

Composition of Committee

Councillor G. Penner, Chair  
Councillor D. Hill  
Councillor M. Heidt  
Councillor T. Paulsen  
Councillor A. Iwanchuk

**1. Optimizing Waste Collections**  
**(File No. CK. 7830-3)**

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

Attached is a report of the General Manager, Utility Services Department dated November 14, 2011, setting out a revised waste collection schedule that optimizes collection routes **effective January 1, 2012**. Your Committee has reviewed this report with the Administration and is pleased to forward it to City Council as information.

The changes to the collections calendar are significant. Forty-four neighbourhoods will have a new collection day in 2012. In this regard, your Committee has been advised that a pro-active communications strategy plan has been developed.

The revised collection schedule has previously been circulated. The schedule can be accessed at [www.saskatoon.ca](http://www.saskatoon.ca), choose "g" in the alphabetical listing for city services, click on "garbage collection and landfill". It should be noted that the schedule takes effect **January 1, 2012** and that the December 2011 schedule included on the calendar shows the 2012 route dates. Reference should be made to the existing 2011 collection calendar for December, 2011, garbage pickup.

**2. U-Pass Agreement between the City of Saskatoon and  
Saskatchewan Indian Institute of Technologies, and First Nations University  
of Canada  
(File No. CK. 7312-1)**

---

- RECOMMENDATION:**
- 1) that the Administration finalize an agreement with the Saskatchewan Indian Institute of Technologies (SIIT) and the First Nations University of Canada (FSU) for a U-Pass Program based on the terms outlined in the report of the General Manager, Utility Services Department dated November 14, 2011; and
  - 2) that the Mayor and City Clerk be authorized to execute the necessary agreements

Attached is a report of the General Manager, Utility Services Department dated November 14, 2011 proposing a U-Pass Program with the Saskatchewan Indian Institute of Technologies and the First Nations University of Saskatchewan similar to the program currently in place for students attending the University of Saskatchewan.

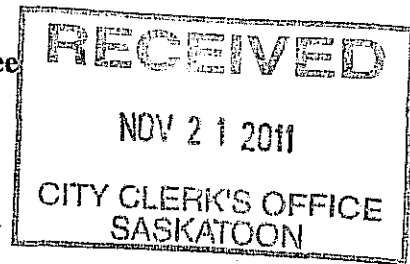
The report has been discussed with the Administration and it has been pointed out that the development of a pilot U-Pass program with SIIT and FNU is also beneficial in that it provides for a template for similar program offerings to other post secondary institutes in the City. Your Committee also received representation by the Vice President Academics and Student Services, SIIT, in support of the pilot program.

Respectfully submitted,

---

Councillor G. Penner, Chair

**TO:** Secretary, Administration and Finance Committee  
**FROM:** General Manager, Utility Services Department  
**DATE:** November 14, 2011  
**SUBJECT:** Optimizing Waste Collections – New Calendar  
**FILE NO.** 7835-1



**RECOMMENDATION:** that the report be forwarded to City Council for information.

### BACKGROUND

At its meeting of July 21, 2010, Council approved funding to complete the conversion of remaining neighbourhoods still utilizing communal waste containers over to individual roll-out waste carts. The conversion program is now complete, and Administration has developed a revised schedule that optimizes waste collections routes.

### REPORT

The anticipated benefits of conversion to individual roll-out waste carts are beginning to be realized across the entire city. Environmental Protection Officers are experiencing a reduction in the number of complaints related to garbage container damage (by fires and graffiti) and illegal dumping in lanes. With citizens now having more control of their own waste container, lanes are cleaner.

The completion of the container conversion project also allows for the stream-lining of waste collection services as all neighbourhoods are now brought into the regular scheduled service calendar. A review of all collection routes was conducted to optimize the allocation of civic resources in accommodating all street-oriented residential properties into the collections calendar.

Forty-four (44) neighbourhoods will have a new collection day in 2012. For example, several neighbourhoods that used to put their roll-out carts out on Friday, will do so on Monday in 2012. Eleven (11) neighbourhoods will experience new collection service in 2012, and fifteen (15) neighbourhoods will experience no change to their waste collection schedule.

The following table outlines the changes resulting from the review:

Day	Old	New
Monday	<b>Route 9</b> <ul style="list-style-type: none"> <li>• Avalon</li> <li>• Exhibition</li> <li>• Grosvenor Park</li> <li>• Holiday Park</li> <li>• Queen Elizabeth</li> <li>• Riversdale</li> <li>• Varsity View</li> </ul> <b>Route 10</b> <ul style="list-style-type: none"> <li>• Caswell Hill</li> </ul>	<b>Route 1</b> <ul style="list-style-type: none"> <li>• Erindale</li> <li>• Evergreen</li> <li>• Fairhaven</li> <li>• Montgomery Place</li> <li>• University Heights</li> <li>• Suburban Centre</li> <li>• Willowgrove</li> </ul> <b>Route 2</b> <ul style="list-style-type: none"> <li>• Arbour Creek</li> </ul>

	<ul style="list-style-type: none"> <li>• Hudson Bay Park</li> <li>• Mount Royal</li> <li>• North Park</li> <li>• Nutana Park</li> <li>• Richmond Heights</li> </ul>	<ul style="list-style-type: none"> <li>• Forest Grove</li> <li>• Parkridge</li> <li>• Silverspring</li> </ul>
Tuesday	<p><b>Route 7</b></p> <ul style="list-style-type: none"> <li>• College Park</li> <li>• Lakeridge</li> <li>• Lakeview</li> <li>• Nutana</li> <li>• Rosewood</li> </ul> <p><b>Route 8</b></p> <ul style="list-style-type: none"> <li>• Briarwood</li> <li>• College Park East</li> <li>• Stonebridge</li> <li>• The Willows</li> <li>• Wildwood</li> </ul>	<p><b>Route 3</b></p> <ul style="list-style-type: none"> <li>• Briarwood</li> <li>• College Park</li> <li>• Massey Place</li> <li>• Pacific Heights</li> <li>• Sutherland</li> </ul> <p><b>Route 4</b></p> <ul style="list-style-type: none"> <li>• College Park East</li> <li>• Confederation Park</li> <li>• Lakeridge</li> <li>• Lakeview</li> <li>• Rosewood</li> </ul>
Wednesday	<p><b>Route 1</b></p> <ul style="list-style-type: none"> <li>• Adelaide/Churchill</li> <li>• Fairhaven</li> <li>• Greystone Heights</li> <li>• Meadowgreen</li> <li>• Montgomery Place</li> <li>• Parkridge</li> <li>• Pleasant Hill</li> </ul> <p><b>Route 2</b></p> <ul style="list-style-type: none"> <li>• Airport Industrial</li> <li>• Brevoort Park</li> <li>• Confederation Park</li> <li>• Dundonald</li> <li>• Hampton Village</li> <li>• Pacific Heights</li> </ul>	<p><b>Route 5</b></p> <ul style="list-style-type: none"> <li>• Airport Industrial</li> <li>• Eastview</li> <li>• Hampton Village</li> <li>• Stonebridge</li> <li>• Westview</li> <li>• Wildwood</li> </ul> <p><b>Route 6</b></p> <ul style="list-style-type: none"> <li>• Adelaide/Churchill</li> <li>• Brevoort Park</li> <li>• Dundonald</li> <li>• Greystone</li> <li>• Holliston</li> <li>• Nutana Park</li> </ul>
Thursday	<p><b>Route 3</b></p> <ul style="list-style-type: none"> <li>• City Park</li> <li>• Holliston</li> <li>• Kelsey-Woodlawn</li> <li>• Lawson Heights</li> <li>• Lawson Heights Suburban Centre</li> <li>• Massey Place</li> <li>• Mayfair</li> <li>• River Heights</li> </ul> <p><b>Route 4</b></p> <ul style="list-style-type: none"> <li>• Buena Vista</li> <li>• Haultain</li> </ul>	<p><b>Route 7</b></p> <ul style="list-style-type: none"> <li>• Lawson Heights</li> <li>• Lawson Heights Suburban Centre</li> <li>• North Park</li> <li>• Richmond Heights</li> <li>• River Heights</li> <li>• Silverwood Heights</li> </ul> <p><b>Route 8</b></p> <ul style="list-style-type: none"> <li>• Grosvenor Park</li> <li>• Haultain</li> <li>• King George</li> <li>• Meadowgreen</li> </ul>



	<ul style="list-style-type: none"> <li>• Silverwood Heights</li> <li>• Westview</li> </ul>	<ul style="list-style-type: none"> <li>• Pleasant Hill</li> <li>• Queen Elizabeth</li> <li>• Riversdale</li> <li>• Varsity View</li> </ul>
Friday	<p><b>Route 5</b></p> <ul style="list-style-type: none"> <li>• Eastview</li> <li>• Forest Grove</li> <li>• Silverspring</li> <li>• Willowgrove</li> </ul> <p><b>Route 6</b></p> <ul style="list-style-type: none"> <li>• Arbor Creek</li> <li>• Erindale</li> <li>• King George</li> <li>• Sutherland</li> <li>• University Heights</li> <li>• Suburban Centre</li> <li>• Westmount</li> </ul>	<p><b>Route 9</b></p> <ul style="list-style-type: none"> <li>• Exhibition</li> <li>• Buena Vista</li> <li>• Caswell Hill</li> <li>• City Park</li> <li>• Kelsey – Woodlawn</li> <li>• Mayfair</li> <li>• The Willows</li> </ul> <p><b>Route 10</b></p> <ul style="list-style-type: none"> <li>• Avalon</li> <li>• Holiday Park</li> <li>• Hudson Bay Park</li> <li>• Mount Royal</li> <li>• Nutana</li> <li>• Westmount</li> </ul>

### **POLICY IMPLICATIONS**

There are no identified policy implications.

### **FINANCIAL IMPLICATIONS**

The annual savings associated with route re-balancing will be \$140,000, and have fully offset the operating impact associated with city growth for 2012. The 2012 operating budget has been developed to reflect the impact of this route re-balancing.

### **ENVIRONMENTAL IMPLICATIONS**

As an information report, no environmental and/or greenhouse gas implications have been calculated at this time. It is anticipated the rebalanced routes will generate some emissions savings. Further route optimization is expected in 2013 as a result of computerization including GPS. Quantifiable emissions savings can be calculated at that time.

### **COMMUNICATIONS PLAN**

The changes to the collections calendar are significant and therefore a pro-active communications plan has been developed including advertising in *The StarPhoenix* and *Saskatoon SUN*, on-line and social media messaging, a public service announcement, and a news release.

Calendars will be distributed via Canada Post in early December as per past practice. However, for 2013, a 16-month calendar will be distributed in September to avoid the holiday season. Future calendar distributions will occur in the fall.

The new calendar includes a Quick Response (QR) code that will direct citizens to on-line resources including a digital version of the collections calendar, a searchable recycling database created by the Saskatchewan Waste Reduction Council, and information about compost and organics programs. In future this code will be used for a smart-phone mobile application.

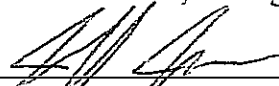
### PUBLIC NOTICE

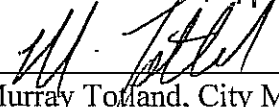
Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

### ATTACHMENT

#### 1. 2012 Automated Garbage Collection Calendar

Written by: Brenda Wallace, Manager, Environmental Services

Approved by:   
 Jeff Jorgenson, General Manager  
 Utility Services Department  
 Dated: Nov 18/11

- Approved by:   
 Murray Tomand, City Manager  
 Dated: Nov 20/11

# 2012

# Automated Garbage Collection Calendar

for individual roll-out carts

**2012 Collection Routes have changed. Please review carefully.**



**DECEMBER 2011**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**JANUARY 2012**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**FEBRUARY 2012**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

**MARCH 2012**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**APRIL 2012**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**KEY**

**HOUSEHOLD HAZARDOUS WASTE DAYS**  
For information visit [www.saskatoon.ca](http://www.saskatoon.ca) and search under "H" for Household Hazardous Waste Collection Days.

- ROUTE NO. 1** • Erindale • Evergreen • Fairhaven • Montgomery Place • University Heights Suburban Centre • Willowgrove
- ROUTE NO. 2** • Arbour Creek • Forest Grove • Parkridge • Silverspring
- ROUTE NO. 3** • Briarwood • College Park • Massey Place • Pacific Heights • Sutherland
- ROUTE NO. 4** • College Park East • Confederation Park • Lakeridge • Lakeview • Rosewood
- ROUTE NO. 5** • Airport Industrial • Eastview • Hampton Village • Stonebridge • Westview • Wildwood
- ROUTE NO. 6** • Adelaide/Churchill • Brevoort Park • Dundonald • Greystone • Holliston • Nutana Park
- ROUTE NO. 7** • Lawson Heights • Lawson Heights Suburban Centre • North Park • Richmond Heights • River Heights • Silverwood
- ROUTE NO. 8** • Grosvenor Park • Haultain • King George • Meadowgreen • Pleasant Hill • Queen Elizabeth • Riversdale • Varsity View
- ROUTE NO. 9** • Buena Vista • Caswell Hill • City Park • Exhibition • Kelsey – Woodlawn • Mayfair • The Willows
- ROUTE NO. 10** • Avalon • Holiday Park • Hudson Bay Park • Mount Royal • Nutana • Westmount

**MAY 2012**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**JUNE 2012**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

**JULY 2012**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**AUGUST 2012**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**SEPTEMBER 2012**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**OCTOBER 2012**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**NOVEMBER 2012**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**DECEMBER 2012**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**INSTRUCTIONS**

1. This calendar is for neighbourhoods with individual roll-out carts.
2. Find your neighbourhood in the list and match it to a coloured collection route.
3. Match your coloured route in the calendar for your scheduled collection days.

**Thanks for keeping our city so beautiful!**

Recycling diverts tonnes of waste from the Landfill every year. To find out more about recycling options, visit [www.saskatoon.ca](http://www.saskatoon.ca) and search under "R" for Recycling. For the latest updates, follow the City on our blog, Facebook, or Twitter. These links are available on the City's main website.

Smartphone users can scan the Quick Response (QR) code below to access information on waste collection, Saskatoon Regional Waste Management Centre (landfill), recycling, leaf and yard waste, and household hazardous waste.



This calendar has been printed on 100% recycled paper. Please recycle your old garbage calendar.

# 2012 Automated Garbage Collection Calendar for individual roll-out carts

## Frequently Asked Questions

### How do I use my garbage cart?

- **Lid on cart MUST be completely closed to guarantee collection.**
- Please bag all materials placed in the cart.
- **Your cart must be out by 7:00 a.m.** on your collection day to ensure service. Remember to remove the cart from the street within 24 hours.
- Carts with inappropriate materials, or not set out properly, could be bypassed by automated collection trucks.
- Cart problems associated with normal wear and tear will be repaired by the City. However, cart neglect or abuse will not be tolerated and is subject to penalties as per the Waste Bylaw.
- **IMPORTANT!** Excess refuse, whether bagged or unbagged, left beside the carts will NOT be picked up by drivers of automated collection trucks and may be subject to penalties as per the Waste Bylaw.



### What can't I put in my cart?

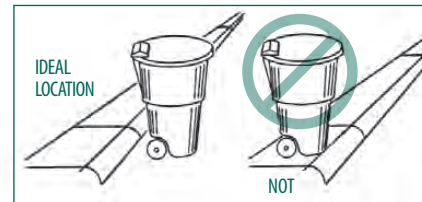
- unbagged grass/leaves
- unbagged household waste
- unbagged animal waste or parts
- improperly packaged sharp objects (please place in puncture-proof containers)
- rugs or carpet rolls
- construction/demolition materials
- liquids of any type
- automotive parts
- dirt/sod
- concrete/rocks
- furniture/appliances
- non-approved commercial waste
- any rigid material over 60 cm (2') in length
- tree branches over 60 cm (2') in length (please bundle branches together)
- unflattened cardboard, or exceeding 60 cm in any dimension

Please call the Waste Stream Management Customer Service Line at 975-2486 to find out how to safely dispose of these items.

The City may decide not to pick up a cart that includes these materials. Persons may be subject to fines up to \$200.

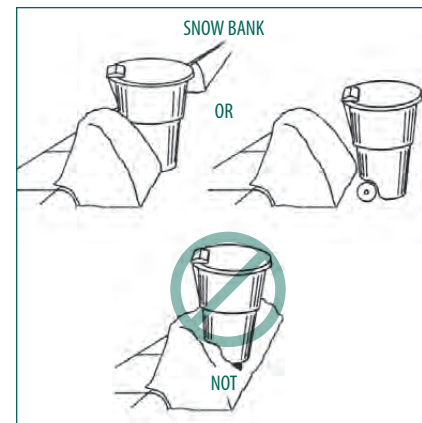
### Front Street Individual Cart Collection:

The cart must be placed with the wheels facing the curb. **Don't place the cart on the sidewalk.**

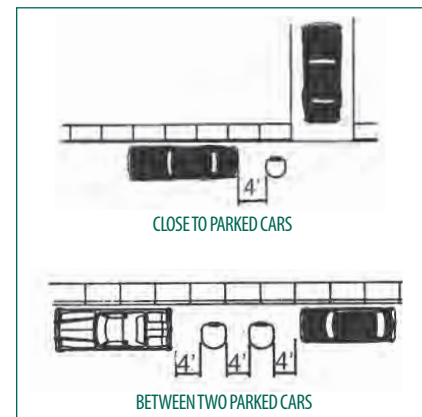


If there are snow banks along the curb, the cart can be placed out from the curb a little further.

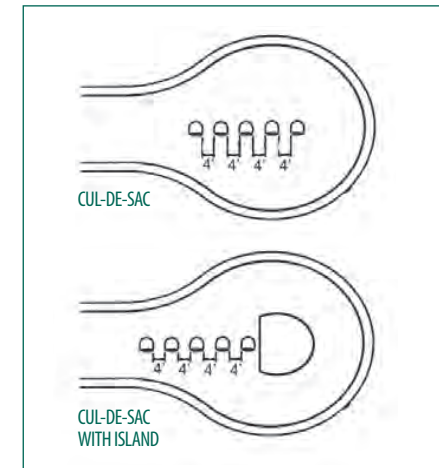
**Don't place the cart on a snowbank.**



The cart should be no closer than four feet (1.2 metres) from any obstacle or parked car to allow the garbage collection truck enough space to collect.



If you live in a cul-de-sac, always arrange the carts from the centre of the circle towards the main street. **The carts must all face the same direction** and be spaced a minimum of four feet (1.2 metres) apart.



### Rear Lane Individual Cart Collection:

**How do I place the cart in the lane?**

The cart must be placed on the edge of the lane, away from the driving track, with the wheels facing the back fence. The cart should not block any garage, gate or pathway, and should be four feet (1.2 metres) from any obstacle such as a tree or a power box.



The cart should also be as level as possible. Do not place the cart on ridges, snow banks or uneven ground.

### Why are there changes to collection during winter months?

Households tend to generate less garbage when the weather turns cold. To ensure efficient use of tax dollars, garbage is collected every other week starting in November. During the Christmas season, collection temporarily resumes weekly pick-up. These changes are noted on your garbage collection calendar.

### What happens when collections are missed?

If extreme weather occurs or if trucks experience mechanical failures, the City may have a difficult time meeting the collection schedule. Should this happen, simply leave your garbage cart out until it is collected.

### How can I reduce the amount of garbage I throw away?

#### Tips for your household:

- Compost your household organics and your leaves and grass – buy a backyard composter for your home, sign up for the City's Leaves & Grass Subscription Program (collected bi-weekly throughout the summer), or drop off leaves and grass at the City's two compost depots. The compost depots also accept non-Elm tree branches cut to lengths less than 24 inches. All Elm, or wood that cannot be distinguished from Elm, must be taken by residents to the landfill for proper disposal.
- Collect and drop off your tin cans, newspapers, cardboard, milk and beverage containers at one of the City's six Recycling Depots. Make sure the recyclables are clean and do not put plastic bags in the recycling bins.
- Christmas Tree Recycling – drop off your tree at a designated drop off area from Boxing Day to January 31.

For more ideas, visit [www.saskatoon.ca](http://www.saskatoon.ca) and search under "R" for recycling. There are many recycling and reuse opportunities in Saskatoon for everything from computers and cell phones to paint and appliances.

### If my individual roll-out cart is full, can I use my neighbour's or arrange for additional carts?

Individual roll-out carts are for the exclusive use of assigned households only. The roll-out cart and its contents are the property of the City of Saskatoon. Tampering with the cart or its contents constitutes an offence under the Waste Bylaw. Additional carts can be contracted by calling 975-2486.

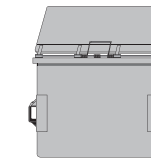
### Can I take my excess material to the Landfill?

Yes. The Saskatoon Landfill is located on Dundonald Avenue, south of 11th Street. Call 975-2496 for hours of operation or 975-2486 for other questions. For more information on the landfill, search under 'L' for landfill general information on the City's website at [www.saskatoon.ca](http://www.saskatoon.ca)

### What about safety?

For your children's safety, do not allow them to play near garbage trucks or garbage carts and please be aware of what you throw away. City personnel come in contact with these materials.

## Communal Containers



COMMUNAL METAL BIN

**Communal metal bins** - These bins are privately owned and maintained, and often serve apartment buildings or other multi-unit residential complexes. The collection schedule for these bins is set up by the association or manager(s) for the property.



COMMUNAL 300 GALLON CONTAINER

**Communal 300 gallon black containers** - These containers look very similar to the individual roll-out carts except they are much bigger. They are provided to commercial accounts that are serviced by the City of Saskatoon.



INDIVIDUAL ROLL-OUT CART (see detailed collection calendar)

## Recycling and Compost Depot Locations

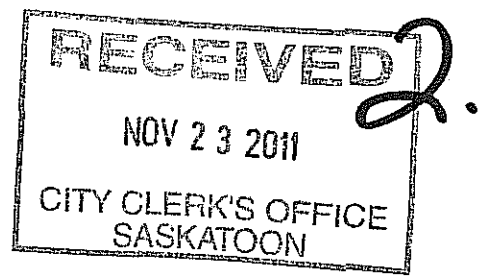


- 1 Primrose Drive Recycling Depot (beside Civic Centre)
  - 2 Lowe Road Recycling Centre - Lowe Road (behind Fire Hall #9)
  - 3 Lakewood Civic Centre - 1635 McKercher Dr.
  - 4 Saskatoon Landfill - Dundonald Ave. - Recycling Area
  - 5 Meadowgreen Recycle Centre - Corner of 22nd St. and Witney Ave
  - 6 Edmonton Avenue & Avenue P - behind the 33rd Street Co-op
- A** Highway 7 and 11th Street Compost Depot (seasonal)  
**B** McOrmond Drive Compost Depot (seasonal)

For additional information about your collection schedule, collection cart, appropriate materials, recycling information or recycling bin locations, call 975-2486 during normal business hours or visit the City's website at: [www.saskatoon.ca](http://www.saskatoon.ca). Search under 'G' for garbage calendars in the alphabetical listings.



7312-1



**TO:** Secretary, Administration and Finance Committee  
**FROM:** General Manager, Utility Services Department  
**DATE:** November 14, 2011  
**SUBJECT:** U-Pass Agreement between the City of Saskatoon and Saskatchewan Indian Institute of Technologies, and First Nations University of Canada  
**FILE NO:** WT 7300-1

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**RECOMMENDATION:** that a report be forwarded to City Council recommending:

- 1) that the Administration be directed to finalize an agreement with SIIT and FNU for a U-Pass Program based on the terms of this report, and;
- 2) that the Mayor and City Clerk be authorized to execute the necessary agreements.

**BACKGROUND**

In September 2011, Saskatoon Transit and the Saskatchewan Indian Institute of Technologies (SIIT) entered into discussions with the intent of establishing a U-Pass Program for the students attending the institute and to be designed similar in nature to the U-Pass Program currently in place for students attending the University of Saskatchewan. During this discussion with SIIT, the City of Saskatoon's Aboriginal Relations Advisor indicated that Gabriel Dumont Institute/Dumont Technical Institute (GDI/DTI) and First Nations University of Canada (FNU) were also interested in developing a U-Pass Program at their respective institutes. The Administration met with representatives from these post-secondary educational institutions to discuss a process for developing a U-Pass Program. GDI/DTI decided not to participate in the program.

In October of 2011, the Administration conducted a student survey to determine the degree of student interest in establishing a U-Pass Program. The following report outlines the results of the survey and the next steps required to implement a U-Pass Program with SIIT and FNU.

**REPORT**

Saskatoon Transit distributed a survey (Attachment 1) to the Students of SIIT and FNU to determine the degree of interest in a U-Pass Program. At the time of this report, Administration had not yet received the survey results from FNU, but anticipates receiving them in the near future.

Survey results from SIIT indicate that students are interested in participating in the U-Pass Program. The survey produced 126 respondents and is considered accurate to 95% based on the survey sample size. Of the students surveyed, 90% were in favour of the U-Pass.

When evaluating the potential increase in pass sales, the survey results show that out of the 126 students surveyed, 49 currently purchase an adult monthly pass, 4 purchase a student semester pass

(60 indicated they use Saskatoon Transit daily), and 113 indicated they would be in favour of the U-Pass Program. If the U-Pass Program is adopted, all students enrolled in semester programs would be required to participate representing roughly 200 (total number of eligible students identified from SIIT) pass sales which would be an increase of 147 pass sales.

In meeting with representatives of the two institutes, the complexity of administering the program with the separate institutes was discussed. SIIT is the largest institute and are already a registered pass vendor so their representatives have agreed that they could administer pass distribution amongst the two institutes.

The Administration believes that this initiative will assist Saskatoon Transit in attracting and retaining new ridership.

### OPTIONS

Piloting a U-Pass Program with SIIT and FNU is being proposed in a similar manner as the U-Pass Program offered to the University of Saskatchewan and is expected to increase ridership for Saskatoon Transit. The pilot would run for two semesters to give the students, the institutions and Saskatoon Transit the opportunity to study the feasibility of implementing the program permanently.

While the Administration is essentially ready to implement this initiative with SIIT and FNU, there may be other recognized post secondary institutes who are interested in pursuing a U-Pass Program and, as such, the Administration could pursue U-Pass agreements with other qualified institutes.

### POLICY IMPLICATIONS

There are no policy implications.

### FINANCIAL IMPACT

The U-Pass will increase ridership, be revenue neutral for Saskatoon Transit, and provide cost effective transportation for students of these post-secondary institutions. The results outlined below are based on the actual survey data collected from the Saskatoon Transit U-Pass Survey. Revenues are derived by comparing the current number of estimated pass sales and revenue purchased by SIIT students.

Based on the survey results. Saskatoon Transit estimates that it currently receives revenue in the amount of \$18,073 each semester from students enrolled in classes at SIIT who currently ride the bus (refer to Table 1 below). Transit has calculated the cost of the U-Pass at \$96.62 per student per semester to remain revenue neutral as was the approach with the University of Saskatchewan (shown in Table 2 below). The Administration has not received survey results from FNU and as such, we could not base any current revenue information from their students. Representatives of FNU have expressed interest in participating in the program, and they have seventy six (76) full time students who would be participating in the program. Based on the survey data from SIIT, the

administration is confident that the amount of \$96.62 per semester would remain relatively unchanged; therefore, the U-Pass could be offered to students of FNU at that rate. This would bring the total number of participants up to 276.

Table 1: Current SIIT Bus Pass Sales per Semester

Student's use of fares by category	# of Students x Fare Rate x Number of Uses	Revenue per Semester
Using monthly passes	44 x \$71 x 4	\$12,496
Using monthly social service passes	2 x \$44 x 4	352
Using monthly low-income passes	3 x 63.90 x 4	767
Using student semester passes	4 x \$231 x 1	924
Using tickets weekly	12 x \$2.10 x 128	3,226
Using cash monthly	10 x \$2.75 x 8	220
Using cash occasionally (Based on one cash fare/month)	8 x \$2.75 x 4	88
<b>Total Revenue per Semester</b>		<b>\$18,073</b>

Table 2: Estimated U- Pass Sales

Costs	# of Students Participating	Annual Revenue
Current revenue divided by total number of eligible students per semester	\$18,073/200	\$90.37
Cost of administration (stickers and activation)	\$1,250/200	6.25
<b>Total U-Pass Cost Per Student Per Semester</b>		<b>\$96.62</b>
Total Annual Revenue	\$96.62 x 200 x 2 Semesters	\$38,648.00
Total Annual Revenue with 76 Students from FNU	\$96.62 x 276 x 2 Semesters	\$53,334.24

A U-Pass Program for SIIT and FNU could establish a template for pursuing similar agreements with other recognized post-secondary educational institutes in Saskatoon. These partnerships have the potential to increase ridership for Saskatoon Transit. The U-Pass Program is financially viable because there will be an increase in the passes purchased by students who attend classes at each of the participating post secondary institutes.

The Administration is confident that, at this time, there will be no incremental cost for bus operations to Transit for implementing a U-Pass Program for SIIT and FNU. However, as ridership increases through subsequent U-Pass Programs, additional buses and service hours may be required subject to the number of new riders, the time of day new riders use the bus, and which part of the city new riders are transporting to and from.

Representatives from SIIT believe there is an opportunity to receive financial support from the corporate community to fund the student's portion of the U-Pass, and that this corporate sponsorship will further assist in removing the multi-barriers that are faced by Aboriginal students attempting to

further their education in efforts to obtain employment.

### ENVIRONMENTAL IMPACT

The U-Pass Program will provide a positive environmental impact as a result of reducing green house gas emissions.

When looking at the commuting patterns, of the 126 students surveyed, 38 (number from question 8 of survey) use a single occupant vehicle (S.O.V.) as their primary mode of transportation for their daily commute to classes. The result of having 38 fewer vehicles making the daily commute to work would reduce green house gas emissions by 23.4 tonnes annually (this result was based on Statistics Canada's 2006 Census, which indicates the average daily commute in Saskatoon was 5 km one way, Canadian average motor vehicle fuel economy of 21 mpg /City and 200 days of classes for the school year).

### PUBLIC NOTICE

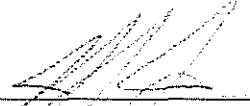
Public Notice pursuant to Section 3 of Policy No. C01-201, Public Notice Policy, is not required.

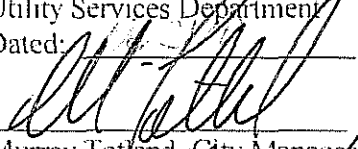
### ATTACHMENTS

1. Saskatoon Transit – U-Pass Survey
2. U-Pass Agreement

Written by: Russell Dixon, Special Projects Coordinator

Reviewed by: Mitch Riabko, Branch Manager  
Saskatoon Transit

Approved by:   
Jeff Jorgenson, General Manager  
Utility Services Department  
Dated: \_\_\_\_\_

Approved by:   
Murray Totland, City Manager  
Dated: Nov-23/11



Saskatoon Transit, SIIT, FNU and GDI/DTI are surveying students enrolled in programs at your respective institutions to measure interest in a Universal Bus Pass Program (U-Pass)

The results of this survey will help all parties involved evaluate interest and feasibility of the program.

The U-Pass is a post secondary education/public transit program where recognized post secondary institutes enter into an agreement with Saskatoon Transit to provide a discounted bus pass to their students. The U-pass offers students universal access to the transit system to travel to and from home to school or where ever else you need to go.

**1. Please select your age.**

- Under 20 Years
- 20 - 29 Years
- 30 - 39 Years
- 40 Years and Over

**2. Please select your gender.**

- Male
- Female

**3. What is your enrollment status with your post-secondary institute?**

- Full Time
- Part Time
- Adult Basic Education

Other (please specify)

**4. Which post-secondary institute do you attend?**

**(If filling out a paper copy please write down the name of your post-secondary institute, ie; SIIT, GDI or FNU)**

**5. How often have you used Saskatoon Transit in the past 12 months?**

- Occasionally (At Least Once In The Last 12 Months)
- One to Four Times Per Month
- Two to Three Times Per Week
- Daily
- Haven't Used Saskatoon Transit In The Past 12 Months
- Have Never Used Saskatoon Transit

**6. What type of fare do you use when riding Saskatoon Transit?**

**(Please select all that apply)**

- Not Applicable
- Adult Monthly Pass
- Cash
- Tickets
- Day Pass
- Student Semester Pass
- Monthly Discounted Pass through Social Services
- Low Income Bus Pass

**7. If you occasionally or never use Saskatoon Transit, what is preventing you from using the service?**

**(Please select all that apply)**

- Unfamiliarity with the bus routes and schedules
- Need my vehicle for work and the employer provides me a car allowance
- The idea of sharing space with strangers
- Cost
- Needing to run errands before or after work
- The time the service begins and ends
- Needing to pick-up and/or drop off children
- Concern for personal safety
- Access/distance to a bus stop

Other (please specify)

**8. How do you get to school? Using the rating scale please select how often you use each of the following ways to get to work.**

	Daily	2-4 Times A Week	1-5 Times A Month	6-10 Times A Month	Never
Motor vehicle - one person	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Motor vehicle - two or more people (carpool)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bicycle	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Walk	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Saskatoon Transit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**9. If you currently drive to work does your post-secondary institute provide a parking stall for your vehicle?**

- Yes  
 No

**10. If your post-secondary institute does provide you a parking stall, are you charged a fee?**

- Yes  
 No  
 Does Not Apply

**11. Currently an Adult Monthly Pass is \$71.00 and a Student Semester Pass is \$231.00. If approved the current cost of the U-Pass for U of S student is approximately \$72.00 for the 2011 fall semester. To receive this discount all students that live within city limits would be required to participate in the program and pay for their U-Pass each semester as a mandatory cost in their student fees.**

**Would you be in favor of this program?**

- Yes  
 No

**12. To understand where people who live in Saskatoon will be traveling from, Saskatoon Transit would like to know what area of the city you live in. Please write your postal code in the text box.**

**(The data for this question is for statistical analysis only and will not be distributed outside of Saskatoon Transit)**

If you have filled out a paper copy please submit your response to your institute's administrator.

Thank you for participating in the U-Pass Survey.

**U-Pass Agreement**

**THIS AGREEMENT effective January 1, 2012**

**BETWEEN:**

**Aboriginal Educational Institutions ("AEI"):**

**Saskatchewan Indian Institute of Technologies ("SIIT")**

and

**First Nations University of Canada ("FNUNIV")**

and

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

**Introduction**

The parties desire to implement a transit pass program at the AEI (the "U-Pass" or "U-Pass Program") with the primary objectives of providing a lower cost transportation service to students, easing traffic congestion and parking requirements on the respective AEI and in the surrounding areas, and increase Saskatoon Transit ridership.

The U-Pass initiative requires that students of the AEI pay an assessed amount to fund the U-Pass Program which amount will permit students of the AEI, subject to the terms of this Agreement, unlimited use of Saskatoon Transit services offered by the City of Saskatoon.

This Agreement is intended to outline those major understandings and responsibilities of the AEI and Saskatoon Transit. The parties expect and accept that it is not possible for this Agreement to include all factors and actions necessary to ensure the success of the U-Pass Program.

## **1. GENERAL**

1.1 The AEI will ensure that prior to the effective date of this Agreement it will obtain all necessary approvals to implement the U-Pass Program for students registered at the AEI.

1.2 The AEI will make every effort to ensure it has the necessary consents and legal authority, prior to the distribution of any U-Pass, to use personal information of students (specifically a photograph and name) for the U-Pass Program.

## **2. COMMENCEMENT DATE & TERM**

2.1 The U-Pass Program will commence on January 1, 2012 and the parties agree that the term of this Agreement will be for one year, commencing January 1, 2012 and ending August 31, 2012, although the parties recognize that the last term for any eligible U-Pass will expire on April 30, 2012.

2.2 Upon expiration or termination, each party will return to the other any equipment or property belonging to the other that was provided for the purposes of this Agreement.

## **3. DESIGN OF U-PASS**

3.1 Saskatoon Transit will design the U-Pass sticker that will be affixed to the student card of each eligible member, and update the design of such sticker each term. The AEI and Saskatoon Transit, acting reasonably, will agree on the design of the U-Pass sticker prior to it being produced and used. The parties agree that all such stickers will be subject to the Saskatoon Transit requirements.

3.2 The parties agree that U-Pass sticker will contain a chip that has a sequenced number, a date and/or term that can be digitally processed.

3.3 The AEI will ensure that each student obtaining a U-Pass sticker will be given a summary of the terms and conditions of use of the U-Pass. The AEI will also post these terms and conditions on the AEI website.

3.4 The parties agree that the terms and conditions governing the use of the U-Pass will be established by Saskatoon Transit. Saskatoon Transit may amend the terms and conditions of use from time to time. The parties agree that the terms and conditions of use and any amendments will only be effective when approved by the AEI.

3.5 The parties agree that the expiry date/term shown on the U-Pass will correspond with the end of the months of December and April of each year.

#### **4. PRINTING & EQUIPMENT REQUIREMENTS**

4.1 Saskatoon Transit will consult with the AEI and provide the AEI with technical specifications that may be necessary to implement the U-Pass Program.

4.2 Prior to the commencement of each Fall and Winter term, the AEI will provide Saskatoon Transit with an estimated number of registered students at the AEI, and within fifteen (15) days of the receipt of this information, the City of Saskatoon Transit will provide this number of U-Pass stickers to SIIT.

4.3 If SIIT requires additional U-Pass stickers, SIIT will notify Saskatoon Transit and Saskatoon Transit will deliver such stickers to SIIT as soon as possible, but in no event, later than five (5) business days following the receipt of the request by Saskatoon Transit.

4.4 SIIT will be responsible for security and safe-keeping of undistributed U-Pass stickers or returned U-Pass stickers in order to protect the U-Pass Program from fraudulent or improper use. All unused U-Pass stickers in each of the Fall and Winter terms will be returned to Saskatoon Transit by October 15 and February 15, respectively.

#### **5. LOST OR STOLEN U-PASSES**

5.1 SIIT will not provide replacement of any lost or stolen U-Pass sticker. Students will be referred to Saskatoon Transit who may offer replacements at its discretion.

5.2 The parties agree that U-Pass stickers will NOT be transferable.

#### **6. ELIGIBLE AND EXEMPT STUDENTS**

6.1 The parties acknowledge that it is the intention that the U-Pass Program and a condition of its success that the fees to be paid by students in respect of the U-Pass will be mandatory for all students who are assessed student fees at the AEI, even if the student choose not to obtain a U-Pass sticker or benefit from the U-Pass Program.

Unless a court of law otherwise orders and notwithstanding the foregoing, the parties agree that certain students at the AEI who would otherwise be required to participate in the U-Pass Program may be exempt pursuant to the terms of this Agreement or otherwise by agreement.

6.2 The parties agree that the following students of the AEI are eligible to be exempt from the U-Pass Program:

- a. students living outside the corporate limits for the City of Saskatoon;

- b. students enrolled exclusively in distance education courses or extension programs; and,
- c. students holding a disabilities parking pass.
- d. students participating in Adult Basic Education Programs whose education expenses are covered under the Province of Saskatchewan's Provincial Training Allowance.

6.3 The AEI will be responsible for establishing an exemption procedure, handling exemption requests and ensuring the criteria set out as above are met before an student will be classified as an EXEMPT. This procedure(s) will be effective only when agreed to by Saskatoon Transit.

## **7. SERVICES PROVIDED AND USE OF U-PASS**

7.1 Saskatoon Transit agrees that the U-Pass issued to students registered at the AEI entitles them to the following:

- a. unlimited use of the Saskatoon Transit service on regular routes at all times including daytime, afternoon, evenings and weekends.

7.2 To prevent fraudulent use of the U-Pass or the use of an invalid U-Pass and to protect the integrity of the U-Pass Program, Saskatoon Transit will have the right to request of any person using the U-Pass to provide additional proof of student status at the AEI. The parties agree that any student who cannot produce additional proof of student status may be refused a ride.

7.3 Saskatoon Transit may, at its discretion, impose penalties, prosecute and/or confiscate a U-Pass sticker with no refund of payment if a student enrolled in the U-Pass Program:

- a. attempts to use a fraudulent U-Pass;
- b. permits the use of a U-Pass by another or transfers a U-Pass to another; or,
- b. attempts to use an invalid U-Pass.

7.4 Saskatoon Transit will advise the AEI of any students that has been disciplined, prosecuted or otherwise dealt with in accordance with section 7.3. above.

## **8. INTERRUPTION OF SERVICE**

8.1 No interruption in Saskatoon Transit service will be construed or considered a default by Saskatoon Transit of this Agreement, and Saskatoon Transit will not be liable to account to the AEI for any Saskatoon Transit service interruptions.

## 9. FEES

9.1 The AEI will pay the Saskatoon Transit \$96.62 per U-Pass sticker per term. The parties may agree to have the AEI forward the required sum to the SIIT administrative host directly. For this Agreement, each term covers a four month period defined as: September – December and January – April, respectively. This amount will be calculated by the AEI and will be based on the number of U-Pass stickers originally provided less the number of stickers returned at the end of the sale date per term.

9.2 SIIT's administrative host will remit the fees to Saskatoon Transit no later than October 31 for each term that begins in September and no later than February 27 for each term that begins in January. This administrative process will be evaluated after the first year to determine actual costs incurred to SIIT.

9.3 With the remittance of any fees, SIIT will provide Saskatoon Transit with a report which will include the following:

- a. total number of students registered at the AEI;
- b. the total number of students at the AEI who withdrew before the tuition fee payment deadline;
- c. total number of eligible students;
- d. total number of exempt student; and,
- e. total number of unused U-Pass stickers.

9.4 If any student withdraws prior to the end of the term and has not returned the U-Pass sticker and the AEI has provided the Saskatoon Transit with the control number of such U-Pass sticker for cancellation, the AEI will deduct this U-Pass sticker price from its remittance. This is the responsibility of each individual institution.

9.5 Except as otherwise provided in this Agreement, the AEI will not be entitled to any refund of fees from the Saskatoon Transit during a term for any student who ceases to be a student during that term except if the withdrawal has been included in section 9.3 above regardless of whether the AEI has refunded any part of the student fees.

## 10. COSTS

10.1 Unless set out in this Agreement or otherwise in writing, no party will be responsible for any costs, charges or expenses incurred by any other party for performing its obligations under this Agreement.



## **11. REPORTING, AUDITS, AND REVIEWS**

11.1 Either party is entitled from time to time to conduct an audit or review of the U-Pass Program to determine the financial and other impacts of the U-Pass Program on such party and its operations. Each party agrees to co-operate with the other in the conduct of such audits or reviews. The results of any such audit or review, including the data used to prepare the audit, will be provided to the other party if so requested.

## **12. ADVISORY COMMITTEE**

12.1 The parties may establish an advisory committee composed of representatives from each of the parties. This advisory committee will be responsible for providing input on the effectiveness and operation of the U-Pass Program including identifying any service issues, providing suggestions to accommodate increased demand and providing input on infrastructure changes and scheduling to improve the effectiveness and efficiency of the U-Pass Program at the AEI. If composed, this committee will meet at least once per term and as considered necessary by the students. The parties agree that any decisions of the advisory committee will be non-binding.

## **13. SPONSORSHIP & PROMOTION**

13.1 Both parties acknowledge an intention to undertake ongoing U-Pass promotional activities, particularly with the implementation of the U-Pass Program.

13.1 The parties agree that either the AEI or Saskatoon Transit may seek grants, donations, subsidies or other contributions from public or private third parties to reduce their respective costs of operating the U-Pass Program or to reduce the cost of the U-Pass Program for eligible students.

However, the parties agree that any third party public or private sponsorship must be approved by both parties, such approval will not be unreasonably withheld. The following will constitute a reasonable basis for withholding approval:

- a) approval would cause the party to be in breach of other alliances or agreements;
- b) approval would cause the party to be in breach of other legal or statutory agreements or obligations;
- c) subject matter for approval is likely to cause offence to any person or group of persons or create controversy; or,
- d) subject matter for approval is that of a competitor or has a competing interest to one of the parties of this Agreement.

13.2 The parties agree that any third party sponsors will not be allowed to advertise their sponsorship or promote products or services in the U-Pass Program on the AEI unless this advertisement has been pre-approved and follows the conditions and approvals required by the AEI or the City of Saskatoon.

13.3 The parties agree that neither Saskatoon Transit nor the AEI are under any obligation to distribute any advertising materials provided by third party sponsors when distributing U-Passes.

#### 14. CONCLUSION

14.1 Saskatoon Transit and the AEI agree to work together to maximize the effectiveness of the U-Pass Program for the balance of term of this Agreement.

14.2 All concepts embodied in this Agreement are unique and may from time to time need changes and both parties agree to negotiate and implement such changes in good faith.

Signed by AEI and the City of Saskatoon this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

SIIT

Per: \_\_\_\_\_

Office: President \_\_\_\_\_

THE CITY OF SASKATOON

Per: \_\_\_\_\_

Office: \_\_\_\_\_

FNUNIV

Per: \_\_\_\_\_

Office: President \_\_\_\_\_

Per \_\_\_\_\_

Office: \_\_\_\_\_

His Worship the Mayor and City Council  
The City of Saskatoon

**REPORT**

of the

**LAND BANK COMMITTEE**

Composition of Committee

Councillor M. Heidt, Chair  
Councillor D. Hill  
Councillor P. Lorje  
Councillor G. Penner

**1. Request to Sell City-Owned Property  
CN Industrial Area – Parcels H, J and K, Plan 102069424  
(File No. CK. 4215-1)**

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- RECOMMENDATION:**
- 1) that the Land Branch Manager be authorized to sell Parcels H, J and K, Plan 102069424 to the highest bidder through a public tender process with reserve bid prices as outlined in the attached report;
  - 2) that if the lots are not sold through the tender process, they be placed for sale over-the-counter on a first-come, first-served basis; and
  - 3) that His Worship the Mayor and the City Clerk be authorized to execute the necessary documentation to complete the sale by public tender.

Attached is a report of the General Manager, Community Services Department dated October 31, 2011 regarding the proposed sale of property in the CN Industrial Area, which was originally purchased in 2004 facilitating the relocation of Melville Street. The land remaining from this realignment was serviced in 2008, and was not offered for sale initially in order to allow for potential relocations associated with acquiring the land for the Circle Drive South Bridge project. With no further relocations needed, the land was subdivided into four parcels as noted on the attachment to the report.

Your Committee has reviewed this proposal to sell three parcels of land zoned Light Industrial, and encompassing 7.99 acres, and supports the sale of this land as outlined in the report – by public tender call early in 2012.

**2. Request to Sell and Pre-Designate City-Owned Property**  
**Parcel G, Plan 102064294 (Dalgleish Link and Maningas Road)**  
**Parcel H, Plan 102064294 (Dalgleish Link and Evergreen Boulevard)**  
**Evergreen Neighbourhood**  
**(File No. CK. 4215-1 x 750-4)**

- RECOMMENDATION:**
- 1) that the Land Branch Manager be authorized to sell Parcel G, Plan 102064294 for purpose-built rental housing through a Request for Proposal process using prices and selection criteria as identified in the attached report;
  - 2) that the Land Branch Manager be authorized to sell Parcel H, Plan 102064294 for entry-level ownership housing through a Request for Proposal process using prices and selection criteria as identified in the attached report;
  - 3) that if either parcel is not sold through the Request for Proposal process, it be placed for sale over-the-counter and sold on a first-come, first-served basis using the same terms and conditions as outlined in the attached report for each parcel;
  - 4) that if either parcel is not sold within two years from the initial offering, it be offered for sale by Public Tender for market housing;
  - 5) that His Worship the Mayor and the City Clerk be authorized to execute the necessary documentation to complete the sale by Request for Proposal; and
  - 6) that the Land Branch Manager be authorized to administer development controls as a condition of sale in accordance with the criteria outlined in the attached report.

Attached is a report of the General Manager, Community Services Department dated October 31, 2011 regarding the proposed sale and pre-designation of property in the Evergreen Neighbourhood for purpose-built rental housing through a Request for Proposal process.

Your Committee has reviewed this matter with the Administration and supports this proposal for entry-level housing units, as outlined in the report.

**3. Policy C09-006 – Proposed Amendment  
Build Time Extension for Individuals  
(File No. CK. 4214-0)**

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**RECOMMENDATION:** that Policy C09-006 be amended to allow the Administration and the City Mortgage Appeals Board the authority to grant individuals an extension on their build time requirement, in accordance with the criteria outlined in the attached report.

Attached is a report of the General Manager, Community Services Department dated November 2, 2011 regarding an amendment to Policy C09-006 to extend the build time for individuals, in order to ensure that they are provided with the same additional build time as the eligible contractors. The build time requirement is in place to ensure that vacant lots would not be left within established neighbourhoods as new owners wait for land values to increase, and that new construction is completed in a set timeline. With the demand for trades still at an all-time high, the ability for individuals to locate and schedule these trades is causing many delays in new home construction. Also, in certain cases where illness, death, marriage breakdown or job transfer occur, individuals are often forced to put construction on hold, which puts their three-year build time at risk.

Your Committee has reviewed this proposal with the Administration and supports the amendment which would provide a consistent time to build for both eligible contractors and individuals.

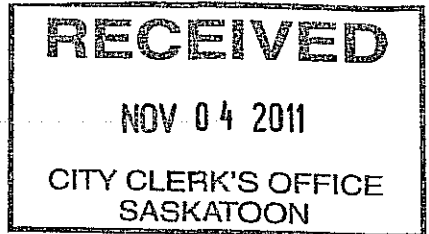
Respectfully submitted,

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Councillor M. Heidt, Chair

4215-1 7

**TO:** Secretary, Land Bank Committee  
**FROM:** General Manager, Community Services Department  
**DATE:** October 31, 2011  
**SUBJECT:** Request to Sell City-Owned Property  
CN Industrial Area, Parcels H, J and K, Plan 102069424  
**FILE NO:** 4217-011-7



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

- 1) that the Land Branch Manager be authorized to sell Parcels H, J and K, Plan 102069424 to the highest bidder through a public tender process with reserve bid prices as outlined in the report;
- 2) that if the lots are not sold through the tender process, they be placed for sale over-the-counter on a first-come, first-served basis; and
- 3) that His Worship the Mayor and the City Clerk be authorized to execute the necessary documentation to complete the sale by public tender.

**BACKGROUND**

The land outlined in this report was originally purchased in 2004 facilitating the relocation of Melville Street. The land remaining from this realignment was serviced in 2008. This land was not offered for sale initially to allow for potential relocations associated with acquiring the land for the Circle Drive South Bridge project. With no further relocations needed, the land was subdivided into four parcels as indicated on Attachment 1. Parcel I will be used as a future fire hall site.

All three remaining parcels are zoned Light Industrial (IL1). This zoning district facilitates economic development through a wide variety of light industrial activities and related businesses that do not create land use conflicts or nuisance conditions during the normal course of operations.

**REPORT**

The purpose of this report is to obtain approval to sell three industrial lots encompassing 7.99 acres of industrial land in the CN Industrial Area through a public tender process. Attachment 1 shows the three parcels on Melville Street.

Interest in industrial land within the City of Saskatoon has been strong throughout 2010 and 2011. The most recent tender of 14 industrial lots in the Marquis Industrial area realized 4 sales during the tender process and significant interest in the remaining sites, with several parties expressing intent to enter into purchase agreements.

Each of the parcels will be advertised with a reserve bid price when offered for sale through the public tender process. Your Administration recommends a price of \$784,000 per acre (\$18 per square foot) be used for Parcel J and K as a base for establishing the reserve bid price. Parcel H has been adjusted slightly at \$725,000 per acre (\$16.64 per square foot) to account for the reduced visibility of the land behind the fire hall site. Recommended pricing for the sites reflects the convenient access provided by the realigned Melville Street, which connects Lorne Avenue to Clarence Avenue and the potential for the retail development on the land.

#### Reserve Bid Prices

Parcel H, Plan 102069424	106,872 square feet	\$1,778,000
Parcel J, Plan 102069424	120,752 square feet	\$2,174,000
Parcel K, Plan 102069424	120,818 square feet	\$2,175,000

It should be noted that if it is necessary to re-subdivide these parcels to accommodate the specific needs of our customers, the price will be adjusted in accordance with this pricing strategy.

Tenders will be awarded to the highest bidder over the reserve bid price. If there is any uncertainty regarding the bids received, the appropriate reports and recommendations will be provided to City Council. Lots that do not sell through the tender process will be made available for sale over-the-counter on a first come, first served basis at the Land Branch.

#### **OPTIONS**

The only option would be to not proceed with the sale of the land at this time

#### **POLICY IMPLICATIONS**

There are no policy implications.

#### **FINANCIAL IMPLICATIONS**

The proceeds from the sale of this land will be deposited into the Property Realized Reserve.

#### **PUBLIC COMMUNICATION PLAN**

Notice of the public tender will be advertised in The StarPhoenix a minimum of two Saturdays prior to the tender and will be sold pursuant to City Council Policy C09-033 Sale of Serviced City-Owned Lands. The tender will also be posted on the City of Saskatoon Land Branch website.

#### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental impact implications

**PUBLIC NOTICE**

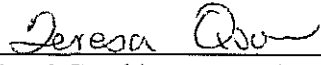
Public Notice, pursuant to Section 3 of City of Saskatoon Policy C01-021 (Public Notice Policy) is not required

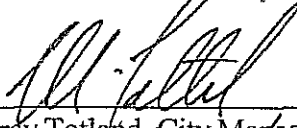
**ATTACHMENT**

1. Plan showing the location of the subject parcels.

Written by: Michael Moellenbeck, Accountant

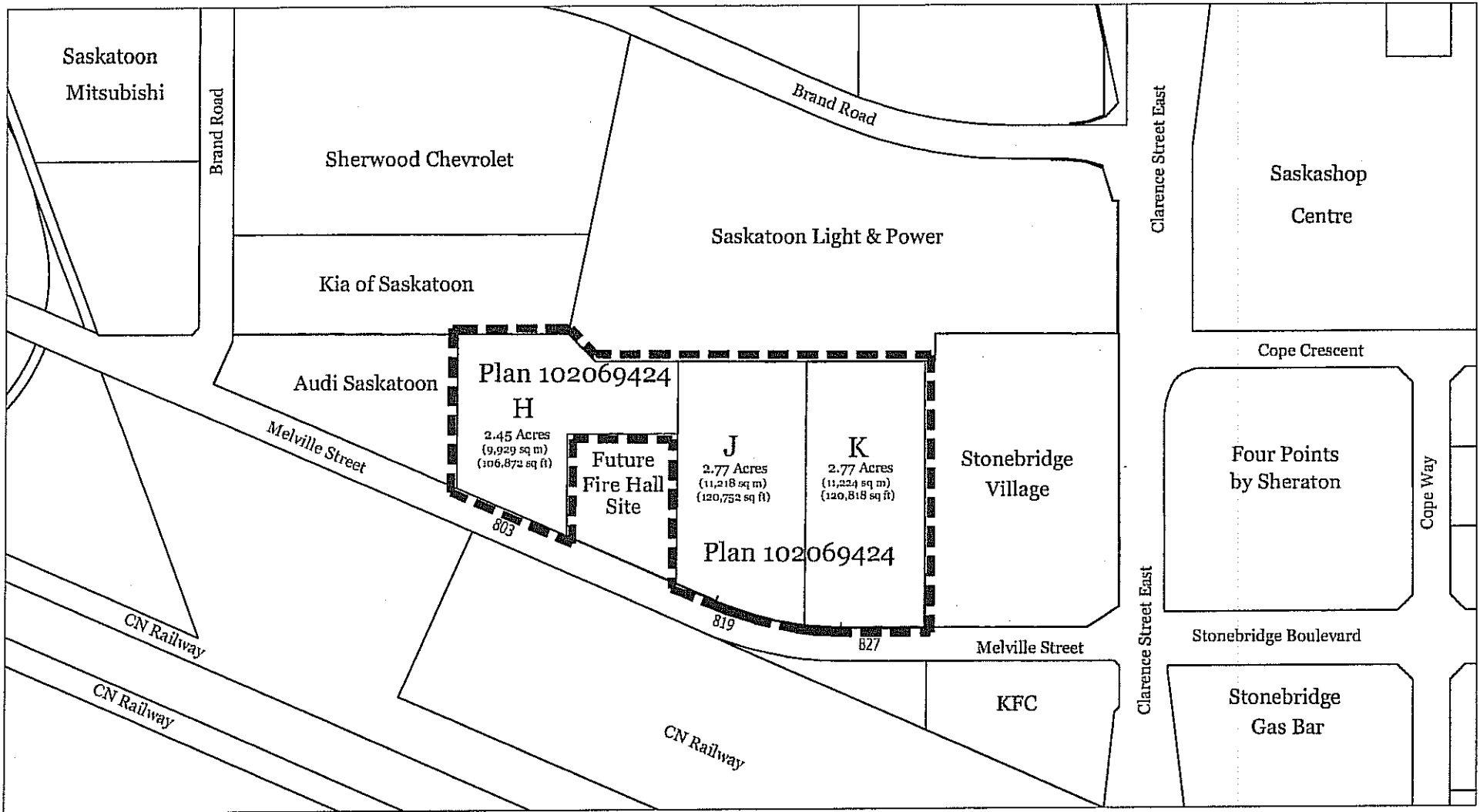
Reviewed by:   
Frank Long, A/Manager Land Branch

Approved by:   
Paul Gauthier, General Manager  
Community Services Department  
Dated: November 3, 2011

Approved by:   
Murray Totland, City Manager  
Dated: Nov. 4/11



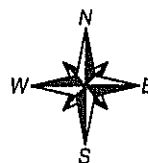
# CN Industrial: Parcels H, J and K



Parcels for Tender

123

Civic Address



Community Services - Land Branch - November 2011

Note: The Land Branch does not guarantee the accuracy of this plan. Lot dimensions and the location of other features are compiled from available information and are subject to change without notice. To ensure the accuracy of features such as utility pedestals, easements check with the appropriate authority. To ensure accuracy, please refer to the Registered Plan of Survey. Distances are in metres unless shown otherwise. Do not scale.

4215-1  
1750-4

RECEIVED  
NOV 04 2011  
CITY CLERK'S OFFICE 2

**TO:** Secretary, Land Bank Committee  
**FROM:** General Manager, Community Services Department  
**DATE:** October 31, 2011  
**SUBJECT:** Request to Sell and Pre-Designate City Owned Property:  
Parcel G, Plan 102064294 (Dalglish Link and Maningas Road),  
Parcel H, Plan 102064294 (Dalglish Link and Evergreen Boulevard),  
Evergreen Neighbourhood  
**FILE NO.:** PL 951-100, LA 4131

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

- 1) that the Land Branch Manager be authorized to sell Parcel G, Plan 102064294 for purpose-built rental housing through a Request for Proposal process using prices and selection criteria as identified in this report;
- 2) that the Land Branch Manager be authorized to sell Parcel H, Plan 102064294 for entry-level ownership housing through a Request for Proposal process using prices and selection criteria as identified in this report;
- 3) that if either parcel is not sold through the Request for Proposal process, it be placed for sale over-the-counter and sold on a first-come, first-served basis using the same terms and conditions as outlined in this report for each parcel;
- 4) that if either parcel is not sold within two years from the initial offering, it be offered for sale by Public Tender for market housing;
- 5) that His Worship the Mayor and the City Clerk be authorized to execute the necessary documentation to complete the sale by Request for Proposal; and
- 6) that the Land Branch Manager be authorized to administer development controls as a condition of sale in accordance with the criteria outlined in this report.

### **BACKGROUND**

The pre-designation of land for entry level, rental, and affordable housing has been a business component of the City of Saskatoon's (City) Housing Business Plan since 2008. To date, City Council has pre-designated five sites in various new neighbourhoods, all of which have now sold

and the desired type of housing is being built at these locations. Land pre-designation has been a successful tool in making land available for affordable housing providers and for ensuring that all neighbourhoods have a variety of housing choices and forms.

The Status Report on the 2010 Housing Business Plan was received by City Council on March 7, 2011, and identified the Evergreen neighbourhood as a suitable location for land pre-designation in 2011.

During its September 26, 2011 meeting, City Council approved a cost sharing agreement with the Province of Saskatchewan that allocates funding and sets targets until 2015 for the New Rental Land Cost Rebate Program, the Innovative Housing Incentives Program and the Mortgage Flexibilities Support Program (MFSP).

## **REPORT**

The Administration is recommending that two sites be pre-designated in the new Evergreen neighbourhood; one for purpose-built rental housing, and one for a mix of entry-level and affordable ownership housing.

### **Rental Site and Incentives**

The Administration is recommending that Parcel G, Plan 102064294 (street address to be determined), located at the corner of Dalglish Link and Maningas Road, be pre-designated for purpose-built rental housing. Parcel G is approximately 1.14 acres and will accommodate 25 to 30 units, depending on the size of the individual units.

Canada Mortgage and Housing Corporation (CMHC) has reported very low vacancy rates in northeast Saskatoon over the past few years. In October 2010, the vacancy rate in the northeast was 1.8 percent overall and zero percent for units with three or more bedrooms. The demand for rental units on this site in the Evergreen neighbourhood is expected to be high.

The successful builder will be eligible for incentives under the City's Rental Land Cost Rebate Program, including a \$5,000 per unit cash grant and a five-year incremental tax abatement. The builder will be required to keep the units on the rental market for a period of 15 years during which time the City will refuse any application to convert the units into condominiums.

### **Ownership Site and Incentives**

The Administration is recommending that Parcel H, Plan 102064294 (street address to be determined), located at the corner of Dalglish Link and Evergreen Boulevard, be pre-designated for entry-level ownership housing with up to 30 percent of the units sold as affordable housing under the City's MFSP. Parcel H is approximately 2.14 acres and will accommodate 50 to 55 family-sized units.

The affordable housing units will be eligible for incentives from the City including a capital grant to the builder of up to 10 percent of the cost under the Innovative Housing Incentives Program and down payment grants of 5 percent of the purchase price to the homebuyers under the MFSP. Builders will also be encouraged to offer their own incentives for both entry level and affordable homebuyers.

#### Site Descriptions and Zoning

Both sites are located on Dalglish Link (see Attachment 1) in the Evergreen Village Centre and are close to neighbourhood commercial sites, future transit stops, possible school sites, and the neighbourhood park. The sites are zoned RMTN1, which is suitable for medium-density townhouse developments of up to three storeys. All housing units must be townhouse style (primary access directly to the outside) in the RMTN1 Zoning District. Final shallow services are being completed and these sites will be ready for construction by March 2012.

#### Pricing

The Administration recommends a price of \$720,000 per acre for Parcel G and \$710,000 per acre for Parcel H. Pricing has been established based on the 2011 direct and off-site servicing levies, the locational characteristics of the site, and a comparative analysis of multi-unit parcel pricing in the Saskatoon market. Recommended prices for these two parcels is as follows:

Parcel G, Plan 102064294	1.14 acres	\$821,000 plus applicable taxes
Parcel H, Plan 102064294	2.14 acres	\$1,520,000 plus applicable taxes

#### Request for Proposal Process

It is recommended that both parcels be sold by Request for Proposal (RFP) with a fixed price instead of a Public Tender process with a reserve bid price. Fixing the price will ensure that the City receives fair compensation for the land and will also provide the builder with an opportunity to purchase the land without having to compete for it through the Public Tender process.

A RFP call will be issued and sent to residential builders and housing providers and will be advertised in The StarPhoenix a minimum of two Saturdays prior to the closing date, and will also be posted on the City's Land Branch's website. Proponents will be provided with information about the site and the fixed price for the land and will be requested to provide details about their proposed development. The proposals will be reviewed and awarded by the Administration based on the evaluation criteria outlined below:

#### Parcel G Rental Site

- a) provides the highest overall site density;
- b) provides the highest number of units with three or more bedrooms;
- c) attains the highest level of architectural merit (must meet the architectural controls as a minimum);

- d) provides the highest standard with respect to energy conservation and reduced operating costs (must meet Energy Star requirements at a minimum);
- e) provides sufficient amenity space for residents consistent with a family-oriented development;
- f) provides the highest number of units meeting accessibility standards;
- g) meets all requirements of Zoning Bylaw No. 8770 without the need for special appeals or waivers; and
- h) stated intention to meet the delivery timeline requirement – construction of the units must be completed (possession of Occupancy Permit) within 24 months of approved application.

#### Parcel H Ownership Site

- a) provides the highest overall site density;
- b) provides a mix of entry-level and some affordable ownership housing (up to 30 percent affordable);
- c) provides the highest ratio of entry-level or affordable units versus higher priced units;
- d) provides developer-sponsored incentives to assist homebuyers;
- e) attains the highest level of architectural merit (must meet the architectural controls as a minimum);
- f) provides the highest standard with respect to energy conservation and reduced operating costs (must meet Energy Star requirements at a minimum);
- g) provides sufficient amenity space for residents consistent with a family-oriented development;
- h) provides the highest number of units meeting accessibility standards;
- i) meets all requirements of Zoning Bylaw No. 8770 without the need for special appeals or waivers; and
- j) stated intention to meet the delivery timeline requirement – construction of the units must be completed (possession of Occupancy Permit) within 24 months of approved application.

#### Architectural Controls

Architectural Controls have been established for multi-family housing that apply to City owned sites in all areas of the city. At a minimum, proponents will be required to meet the approved Architectural Controls for Multiple-Unit Dwelling Districts.

Once the successful proposals have been selected through the RFP process, a period of eight weeks will be granted to provide more detailed plans for architectural review. The proponent will then have a total of ten additional weeks to make any necessary changes to the plans in order to gain architectural plan approval. Once this review has satisfactorily been completed, the sale process will commence.

### Development Controls

The RMTN1 zoning will restrict the housing built on these sites to ground-oriented townhouse or stacked townhouse units. The following additional development control is proposed for the sites:

1. The rear or side yard setback shall be a minimum of 7.5 metres where the site is directly adjacent to single-family development without a lane in between (Note: this control applies to the northwest property line of Parcel G).
2. A minimum of two parking spaces per unit shall be required on Parcel G. Parcel H will require a minimum of two spaces per unit, excepting those units designated as affordable where the normal parking requirement will apply.

### Concentration of Rental, Affordable, and Entry-Level Housing

Pre-designating these sites for the housing types indicated in this report will help de-concentrate the supply of market rental, affordable ownership, and entry-level ownership housing in the city of Saskatoon.

### OPTIONS

1. Proceed with the land pre-designations as outlined in this report.
2. Decline to designate these sites and offer them for sale by Public Tender. In this case, the Administration would seek Council's advice to bring more opportunities for rental, entry-level and affordable housing.

Your Administration is recommending Option 1.

### POLICY IMPLICATIONS

There are no policy implications.

### FINANCIAL IMPLICATIONS

The proceeds from the sale of these parcels will be deposited into the Neighbourhood Land Development Fund.

Funding was allocated by City Council in partnership with the Province of Saskatchewan for housing incentives on September 26, 2011, for the five-year period ending in 2015. Incentives for the particular sites described in this report will be paid out in 2013 and the Administration has set aside funding from the 2013 allocations pending the acceptance of proposals for these sites.

**ENVIRONMENTAL IMPLICATIONS**

The housing built on these sites must, at a minimum, be Energy Star Qualified. This will ensure the occupants will benefit from on-going savings of water, electricity, and natural gas of approximately 30 percent over conventional construction methods. Proposals that include energy savings beyond Energy Star standards will receive additional points in the selection process.

**PUBLIC COMMUNICATION PLAN**

Notice of the RFP and the Public Tender will be advertised in The StarPhoenix a minimum of two Saturdays prior to the closing date and will be posted on the City's Land Branch website.

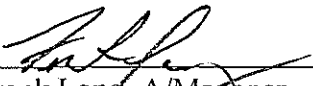
**PUBLIC NOTICE**

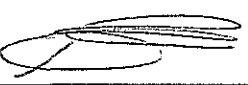
Public Notice, pursuant to Section 3 of the Public Notice Policy No. C01-021, is not required.


**ATTACHMENT**

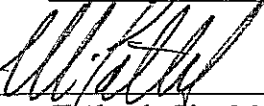
- 1. Plan Showing the Location of the Subject Parcels in the Evergreen Neighbourhood

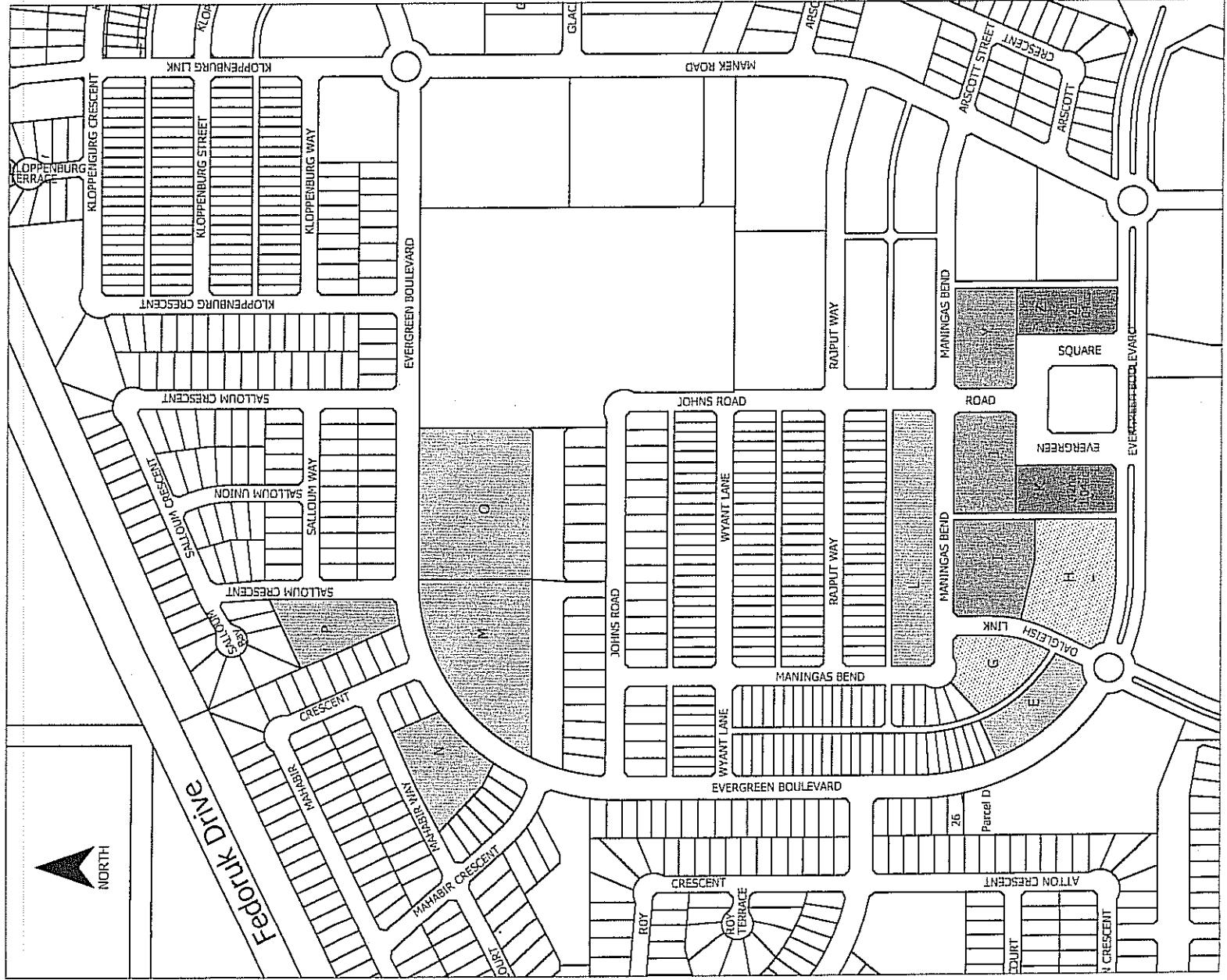
Written by: Derek Thompson, Land Development Project Manager, and Daryl Sexsmith, Housing Analyst

Reviewed by:   
Frank Long, A/Manager  
Land Branch

Reviewed by:   
Randy Grauer, Manager  
Planning and Development Branch

Approved by:   
for Paul Gauthier, General Manager  
Community Services Department  
Dated: Nov. 3/11

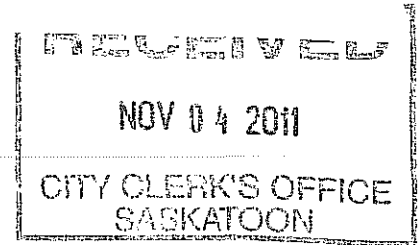
Approved by:   
Murray Totland, City Manager  
Dated: Nov. 4/11





4214-3  
3

**TO:** Secretary, Land Bank Committee  
**FROM:** General Manager, Community Services Department  
**DATE:** November 2, 2011  
**SUBJECT:** Policy C09-006 Build Time Extension for Individuals  
**FILE NO:** 4214-0



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

- 1) that Policy C09-006 be amended to allow the Administration and the City Mortgage Appeals Board the authority to grant individuals an extension on their build time requirement in accordance with the criteria outlined in this report.

**BACKGROUND**

The City Mortgage Appeals Board was established by City Council on June 25, 2007, in order to "hear and make final decisions on all requests for forgiveness of City Mortgages". The City Mortgage was put in place to restrict an individuals' ability to flip a recently built home. The two criteria to be met for the mortgage to be automatically discharged are:

- 1) the house must pass final inspection three years from date of the Sales Agreement; and,
- 2) the owner must reside in the house for a period of four years from the date of Title transfer.

If these requirements are not met, the \$50,000 mortgage is applied to the Title of the individuals' property. In certain cases the mortgages can be appealed by making a request to the City Mortgage Appeals Board. The appeals criteria, for use by the City Mortgage Appeals Board, were adopted by City Council on April 7, 2008. A requirement to be eligible for forgiveness of the mortgage is that "the owner must sell the mortgaged property. "

On January 26, 2009, City Council extended the build time requirement from two years to three years, for both builders and individuals. The build time requirement is in place to ensure that vacant lots would not be left within established neighbourhoods as new owners wait for land values to increase, and that new construction was completed in a set timeline. Currently, Eligible Contractors are able to request an extension on the condition that:

- 1) no more than one lot purchased from the City is in violation of the three-year build time requirement;
- 2) that the Eligible Contractor has purchased one single-family residential lot from the City in the 12 months preceding from the date of the violation; and
- 3) that the Eligible Contractor submits a written request for the extension.

## REPORT

Under the current Residential Lot Sales Policy, Eligible Contractors, upon request, may be granted additional time to build a single residence. Individuals do not have this option and are held strictly to the build-time requirement, even in situations in which the individual intends to live in the residence for a long period of time. As the demand for trades is still at an all time high, the ability for individuals to locate and schedule these trades is causing many delays in new home construction. Also, in certain cases where illness, death, marriage breakdown or job transfer occur, individuals are often forced to put construction on hold, putting their three-year build time at risk.

To be consistent with both Eligible Contractors and individuals, your Administration would like to provide individuals the same option to apply for an extension. If an individual were to make a written request to the Land Branch for an extension, the Administration would consider an extension of up to one year, on the condition the individual adds a year to their residency requirement. The following criteria would be used to determine whether the extension would be granted:

- 1) the site has passed inspection at the framing stage of construction;
- 2) the timeline of construction has increased past the original three-year build time due to illness, death, marriage breakdown, job transfer, or seasonal construction limitations; and
- 3) that the individual submits a written request to the Land Branch.

In the event that the request does not meet the above-noted criteria and is denied by the Administration, the individual would be permitted to appeal this decision in front of the Mortgage Appeals Board whose decision would be final. The Board would consider other unanticipated events and provide up to a one year extension when in the Board's view, it is fair and reasonable.

These changes would be applied retroactively to past mortgage appeals. Applying the change retroactively would mean all individuals who have purchased a lot from the City would be treated equally under the new proposed mortgage rules.

## OPTIONS

The only other option would be to leave the build requirement for individuals as is and not grant extensions under any circumstances.

## POLICY IMPLICATIONS

Build Extension for Individuals - Adoption of the recommendation will require amendments to the current Residential Lots Sales General Policy C09-006.

**FINANCIAL IMPLICATIONS**

There are no Financial Implications.

**STAKEHOLDER INVOLVEMENT**

The individuals who applied for a mortgage appeal but were denied an appeal as they didn't meet the requirement would have to be contacted.

**PUBLIC COMMUNICATION PLAN**

The Administration would post the policy update on its website.

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental and/or greenhouse gas implications.

**PUBLIC NOTICE**


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

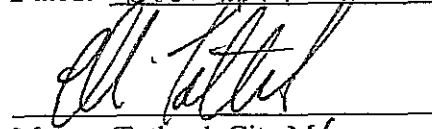
**ATTACHMENT**

- 1. Policy C09-006

Written by: Jeremy Meinema, Finance and Sales Manager

Reviewed by:   
Frank Long, A/Land Branch Manager

Approved by:   
Paul Gauthier, General Manager  
Community Services Department  
Dated: Nov. 3/11

Approved by:   
Murray Totland, City Manager  
Dated: Nov 9/11

# CITY OF SASKATOON COUNCIL POLICY

NUMBER  
C09-006

<b>POLICY TITLE</b> <i>Residential Lot Sales – General Policy</i>	<b>ADOPTED BY:</b> <i>City Council</i>	<b>EFFECTIVE DATE</b> <i>September 9, 1991</i>
<b>ORIGIN/AUTHORITY</b> <i>Land Bank Committee Report No. 6-1991 and amendments up to and including Land Bank Committee Report No. 3-2011</i>	<b>CITY FILE NO.</b> <i>CK. 4110-36 and 4214-1</i>	<b>UPDATED TO</b> <i>April 18, 2011</i>

1. PURPOSE

To allow the City to be competitive in marketing City-owned residential lots.

2. DEFINITIONS

2.1 Newly-Created Lots - new lots developed under the City's Land Bank Program and sold through the Land Branch.

3. POLICY

Newly-created lots will, subject to the terms and conditions outlined in this policy, be sold to individuals and contractors through a public lot-draw process. The draw will be advertised twice in the local newspaper prior to the lot-draw taking place. Any lots which are not sold at the completion of the draw will be sold on a first-come, first-served basis.

3.1 Use of Lots - Lots sold to individuals are to be used only for construction of personal residences. Lots sold to contractors are to be used for the construction of homes for resale.

3.2 Number of Lots - The City will determine the number of lots which will be drawn for by both individuals and contractors.

- a) Individuals are entitled to purchase only one City-owned residential lot every three years.
- b) The number of lots to be sold to an individual contractor will be governed by City Policy No. C09-001 - "Residential Lot Sales - Contractor Allocations."

# CITY OF SASKATOON COUNCIL POLICY

NUMBER

C09-006

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Residential Lot Sales – General Policy</i>	<i>September 9, 1991</i>	<i>April 18, 2011</i>	<i>2 of 4</i>

- c) Lots sold during the public lot-draw process are to be allocated on the ratio of 80% for Eligible Contractors and 20% for Individuals.
- 3.3 Payment Terms - A minimum down-payment of 13 percent of the purchase price together with all applicable taxes is required at the time of purchase.
- a) The prime rate of interest, as set by the City Treasurer on the date of sale (i.e. the date that the receipt is issued), will be charged on the unpaid balance of the purchase price.
- b) The unpaid balance of the purchase price is due and payable in eight months from the date of purchase. If the outstanding balance is not paid in full at this predetermined date, the rate of interest will increase by another five percentage points and will be applied to the unpaid balance.
- 3.4 Transferring Down-payments - At any time prior to issuing the Transfer of Title, a purchaser may, upon the approval of the Land Manager, transfer the down-payment from one lot to another.
- 3.5 Assignments - Agreements for sale cannot be assigned.
- 3.6 Cancellations - When a cancellation occurs before the lease-option agreement has been signed, the purchaser's down-payment and any taxes paid during the lease period will be fully refunded. When a cancellation occurs after the lease-option agreement has been signed, the purchaser will be charged rent at a rate of 1 percent per month of the selling price for the period during which he/she possessed the lot. The purchaser will receive a refund equal to the difference between the down-payment (including any taxes paid during the lease period) and the rent charged.
- 3.7 Residency Requirement – Individual purchasers are required to maintain the property for their personal residence for a period of four years, commencing upon the time of Title transfer.
- 3.8 Time Frame to Build Requirement – Purchasers are required to build a fully completed residence by obtaining a clear Final Building Inspection within three years, commencing upon the date of the Agreement for Sale.

# CITY OF SASKATOON COUNCIL POLICY

NUMBER  
C09-006

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Residential Lot Sales – General Policy</i>	<i>September 9, 1991</i>	<i>April 18, 2011</i>	<i>3 of 4</i>

### 3.9 Enforcement of Residency and Time Frame to Build Requirements

- a) Individual Purchasers - A \$50,000 forgivable mortgage related to both requirements will be registered against each lot sold to an individual purchaser. Forgiveness will be granted for the residency requirement in equal monthly instalments over the final thirty-six months of the four year term that the requirement has been met. No forgiveness will be granted during the first twelve months of the residency term or during the complete term of time frame to build requirement.
- b) Eligible Contractors - Violators of the Time Frame to Build Requirement will be temporarily removed from the Eligible Contractor Listing, until such time as the violation has been rectified in full. Responsibility of the build requirement remains with the original purchaser term regardless of future changes in ownership. The Administration, at its discretion, may extend the Three Year Time Frame to Build Requirement for an Eligible Contractor should all of the following conditions be satisfied:
- i) that the Eligible Contractor has no more than one lot purchased from the City in violation of the Three Year Time Frame to Build Requirement;
  - ii) that the Eligible Contractor has purchased at least one single family residential lot from the City in the 12 months preceding from the date of violation of the requirement; and
  - iii) that the Eligible Contractor submit a written request for the extension, providing sufficient explanation and supporting documentation identifying the reason for the request and indicating the proposed steps to complete construction, including a completion date that shall not exceed 12 months from the date of request.
- c) City Mortgage Appeals Board – A Review Board will consider all requests for forgiveness of City Mortgages. All decisions of the Board are final. Forgiveness may be granted where the owner must sell the mortgaged property due to any of the following:
- i) Marriage breakdown;
  - ii) Job transfer or change involving a move out of Saskatoon;
  - iii) Death of a signatory;

# CITY OF SASKATOON COUNCIL POLICY

NUMBER  
C09-006

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Residential Lot Sales – General Policy</i>	<i>September 9, 1991</i>	<i>April 18, 2011</i>	<i>4 of 4</i>

- iv) Any other unanticipated event which, in the Board's view, make it fair and reasonable to forgive the indebtedness under the mortgage (e.g. serious illness, loss of employment).

## 4. RESPONSIBILITIES

### 4.1 Land Branch

- a) Administer the sale of City-owned residential lots in accordance with the terms and conditions set out in this policy.
- b) Recommend changes to this policy, when required, to City Council through the Land Bank Committee.

### 4.2 Land Bank Committee

- a) Receive and consider recommendations from the Land Branch for amendments to this policy.
- b) Provide recommendations to City Council for amendments to this policy.

### 4.3 City Council

- a) Receive and consider recommendations from the Land Bank Committee for amendments to this policy.
- b) Approve amendments to this policy when and as required.

His Worship the Mayor and City Council  
The City of Saskatoon

## **REPORT**

of the

### **NAMING ADVISORY COMMITTEE**

#### Composition of Committee

His Worship Mayor D. Atchison, Chair  
Councillor G. Penner  
Councillor T. Paulsen  
Ms. N. Johnson  
Ms. L. Hartney  
Ms. P. Kotasek

**1. Addition of Names to the Names Master List**  
**File No.: PL 4001-5; CK 6310-1**

- RECOMMENDATION:**
- 1) that the names “Fast,” “Hutchinson,” “Thiessen,” and “Sharma,” be added to the Names Master List;
  - 2) that the name “Lancaster Boulevard” be applied to the new roadway extending to the new 11<sup>th</sup> Street realignment roadway;
  - 3) that the 3100 to 3300 blocks of 11<sup>th</sup> Street West in Montgomery Place retain the existing name of 11<sup>th</sup> Street West; and
  - 4) that the naming of the new 11<sup>th</sup> Street realignment roadway be referred to the Administration for a recommendation, and that a name that refers to 11<sup>th</sup> Street, such as “11<sup>th</sup> Street Bypass,” “11<sup>th</sup> Street Loop,” or “11<sup>th</sup> Street Extension,” be considered.



According to Naming of Civic Property and Development Areas Policy No. C09-008, all naming requests must be reviewed by the Naming Advisory Committee (Committee) and approved by City Council.

a) General Naming Request:

- i. “Fast” – Raymond Fast – Mr. Fast was President of the Canadian Organization for Development through Education and currently is an Independent Chair of the Saskatchewan Watershed Authority Advisory Committee, and Partners for the Saskatchewan River Basin. He was the recipient of the Canada 125 Medal and Dr. Stanley Stead Health Promotions Award.
- ii. “Hutchinson” – Ernest Hutchinson – Mr. Hutchinson was a member of the 249 Saskatchewan Battalion of the Canadian Expeditionary Forces and served overseas.
- iii. “Thiessen” – Arnie Thiessen - Mr. Thiessen was a landscape architect that worked on a number of Saskatoon projects including the River Works Weir Redevelopment, River Landing Riverfront, and Innovation Place. He was on the Board of Resurrection Lutheran Church, and President of the Saskatchewan Association of Landscape Architects.
- iv. “Sharma” - Rajendra Sharma – Mr. Sharma is a cancer researcher at the Saskatchewan Cancer Agency’s Saskatoon Cancer Centre. He has made a number of research innovations in detecting colorectal and breast cancer. Mr. Sharma has authored 225 full length papers and has lectured/presented at conferences all over the world. Mr. Sharma has received the Saskatchewan Order of Merit in 2004, an Earned Doctor of Science Degree by the University of Saskatchewan in 2004, the Saskatchewan Centennial Medal in 2005, Man of the Year from the International Biographical Institute in 2007, the International Order of Merit from the International Biographical Centre of Cambridge, England in 2009, and was a SABEX award finalist in 2010 for Innovation in Medical Inventions.

b) Specific Naming Requests:

- i. Lancaster Boulevard – As part of the Circle Drive South Project, a roadway extension has been added to connect the current

Lancaster Boulevard to the new 11<sup>th</sup> Street realignment roadway. It is the Committee's recommendation that this roadway be an extension of Lancaster Boulevard; therefore, it should be named as such.

c) Renaming Request:

- i. "11<sup>th</sup> Street West Realignment" - As a result of the Circle Drive South project, the City's Corporate Projects Team has requested that the new 11<sup>th</sup> Street realignment roadway be named 11<sup>th</sup> Street West and the current 3100 to 3300 blocks of 11<sup>th</sup> Street West in the Montgomery Place neighbourhood be renamed. In conjunction with the construction of the realignment, the 3100 to 3300 blocks of 11<sup>th</sup> Street West will have cul-de-sacs placed on either end, and will be a functionally separate street.

Your Administration has received a number of letters from community members regarding a proposed name change to the 3100 to 3300 blocks of 11<sup>th</sup> Street West, including 2 in favour of a name change, 2 suggesting alternative names, and 14 against any name change. A petition was also received with 58 signatures in opposition to any name change. Your Administration has received a variety of suggestions for naming of the new and existing roadways, including variations on the roadway suffixes such as "11<sup>th</sup> Street West Bay," "11<sup>th</sup> Street West Cul-de-Sac," or names for the new roadway which include "11<sup>th</sup> Street Bypass," "11<sup>th</sup> Street Loop," or "11<sup>th</sup> Street Extension."

The City's Corporate Projects Team, after consultation with civic stakeholders (i.e. Infrastructure Services Department, Fire and Protective Services Department, and the Transportation Branch), recommends that for consistency in traffic planning, wayfinding, and ease of locating an address for emergency services, that this new roadway be named 11<sup>th</sup> Street West, and that the current roadway of 11<sup>th</sup> Street West from Circle Drive to Crescent Boulevard be renamed.

The Naming Advisory Committee is recommending that the existing 11<sup>th</sup> Street West remain 11<sup>th</sup> Street West. It is further recommending that the naming of the new roadway be referred to your Administration for a recommendation, but that a name and that the new roadway be given a name that refers to 11<sup>th</sup> Street, such as "11<sup>th</sup> Street Bypass," "11<sup>th</sup> Street Loop," or "11<sup>th</sup> Street Extension," be considered.

Report No. 7-2011  
Council  
Monday, December 5, 2011  
Page 4

The Names Master List is kept in the City of Saskatoon Mayor's Office and contains all screened and approved name suggestions for naming municipally owned or controlled facilities, streets, suburban development areas, neighbourhoods, and parks. There are currently approximately 150 entries on the Names Master List. The Planning and Development Branch will notify the applicants of the outcome of City Council's decision.

Respectfully submitted,

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His Worship Mayor D. Atchison, Chair

His Worship the Mayor and City Council  
The City of Saskatoon

**REPORT**  
**of the**  
**EXECUTIVE COMMITTEE**

Composition of Committee

His Worship Mayor D. Atchison, Chair  
Councillor C. Clark  
Councillor R. Donauer  
Councillor B. Dubois  
Councillor M. Heidt  
Councillor D. Hill  
Councillor A. Iwanchuk  
Councillor M. Loewen  
Councillor P. Lorje  
Councillor T. Paulsen  
Councillor G. Penner

**1. Multi-Residential Storm Water Rate Cap**  
**(File No. CK. 1905-2)**

**RECOMMENDATION:** that in 2012 and 2013 the Storm Water Utility for multi-residential and condominium sites with multiple services (City water meters) be charged a minimum of 0.5 equivalent runoff units per service.

Your Committee has considered and supports the following report of the General Manager, Infrastructure Services Department dated November 15, 2011:

**“BACKGROUND**

At its meeting held on August 17, 2011, Council considered a report of the General Manager, Infrastructure Services Department, regarding implementation of a new Storm Water Utility Rate Structure and resolved:

- “1) that implementation of the storm sewer rate structure, outlined in the Storm Sewer Audit which was approved by Council in 2001, proceed directly to Phase III, with an implementation date of January 1, 2012;
- 2) that a new Storm Water Utility system be created to charge property owners the storm water utility fee based on the amount of impervious area on the property, subject to minimum rates;
- 3) that a separate utility bill and billing system be created to charge the storm water utility fee to commercial and industrial properties and to property owners without a water meter based on the amount of impervious area on the property, subject to minimum rates;
- 4) that single detached homes pay a fixed nominal base rate of one Equivalent Runoff Unit for the storm water utility;
- 5) that all other properties pay a storm utility rate based on the estimated amount of impervious area on their property, but not less than a rate of two Equivalent Runoff Units for the storm water utility;
- 6) that Rate Strategy Option 3 – No Re-Adjustment with Rising Cap and No Rate Increases, be implemented for commercial and industrial properties;
- 7) that a recalculation procedure be implemented with the new utility structure to allow property owners to receive fee reductions for storm water improvements such as private storage ponds, storage tanks, bio-swales, green roofs, permeable paving, rain gardens or other “soft” landscaping;
- 8) that the storm water utility be phased in over seven years, with full implementation by January 1, 2018; thereby generating approximately \$3.1 million in additional revenue for the utility;
- 9) that the City Solicitor be requested to prepare the appropriate bylaw for consideration by City Council; and
- 10) that a report be submitted outlining the billing system costs of \$200,000.”

## **REPORT**

In order to implement the new Storm Water Utility billing system, extensive computer programming is required. This process requires a timeframe that will not allow implementation until January 1, 2014. However, an alternative temporary approach has been developed which will allow collection of storm water fees under the new utility rate structure, starting on January 1, 2012, until the proper billing can be implemented.

To accomplish this, it is required that storm water fees be collected using the current utility billing system. This system is only capable of managing a finite number of discrete rate classifications, and as a result, it is not able to manage multiple unique values of equivalent runoff unit (ERU) rates for every service. The rate classification that will be used under this system uses round whole numbers between 1 and 10, each representing an ERU value. For values above 1.0 ERU, each service will simply be assigned to a rate class by rounding to the nearest whole ERU. However, for ERU values less than 0.5, a method is required to round accordingly, to assign the rate class. Without the minimum 0.5 ERU per service cap, all services with ERUs less than 0.5 would naturally be rounded to zero. The 0.5 ERU per service minimum cap allows for another rate class to round these values to.

The only property types that are affected by this restriction are multi-residential and condominium (condo) properties with multiple services (City water meters). This does not affect multi-sites with one water meter. There are currently 822 sites that fall into this category. For these sites, the ERUs generated by the site are to be billed monthly by dividing the ERUs amongst the services on that given site. When this billing calculation occurs, it is possible for a service to receive a charge of less than one ERU. As a result, without the ability to round to a set interval, this will lead to multiple ERU charges between zero and one that are not able to be defined by the rate structure system. They could be inputted manually at exorbitant cost and expenditure of staff hours that are not available.

The solution to this problem is to apply a minimum of 0.5 ERU per service charge to multi-residential and condo sites that have multiple services (City water meters). For example, services with a calculated ERU less than 0.5 would be rounded to 0.5; and services with a calculated ERU between 0.5 and 1.0 would be rounded to 1.0. The benefit of this would be consolidating the multiple unique ERU values between two rate classes; 0.5 and 1.0.

In 2012, 39 of the 822 multi-residential and condo sites would be affected by the 0.5 ERU minimum cap. Of these 39 sites, 23 have a billing less than 0.5 ERUs per service. This accounts for 1,138 services. Of the 39 sites, 16 sites have a billing between 0.5 and 1.0 ERUs. This accounts for 159 services.

By imposing the 0.5 minimum cap, a customer with a calculated ERU per service below 0.5 would be charged \$2.20 per month, as opposed to an average of \$1.10 per month. For customers with an ERU per service between 0.5 and 1.0, a charge of \$4.40 per month would be applied, as opposed to an average of \$3.00. Even with the implementation of a 0.5 ERU minimum cap, these customers will still be paying less than they are under the current Storm Water Utility as these multi-sites with multiple services have been paying 1 ERU per service, compared to a total of 1 ERU for multi-sites with one service.

With the 0.5 ERU minimum per service on multi-residential and condo sites, the Storm Water Utility will generate approximately \$22,000 more in revenue per year. This increase in revenue would account for less than 1% of the total revenue of the utility. The purpose of the 0.5 minimum cap is not to increase revenues, but rather to allow for implementation of the utility in 2012.

### **OPTIONS**

An alternative option to the recommended 0.5 ERU minimum cap per service would be to delay the implementation of the new Storm Water Utility until the proper billing system can be created. This is expected to be ready for January 1, 2014. This option is not recommended as revenue generated by the utility would also then be delayed. Infrastructure Services has plans to commit utility revenue immediately in 2012 to fund storm water system capital improvement programs.

Another alternative would be to reduce all ERU values per service below 0.5 to zero. These services would continue to receive zero storm water charges until the proper billing system is ready in 2014. This option would result in a net loss of revenue of approximately \$10,000 from the actual ERU per service charge, or \$30,000 from the 0.5 minimum ERU per service charge recommended in this report. This option is not recommended based on the principle that no property that is serviced by the storm water system should have a zero charge and that all properties must account for some portion of the right-of-way drainage and, as a result, should always pay a minimum charge, regardless of storm water generation.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications.

### **FINANCIAL IMPACT:**

If approved, approximately \$22,000 in additional revenue would be generated in 2012 and 2013. This accounts for less than 1% of the overall Storm Water Utility revenue.

### **PUBLIC NOTICE:**

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

## **2. Waste Utility for Saskatoon (File No. CK. 7830-5)**

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- RECOMMENDATION:**
- 1) that Administration be instructed to take the first step toward the development of a waste utility for Saskatoon by adding the cost of the enhanced curbside recycling service to a utility bill;
  - 2) that Administration collect subscription fees to the Leaves & Grass Program through this utility billing; and
  - 3) that Administration continue to develop the future phases of a waste utility for Saskatoon based on the concepts described in this report.

Your Committee has reviewed and supports the following report of the General Manager, Utility Services Department dated November 16, 2011:

### **“BACKGROUND**

On January 17, 2011, City Council resolved, in part:



“that Administration develop a model for a waste utility in Saskatoon and report to Council by June 2011.”

On May 24, 2011, City Council also approved funding for a residential curbside recycling program noting that a source of funds to cover the costs of the program were not yet in place.

This report explains the options available for funding waste management services, including expanded recycling programming. One of the options, a ‘waste utility’, will be explained in some detail so as to illustrate the key considerations involved and the implications to rate-payers in Saskatoon.

**REPORT**

The Saskatoon Waste and Recycling Plan (2007) identified strategies to improve citizen stewardship of the waste stream with the goal of reducing the amount of material stock-piled as waste and focussing instead on reducing, reusing, recycling, and recovering energy and resources from what is left.

With the residential waste container conversion process now complete across the city, and residential curbside recycling program launch on the horizon, it is timely to review options for creating an incentive-based user-pay system that encourage citizens to recycle.

Funding Required for Waste Services

In addition to the current costs for waste services of approximately \$11,000,000 annually, expanded recycling programming will require approximately \$3,800,000 in the first year of service. In the report establishing the budget for residential curbside recycling, costs were identified on a per household basis to highlight the additional revenue necessary to cover the program budget. The following chart highlights these costs, with the first year of the program requiring \$4.24/household/month or \$50.88/household/year.

<b>Estimated Contract Costs Based on Revised Estimate</b>							
<b>Year</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Annual Total Cost	\$3,800,000	\$3,820,800	\$4,021,100	\$4,210,000	\$4,408,400	\$4,616,800	\$4,835,800
Cost Stated on a Per Household Basis	\$4.24	\$4.63	\$4.74	\$4.82	\$4.90	\$4.98	\$5.07

### Options for Funding Waste Services

In centres across North America, municipal waste services are funded using a variety of mechanisms. The following costs are based on the budgeted expenditures and do not include any allocation of general revenues or Municipal Operating Grant dollars to this program.

#### **Property-Based Taxation (Mill rate)**

The most common practice among municipalities, historically, has been to cover waste service costs with a portion of the assessment against the value of property. This charge is rolled into the municipal tax bill such that the cost of waste services is invisible to citizens. Properties with higher assessed values pay a greater proportion of the costs. Properties that may not receive the service also pay.

In 2010, \$5,823,017 was generated through a charge of \$33.31 on every \$100,000 of assessed value of residential property and \$58.43 on every \$100,000 of assessed value of commercial property in Saskatoon. This funded 55% of the waste services costs in that year.

For the median residential property in Saskatoon having an assessed value of \$175,000, the charge for waste services in 2010 was \$57.98.

#### **Special Taxes**

Section 245 of *The Cities Act* provides the authority necessary to create a special tax bylaw to raise revenue from specific properties to pay for special services provided to those specific properties. This approach has not been utilized to cover the costs of delivering waste services in Saskatoon to date.

#### **Levies or Surcharges on a Utility Bill**

Similar to a special tax, specific services may be charged to specific properties on a utility bill. In Saskatoon, a permanent storm water management charge has been included on the water bill. Temporary levies, such as the temporary flood protection charge, may also be added to a utility bill. There are no waste services currently charged to properties on a utility bill.

#### **User Pay Fees**

User pay systems are established on the basis that beneficiaries of a service are charged a fee based on use of the service. In Saskatoon, there are several examples of fees that generate revenue from users to pay for waste service costs. In 2010, \$4,268,489 was generated through charges collected for handling waste from customers at the Saskatoon

Regional Waste Management Centre (Landfill). This accounted for 39% of the waste services costs. \$536,222 was generated through contracts for collecting waste from businesses or additional containers and pick-ups from residential dwellings. Another \$77,000 was generated from subscription fees paid under the Leaves & Grass Program. In total, this accounted for 5% of the funding required for waste services in 2010.

### **Pay As You Throw**

Specific to waste services, a pricing mechanism has been developed to encourage citizens to reduce the amount of waste generated. Pay-as-you-throw programs apply to waste collections services specifically, and require tracking systems to determine the volume or weight of garbage requiring disposal. Examples include tag-a-bag programs for municipalities using manual collection systems, charge-by-the-tip programs for municipalities using automated collection systems, and charge-by-weight programs for municipalities with climates and equipment appropriate for on-board scales.

Saskatoon has an automated waste collection service and a climate inappropriate for the current technologies of scales mounted on garbage trucks. A pay-as-you-throw program for Saskatoon would have to utilize container size and number of tips as mechanisms for determining charges for waste services.

### A Waste Utility

‘Waste Utility’ is a concept without a single definition. The idea behind the development of a waste utility is to strengthen the link between service recipients and payment.

Waste utilities have a variety of structures across North America. Generally, three models are most common:

1. **Low Sophistication:** Cover a basic level of waste management services through the mill rate and charge residents a flat fee for enhanced services through a utility charge. Enhanced services may include cost-recovery fees for recycling or organics programs.
2. **Moderate Sophistication:** Cover a basic level of waste management services through the mill rate and charge residents a variable fee based on behavior through a utility charge. Variable fees may include additional containers, additional tips or pick-ups, or larger containers.
3. **High Sophistication:** Cover all waste management costs through a variable rate fee structure shown on a utility bill.

Saskatoon is currently utilizing a ‘low sophistication’ model but does not specifically refer to it as a waste utility. The following diagram highlights the costs and benefits of the various models.



Evolving the Saskatoon waste services model is proposed in at least three steps. With each step along the waste utility continuum, residents will experience an impact to both the method in which they pay for waste services and the amount they pay.

The first step, proposed for 2012, would include the following changes to the charges for waste services. The mill-rate portion would remain unchanged. This means both residential and non-residential properties continue to be assessed for the management of waste. Fees for tipping at the Saskatoon Regional Waste Management Facility, waste collections contracts, and subscription fees would continue to be charged at the rates approved by Council. An additional fee to cover the cost of the enhanced curbside recycling service is proposed. Collection of the additional fee for waste services is proposed on a utility bill. It is also proposed that Leaves & Grass Program subscriptions be paid through this utility billing.

In the second step, proposed for approximately 2014, it is anticipated the volume of household garbage will be substantially reduced as materials are diverted through the curbside recycling program. Sixty (60) gallon waste carts would become the standard for garbage, with ninety-five (95) gallon and forty-eight (48) gallon alternatives also available. Households utilizing larger containers would pay an additional fee. Households utilizing the smallest container would receive a discount.

The next steps toward the development of a ‘high sophistication’ waste utility include a number of important considerations and therefore the timing is not yet projected. Administration will bring forward further reports outlining the possibilities for

completely moving waste services to a user-pay utility. There are significant considerations to account for in these next steps as they may involve a re-balancing of funding sources for waste services. For example, because the current high reliance on mill rate funds, a portion of non-residential property taxes are used for waste services even though commercial properties are responsible to arrange their own waste service by bylaw. Similarly, homes with higher assessed values currently pay more towards waste services than homes with lower assessed values.

Billing systems, tracking systems, and citizen education are significant activities that must occur in advance of implementation. If the approach recommended for implementation in 2012 is approved, Administration will develop a detailed education and system development plan intended to coincide with implementation of the curbside recycling program in 2012.

### **OPTIONS**

Council may choose to add the cost of enhanced recycling services to the mill-rate portion of current waste services.

Alternatively, Council may choose to adjust the timing of the proposed move toward a waste utility.

### **POLICY IMPLICATIONS**

The creation of a waste utility is provided for within C.11-1 *The Cities Act*. There are no other known policy implications.

### **FINANCIAL IMPLICATIONS**

Financial implications have been discussed in detail in the body of this report.

### **COMMUNICATIONS PLAN**

Collection of an additional fee for waste services is proposed on a utility bill. This fee will be highly visible to citizens, while other costs for waste services are hidden within the property tax bill. It is proposed the utility bill itemize waste services in the following manner. NOTE: All amounts used are examples only and do not represent actual charges.

<b>ITEM</b>	<b>AMOUNT CHARGED</b>	<b>AMOUNT CREDITED FROM TAXES</b>	<b>AMOUNT OWING</b>
Waste Collections & Handling <i>Basic residential waste collection from a City-provided roll-out cart.</i>	\$57.98	\$57.98	\$0
Additional Waste Collections* <i>Contracted residential waste collection from an additional City-provided roll-out cart.</i>	\$0	\$0	\$0
Recyclables Collections & Processing <i>Basic residential curbside recycling service.</i>	\$50.88	\$0	\$50.88
Leaf & Yard Waste Collections** <i>Leaves &amp; Grass Program subscription.</i>	\$50.00	\$0	\$50.00
<b>TOTAL For 2012</b>	<b>\$158.86</b>	<b>\$57.98</b>	<b>\$100.88</b>

\* The amount charged for Additional Waste Collections is based on a signed contract between the household and the City of Saskatoon and includes a bin-rental and tipping fee component.

\*\* The amount charged for Leaf & Yard Waste Collections would be \$0 if the household did not subscribe to the Leaves & Grass Program.

A complete education and communications plan will be developed in advance of the launch of a waste utility for Saskatoon that will include print and electronic mediums, mailers and information open houses.

**ENVIRONMENTAL IMPLICATIONS**

As a policy options report, there are no identified environmental implications. Environmental impacts will be reported on in subsequent reports outlining program specifics.

**PUBLIC NOTICE**

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

**3. Major Projects Report  
 (File No. CK. 1500-1)**

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

Report No. 19-2011  
Executive Committee  
Monday, December 5, 2011  
Page 12

Attached is a report of the General Manager, Corporate Services Department dated November 15, 2011, as well as a report entitled “City of Saskatoon Major Projects Report – 2006 and Beyond”. A copy has also been posted on the City’s website [www.saskatoon.ca](http://www.saskatoon.ca), click on “F” for “Financial Reports”.

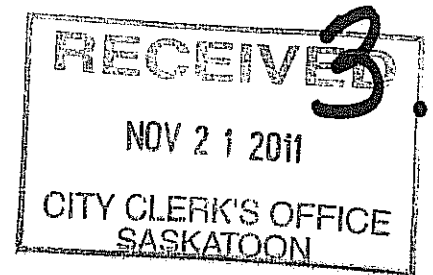
While all of the information contained in the Major Projects Report has been previously made public, the document makes it easier for interested citizens to become informed.

Respectfully submitted,

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His Worship Mayor D. Atchison, Chair

1500-1



**TO:** Secretary, Executive Committee  
**FROM:** General Manager, Corporate Services Department  
**DATE:** November 15, 2011  
**SUBJECT:** Major Projects Report  
**FILE NO:** CS.1500-1

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**RECOMMENDATION:** that the attached report be received as information.

**BACKGROUND**

The Executive Committee of City Council, at its meeting held on September 6, 2011, in dealing with a Communication to Council from Henry Dayday, dated May 10, 2011, on Civic Spending, resolved, in part:

- “2) that the Administration prepare a report suitable for publication and distribution to interested citizens, listing all of the major projects being undertaken together with funding information, and including information as to the background of and funding for the Mendel Art Gallery of Saskatchewan.”

**REPORT**

The attached report, entitled “Major Projects Report – 2006 and Beyond” has been prepared for information in response to the Executive Committee resolution. The report summarizes the significant capital projects undertaken in the past six years, as well as major projects in progress or approved to begin in the upcoming year. The report focuses on the total budgeted costs, funding sources and borrowing plans, where required, including the terms and interest rates for these loans.

The attached report also discusses the City’s major infrastructure reserves that have been identified as insufficient in meeting the funding needs of future capital work.

It is important to note that 49.3% of the funding for \$769 million in project costs have been provided by federal and provincial governments and other external sources. If the Police Headquarters project was taken out of the mix, due to the full City funding of the project which does not qualify for senior government funding, then 57.4% of the remaining projects are funded by external sources.

Many of the projects listed in the report received federal and provincial program funds under the Building Canada Fund and Infrastructure Stimulus Fund. In addition, federal gas tax funds have been used either as cash or leveraged as debt repayment.

The current debt balance of \$145.5 million is at 35% of the City’s approved debt limit of \$414 million and as projected over the next ten years, will reach a peak of \$292.4 million in 2013 and decline to \$130.5 million in 2021, based on the current capital plan. Of the \$145.5 million in



current debt, only 31.9% is mill rate supported debt while 39.4% is supported by federal gas tax and the remaining 28.7% is supported by utilities.

### COMMUNICATIONS PLAN

As noted in the City's 2012 Budget, the City is facing a number of challenges which include:

- addressing the City's infrastructure deficit;
- increasing compliance with environmental standards and regulations;
- the inability of property tax to fund a growing city, and
- providing more reliable and convenient options for people to move around the city.

While the attached report identifies major projects currently underway, it should be reiterated that they begin to form part of the solution to the above-noted challenges. Good financial planning includes putting money aside in reserves specifically for these type of projects and using debt where appropriate. The City is using both of these approaches.

The attached report will be posted on the City's website and social media tools will also provide links to the online report. Hard copies of the report will be made available at all branches of the Saskatoon Library.

### ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

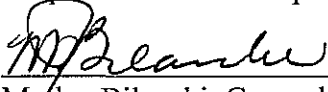
### PUBLIC NOTICE

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

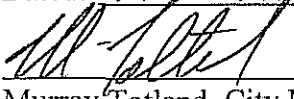
### ATTACHMENT

1. Major Projects Report – November 2011.

Written by Kerry Tarasoff, Finance Manager,  
Corporate Services Department

Approved by:   
Mariys Bilanski, General Manager  
Corporate Services Department

Dated: Nov 18/11

Approved by:   
Murray Totland, City Manager

Dated: Nov 20/11

November  
2011

# City of Saskatoon

## Major Projects Report

### 2006 and Beyond

The following report summarizes:

- Major construction projects undertaken by the City of Saskatoon from 2006 to 2011
- Major projects currently under construction or in the planning stages
- Funding sources for these projects
- Borrowing details related to these projects
- Strategies To Address Major Reserve Deficiencies



## 1. Introduction

Over the past six years the City of Saskatoon has undertaken a host of major projects to address a number of issues including growth and the maintenance of existing infrastructure. With the assistance of federal and provincial government programs, funds have been leveraged along with City reserve funds and in some cases, planned borrowing strategies, to make significant headway in the City's capital program.

In addition, major projects that are in the planning stages or currently under construction are also moving forward as result of these funds.

This report includes a summary of these major projects. It is not a comprehensive review of all capital projects undertaken during the period but rather a look at the more significant projects, not only in terms of cost, but in terms of impact to the city. It will focus on the:

- Total budgeted project costs
- Funding sources
- Borrowing plans (including terms and rates)

This report also discusses the city's major infrastructure reserves that have been identified as insufficient in meeting the funding needs of future capital work.

## 2. Report

### *City of Saskatoon takes advantage of funding programs*

The list of major capital projects included in this report is not a full capital budget listing, but only those projects deemed "significant" in terms of budget costs and impact of the project. This project list (Table 2) totals \$769 million in total cost over the period from about 2006 to present. Of these projects, \$370.9 million or 49.3% are funded from federal and provincial government programs and other external sources. The remaining funding of \$398.5 or 51.7% is from City reserves and borrowing.

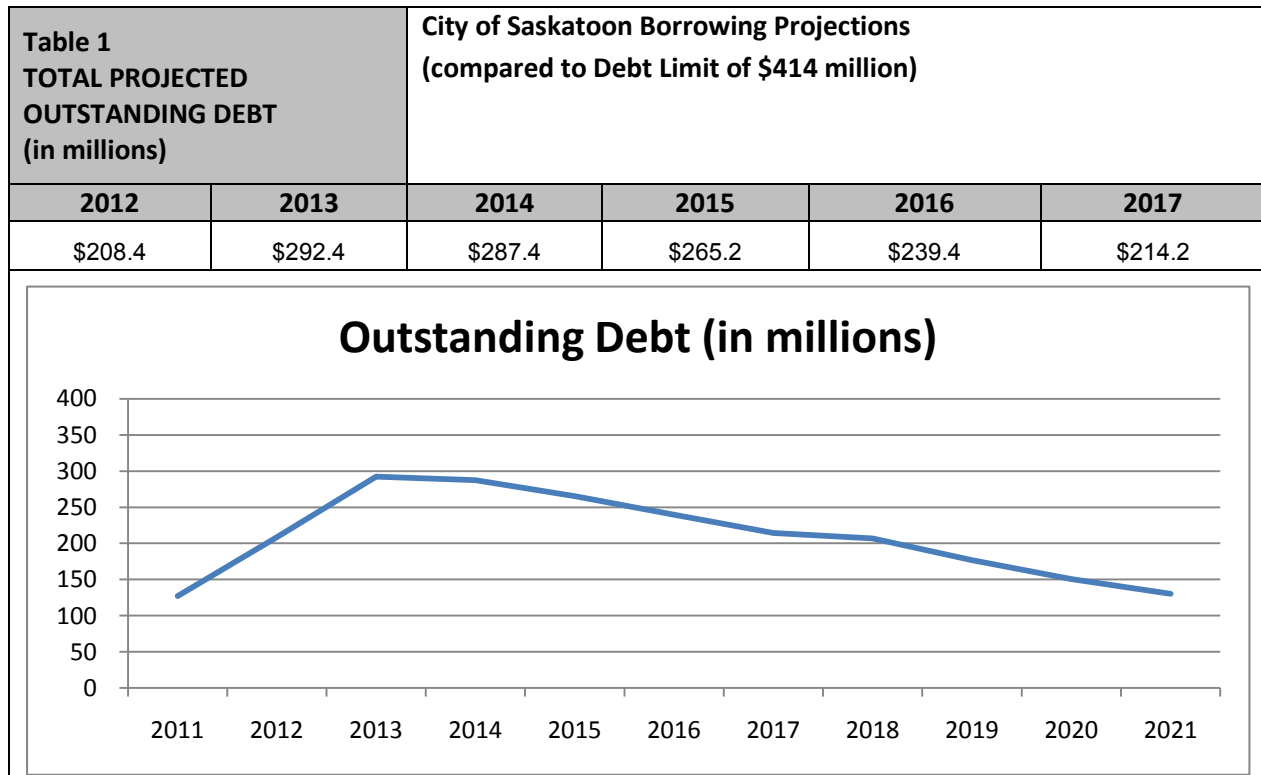


While most projects have a form of external funding as part of the financing plan, one major project, the new Police Headquarters is one of the few that is funded entirely through mill rate dollars. Due to the nature of this type of project, this is one of the only viable funding options available to the City. **Without this project, 57.4% of the funding for the remaining projects would be funded through external sources and 42.6% directly by city funds.**

Total outstanding debt for the City of Saskatoon as of December 31, 2010 is \$145.5 million which is well below the debt limit for the City of \$414 million. A detailed schedule of this outstanding debt by project is shown in Table 3 at the end of this report. Of this outstanding debt, only 31.9% is supported through the mill rate. Debt that is being repaid using the federal gas tax is 39.4% of the total while the remaining 28.7% is utility supported debt.

In projecting the borrowing requirements for the next ten years the peak of the expected outstanding debt is \$292.4 million in 2013 and declines to \$130.5 million by 2021 assuming the current capital plan. (See Table 1 below.)

The borrowing terms vary with each project as well as repayment financing plans. These are outlined in the project details in this report.



While there have been major federal funding programs such as the Building Canada Fund, Infrastructure Stimulus Fund and Recreational Infrastructure Canada Fund, the provincial government has also participated in the Major Component piece of the Building Canada Fund as well as provided funding through the provincial Municipal Economic Enhancement Program (MEEP). These programs have greatly contributed to the ability of advancing the City's capital program.



The federal gas tax program has also had a significant impact on the City's capital program by using either gas tax cash, or leveraging gas tax funds for debt repayment on capital borrowing.

Without all these programs the ability of the City of Saskatoon to build the required infrastructure for a growing city would be extremely difficult.

In order to take advantage of these funding programs, civic reserve funds had to be



advanced to match or top-off federal and/or provincial contributions to fully fund eligible capital projects. The advancement of the City's capital program did temporarily place some reserves in a deficit position as approved by City Council with a plan that these reserves would be replenished with operating fund contributions in 2012 and 2013.

While the federal and provincial programs greatly assisted in funding a backlog of capital projects, there is still a shortfall in longer term funds for infrastructure maintenance, replacement and expansion projects. The City of Saskatoon has been lobbying the provincial government to develop a long-term infrastructure program. The City Administration is part of a working committee with the province and the wider municipal sector in developing a "Made in Saskatchewan, Long-Term Infrastructure Program. The committee is currently studying three key areas :

- Best Practices;
- Financing Alternatives; and
- Defining the Gap

Federally, the City is working with the Federation of Canadian Municipalities (FCM) Big City Mayors' Caucus (BCMC) to develop a long term federal infrastructure plan. In the 2011/12 federal budget, the federal government announced that:

"Going forward, the Government will work with provinces, territories, the Federation of Canadian Municipalities and other stakeholders to develop a long-term plan for public infrastructure that extends beyond the expiry of the Building Canada plan".

It is hopeful that the two senior governments will recognize the importance of these on-going longer term infrastructure funding plans to municipal governments. It will be key to meeting the challenges of finding available funds for necessary capital work that the City currently has identified as "unfunded".

One of the first priorities for any funds received under these proposed ongoing funding programs is the Traffic Bridge Replacement Project. The City has identified a source for about \$10 million of the total cost of the project which ranges between \$27 million and \$34 million. The unfunded portion of \$17 million to \$24 million would require funds from these proposed programs.

#### ***Future Plans For Eliminating Reserve Deficiencies***

The Transportation Infrastructure Expansion Reserve provides funding for the construction of additions to the City's transportation network including roadways, bridges and overpasses. The demand for funds from this reserve during the current growth of the city is greater than the available funds. There is currently no mill rate program planned to assist in the funding of these projects. It is anticipated that any new federal or provincial infrastructure funding programs would be used for these projects.

While the City recognizes that not all funding can be back-filled by the federal and provincial governments, the City Administration has taken other steps to address some of the unfunded pressures.

The Infrastructure Surface Reserve to maintain streets has been underfunded in the past as identified in a recent report to Executive Committee (October 5, 2011). An annual shortfall of about \$11.4 million was identified for the maintenance and repair of local roads, collectors,



arterials and expressways as well as failed street reconstruction. The report, which has been referred to the Special Executive Committee dealing with the 2012 budget provides funding options for addressing the deficit including a special addition to the mill rate, implementing a local improvement program, the use of special taxes, tax incremental financing (TIF), or a minimum tax.

The Infrastructure Reserve for Water and Wastewater has been in a deficit position for the past few years based on the advancement of flood control projects to alleviate further flooding. The plan to replenish the reserve was through a flood control levy of \$3 per water meter placed on utility bills. This reserve is expected to be in a positive position in about 2018.

The Bridge Major Repair Reserve was created on March 26, 2007 by City Council to repair the City's bridges and overpasses. An initial provision was provided in the 2008 Operating Budget. This was subsequently increased by transferring an amount equivalent to the debt payments previously made on funds borrowed for a major repair to the University Bridge. The 2011 budget also provided additional funds, for a total contribution of \$520,900. The City's Administration has a target of a \$2.5 million annual contribution to this reserve. The plan is to continuously phase-in available funds to build the reserve to its required levels. In 2012 and 2013 planned one-time budget contributions to the reserve are included at \$250,000 per year.

The City's Vehicle and Equipment Replacement Reserve has been under-funded to meet the vehicle replacement schedule which in turn has resulted in higher operating costs through increased maintenance and repairs. A proposed allocation of \$1 million to the reserve is being recommended by the Administration to the Special Executive Committee dealing with the 2012 budget from a dividend declared by the Neighbourhood Land Development Fund. This will go a long way in meeting the deficiency in the reserve should City Council approve this allocation.

A plan to address the unfunded liability in the Storm Water Management Capital Reserve through a utility based storm water rate change was approved by City Council in August 2011. Property owners will be charged the storm water utility fee based on the amount of impervious area on the property, subject to minimum rate. The new rate structure is to be phased-in over a seven year period with the planned full implementation in 2018 at which time it will generate about \$3.1 million per year in additional revenue.

The only plan to address the under-funding of the Parks Infrastructure Reserve is to defer projects. There is no plan to impact the mill rate with any increases to fund the reserve deficit.

The back-log of projects to be funded by the Traffic Noise Attenuation Reserve will only be done as funds are available. There is no plan to borrow for these projects, or increase the contribution to the reserve to fund these projects.

The Traffic Safety Reserve is to fund safety projects through the net revenues generated from red-light camera violations. Again, these projects will be funded with the available funds. There is no plan to increase contributions to this reserve.

The remainder of this report addresses the City's recent major projects. This report summarizes the significant projects and includes the cost, funding and borrowing details of these projects.



<b>Table 2</b>		<b>Major Project Summaries (in millions \$)</b>					
<b>Project</b>	<b>Project Cost</b>	<b>Funding</b>			<b>Borrowing</b>		<b>Project Status</b>
		<b>Federal / Provincial</b>	<b>City</b>	<b>Other</b>	<b>Planned</b>	<b>Actual</b>	
Circle Drive South	\$295.1	\$194.6	\$100.3	\$0.2	\$62.0	\$44.0	In Progress
River Landing (all phases)	\$78.2	\$25.9	\$29.6	\$22.7	\$23.37	\$3.6	In Progress
Art Gallery of Saskatchewan / Parkade	\$84.0	\$30.13	\$33.87	\$20.0	\$26.88	\$0	Not Started
Shaw Centre	\$46.5	\$9.5	\$34.5	\$2.5	\$29.3	\$28.1	Complete
Circle Drive Bridge Widening	\$17.7	\$16.2	\$1.5	\$0	\$16.1	\$16.1	Complete
College Dr. & Circle Dr. Interchange	\$16.8	\$13.4	\$3.4	\$0	\$0	\$0	Complete
Clarence Av. & Circle Dr. Interchange	\$19.9	\$5.65	\$10.25	\$4.0	\$0	\$0	Complete
Police Headquarters	\$122.9	\$0	\$122.9	\$0	\$113.1	\$0	Not Started
Water Treatment Plant Intake	\$44.8	\$0	\$44.8	\$0	\$39.0	\$30.9	Near Complete
Water Reservoirs	\$21.4	\$14.0	\$7.4	\$0	\$0	\$0	Not Started
Fire Hall – Southeast	\$5.87	\$4.8	\$1.07	\$0	\$0	\$0	Complete
Landfill Gas Energy and Wind Turbine	\$16.2	\$7.35	\$8.85	\$0	\$0	\$0	Not Started
Traffic Bridge Replacement	TBD	\$0	\$0	\$0	\$0	\$0	Not Started
Civic Operations Centre	TBD	\$0	\$0	\$0	\$0	\$0	Not Started
Totals	\$769.4	\$321.5	\$398.5	\$49.4	\$309.75	\$122.7	
Percentage	100%	41.8%	51.7%	6.5%			





### 3. Project Summaries

#### Circle Drive South

This project involves the design and construction of the southwest quadrant of Circle Drive, including the south river crossing.

City Council approved the functional plan for this component of Circle Drive in 2007 and subsequently identified this project as the City's highest priority major transportation project.



The Circle Drive South Project involves:

- a new six-lane bridge
- five new interchanges (Idylwyld Drive, Lorne Avenue, Valley Road, 11th Street West, and Preston Avenue South)
- ten kilometres of freeway/expressway from Clarence Avenue to Clancy Drive
- access requirements of surrounding lands
- three railway grade separations
- sound attenuation walls
- relocation of utilities
- pedestrian and cyclist facilities

Traffic modelling indicates that the new South Bridge will carry approximately 30,000 vehicles per day when Saskatoon reaches a population of 250,000. One of the primary benefits is the shorter commuting distances for traffic and a 35% reduction in traffic using the Idylwyld Bridge at afternoon rush hour.

The planned roadway will be a four to six lane divided freeway, with provisions for pedestrians and cyclists to cross the river and access the MVA Trails and other recreation trails on both sides of the river.

In March 2010, City Council awarded the design/build contract to Graham Flatiron Joint Venture. The design/build process is where the contractor designs and builds the project. This process establishes costs up front, helps with better scheduling, and shortens the construction period. Construction began in spring 2010.

The project is expected to be open to traffic by September 30, 2012.

The total budgeted cost of the project, which has incorporated an additional overpass at Preston Avenue and Circle Drive, is \$295.1 million. The federal government will contribute \$95.84 million plus the City of Saskatoon has funded another \$24.17 million using federal gas tax funding indirectly through our water utility towards this project. The provincial government provided a \$98.75 million contribution to the project and the RM of Corman Park contributed \$0.2 million for the Valley Road flyover. The remaining \$76.1 million is funded by the City of Saskatoon. Of this amount, \$44 million is borrowed through a CMHC loan using federal gas tax as a source for repayment. This was borrowed for ten years at 3.29% with annual payments of \$5.2 million (total interest payable is \$8.4 million). Another \$18



million is slated for borrowing using debt retirement from loans for the overpasses at 22<sup>nd</sup> Street and Circle as well as Attridge Drive and Circle Drive.



### River Landing

River Landing Phase I has reclaimed the riverfront with the development of a new park, the construction of the River Centre (5-storey commercial development), the future River Landing Village, the future Remai Art Gallery of Saskatchewan, the Remai Arts Centre, and the “Prairie Wind” landmark.

The River Landing Phase II redevelopment project is designed to enhance the sustainability of downtown by reclaiming and developing the A.L. Cole “brownfield” and surrounding area - literally the front yard of Saskatoon’s downtown. Part of the development is the Saskatoon Farmers’ Market and Ideas Inc.

The total cost for both phases of the project is \$78.2 million for which \$29.5 million is funded through external sources. The remaining \$48.7 million is funding through land sales of \$19.0 million, \$23.4 million from the City’s Recreation and Culture financing strategy using assessment growth as cash and/or debt repayment. The remaining amounts are from reserves and Sinking Fund surplus.

To look further by phase, the Riverfront within Phase 1 was managed by the Meewasin Valley Authority (MVA) with the majority of funding coming from both the provincial government and the MVA. Of the \$12.7 million component of the Phase 1 project, the provincial government contributed \$4 million while Western Diversification contributed \$3 million. The MVA underwent a significant capital campaign to secure donations as well as sponsorships and contributions from their own capital funding allocations. The MVA contribution was \$2.44 million while the City’s contribution was capped at \$2.76 million. The remaining \$0.5 million is a contribution from the Urban Development Agreement.

The second component of Phase 1 is the development of the east site excluding the riverfront. Of the \$14.3 million cost, all but \$77,500 is funded by the City. The \$77,500 is from the Provincial Community Shares Program. \$0.983 is from civic reserves, while \$3.0 million is from the City’s Sinking Fund surplus. Another \$4.153 million is funded by the City’s Recreation and Cultural financing plan using cash and borrowing while the remaining \$6.039 million is using land sales revenues from land sold within the River Landing Phase 1 area.

Phase 2 of the River Landing project is the section west of Idywyld Drive and includes the riverfront in that area. The total cost of this phase is \$52.153 million. A grant of \$13.7 million from the Federal Strategic Infrastructure Fund, \$5.0 million from the provincial government as well as \$77,500 from the Provincial Community Shares Program make up the federal and provincial share of this funding. \$0.1 million from the Urban Development Agreement and \$0.6 million of sponsorship make up the remaining external funding. The reallocation of annual savings of \$1.078 million resulting from the City qualifying as a GST



exempt organization is funding \$16.455 million through cash and/or borrowing while the remaining \$13 million is from future land sales generated by the development in Phase 2.

The borrowing for these three major components to date has been two smaller loans totalling \$3.59 million. The first loan of \$1.3 million was issued in 2008 for 10 years at 3.78% for the Park Phase 1 component. The second loan of \$2.29 million was issued in 2009 for 15 years at 3.98%. Both loans are being repaid under the City's Recreation and Culture financing plan using incremental assessment growth tax revenue. The annual payments for the first loan are \$154,884 with total interest of \$264,800 to be expensed over the life of the loan. The annual payments for the second loan are \$205,677 with total interest of \$795,200 to be expensed of the life of the loan.

### Remai Art Gallery of Saskatchewan

This \$84 million project involves the design and construction of the Remai Art Gallery of Saskatchewan (Remai AGS), and an underground parking garage, as outlined in the functional program plan adopted by City Council in April 2010. Included in the functional program plan is an expansion (shell only) to the existing Remai Arts Centre funded by Persephone Theatre.



This project consists of two components: the Remai Art Gallery of Saskatchewan and the underground parking garage. Detailed architectural design work on the building and underground parking garage will occur in 2010-2012 with construction to follow in the latter part of 2012. Anticipated opening of the building is late December 2014/early 2015.

The Art Gallery building is expected to cost \$70.751 million. It has received funding approval from the Government of Canada of \$13.02 million, and Government of Saskatchewan \$12.651 million, under the Building Canada Fund Major Infrastructure Component. Approval has also been received from the Provincial Government to redirect \$4.093 million Building Communities Program approved funding from the expansion of Saskatoon's Mendel Art Gallery Building to the new art gallery building at River Landing. Other funding of \$20.0 million pertains to private fundraising by the Art Gallery of Saskatchewan Inc, which includes a gift of \$15.0 million from the Frank and Ellen Remai Foundation. Borrowing of \$20.987 million will be supported by assessment growth.

The parkade is expected to cost \$13.249 million. Funding sources include parkade revenue supported debt of \$5.880 million and a re-allocation of capital funding of \$7.0 million as well as \$369,000 from the Building Canada Fund. Once the borrowing has been repaid, parkade revenues will assist in funding the ongoing operation and programming for River Landing.

The funding plan assumes a term of 15 years at 5%. While it is anticipated that actual borrowing might be at a better rate, the funding plans are kept very conservative. Based on these terms the expected annual repayment is \$2.588 million per year and total interest expensed over the life of the loan would be \$11.96 million. To support this debt, the Recreation and Cultural funding plan assumes the dedication of \$500,000 of assessment growth for both 2012 and 2013.





### Shaw Centre

The Shaw Centre is a state-of-the-art aquatic and fitness facility offering a new calibre of recreation, health and fitness opportunities to the residents of Saskatoon. The story of the Shaw Centre in the new Blairmore Suburban area, is unique as it came to life as part of an integrated partnership between the City of Saskatoon, Saskatoon Public Schools and Greater Saskatoon Catholic Schools. .

By developing a collaborative approach to combining their resources (land, building, programs and services), a fully integrated destination centre (Blairmore Centre) was created that includes the Shaw Centre,

Tommy Douglas Collegiate, Bethlehem Catholic High School and Morris T. Cherneskey Multi-District Park.

The fitness and aquatic facility includes a weight room, server, common area as well as a competitive/leisure pool, 52 metre competitive pool, bulkheads, six-lane warm up pool, wetslide, springboards, platform tower and other amenities. Also part of the project is the construction of a 34-acre multi-district park.

The vision for the Blairmore Centre came from the community. The vision is to create a destination centre, built on partnerships and community values, offering programs, activities, and services in a diverse and inclusive setting. The facility will provide a location for city-wide programs and provincial, national and international competition.

The \$46.5 million project was funded by federal, provincial and city funds. A grant of \$7.3 million from the Federal Building Communities program as well as \$1.25 million from the Municipal Rural Infrastructure Fund and \$945,000 from the Province's Community Shares Grant provided \$9.5 million in total federal and provincial funding. The two school boards contributed \$720,000 towards the construction of the common area and sponsorship added another \$1.788 million. The remainder or \$34.5 million is funded through a combination of borrowing and civic capital reserves. An estimated \$29.3 million in borrowing is expected in the end. To date, \$28.1 million has been borrowed. \$14.2 million was in the form of an external loan for 10 years at 3.78% with annual repayment of \$1.711 million. On this loan \$2.926 million in total interest will be expensed. The other \$13.9 million was borrowed through two internal loans. One loan of \$10 million is for 15 years at 5.25%. The annual repayment is \$967,400 and total interest expensed over the life of the loan will be \$4.5 million. The other internal loan of \$3.9 million was over 10 years at 4.5% with annual repayment of \$461,500 and total interest expensed over the life of the loan of \$915,000.

These loans are being repaid through a mill rate base of \$1.1 million per year with the remaining portion being financed through the City's Recreation and Culture financing plan using incremental assessment growth.



### Circle Drive Widening

This project provided for the widening of Circle Drive from Attridge Drive to Millar Avenue including the modification of the existing structures of Circle Drive Bridge by converting the existing sidewalks to driving surfaces in order to add a third lane in both directions. This project also allowed for the construction of a new pedestrian bridge below and between the existing bridges in order to maintain a pedestrian corridor through this location.



Due to the expansion of the residential properties in the south and east, and the increasing commercial/industrial properties to the north, the demand of vehicular traffic crossing this bridge had been increasing. Morning and afternoon peak periods resulted in extremely congested conditions. The addition of a third lane in both directions has allowed all traffic to/from Attridge Drive to use an independent lane crossing the bridge. This has reduced the congestion resulting from the merging of traffic from three to two lanes on both sides of the bridge.

The total project cost was \$17.71 million of which all but \$1.55 million was funded by borrowing using the federal gas tax funding as repayment. The \$1.55 million was funded from civic reserves. The borrowing of \$16.1 million on this project was done through an external loan for 10 years at 3.78% with annual repayment of \$1.943 million using the gas tax received from the Federal government. Total interest expensed on this loan over its life will be \$3.323 million.



### College Drive and Circle Drive Interchange

This project involved the preparation of the detailed design and construction for the grade separation of Circle Drive and College Drive.

This intersection carried approximately 60,000 vehicles on a daily basis and was ranked fifth on the highest volume intersections in the City.

At the time this project was started in 2005, it was ranked as the number one priority for reconstruction to a grade separated intersection in terms of annualized savings.

The work in 2003 involved the detailed roadway geometric design, the detailed design of the overpass bridge structure and placement of embankment fill material for the overpass structure. Construction of the Circle Drive/ College Drive interchange began in 2005 with a substantial completion in December 2006.

This project qualified for funding under the Gas Tax program. As a result most of the \$16.8



million cost of the project was funded by using federal gas tax cash received which was \$13.35 million. The remaining \$3.4 million was funded using civic reserves.

Circle Drive and Clarence Avenue Interchange

With the build out of the Stonebridge neighbourhood in south Saskatoon and the construction of the big box retail outlets just off of Clarence Avenue South, this overpass became a priority for City Council. In fact, the development of the retail site was contingent on this overpass being constructed.



About half of the funding for the project was from the other sources. \$9.6 million was funded from a combination of developer contributions, the Municipal Rural Infrastructure Fund and the Province of Saskatchewan. About \$4.65 million was funded from civic reserves while the remaining \$5.6 million was funded using incremental property tax revenues from the development within the retail site.

The following is a detailed breakdown of the funding dollars:

Developer Contribution (20%)	\$ 3,976,000
Transportation Infrastructure Expansion Reserve	1,400,000
Funding from incremental municipal property taxes	5,600,000
Funding from the interchange levy	2,954,000
Electrical Distribution Expansion Reserve	300,000
Municipal Rural Infrastructure Reserve	650,000
Province of Saskatchewan	5,000,000
Total	\$19,880,000



Police Headquarters

This project involves the planning, design and construction of a new Saskatoon Police Service Headquarters Facility at 76 - 25th Street East.

The site preparation has begun with some underground work associated with the 25<sup>th</sup> Street Extension project.

Saskatoon Police Services has outgrown its headquarters building located at 130 - 4th Avenue North, which has been the centre of Police's operations and administration since 1977.

Previous studies have identified space shortages within this facility. Because of lack of space, the Service is currently spread out amongst several leased facilities. The new headquarters will consolidate Police Services into one location and will support its



operations with an appropriate long-term, purpose-specific facility.

The primary goals for building a new headquarters facility are to support Police operations with appropriate long term, purpose-specific facilities and to enlarge the overall space in line with accepted "best practice" in Canada.

Other goals related to the new headquarters facility include preserving the high quality image of the Police Service and continuing to locate SPS facilities in accordance with strategic location concepts which include community visibility, major arterial access, centrality and community compatibility.

Construction will begin in 2011 and project completion is scheduled for 2013.

The total cost of the project is estimated to be \$122.9 million. Due to the nature of the project, it is entirely being funded through the mill rate. A financing plan whereby \$750,000 per year was being set aside for seven years starting in 2007 but then increased to \$850,000 in the 2012 budget to finance future debt payments. Between cash and borrowing for the project it will fund the entire amount. The expected loan will be for \$113.1 million over a thirty year period. All borrowing estimates have been based on a 5% interest rate.

#### Water Intake and Water reservoirs

The **Water Intake project** is for the design and construction of a new upstream intake and eastside pumphouse facility. The new intake structure has been designed for a flow of 120 MIGD. The pumphouse will include a screen chamber, three screens, wet well, two vertical turbine pumps, and an emergency generator. Also included is a new supply main from the new pumphouse to the existing westside supply main.



In order to meet high demand it is necessary to use the low lift pumps located at the Water Treatment Plant in addition to the intake and pumping system located at the Queen Elizabeth Powerstation. With the location of several storm water outfalls between these two intakes, the quality of raw water may at times be compromised.

This project will ensure that all raw water intake will occur upstream of the City's storm sewer outfall structures. The Water Treatment Plant lowlift pumps will then be used as an emergency standby facility only. Also, it will ensure that present raw water demands are met and provide future capacity in accordance with the City's future growth study.

It is estimated that the project should be completed by November 2011.

Funding for the \$44.8 million new intake facility is from borrowing using a combination of utility revenues and leveraging federal gas tax as repayment. In total \$44.8 million in gas tax funding will be used for the project. In keeping with the premise that the utility is a rate-funded entity, gas tax funding is applied to utility projects and in turn the utility issues disbursements to the general fund by an equivalent amount. An external loan for \$30.9



million over 10 years at 3.39% was made in 2009 through the CMHC lending program. Annual repayment is \$3.694 million with total interest to be expensed over the life of the loan of \$6.1 million. The remaining \$8.1 million to be borrowed, based on a 4.5% rate over 10 years would amount to annual payments of \$1.023 million with total interest over the term of \$2.14 million.

The **Expansion of Water Reservoirs** project is a \$21.4 million project. This project involves the staged expansion of the overall reservoir capacity throughout the distribution system. It includes work on the entire reservoir capacity design and reconfiguring the distribution system piping to provide transferability among the existing reservoirs.

This project is funded through an approximate three-way split between the city reserves, federal and provincial funding. Funding from the Major Infrastructure Component of the Building Canada Plan provides \$14.0 of shared funding from the federal and provincial governments while the City's share is \$7.4 million. The funds received are placed in the water capital reserves and a dividend declared to the general fund for reallocation which was done during the 2010 Capital Budget review by City Council.



#### Fire Hall - Southeast

The new Firehall #8 in the Lakewood Suburban was opened in 2010.

Standard NFPA 1710 establishes benchmark response times of 4 minutes for the "first-in" unit or single unit response and 8 minutes for all apparatus dispatched to a full first alarm assignment.

This standard specifies safe and effective emergency response standards for all services provided by Saskatoon Fire and Protective Services (SFPS) in the City of Saskatoon. In order to maintain the benchmark 4 and 8-minute response times for Sutherland, Fire Station No. 5 will remain in its existing location.

The Lakewood Suburban Centre location provides service within the 4-minute first-in response to East College Park, Briarwood, and Lakeridge in addition to being able to provide the same response into the new growth areas of Rosewood and Brookside. It is also strategically placed to contribute to the 8-minute full first alarm response on the east side of the City in compliance with standards.

The funding for the \$5.87 million firehall was mostly from the Provincial Municipal Economic Enhancement Program (MEEP) for which the City received \$22 million. \$4.8 million was allocated by City Council for the construction of the hall with the remaining \$1.07 million funded through civic reserves.



### Landfill Gas Energy & Wind Turbine projects

The **Landfill Gas Energy** project is to provide facilities at the Saskatoon Waste Management Centre for the capture of landfill gas, condition the gas for utilization, and convert the gas to energy and/or sell the gas to others as a fuel.



The capture of the gas will have the following basic components:

1. Cap the landfill to limit gas loss to the atmosphere.
2. Build a collection system for the gas.
3. Provide a blower system to draw the gas from the landfill.
4. Build an inline gas conditioning system.

Other equipment will be necessary where the gas must be at a higher quality and/or a higher pressure. Other equipment will be necessary to generate electrical energy from the landfill gas.

The total expected cost of the project is \$11.2 million. \$5.0 million is to be funded from the federal Building Canada Fund with the remaining funds from civic reserves.

The electricity produced from the landfill gas project will be sold to SaskPower under their Green Options Partners Program. This program offers a premium rate for “environmentally preferred” electricity and increases at a rate of 2% annually over a 20-year power purchase agreement. This is a lottery program that the landfill gas project was successfully drawn for resulting in a greater certainty of revenue projections. Based on conservative but realistic assumptions regarding energy production and operating costs, a 20-year net profit of \$9.5 million is projected that would result in a payback period of seven years.

The **Wind Turbine** project consists of the construction of a Wind Turbine at the Landfill site to take wind energy and convert it into electrical energy for the Saskatoon Light & Power Electrical Generation System.

The tower is expected to be approximately 80 metres high to the hub of the turbine blades. The blades of the turbine are expected to be approximately 40 metres in length. The expected project completion date is January 2013.

The total estimated cost of the project is \$5 million of which the federal Building Canada Fund will contribute \$2.35 million. The remaining \$2.65 million will be funded through civic reserves.

The payback for this project is through the sale of the electricity that it generates. The analysis for this project indicated that based on a 20-year net profit, a range of \$3.8 million on the low end or 10 year payback, to a high of \$7.4 million or an 8 year payback could be achievable. The most likely scenario is a \$5 million net profit or a 9 year payback.







### Traffic Bridge Replacement

The Traffic Bridge, connecting the Nutana neighbourhood to downtown Saskatoon, was built in 1907 for horses and carriages. Until the unexpected closure of the Bridge on August 24, 2010 in the interest of public safety, it was serving approximately 7,000 vehicles per day, and remained an important and well-used pedestrian and cyclist crossing over the South Saskatchewan River.

In May 2010, the City of Saskatoon commissioned a consultant to undertake a Traffic Bridge Needs Assessment Study to look at options for the future of the Bridge and its potential to accommodate a variety of pedestrian/bicycle, transit, vehicle, and community functions.

After numerous public houses and open debates, City Council, at its meeting on December 6, 2010, approved the recommendation to replace the existing Traffic Bridge with a modern steel truss bridge through a design-build process. As part of the process, efforts will be made to incorporate elements that are sympathetic to the heritage and architecture of the existing bridge. The new bridge will accommodate emergency vehicles and transit. Council also agreed that the width of the driving lanes on the new modern steel truss bridge be 3.7 meters, and that a multi-use pathway be on both sides of the bridge.

It is estimated that the construction time will be 18 to 24 months, and that the cost to replace the Traffic Bridge with a modern steel truss bridge will be between \$27,000,000 and \$34,000,000.

It is hoped that the provincial government will implement a Provincial Infrastructure Funding Program that will help fund the bridge replacement construction. The City has a funding source, the Property Realized Reserve, identified for about \$10 million of the total cost. This reserve is expected to be over its \$24 million cap which allows excess funds to be transferred to capital.

### Civic Operations Centre

In November 2010, the City purchased 180 acres of land between the CN Railway tracks and Valley Road, just west of Dundonald Road. This site holds the potential to house the new Civic Operations Centre, which could include the relocation of Transit operations as well as operations from City Yards. It will also be the site of a snow dump that could be in operation by early 2012. This snow dump replaces the one previously operated on Malouf Road, which was discontinued in 2009 due to construction of the Circle Drive South Project.



The site could also be home to materials handling, the impound lot, and other civic users.



The relocation is part of the City's long-term plan to move the Transit operations and City Yards from downtown. The site provides an opportunity to consolidate operations for many City functions, which will increase efficiency. As well, the site will be near the finished Circle Drive South interchanges, providing easier access for City equipment to reach other parts of the city.

The Civic Operations Centre capital project forms part of the Civic Facilities Addition/Replacement/Expansion funding plan which encompasses the Civic Operations Centre, the police facility and the trunked radio infrastructure replacement, future west and south fire halls and future civic office space renovation/expansion. This plan has been approved in principle which includes incremental tax provisions of \$850,000 per year until 2015 with additional annual tax increments of \$350,000. This project is subject to funding from P3 Canada (up to 25% of eligible costs). Application for funding has been made. A more formalized funding plan will be submitted for Council approval once the results from P3 Canada are known.



<b>Table 3 - Tax Supported Debt as of Dec 31, 2010</b>						
Project Description	Actual Borrowing	Borrowing Date	Term	Int Rate	Maturity Year	Dec 31/10 Outstanding Debt
<u>Transportation Projects</u>						
Hybrid Buses - FCM loan	1,127,181	2009/10/01	10	1.81%	2019	1,014,463
Interchanges - Circle & 22nd St /Circle & Attridge	17,000,000	2002/08/20	10	5.25%	2012	4,071,000
<b>Total Transportation</b>	<b>18,127,181</b>					<b>5,085,463</b>
<u>Recreation and Culture Projects</u>						
River Landing Park Phase 1	1,300,000	2008/10/22	10	3.78%	2018	1,079,324
River Landing - CMHC Loan	2,290,000	2009/08/01	15	3.98%	2024	2,175,465
Soccer Centre <b>1</b>	12,391,000	2005/06/27	15	4.34%	2020	8,987,000
Shaw Centre Pool	14,200,000	2008/10/22	10	3.78%	2018	11,789,539
TCU Place Expansion <b>1</b>	9,645,000	2007/02/14	15	4.67%	2022	8,173,000
<b>Total Recreation and Culture</b>	<b>39,826,000</b>					<b>32,204,328</b>
<u>Other</u>						
Saskatchewan Infrastructure Growth Initiative Loan	15,000,000	2008/10/22	5	3.20%	2013	9,195,200
<b>Total Other</b>	<b>15,000,000</b>					<b>9,195,200</b>
<b>Total Tax Supported Debt</b>	<b>72,953,181</b>					<b>46,484,991</b>
<b>Gas Tax Supported Debt as of Dec 31, 2010</b>						
Project Description	Actual Borrowing	Borrowing Date	Term	Int Rate	Maturity Year	Dec 31/10 Outstanding Debt
<u>Transportation Projects</u>						
Circle Drive South - CMHC Loan <b>2</b>	44,000,000	2010/06/01	10	3.29%	2020	44,000,000
Circle Drive Bridge Widening	16,100,000	2008/10/22	10	3.78%	2018	13,367,013
<b>Total Transportation Projects</b>	<b>60,100,000</b>					<b>57,367,013</b>
<b>Total Gas Tax Supported Debt</b>	<b>60,100,000</b>					<b>57,367,013</b>
<b>Utility Supported Debt as of Dec 31, 2010</b>						
Project Description	Actual Borrowing	Borrowing Date	Term	Int Rate	Maturity Year	Dec 31/10 Outstanding Debt
<u>Water &amp; Wastewater Projects</u>						
Sludge Recovery	7,880,000	2005/02/16	10	4.29%	2015	4,301,692
New Water Intake <b>3</b>	4,524,000	2005/02/16	10	4.29%	2015	2,469,652
Sludge Pipeline to Sludge Disposal Facility	2,993,000	2005/02/16	10	4.29%	2015	1,633,879
Grit and Screen Handling	4,603,000	2005/02/16	10	4.29%	2015	2,512,778
Sludge Reclamation - FCM Loan	2,303,000	2009/11/16	10	1.97%	2019	2,072,700
42nd Street Reservoir Roof Upgrade	500,000	2008/10/22	10	3.78%	2018	415,125
New Water Intake - CMHC Loan	30,900,000	2009/07/01	10	3.39%	2019	28,252,623
<b>Total Water &amp; Wastewater</b>	<b>53,703,000</b>					<b>41,658,447</b>
<b>Total Utility Supported Debt</b>	<b>53,703,000</b>					<b>41,658,447</b>
<b>GRAND TOTAL DEBT OUTSTANDING</b>						<b>145,510,451</b>

## NOTES:

\* Note 1: Debt is recognized as mill rate debt however actual debt costs on these projects are offset by payments received from Soccer Centre and TCU Place

\* Note 2: Gas tax funding is applied to utility projects and in turn the utility issues disbursements to the general fund in the same amount to cover loan payments for this project

\* Note 3: Funds redistributed to other water utility borrowing to maximize savings available by using CMHC loans



## **COMMUNICATIONS TO COUNCIL**

### **MEETING OF CITY COUNCIL – MONDAY, DECEMBER 5, 2011**

#### **A. REQUESTS TO SPEAK TO COUNCIL**

**1) Jessie Carruthers, Pesticide Reduction Coordinator, Saskatchewan Environmental Society, dated November 16**

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Requesting permission to address City Council with respect to Saskatoon Pesticide Reduction Program. (File No. CK. 4200-7)

**RECOMMENDATION:** that Jessie Carruthers be heard.

**2) Keith Moen, Executive Director, NSBA, dated November 29**

Requesting permission to address City Council with respect to zoning changes at River Landing. (File No. CK. 4350-011-3)

**RECOMMENDATION:** that Keith Moen be heard.

**3) Janice Braden, Regional Intersectorial Committee, dated November 29**

Requesting permission for Sherry Benson, Executive Director, United Way Saskatoon, and Dr. Cory Neudorf, Chief Medical Health Officer of Saskatoon, to present Saskatoon Poverty Reduction Program report. (File No. CK. 5000-1) (Booklet *from poverty to possibility ... and prosperity* has limited distribution but is available for viewing in City Clerk's Office.)

**RECOMMENDATION:** that Sherry Benson and Cory Neudorf be heard.

**4) Mike San Miguel, dated November 29**

Requesting permission to address City Council with respect to development of the Kensington Neighbourhood. (File No. CK. 4110-44)

**RECOMMENDATION:** that Mike San Miguel be heard.

**Requests to Speak to Council**

**Monday, December 5, 2011**

**Page 2**

**5) Dion Brick, dated November 29**

Requesting permission to address Council regarding the tall wind turbine project. (File No. CK. 5000-1)

**RECOMMENDATION:** that Dion Brick be heard.

**6) Chris Fossenier, dated November 29**

Requesting permission to address Council regarding the tall wind turbine project. (File No. CK. 5000-1)

**RECOMMENDATION:** that Chris Fossenier be heard.

**7) Denis Grimard, dated November 29**

Requesting permission to address Council regarding the tall wind turbine project. (File No. CK. 5000-1)

**RECOMMENDATION:** that Denis Grimard be heard.

**8) Kirsten Keilson, dated November 28**

Requesting permission to address Council regarding the Kinsmen Park Master Plan. (File No. CK. 4205-9-3)

**9) Richard St-Pierre, dated November 29**

Requesting permission to address Council regarding the Kinsmen Park Master Plan. (File No. CK. 4205-9-3)

**Requests to Speak to Council**  
**Monday, December 5, 2011**  
**Page 3**

**10) John Sheard, dated November 29**

Requesting permission to address Council regarding the Kinsmen Park Master Plan. (File No. CK. 4205-9-3)

**RECOMMENDATION:** that Kirsten Keilson, Richard St-Pierre and John Sheard be heard with Clause 6, Report No. 18-2011 of the Planning and Operations Committee.

**B. ITEMS WHICH REQUIRE THE DIRECTION OF CITY COUNCIL**

**1) Sarah Marchildon, Broadway Business Improvement District, dated November 15**

Requesting a temporary street closure on Broadway Avenue, between Main and 12<sup>th</sup> Streets, on December 8, 2011, for the Broadway Spirit of Christmas Evening. (File No. CK. 205-1)

**RECOMMENDATION:** that the request for a temporary street closure on Broadway Avenue, between Main and 12<sup>th</sup> Streets, on December 8, 2011, for the Broadway Spirit of Christmas Evening be approved, subject to any administrative conditions.

**2) Robin East, Chair, Saskatoon Accessibility Advisory Committee, dated November 25**

Submitting copy of letter to the Estate of Georgie Davis, past Chair of Saskatoon Accessibility Advisory Committee, commending the work Ms. Davis did while a member of the Committee. (File No. CK. 225-70)

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

**3) Megan Helgason, dated November 28**

Commenting on drivers not yielding to pedestrians in crosswalks. (File No. CK. 6150-1)

**RECOMMENDATION:**

- 1) that the information be received; and
- 2) that the letter be forwarded to the Board of Police Commissioners.

**4) Margi Corbett, dated November 29**

Commenting on recycling glass. (File No. CK. 7830-5)

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

**5) Nancy Howse, dated November 29**

Submitting comments regarding the Kinsmen Park Master Plan.

**RECOMMENDATION:** that the letter be considered with Clause 6, Report No. 18-2011 of the Planning and Operations Committee.



**Items Which Require the Direction of City Council**  
**Monday, December 5, 2011**  
**Page 2**

**6) Joanne Sproule, Deputy City Clerk, dated November 24**

Advising of Notice of Hearing of the Development Appeals Board with respect to 619 3<sup>rd</sup> Avenue North. (File No. CK. 4352-1)

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

C. **ITEMS WHICH HAVE BEEN REFERRED FOR APPROPRIATE ACTION**

1) **Rhonda Heisler, National Representative, CUPE, dated November 15**

Advising that the Union wishes to continue negotiations for a revision to the Collective Bargaining Agreement between The City of Saskatoon and The Canadian Union of Public Employees, Local # 47. (File No. CK. 4720-3) **(Referred to Administration for further handling.)**

2) **Amanda Klassen, dated November 17**

Commenting on garbage collection. (File No. CK. 7830-3) **(Referred to Administration to respond to the writer.)**

3) **Lorrie Mayoh, dated November 17**

Commenting on garbage collection. (File No. CK. 7830-3) **(Referred to Administration to respond to the writer.)**

4) **Jody Coffin, dated November 21**

Commenting on a recent parking incident. (File No. CK. 6120-3) **(Referred to Administration to respond to the writer.)**

5) **Carole Anne Wilson Hough, dated November 21**

Commenting on the intersection of 38<sup>th</sup> Street and Avenue C North. (File No. CK. 6320-1) **(Referred to Administration to respond to the writer.)**

6) **Lisa Hrycan, dated November 21**

Commenting on the need for lighted pedestrian paths. (File No. CK. 6290-1) **(Referred to Administration to respond to the writer.)**

7) **Robert Howse, dated November 21**

Commenting on Kinsmen Park Master Plan. (File No. CK. 4205-9-3) **(Referred to Planning and Operations Committee for further handling.)**

**Items Which Have Been Referred for Appropriate Action**  
**Monday, December 5, 2011**  
**Page 2**

**8) Nancy Howse, dated November 21**

Commenting on Kinsmen Park Master Plan. (File No. CK. 4205-9-3) **(Referred to Planning and Operations Committee for further handling.)**

**9) David McCartney, dated November 27**

Commenting on Kinsmen Park Master Plan. (File No. CK. 4205-9-3) **(Referred to Planning and Operations Committee for further handling.)**

**10) Medbh English, dated November 28**

Commenting on Kinsmen Park Master Plan. (File No. CK. 4205-9-3) **(Referred to Planning and Operations Committee for further handling.)**

**11) Edward Holgate, dated November 28**

Commenting on Kinsmen Park Master Plan. (File No. CK. 4205-9-3) **(Referred to Planning and Operations Committee for further handling.)**

**12) Sheila Liota, dated November 24**

Commenting on fluoride in the City's water. (File No. CK. 7920-1) **(Referred to Administration to respond to the writer.)**

**13) Justin Wong, dated November 24**

Commenting on parking downtown. (File No. CK. 6120-3) **(Referred to Administration to respond to the writer.)**

**14) Rabbi Raphael Kats, Executive Director, Chabad Lubavitch of Saskatoon  
dated November 23**

Submitting 2011 Menorah Lighting Celebration proposal. (File No. CK. 205-1) **(Referred to Administration to respond to the writer.)**

**Items Which Have Been Referred for Appropriate Action**  
**Monday, December 5, 2011**  
**Page 3**

**15) Graham Harrison, dated November 24**

Commenting on a recent tender disqualification. (File No. CK. 7830-4) **(Referred to Administration to respond to the writer.)**

**16) Alan Manson, dated November 24<sup>th</sup> and 25<sup>th</sup> (two email letters)**

Commenting on utility bills. (File No. CK. 1550-2) **(Referred to Administration to respond to the writer.)**

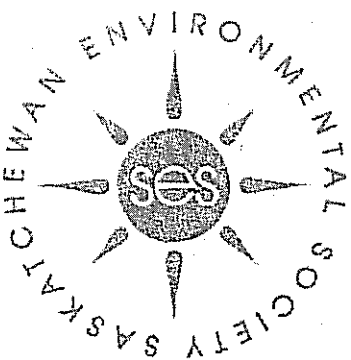
**17) John Rayner, dated November 25**

Commenting on the wind turbine project. (File No. CK. 2000-5) **(Referred to Administration to respond to the writer.)**

**18) Lois Green, dated November 28**

Submitting petition of approximately 56 names with respect to discounts for seniors at Leisure Centres. (File No. CK. 1720-3-4) **(Referred to Administration to respond to the writer.)**

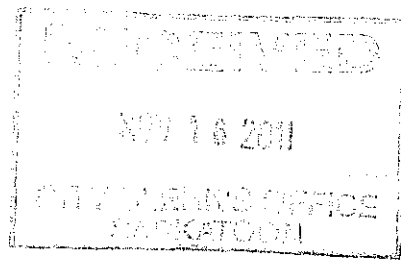
**RECOMMENDATION:** that the information be received.



4207.7  
A1)

November 16th, 2011

Saskatoon City Council  
City Clerk's Office  
2nd Floor, City Hall  
222 3rd Avenue North  
Saskatoon, Sask. S7K 0J5



Dear City Clerk's Office,

The purpose of this letter is to request, on behalf of the Saskatoon Pesticide Reduction Program, a five minute speaking time during the December 5th City Councilors meeting. In the presentation, the Saskatchewan Environmental Society will encourage City Councilors to support future funding of the Saskatoon Pesticide Reduction Program and will emphasize the important role the program plays in providing citizens with alternatives to cosmetic pesticides. I am requesting to be included in the speakers list for this upcoming meeting.

Sincerely,

Jessie Carruthers  
Pesticide Reduction Coordinator  
Saskatchewan Environmental Society  
(306) 665-1915

Mailing Address  
PO Box 1372  
Saskatoon, SK S7K 3N9

Office  
204- 220 - 20th Street West  
Saskatoon, SK

ph 306.665.1915 fx 306.955.5852  
info@environmentalsociety.ca

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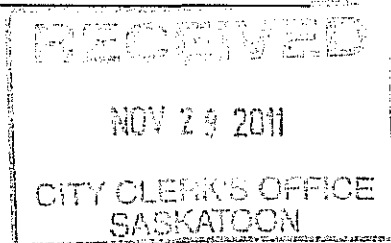
4250-011-3 A2)

Phone: 306.242.3060  
Fax: 306.242.2205  
Email: info@nsbasask.com  
Website: www.nsbask.com

#9-1724 Quebec Avenue, Saskatoon, SK S7K 1V9

November 29, 2011

His Worship the Mayor and Members of City Council  
222 3rd Ave. North  
Saskatoon, Saskatchewan S7K 0J5



Re: Council approval for zoning changes at River Landing

The NSBA congratulates and commends City Council for its November 21, 2011 decision regarding DCD1 zoning changes at River Landing. This decision, which received unanimous support no less, demonstrates Council's vision and commitment for forward progress in our city. Clearly, both Council and City administration recognize that the Saskatoon of today and the future is significantly different than the one when the zoning guidelines were set in 2004.

Equally as vital, this decision emphasizes the importance Council places on economics and business. This is such a crucial component because there is an inherent benefit to everyone when governments provide an environment for business to not only operate, but also to succeed. Aside from the direct taxes these businesses contribute that in turn fund public programs, public sector payrolls and capital projects, businesses also create jobs and wealth for their employees, suppliers, stakeholders and communities. This wealth creation then contributes to even more tax collection and public funding, thereby creating a self-perpetuating cycle of public good. Governments can impede or accelerate this cycle by certain actions and decisions, or conversely, inactions or indecision.

Council's decision on DCD1 zoning changes for River Landing was a major step forward for our city and Council is to be acknowledged and congratulated for it. All too often critics, activists and lobbyists, including ourselves, are quick to point out perceived errors or problems in Council and civic matters. In the Saskatoon and Saskatchewan of today where success is celebrated, however, it is equally important to acknowledge and congratulate our leaders when it is appropriate to do so. This is one of those instances, and the NSBA thanks, commends and congratulates City Council for this leadership, vision and action.

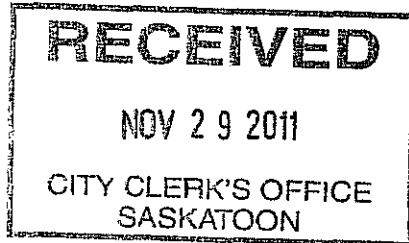
I would be pleased to personally offer this message of congratulations before Council at its regular meeting on December 5, 2011.

Sincerely,

Keith Moen  
Executive Director

*"Supporting Saskatoon's business community"*

A3)



Saskatoon Regional Intersectoral Committee  
880- 122 3<sup>rd</sup> Avenue North  
Saskatoon SK S7K 2H6  
(306) 933-5030

November 29, 2011

To Mayor Atchison and the Members of Saskatoon City Council;

The Saskatoon Poverty Reduction Partnership (SPRP), an initiative of the Saskatoon Regional Intersectoral Committee (SRIC), will be launching a strategy document titled *From Poverty to Possibility* at the Quality of Life forum on December 8, 2011. This document outlines the results of research and community interviews on Saskatoon poverty, as well as a preview of action items which will form the basis of a larger community action plan early in 2012.

SPRP Co-Chairs Sheri Benson (Executive Director of the United Way of Saskatoon) and Dr. Cory Neufeld (Chief Medical Health Officer for Saskatoon) would like to present this work to Saskatoon City Council on December 5, 2011 to provide an overview of the document and the work that needs to be done to address poverty in Saskatoon.

The partnership includes many Saskatoon agencies and departments – including the City of Saskatoon – but we recognize that, as the city grows, broader community involvement will be needed to tackle the issues effectively. Early in 2012, we will approach service organizations, faith groups, business groups and other community organizations to make them aware of the issues facing people living in poverty, and ask them to consider participating more in addressing these issues.

Working together, we believe we can ensure that all Saskatoon residents will enjoy the benefits of living in our growing and prospering city.

Sincerely,

Janice Braden  
Partnership and Strategy Development Coordinator  
Saskatoon Regional Intersectoral Committee



A3)

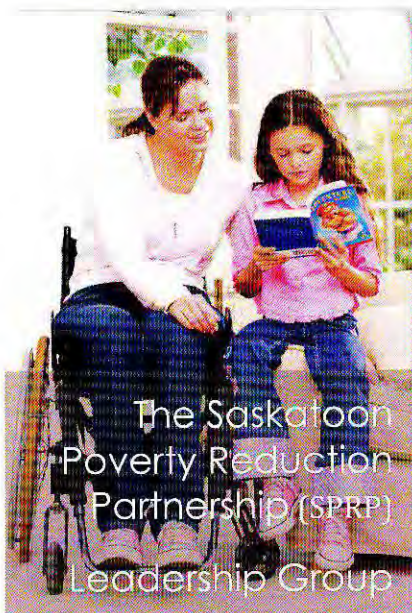
# from poverty to possibility ... and prosperity

Saskatoon Poverty Reduction Partnership 2011



A Preview to the Saskatoon Community Action  
Plan to Reduce Poverty





# The Saskatoon Poverty Reduction Partnership

is inviting organizations and individuals in our community to fill in the gaps between current conditions and the community we want to build, and to help identify and prioritize next steps. This Preview document is a key tool to help inform those conversations and decisions. This Preview document also introduces the framework for developing a Community Action Plan to reduce poverty and provides an overview of current action in the city of Saskatoon.

Momentum has been building over the past few years to create a meaningful, inclusive and concrete local plan to increase our community's well-being. Business people, community-based organizations, government, faith communities, researchers, and people living in poverty agree that *we need to work together, across our differences, to find sustainable solutions that will build a vibrant community.*

Circle Drive Alliance Church  
 City of Saskatoon  
 Forest Grove Community Church  
 Greater Saskatoon Catholic Schools  
 Ministry of Advanced Education, Employment and Labour  
 Ministry of Social Services  
 Saskatoon Anti-Poverty Coalition  
 Saskatoon Food Bank & Learning Centre  
 Saskatoon Health Region  
 Saskatoon Regional Intersectoral Committee  
 Saskatoon YWCA  
 United Way of Saskatoon & Area  
 University of Saskatchewan-Community University Institute for Social Research

Many Saskatoon residents enjoy a high quality of life. But an unacceptable number live in vulnerable circumstances that undermine their personal well-being and limit their participation in community life. Poverty does not affect only the poor; it exacts a toll on all of us in terms of decreased health, safety and community economic growth.

We are at a tipping point in our community in which, as partners, together, we can make a difference. This tipping point is possible because we have, as the general public, more awareness about the issues, a strong cross-sector commitment to make a difference, a more focused effort and new resources in the health sector to reduce inequalities in the way that health care is administered, and clear qualitative and quantitative data that demonstrates the link between poverty and inadequate community health.




A recent Canadian Senate report calls for federal-provincial initiatives to lift people out of poverty. Senator Hugh Segal stated, "By breaking the cycle of poverty once and for all, we will be investing in human empowerment — which will drive the health and prosperity of our cities and yield benefits for all of us." Other communities and organizations are providing significant support to reduce poverty. Vibrant Communities, a national poverty reduction effort, released findings of its nine-year initiative that demonstrate the positive impacts of a collaborative approach to reducing poverty on a large scale. Other provinces (such as Newfoundland and Quebec) and countries (such as Ireland and the

United Kingdom) have demonstrated that through concerted action people can reduce poverty. As we discuss in the following sections, by changing our approach to reducing poverty, we could conceive of the goal of reducing poverty in Saskatoon as building a *house of possibilities*.

In 2010, the SPRP formed to enhance efforts to coordinate multi-sectoral collaboration around a common vision. Current partners include a comprehensive mix of organizations and interest groups.

Poverty does not affect only the poor; it exacts a toll on all of us in terms of decreased health, safety and community economic growth.



*"The incidence of poverty is a severe, if not the most severe, threat to the health and quality of life of individuals, communities, and societies in wealthy industrialized societies such as Canada."*

*Dennis Raphael, 2007*



# The Saskatoon Community Action Plan

will represent a synthesis of what we've heard from the community—where there is support and agreement, where there are questions or concerns, and where there are gaps between intention and action to reduce poverty. It will put forward a starting place for action, based on where we are seeing common ground. The action plan will include:

- a description of current understanding about poverty, what it looks like in our community, and our community's history of reducing poverty
  - a framework for change, including goals and objectives
  - an updated inventory of actions in key areas, targeted for reducing poverty
  - a set of future actions to address gaps identified between current circumstances and the future we are seeking
  - initial monitoring of the community's progress in reducing poverty
- 

The following sets this Community Action Plan apart from previous efforts in Saskatoon:

- it is built on a strong evidence base that includes the following: (1) evaluated practices (sometimes referred to as "best practices"), (2) provider experiences (including service providers, organizations, and other communities), and (3) lived experiences
- it includes community advocates and leaders with a lived experience of poverty at the planning table, together with representatives from community service agencies, the city's Aboriginal community, health, provincial and municipal governments, school divisions, business and labour, faith communities, the university, and funding bodies
- it demonstrates a shared understanding of poverty in Saskatoon
- it reflects broad input and commitment from the community
- it represents a broadened response from the community to reduce poverty, including policy and the actions of community and organizations
- it reports on actions to date in reducing poverty in key areas
- it articulates a common set of prioritized actions to be taken, based on gaps between current conditions and the transformations we seek
- it outlines a plan for ongoing monitoring and evaluation of community progress in reducing poverty





## What do we mean by reducing poverty?

We recognize that the language we use can make a significant difference in how our work is understood and in the level at which community is engaged. Do we use old language or new? Do we focus on the problem to be solved, the vision to be realized, or both?

The vision of the SPRP is *the sustained individual and community well-being of all people in Saskatoon*. After much discussion, we chose a mission statement to guide our work that defines what reducing poverty means to us:

**Creating conditions which enable all members of our community to develop their talents and abilities, to actively participate in economic and social life, and to enjoy a good standard of living on a sustainable basis.**

However, in our view, no single phrase – old or new, problem or future-oriented – is adequate to convey the work that needs to be done. In many ways, these alternatives represent two sides of the same coin. What is most important is ongoing conversation with partners, including the general public, about the links between the problems we face and the future we are seeking.

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## Inequities need to be addressed.

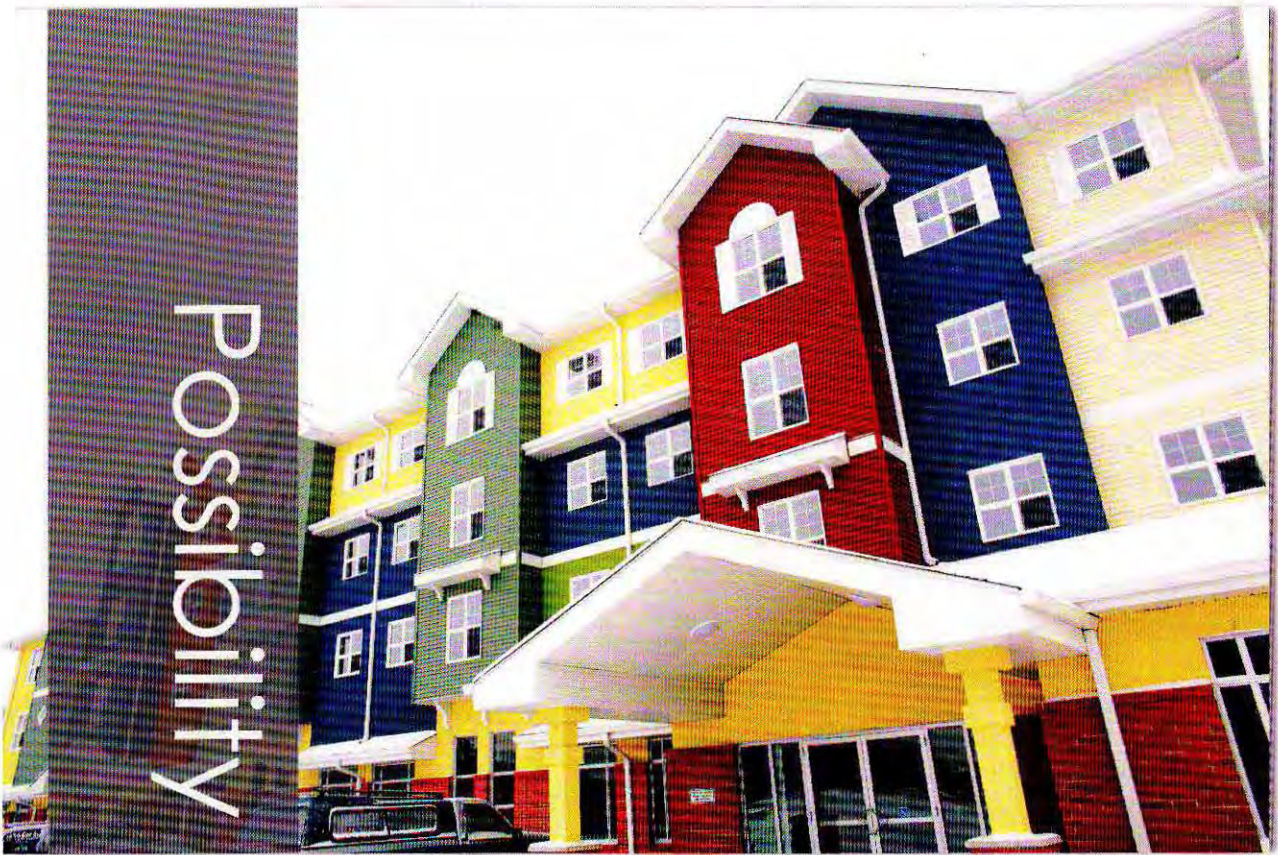
The entire community stands to benefit from the financial savings that could result from reducing poverty. A growing body of research is documenting the extraordinary financial costs associated with poverty. For example, the Ontario Association of Food Banks (OAFB) has estimated that the private and social costs of poverty in Canada result in \$7.6 billion in extra healthcare costs; \$1-2 billion in costs of increased crime and \$35-42 billion in lost productivity.

In Saskatoon alone, it is estimated that low income residents consume an extra \$179 million in healthcare costs beyond those of middle income earners. This figure does *not* include the additional costs for Social Services and Corrections.

Of course, the flip side of these financial savings is human gain in terms of the health and well-being of people living in poverty themselves, and the increased vitality of the community as a whole. With the opportunity to more fully realize their capacities, people living in poverty are better able to contribute to economic and social life. Moreover, a more cohesive community, that includes those living in poverty, is better able to tackle both the challenges and the opportunities that it faces.

The economic and social disparities we see today in residents of Saskatoon – concerning not only health care costs, but also income, education, employment and housing – deplete our community's potential. **A community-wide effort to reduce poverty is a vital step to creating a better future for all. These are the efforts of the house of possibilities.**





## **The house of possibilities**

Every initiative needs to have a vision for the future. The metaphor of the house describes the SPRP vision, as a framework for how and where we can change and improve. The metaphor of the house is based on Garry Loewen's work in the *Poverty Compendium of Poverty Reduction Strategies and Frameworks* (2009), adapted here for our use.

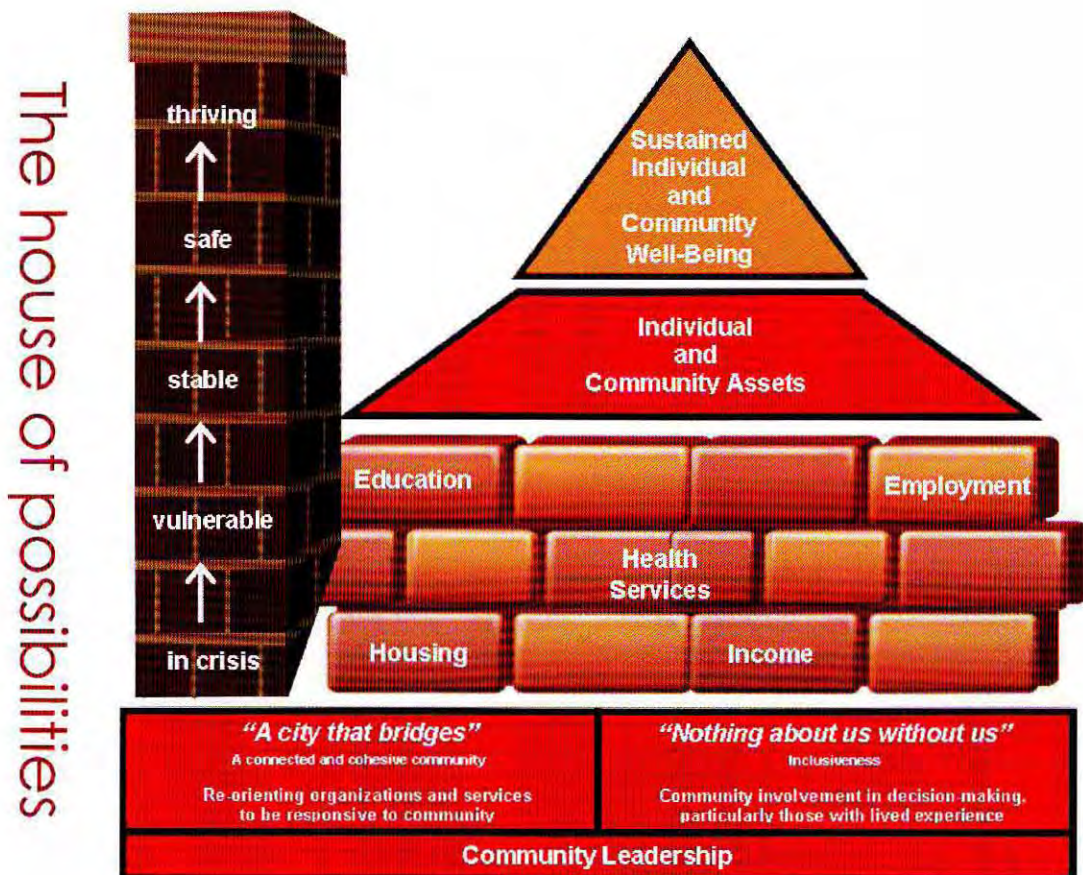
**The chimney and roof** - Our vision is the sustained individual and community well-being of all people in Saskatoon. Our mission is to create the conditions which enable all members of our community to develop their talents and abilities, actively participate in economic and social life, and enjoy a good standard of living on a sustainable basis. As individuals and communities move through stages of change, from being in crisis, all the way to thriving, they build assets (see chimney). These assets include skills, finances, support networks, etc. These lead them, and us, to a place of sustainability.

**The bricks** - Evidence of how we reduce poverty supports specific building blocks of this *house of possibilities*. These bricks are similar to what are sometimes called the determinants of health and are among the thematic areas of the forthcoming Community Action Plan. Education, employment, health services, housing and income are included here, based on our community's priorities for focus.



**The foundation** – Community leadership is the foundation for our work to reduce poverty. Community leaders, together with the Saskatoon Poverty Reduction Partnership, intend to do the following:

- Lead, Organize and Facilitate – act as a catalyst to re-orient organizations, services and policies to address poverty; and facilitate community connections.
- Build Awareness – build community awareness of and response to poverty.
- Collaborate across Sectors – build a common strategic vision, plan and language to express across sectors; promote accountability and transparency; balance structure and flexibility in what we do and how we do it; work to create a high level of trust and credibility among partners; create a hub to streamline coordination and support for those working to reduce poverty; build strong connections with related work provincially and nationally.





## Saskatoon, our people and poverty

The following section provides an overview of poverty in our community—a closer look at who is affected, the various dimensions and the spatial distribution of poverty in Saskatoon.

Overall, we have found the following:

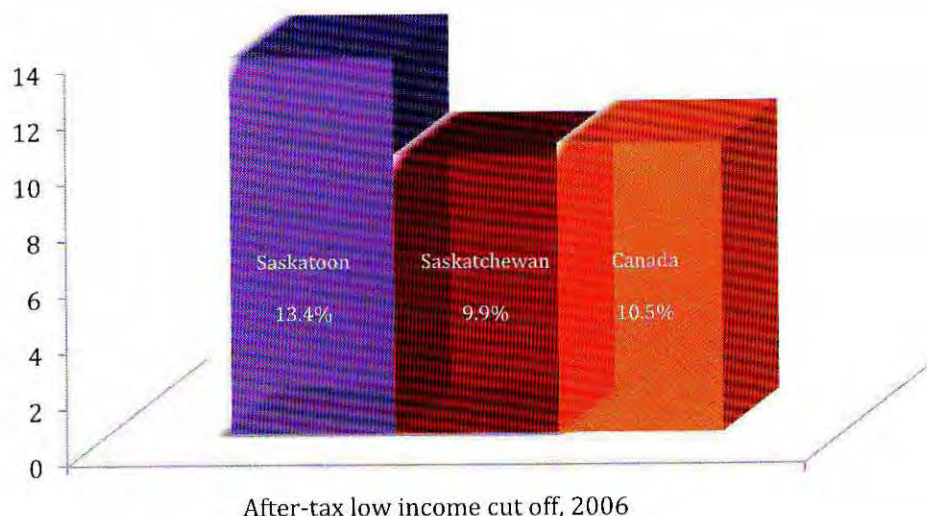
- a large number of Saskatoon residents are living in poverty;
- some trends are helping to reduce poverty and others are tending to deepen it; and
- an increased concentration of poverty exists in a few Saskatoon neighbourhoods (sometimes referred to as "core neighbourhoods").

In 2006, 13.4 percent of the City of Saskatoon's population lived below Statistics Canada's After Tax Low Income Cut-Off lines. This means that 26,675 Saskatoon residents were living in poverty. According to estimates developed for the City of Saskatoon in 2010, 12.6 percent of Saskatoon residents (27,412 people) lived in poverty.

In 2001, the average depth of poverty experienced by households in the Saskatoon Census Metropolitan Area was \$15,562. This means that the average low income household required an additional \$15,562 in annual income to rise above poverty.

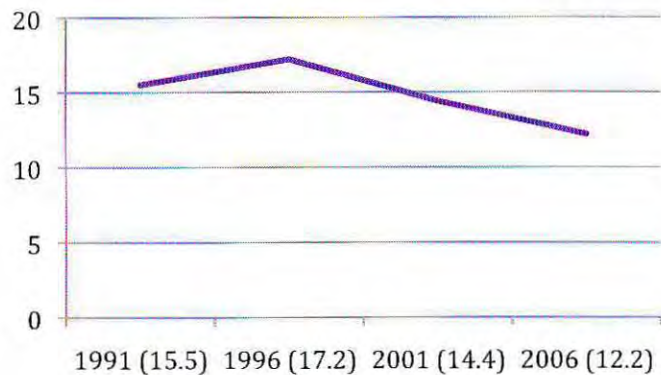
In 2006, the percentage of Saskatoon people living in poverty was somewhat higher than for the province as a whole (9.9 percent) and for the country (10.5 percent) – see chart below.

Like other jurisdictions across Canada, Saskatoon's poverty rate has fallen from the relatively high levels reached in the 1990s. In 1996, 17.2 percent of Saskatoon families were living on low incomes. By 2006, this figure had fallen to 12.2 percent of families.





## Percent of low income residents in Saskatoon



The overall decline in Saskatoon's poverty rate reflects an improving economy. Between 2001 and 2006, the unemployment rate in Saskatoon fell from 7.2 percent to 5.5 percent. Moreover, median household income improved during this period moving from \$41,991 to \$49,313. These trends continued through 2010 with unemployment falling slightly to 5.4 percent and median household income estimated to rise to \$56,507.

However, these positive developments were offset by other trends. While unemployment levels fell, access to a job did not necessarily provide assurance against poverty. As elsewhere in Canada, the number of working poor in Saskatoon is substantial. In 2005, approximately 40 percent of all Saskatoon residents living on low incomes had at least some part time work during the course of the year. No straightforward requirement of employment can resolve the problem of poverty in our community.

Further, despite improvements in median household income, Saskatoon residents have faced a rising cost of living, particularly due to dramatic increases in housing prices:

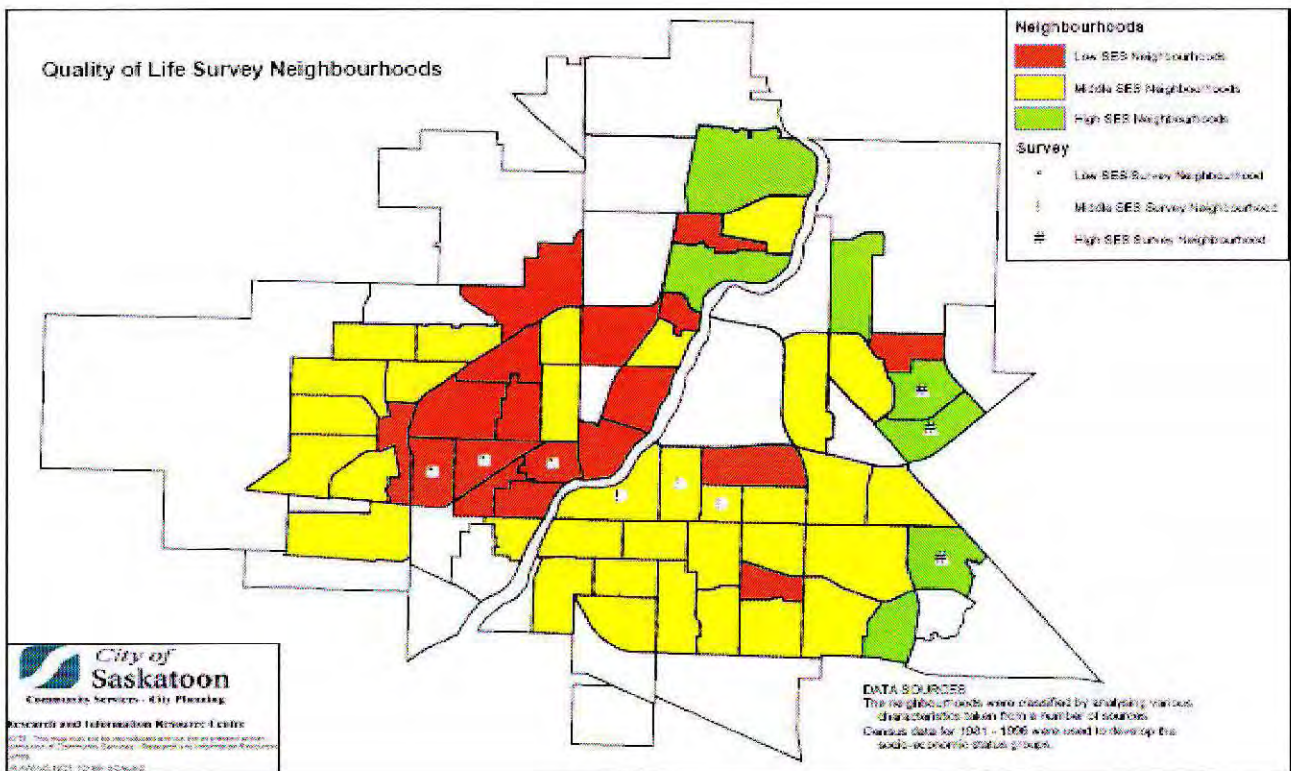
- Between September 2006 and September 2007, housing prices in Saskatoon increased by almost 50 percent, the largest increase on record and surpassing the 11 percent jump in 1996.
- Between October 2007 and October 2008, the average monthly rent for a two-bedroom apartment in the city increased by \$148. Between 2006, when a two-bedroom apartment cost \$609, and 2010, when it rose to \$935, residents faced a rental increase of 54 percent.
- In 2009, Saskatoon's average rent increased by 8.3 percent, the second highest increase in Canada.





A special task force on housing struck by the province in 2008 to examine the situation noted that such increases significantly outpaced the ability of many people to pay. What's more, despite the national economy's recent period of relatively stability, residents of Saskatoon continue to experience poverty, especially residents of our core neighbourhoods. While median household income increased for Saskatoon residents overall, the income gap between residents of lower and higher 'socio-economic status' neighbourhoods (SES) widened, between 2001 and 2009. Further, while there has been a decrease in the proportion of Saskatoon's population who live in low income households, the concentration of low income households who live in high poverty neighbourhoods has increased. A closer look at the state of poverty in Saskatoon reveals:

- A number of population groups (Aboriginal identity, lone parent families, unattached individuals, recent immigrants, children under age six, visible minorities and people with limitations in activity) experiencing poverty at a significantly higher level than the population as a whole
- A variety of conditions associated with poverty as cause, effect, or both
- Multiple and compounding issues contributing to entrenched poverty in Saskatoon's core neighbourhoods.





Momentum has been building over the past few years to create a meaningful, inclusive and concrete local plan to increase our community's well-being.



We are building the foundations on which our Saskatoon community will achieve possibility and prosperity.



# Poverty by population group

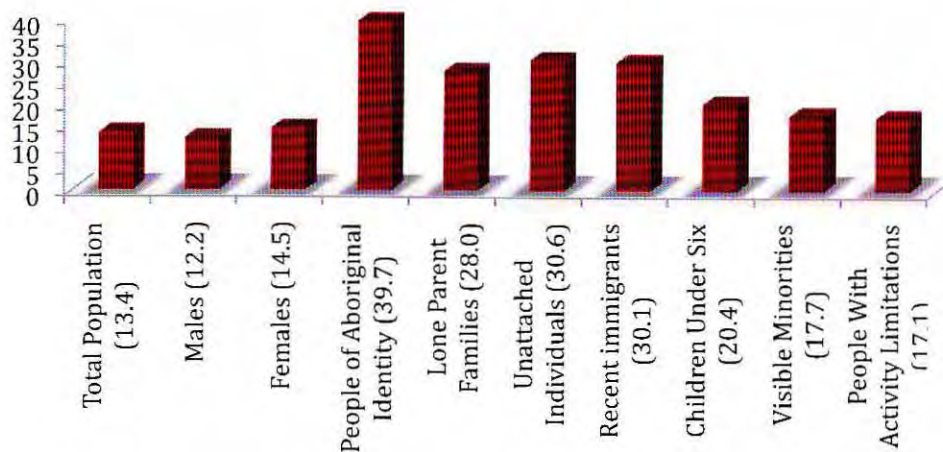
**People of Aboriginal Identity** - In 2006, people of Aboriginal identity made up just over nine percent of Saskatoon's total population. Estimates from the City of Saskatoon indicate that this was the case in 2010 as well. 2006 Census figures show that 40 percent of all Aboriginal people in the city of Saskatoon lived below the poverty line. In comparison, only 10 percent of the non-Aboriginal population lived in poverty. Despite these dramatic figures, there are signs that the economic circumstances of Saskatoon's Aboriginal population may be improving. Aboriginal employment rates in Saskatoon have been rising steadily since at least 1996. But unemployment levels still remain high. Improvements in Aboriginal employment may relate to the closing of the gap of educational attainment. The gap between employment rates for

Aboriginal people with post-secondary education (80 percent) versus that for non-Aboriginal people with post-secondary education (86 percent) is a gap wider in Saskatchewan than in other Western provinces.

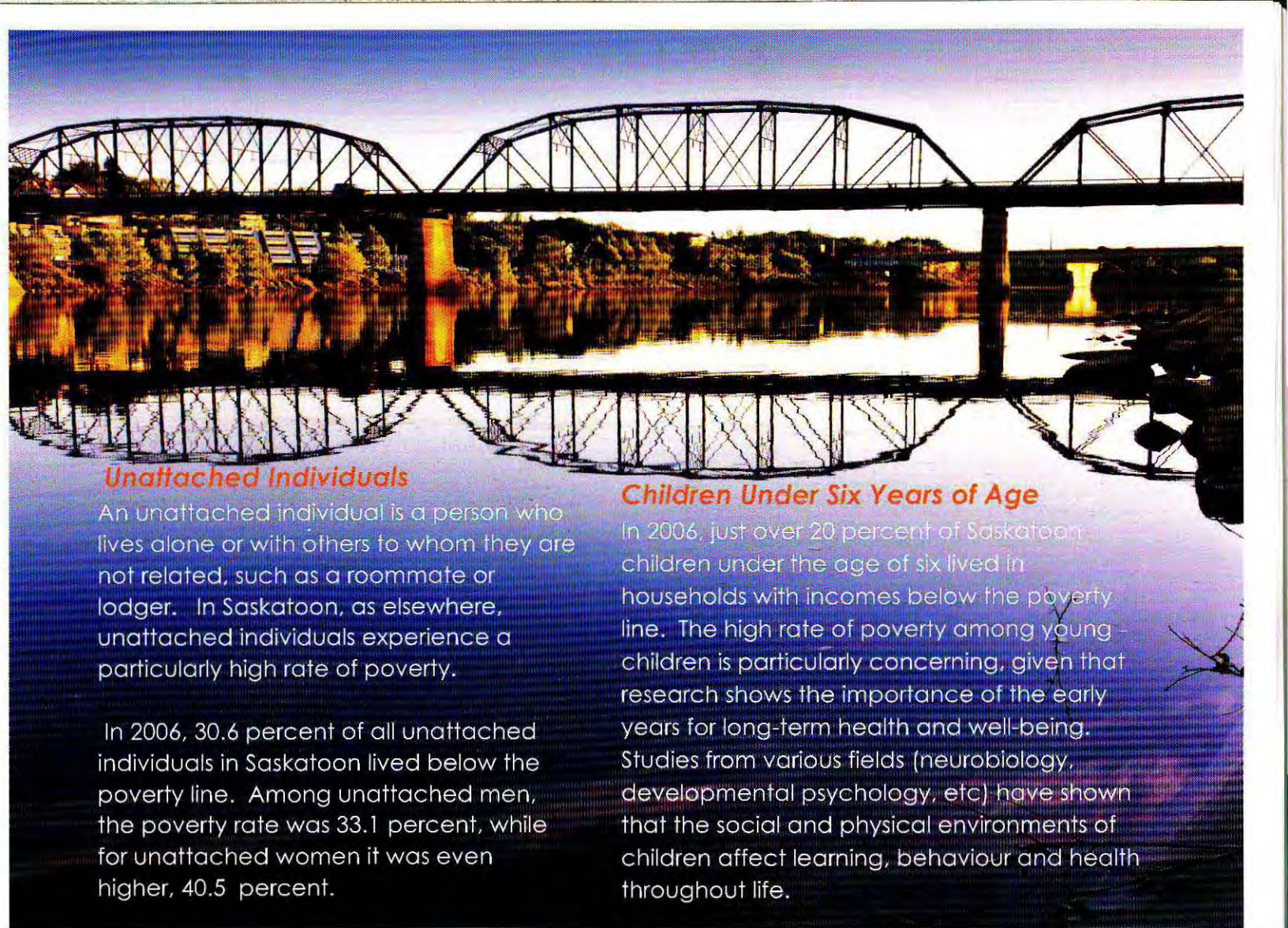
**Lone-Parent Families** - In 2006, 28 percent of all lone-parent families in Saskatoon lived below the poverty line. Reflecting the gender dimension of poverty, the vast majority of these lone-parent families are led by women (90 percent). Female lone-parent headed families have about 65 percent of the income of male lone-parent families.

**Visible Minorities** - Visible minorities also tend to experience a higher incidence of poverty than the overall population. In 2006, 17.7 percent of visible minorities living in Saskatoon lived in poverty.

**Percentage of Population Group Living in Poverty, 2006**







### **Unattached Individuals**

An unattached individual is a person who lives alone or with others to whom they are not related, such as a roommate or lodger. In Saskatoon, as elsewhere, unattached individuals experience a particularly high rate of poverty.

In 2006, 30.6 percent of all unattached individuals in Saskatoon lived below the poverty line. Among unattached men, the poverty rate was 33.1 percent, while for unattached women it was even higher, 40.5 percent.

### **Children Under Six Years of Age**

In 2006, just over 20 percent of Saskatoon children under the age of six lived in households with incomes below the poverty line. The high rate of poverty among young children is particularly concerning, given that research shows the importance of the early years for long-term health and well-being. Studies from various fields (neurobiology, developmental psychology, etc) have shown that the social and physical environments of children affect learning, behaviour and health throughout life.

**Recent Immigrants** - In Saskatoon, recent immigrants (those living in Canada for five years or less) also experience a higher poverty rate than the population as a whole, 30.1 percent. While employment rates for established immigrants tend to be slightly higher than employment rates for non-immigrant residents, recent immigrants are generally over-represented in lower earning occupations and under-represented in higher earning occupations.

In 2006, recent immigrants to Saskatoon represented less than 2 percent of the city's total population.

**People with Activity Limitations** - People with activity limitations, such as a physical disability, are also more likely to live in poverty than the population as a whole. In 2006, 17.1 percent of Saskatoon residents with activity limitations lived below the poverty line.

There are a variety of factors associated with poverty . . . as cause, effect, or both.



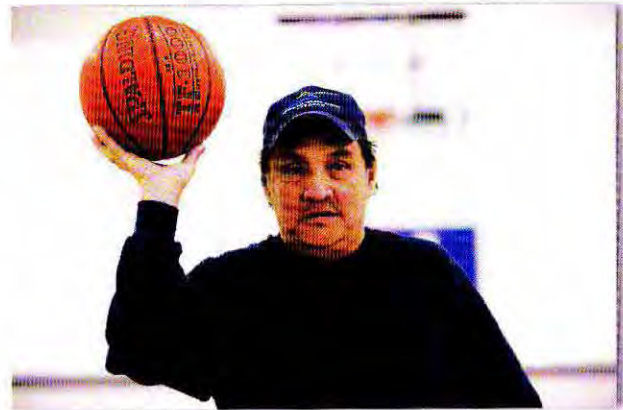
# Multiple and compounding factors in the core neighbourhoods

In almost all respects, the circumstances of poverty are more pronounced in Saskatoon's core neighbourhoods. Many of the conditions associated with poverty are particularly severe in these neighbourhoods, therefore multiplying the challenges to be addressed. At the same time, many of the population groups most vulnerable to poverty are disproportionately present in the core neighbourhood population. These realities limit the power and resources by which residents can bring about change.

The net effect is to create a situation of entrenched poverty in the core neighbourhoods. Despite some improvement in median income in these neighbourhoods between 2001 and 2006, the long-term pattern is clear. Neighbourhoods in Saskatoon that are considered low income (that is with 30 percent or more families living below the Low Income Cut-Off lines) have remained consistent since at least 1991, and virtually unchanged between 2001 and 2006.

In fact, while there has been an overall decrease in the proportion of Saskatoon's population living in low income households, there also has been an increased concentration of low income households in the city's high poverty neighbourhoods. Low income households in these areas have been reduced in breadth, but increased in depth.

The challenges facing high poverty neighbourhoods are reflected in the quality of life research undertaken by the Community University Institute for Social Research (CUISR). Between 2001 and 2010, CUISR conducted four telephone surveys, each involving approximately 1,000 residents in low, middle and high socio-economic status (SES) neighbourhoods in Saskatoon. The surveys measure residents' perceptions of their quality of life. The surveys were supplemented with face-to-face interviews, focus groups and discussions with those informing policy.



Over the span of this research, a substantial and persistent gap was identified between the quality of life reported by residents of lower and of higher SES neighbourhoods. In 2010 many more respondents from Low SES neighbourhoods (13 percent) reported Poor or Fair quality of life than did those from High and Middle SES neighbourhoods (respectively, 3 percent and 6 percent).

With respect to health, on the whole, residents of Low SES neighbourhoods report poorer health than do those from High and Middle SES neighbourhoods. For instance, in 2010, 17 percent of respondents from Low SES neighbourhoods rated their health as Poor or Fair, versus 10 percent of respondents from High and Middle SES neighbourhoods.



But for both quality of life and health, low SES neighbourhoods report some improvement in 2010 from 2007 levels. Other key conditions tracked by CUISR show a similarly complex pattern. While Low SES neighbourhoods are consistently worse off than High and Middle SES neighbourhoods, for social cohesion, the physical condition of the neighbourhood and safety from crime, the 2010 survey indicates some closing of the gap in each of these areas.

However, this is not the case with respect to income. While the median household income of all SES neighbourhoods increased by 25 percent between 2006 and 2009, the increases were larger for Middle and High SES Neighbourhoods (37 percent for Middle and 14 percent for High SES Neighbourhoods), than for Low SES Neighbourhoods (19 percent). In fact, the income gap between Low and High SES

neighbourhoods has widened, since CUISR's first survey was conducted in 2001. Poverty, and specifically the increasing gap between low and high SES neighbourhoods, continues to have a persistent hold on the city's residents that compels us to respond.

*The increasing gap between low and high SES neighbourhoods continues to have a persistent hold on the city's residents that compels us to respond.*



On the whole, residents of Low SES neighbourhoods report poorer health than do those from High and Middle SES.



# Our community's history in addressing poverty

The Saskatoon Community Action Plan is not emerging overnight. Instead it is building on local efforts begun at least 15 years ago that raised the profile of poverty as a concern and expanded the range of partners looking to solve it (see some examples in the box below). A timeline documenting our community's efforts to reduce poverty will be included in the Saskatoon Community Action Plan.

Some key recent initiatives have prompted a coordinated approach to the way that community leadership works to reduce poverty in Saskatoon. In 2001, the Community-University Institute for Social Research (CUISR) began its Quality of Life Research. This research tracks and assesses trends in many aspects of quality of life in Saskatoon.

In 2006, United Way of Saskatoon & Area convened six "community conversations" with people from neighbourhoods across the city, to work together to collectively learn what is important to the community and what role in this work United Way should take. As a result of these conversations, United Way developed four priority areas that they target through their work and investments: (1) to address the root causes of poverty and alleviate its impact; (2) to create a community where everyone can participate fully regardless of ability/disability, age, race and where they live; (3) to support access to literacy and skills training and create opportunities for people to learn from each other; and (4) to create a community where families feel safe. These "conversations" ensured that local citizens of all SES neighbourhoods had an opportunity to be heard.

In 2008, the Saskatoon Health Region released its report: *Health Disparity in Saskatoon: Analysis to Intervention*. The report highlights 46 policy options that local health, education, municipal and provincial government agencies should consider, in order to reduce health and social disparities in Saskatoon. The report (1) describes the extent of health disparity in the Saskatoon community; (2) explores the conditions associated with

## **Examples of our community's local leadership:**

- Order in City Council to Public Health created a "child hunger education program" (CHEP)
- Child Poverty Working Group became Communities for Children
- Community Schools designated
- Saskatoon Community Plan for Housing & Homelessness
- Quality of Life Research initiated by CUISR
- Roots of Poverty project by Saskatoon Anti-Poverty Coalition
- Saskatoon Child Poverty Report Card released by Communities for Children and CUISR
- Looking Out/Looking In: Women, Poverty and Public Policy Photovoice Project by Prairie Women's Health Centre of Excellence and Saskatoon Anti-Poverty Coalition
- Building Health Equity project by Saskatoon Health Region
- SWITCH Clinic
- Subsidized Bus and Leisure Services Passes initiated by the City of Saskatoon, in partnership with the Ministry of Social Services



health disparity; (3) explains that health disparity is mostly preventable; and (4) reviews abstracts and articles from other jurisdictions that present policy options for the various levels of government to consider to reduce health and social disparity. The study also included significant amounts of feedback from government agencies, academics, community groups, community associations, unions, business groups and over 5000 Saskatoon residents.

Also, in 2008, a working group convened by United Way of Saskatoon & Area and CUISR engaged in discussion and research on improving overall community well-being and dealing directly with the problem of Saskatoon's poverty. Using a process

called a Design Charette (an intense period of design activity), over 100 local leaders from various sectors participated in two and a half days of intensive, coordinated

effort to create an action plan to improve our wellbeing as a community and to increase the prosperity of every citizen. Participants developed 11 action areas from four broad domains: Community; (em)Power(ment) and inclusion; Process and Progress; and Transformation. Within those domains, participants also developed six specific themes: Education; Environmental Stability; Finance; Food Security; Housing; and Literacy.

*The greatest injustice  
of poverty comes  
when nothing is done  
to address it.*

At a Strategic Planning Meeting in 2009, the Saskatoon Regional Intersectoral Committee (SRIC) met to determine what role it should take in response to the Saskatoon Health Region's Health Disparity report (2008). The process involved looking at the 46 policy options presented in the report, using the five priorities of the SRIC: Early Childhood Development, Safe and Healthy Communities, Appropriate and Affordable Housing, Integrated Service Centres and Skill Development and Employment Transitions. Three areas of focus were identified: (1) Poverty Reduction Strategy; (2) Aboriginal Employment Strategy; and (3) Affordable Housing Strategy. Working committees were developed for the first two areas.

Later in 2009, the SRIC and the Charette working groups on individual and community well-being began collaborating on action planning,

to reduce poverty in the community. The groups worked with key leadership from SRIC, United Way, Saskatoon Health Region and CUISR. This group led a series of community dialogues and organized a community roundtable (November 24<sup>th</sup> 2009) with over 100 participants, to seek consensus on the immediate priorities of reducing community poverty.



# Our collective actions to reduce poverty

The SPRP is monitoring progress in the policy options prioritized at the community roundtable on November 24<sup>th</sup>, 2009. There was community consensus on 15 out of 46 policy options that stemmed from the report, *Health Disparity in Saskatoon: Analysis to Intervention*, and an additional two options that were not from this report (see diagram to the right).

It is important to regularly monitor the progress made on policy options that could improve our community's well-being and reduce poverty. These are big outcomes, though, and we may not see the kind of social change we aspire to for a long time. While the policy options are mostly focused on recommendations for change in policy to the provincial government, the work of the community of delivering programs and services can inform provincial leadership and effect change. Activities at a local level can make an impact. Reporting on community actions that will move our community towards longer-term outcomes is a timely and relevant use of monitoring. Monitoring can gauge the climate for action, including where we are moving forward, and where there is more work to be done. Our approach is two-fold: we conduct community member interviews and scan the environment. The SPRP reaches out to the community to receive updates on activities related to the policy options and will regularly continue to do so. Speaking directly to community partners greatly assists us in building a network committed to reducing poverty and in facilitating open dialogue and collaboration. All partners have supported this work and provided valuable insight.

Policy monitoring also includes regularly scanning newspapers and websites, such as the City of Saskatoon's news releases, the provincial government's news feed and the poverty-related reports of other communities and provinces.

The SPRP has put forward the following criteria for measuring 'limited,' 'some,' to 'significant' progress on policy options: (1) a priority for government and/or organizations (e.g., within strategic plan); (2) the amount and depth of related activities in the community (e.g., resources assigned); (3) the implementation of policy options.

## Options prioritized on November 24<sup>th</sup> 2009 (17)

- Develop a Multi-Year, Targeted Plan to Reduce Poverty
- Remove Work Earning Clawbacks
- Index Social Assistance Rates to Inflation
- Increase Public Understanding of Social Determinants of Health
- Increase Support for Community Schools
- Universal Child Care for Low Income Parents
- Reserve Education Placements for Low Income People
- Expand Affordable Housing Projects
- Support for Home Ownership
- Develop a Long-term, Consolidated, Comprehensive, Interagency Social Housing System for Hard to House Individuals
- Increase Monthly Shelter Allowances
- Renewed Federal Responsibility for Social Housing
- Setting Measurable Goals: More Work for Aboriginal People
- Comprehensive Return to Work Programs
- More Health Resources in Low Income Neighbourhoods
- Resident-Led Neighbourhood Development
- Broader Engagement with Labour and Business Communities

Monitoring involves collecting, analyzing, and reporting data on activities, outcomes and their impact, as well as on external factors, such as resources. Monitoring will help to identify opportunities and gaps, in the work to reduce poverty.



# Taking stock: the house of possibilities

The prioritized initiative for a multi-year, targeted plan to reduce poverty is being addressed through the Saskatoon Community Action Plan. The specific theme areas of the plan are income, education, housing, employment, and health services – the bricks of the “house” model (seen on page 7 of this document), to reduce poverty and support our *house of possibilities*. Two new areas proposed and prioritized for action include neighbourhood development and engagement with business and labour. In the majority of these theme areas, the SPRP is finding ‘some’ progress through assessing current activities and by considering future priorities and planning. Policies or initiatives that demonstrate ‘significant’ progress include support for community schools, affordable housing projects, and comprehensive return-to-work programs. Policies related to the rates of social assistance and educational placements that prepare participants for skilled vocations appear to need development.



**Limited progress:** not a priority, few resources or little activity




**Some progress:** low priority, some resources and activity








**Significant progress:** High priority, many resources and/or activities or policy implemented

Theme	Policy Option	Description	Progress
Overall	Develop a Multi-Year, Targeted Plan to Reduce Poverty	<i>Develop an effective plan to reduce poverty and health inequality for Saskatoon and Saskatchewan that includes a multi-year approach with concrete measurable targets, broad support and an evaluation plan</i>	
Income	Remove Work Earning Clawbacks/Earned Income Exemptions	<i>Work earning supplements should be coupled with the removal of work earning clawbacks to transition return to work and promote voluntary withdrawal from social assistance</i>	
Income	Index Social Assistance Rates to Inflation	<i>Social assistance rates should be increased as recommended in policy option #3, and then index future rates to inflation</i>	
Income	Increase Public Understanding of Social Determinants of Health	<i>Enhance the understanding of the general public about the determinants of health and the economic costs of not proactively addressing poverty</i>	



Theme	Policy Option	Description	Progress
Education	Increase Support for Community Schools	<i>Provide health and social services to schools in low income neighbourhoods in order to prevent school drop-out, encourage academic achievement, increase graduation rates and improve health</i>	
Education	Universal Child Care for Low Income Parents	<i>Child care should be provided to all low income parents at no direct cost in community schools in low income neighbourhoods. The pre-school and pre-kindergarten programs should be expanded in community schools in low income neighbourhoods and be provided at no direct cost to low income parents.</i>	
Education	Reserve education placements for low income students	<i>Learning institutions like SIAST should allocate 10% of their existing skills training vacancies to adults who have been on social assistance for more than one year to take the program at no cost. Free child care (policy option #16) should be provided to those who choose to enter school in order to better their chances to re-enter the workforce in a skilled vocation. The skills training sessions should be adapted to include academic support and if required support from health services (i.e., mental health).</i>	
Housing	Expand Affordable Housing Projects	<i>The City of Saskatoon should continue to examine the benefits of development of a Land Trust, designating surplus city land to affordable housing projects, inclusionary zoning, improving the speed of approval process for affordable housing and a five year tax abatement for affordable housing projects/units.</i>	
Housing	Support for Home Ownership	<i>The provincial government should consider investing in a Saskatoon-based, home ownership pilot program to convert 31 multi-units provincially owned affordable rental units to home ownership. A long-term rent-to-own program should be considered to increase the number of households in stable, safe, affordable housing</i>	
Housing	Develop a Long-term, Consolidated, Comprehensive, Interagency Social Housing System for Hard to House Individuals	<i>Develop a long term, consolidated, comprehensive, interagency social housing system in Saskatoon and Saskatchewan for hard-to-house individuals, including those living with mental health problems and addictions</i>	



Theme	Policy Option	Description	Progress
Housing	Increase monthly shelter allowances	<i>The Saskatchewan government should consider increasing monthly shelter allowances for all households receiving income assistance to match the 2008 average monthly rental rate and also include the total monthly cost for utilities. In addition, shelter allowance rates should be reviewed bi-annually and compared to current average monthly shelter rates and brought up to market standards when necessary.</i>	
Housing	Renewed Federal Responsibility for Social Housing	<i>The federal government needs to restore funding for social housing to the levels established prior to 1986</i>	
Employment	Setting measurable Goals: More Work for Aboriginal People	<i>Aboriginal representation in the workforce should increase to 15% of full time service jobs, 15% of management positions and 15% of professional workplaces within 10 years, or by 2017</i>	
Employment	Comprehensive return to work programs	<i>Return to work programs should include a comprehensive combination of adapted skills training, job search, job placement, on the job experience and life skills training in order to increase chances of transitional return to work. Health services should augment the return to work process when required</i>	
Health Services	More health resources in low income neighbourhoods	<i>The number of health resources in Saskatoon's low income neighbourhoods should be proportionate to the size of the population; and its disproportionate number of health disorders</i>	
Newly Proposed	Resident led neighbourhood development	Specific focus needs development	n/a
Newly Proposed	Broader engagement with business and labour communities	Specific focus needs development	n/a

Please note the above assessments of progress are based on information received as of August 30 2011. These assessments may be different from those in later documents as we continue to gather more information.

from poverty to possibility . . . and prosperity



# Measuring our community's progress

Ultimately, to be open to develop the *house of possibilities* in the policy and work of reducing poverty in the city, the SPRP is committed to regularly monitoring a core set of indicators, outlined below. These indicators are meant to provide our community with a sense of how broad socioeconomic trends are unfolding in Saskatoon and in order to know how the possibilities are affecting people's lives, particularly for those living in poverty. Evaluation will determine if these changes in socioeconomic trends occur due to certain activities, including the policy changes that the SPRP will regularly monitor. The indicators were selected according to a number of criteria, including the following: (1) that reporting will occur at least annually; (2) that indicators relate to the theme areas we're monitoring and evaluating; and (3) that they are crucial to the well-being of the community.

**Market Basket Measure (MBM):** The cost of a specific basket of goods and services representing a modest, basic standard of living. It includes the costs of food, clothing, footwear, transportation, shelter and other expenses for family of two adults aged 25-49 and two children (aged 9 and 13). The MBM is measured every year by Statistics Canada.

**Employees that are permanently employed (%):** The percentage of the employed population that are permanently employed, aged 15 years and over. This is measured annually by Statistics Canada.

**Labour force participation rate (%):** Measures the percentage of the population, 15 and over, that are employed and/or are looking for employment. This is measured monthly by Statistics Canada.

**Children vulnerable in one or more domains (%):** Measured through the Early Development Instrument (EDI), which measure the 'readiness for school' of Kindergarten children. There are five domains in the EDI. The EDI is administered in all Kindergarten classes in Saskatoon's schools.

**Average rent for 2-bedroom apartment (\$):** Rent refers to the actual amount tenants pay for their unit, which may or may not include services such as heat, hydro, parking, and hot water. This is measured twice a year by the Canadian Mortgage and Housing Corporation.

**Median Multiple:** The median house price divided by the gross annual median of household income. The median is the middle number in a list of numbers that have been ordered according to their value. A Median Multiple of more than 4.1 is considered 'Seriously Unaffordable.' The Median Multiple is calculated annually using information from the Demographia International Housing Affordability Survey.

**Infants scored as 'at-risk' on the In-Hospital Birth Questionnaire (%):** The In-Hospital Birth Questionnaire (IHBQ) is a post-partum assessment tool used to screen for risk of poor parenting or developmental delays in infants. Infants scored as 9 or higher are considered at-risk. Nearly all infants born in Saskatoon take part in the IHBQ.

**Clients that used the food bank over a one-month period:** Collected through the Food Banks Canada *HungerCount*, which collects information annually about clients of the Food Bank from across Canada.

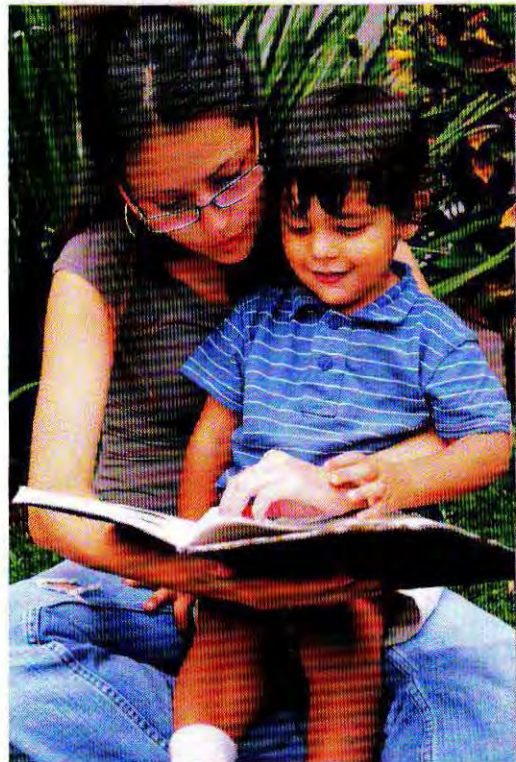
We return to the *house of possibilities* as our vision for our community. These core indicators provide checkpoints as residents of Saskatoon move from poverty to possibilities, built by equitable access to income, education, housing, employment and health services.



Access to these building blocks enables each of us to find the many possibilities that life in Saskatoon can offer—even including prosperity—as we all better experience and contribute to our community's economic and social life. But assistance is needed *in every sector of society*, as a more cohesive community is better able to tackle both the challenges and the opportunities that it faces.

## Next steps

This Preview document has introduced you to the purpose and framework of the Saskatoon Community Action Plan to Reduce Poverty, and has given you an overview of current action in our community. The SPRP encourages organizations and individuals in our community to fill in the gaps and to help identify and prioritize next steps. Please use this Preview document and the key questions below as a tool to help inform your conversations and decision-making.



1. How have you or someone you know experienced poverty in Saskatoon? What does poverty mean to you?
2. Why should we worry about poverty in Saskatoon?
3. Where should we focus, to reduce or eliminate poverty in Saskatoon?
4. What targets and policies should we focus on, and where is the evidence that these work to reduce poverty and/or its effects?
5. What additional actions do you know about that are currently being undertaken to reduce or eliminate poverty in Saskatoon? Are they sustainable?
6. Where are the gaps between what we want for our community and the actions that are taking place or planned?
7. How should we fill these gaps?

Moving forward, the SPRP will continue to monitor progress that the city is making on the 17 policies and initiatives and to give interactive updates to the community. The SPRP will also continue to engage with groups and individuals in the community towards enhancing and implementing the larger Action Plan and so to catalyze action. Please contact us to inform the progress on the plan, to give feedback and/or to respond to any of the other questions above.



from poverty to possibility . . .  
and prosperity.

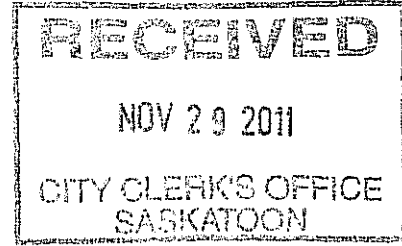


Saskatoon Poverty Reduction Partnership 2011

[www.saskatoonpoverty2possibility.com](http://www.saskatoonpoverty2possibility.com)

4110-44  
A4)

November 29, 2011



City of Saskatoon – Office of the City Clerk  
222 Third Avenue North  
Saskatoon, SK S7K 0J5

Dear City of Saskatoon:

Re: Development of the Kensington Neighbourhood  
Centennial Drive

---

As per the current land use concept plan for the Kensington Neighbourhood, concerns have been raised by the residents of Pacific Heights regarding the impact of traffic volume and safety of Centennial Drive upon completion of Kensington.

Please accept this letter so that I may bring the concern before City Council. Also, please accept my request to speak at Council, and present them with a petition regarding the concern(s).

- Safety of School Zone
- One lane of driving in each direction
- Speed of Traffic
- Motor Vehicle Accidents (3400 Blk)

The signatures obtained on the petition are from the residents of Pacific Heights, not in favour of the extension of Centennial Drive into Kensington.

Thank you for your time.

Kind Regards,

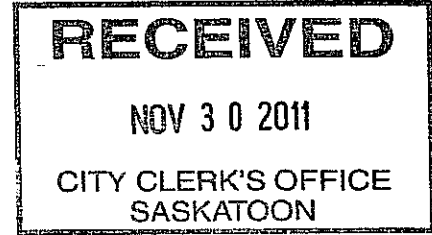
A handwritten signature in black ink, appearing to read "Mike San Miguel".

Mike San Miguel  
PO Box 28017  
Saskatoon, SK S7M5V8  
306-291-1761



2000-5 AS)

**From:** CityCouncilWebForm  
**Sent:** November 29, 2011 11:13 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Dion Brick  
3125 11th st west  
saskatoon  
Saskatchewan  
s7m1k1

EMAIL ADDRESS:

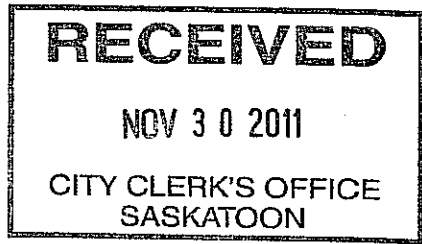
[dion33@live.com](mailto:dion33@live.com)

COMMENTS:

I would like to speak to council about the tall turbine project on dec 5th council meeting.

2000-5 A6)

**From:** CityCouncilWebForm  
**Sent:** November 29, 2011 9:44 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Chris Fossenier  
3438 Normandy  
Saskatoon  
Saskatchewan  
S7M 3R2

EMAIL ADDRESS:

[chris@itvinci.com](mailto:chris@itvinci.com)

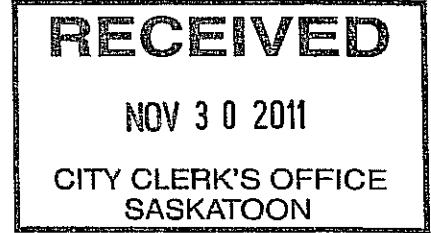
COMMENTS:

I wish to speak to council regarding the Saskatoon Wind Turbine at the next council meeting on the 5th of December 2011.

Thank You

2000-5 A7)

**From:** CityCouncilWebForm  
**Sent:** November 29, 2011 9:24 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Denis Grimard  
3123 Mountbatten St  
Saskatoon  
Saskatchewan  
S7M 3T3

EMAIL ADDRESS:

[dvgrimard@gmail.com](mailto:dvgrimard@gmail.com)

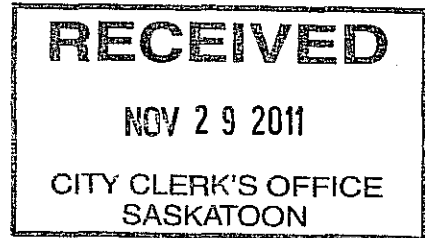
COMMENTS:

I wish to speak at the Dec 5th council meeting regarding the proposed wind turbine

thanks,  
Denis

4205-9-3  
A8)

**From:** CityCouncilWebForm  
**Sent:** November 28, 2011 8:56 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Kirsten Ketilson  
24 Baldwin Crescent  
Saskatoon  
Saskatchewan  
S7H 3M6

EMAIL ADDRESS:

kirstenketilson@sasktel.net

COMMENTS:

Kinsmen Park Master Plan Submission to City Council  
December 5, 2011  
Saskatoon Nordic Ski Club

Introduction

This submission on the Kinsmen Park Master Plan to City Council is made on behalf of the Saskatoon Nordic Ski Club (SNSC). The SNSC would like an opportunity to speak at the City Council meeting on December 5, 2011 where the Kinsmen Park Master Plan will be discussed in support of the position advanced in this letter.

The SNSC is a community of enthusiastic, engaged and supportive people who are advocates for cross country skiing in Saskatoon. Our club was established in 1968 in Saskatoon and since that time has provided our members and the general public of all ages and fitness levels cross country ski lessons in Saskatoon, cross country ski competition training in Saskatoon and area, recreational cross country ski events in Saskatoon and area, cross country ski tours in central Saskatchewan, a wilderness hiking program in central Saskatchewan, and groomed cross country ski trails in Saskatoon and area. Groomed cross country ski trails for skate and classic cross country skiing are provided by the Saskatoon Nordic Ski Club in Saskatoon at Kinsmen Park; and Wildwood Golf Course. Eb's Trails feature groomed classic wilderness cross country ski trails north of Saskatoon in the Nisbet Provincial Forest.

The SNSC is a member club in Cross Country Saskatchewan and Cross Canada Canada; this allows us to offer nationally recognized programs that are led by our certified coaches, instructors and officials. We host provincial cross country ski events including the Saskatoon Skate and Classic Loppet and several SaskCup races, and are one of the leading cross country ski member clubs in Cross Country Saskatchewan. The SNSC represents Saskatoon in the sport of cross country skiing, which is a recognized winter Olympic sport. Our athletes represent the Saskatoon zone in the Saskatchewan Winter Games and we have provided athletes, coaches and officials to represent the province at the Canada Winter Games. At the recent Winter Olympics in Vancouver, we provided several officials.

The SNSC is a volunteer run organization; our activities are accomplished by enthusiastic and dedicated people from Saskatoon and area.

Many other cities across Western Canada have embraced the sport of cross country skiing. Cross country skiing is an accessible sport for people of all ages and skill levels. It is excellent exercise, and can easily be adopted by youth as a "sport for life". In Saskatchewan, excellent, multi-purpose cross country ski trails and facilities can be found in or in close proximity to Regina, Prince Albert, La Ronge, North Battleford, Duck Lake, Melfort, Humboldt, Creighton, and other communities.

Unfortunately, Saskatoon, although it has one of the strongest contingents of cross country skiers in the province, has stumbled along with mostly beginner facilities for over 30 years. This limits the ability of the sport to expand and become attractive to youth and families. I'm sure that given this context, City Council can understand that the SNSC is very sensitive to any plans to reduce or modify the existing cross country ski trail systems in the City of Saskatoon. As an organization, the SNSC embraces the concept of having Saskatoon be known as a winter city - and we want to expand and enhance our existing facilities and trails for cross country ski trails, for both competition and recreation, as part of this overall vision.

To help us focus our vision, the SNSC has recently undertaken a 10 year strategic plan. This plan, entitled Vision 2020, outlines the 10 year vision for our club. Relevant to the Kinsmen Park Master Plan, the SNSC is a community of enthusiastic, engaged and supportive people who are advocates for Nordic Skiing in Saskatoon. As part of this vision, we are committed to and advocates for having Kinsmen Park remain a key beginner cross country ski trail system in the City of Saskatoon. Our 10 year strategic plan also includes a goal to pursue a home for skiing in Saskatoon and area that has multi-purpose trails and terrain that accommodates all levels of ability.

Why are we here?

The Saskatoon Nordic Ski Club is interested to see cross country skiing remain a dominant winter activity in Kinsmen Park and has been actively involved in the Kinsmen Park Master Plan process since its initiation in late Q1 2011.

When the Kinsmen Park Master Plan process started, we were excited about the re-development of Kinsmen Park, and the opportunity to provide input into the vision for the park's re-development. We had the impression that the outcome and priorities for Kinsmen Park would be outlined in the Master Plan and would be based on public input and participation.

We find that the reality of the process has been a concept plan largely undertaken to identify a location for the expansion and rejuvenation of the summer play area. We continue to be surprised that encouraging winter play for children was not incorporated as one of the top priorities for the expansion of the play area and the initial phase of park re-development, and that engaging children with respect to winter play was not one of the focuses for the Master Plan process.

The SNSC has spent considerable effort and focus to encourage the creation of a winter concept plan and inclusion of winter activities into the vision for Kinsmen Park. We believe this formal acknowledgement that this particular park is well used by people of all ages, including children, for many outdoor activities throughout the year will benefit Kinsmen Park in the future. We congratulate Jeanna South and the project team on this historic achievement. However, at the conclusion of this process, with our paper winter concept plan in hand, we are disillusioned at best.

We find ourselves on the "wrong side of the coin" in that although we are not specifically opposed to expanding and rejuvenating only the summer play area in Kinsmen Park, we find our participation in the Kinsmen Park Master Plan process to have provided us with a slightly shorter ski trail and no funds or real commitment to any implementation of the winter concept. Thus, the SNSC finds that our vision of expanding and enhancing cross country ski facilities in Saskatoon as part of our advocacy for the sport in general, to be unsuccessful in its first attempt. This is very frustrating for all our members who have participated in this process.

The SNSC asks city council why substantial public dollars were spent to create a Master Plan for Kinsmen Park that has no associated funding or internal City resources allocated to secure funding beyond the rejuvenation and expansion of the existing summer play facility. We have been told by some city councilors: "there is no money beyond the money already allocated". We are confused by the reference to where the money is already allocated, because we have not seen any cost estimates for any of the facilities included in the concept plan at this early stage.

#### Required Decision

We are here to ask City Council to do more than acknowledge on paper that Kinsmen Park is a "a place for children in the city" during all seasons of the year. Specifically, the SNSC asks City Council to assign priority to one of the facilities included in the winter concept plan in order to allow the vision for this park to become a hub for winter activity to move forward as part of the first phase of the Kinsmen Park Re-development.

The winter concept plan includes only a few facilities that would be needed to see the winter concept fully implemented. These include the following key facilities:

- Winterized facility to support skating, cross country skiing, tobogganing for children, and winter festivals;
- Re-grading of hills to create additional topography for cross country skiers and local tobogganners; and
- Construction of a bridge over the new train to allow easy access between the north and south parts of the park.

Based on the current implementation schedule, the SNSC understands that the first facility to be implemented will be the winterized facility. This facility will significantly enhance the ability of the SNSC to carry out and expand our children's cross country ski instruction program and cross country ski programming in general in the near term (i.e., the next 5 years). In addition, this facility will facilitate the use of the park trails by the general skiing public, and other winter users.

The SNSC recognizes that funding and partnerships must be established to allow construction of this facility and the other facilities in Kinsmen Park. To that end, the SNSC is willing to partner with the City of Saskatoon to approach corporate and other funding agencies. The SNSC believes that if an internal resource within the City of Saskatoon was allocated to partner with the SNSC to pursue corporate sponsorships that achievement of many of the key facilities in the winter concept plan is reasonable within a 5 year timeline.

In summary, the SNSC would like to see the re-development of Kinsmen Park as an opportunity for users who enjoy the park in all seasons. We propose that City Council recognize that winter play is equally as important as summer play in Kinsmen Park by assigning equal priority to the first priority facility for the winter concept plan put forward: the winterized facility. We recognize that any decisions related to construction of any of the facilities included in the first phase of the re-development would be based on a sound understanding of associated costs and schedule, and would require approval by City Council prior to initiating detailed engineering studies and construction.

Fundamentally what we are asking for is assignment of priority to the winter concept plan, and allocation of internal resources within the City planning department to partner with us and other stakeholder organizations to pursue funding opportunities. Without this, we find it hard to be excited about the Kinsmen Park Master Plan project in general. Thank you for your time.

Submitted by:

Kirsten Ketilson, President Saskatoon Nordic Ski Club

Eric Lamb, Membership Director, Saskatoon Nordic Ski Club

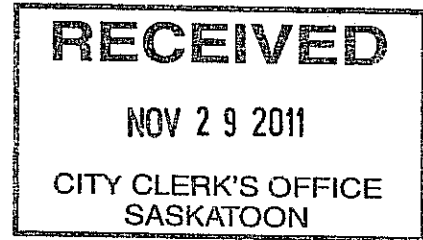
Dan Brisbin, Vision 2020 Implementation Committee Co-Chair, Saskatoon Nordic Ski Club

Website: [www.saskatoonnordicski.ca](http://www.saskatoonnordicski.ca)

Email: [info@saskatoonnordicski.ca](mailto:info@saskatoonnordicski.ca)

4205-7-3  
A9

**From:** CityCouncilWebForm  
**Sent:** November 29, 2011 8:18 AM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Richard St-Pierre  
221 Garrison Cres.  
Saskatoon  
Saskatchewan  
S7H 2K6

EMAIL ADDRESS:

[rgstpierre@sasktel.net](mailto:rgstpierre@sasktel.net)

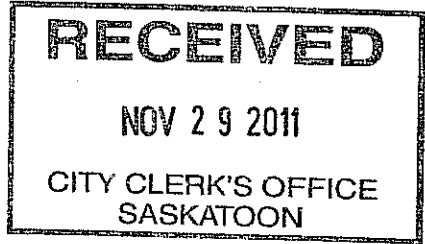
COMMENTS:

I strongly support the efforts of the Nordic Ski Club and the Kinsmen Park Ski Committee to have an all-season facility included in the redevelopment plan. This will be of tremendous benefit to cross-country skiers who use the park, particularly to children, and will enhance the quality of life in this city, particularly in the winter months.



4205-9-3  
A10

**From:** CityCouncilWebForm  
**Sent:** November 29, 2011 8:09 AM  
**To:** City Council  
**Subject:** Write a Letter to City Council

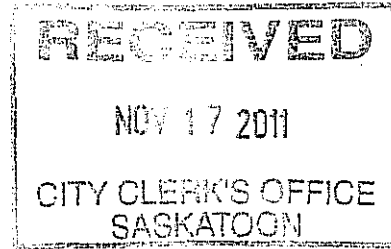
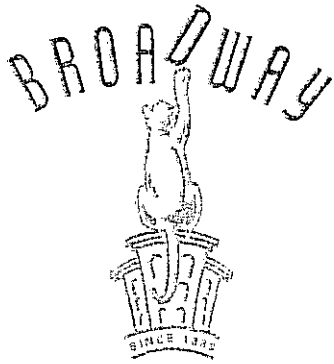


TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

**FROM:**  
  
John Sheard  
3 Ling Street  
Saskatoon  
Saskatchewan  
S7H 3G2

**EMAIL ADDRESS:**  
  
[john.sheard@usask.ca](mailto:john.sheard@usask.ca)

**COMMENTS:**  
  
This communication is to notify Council that I wish to speak to the report from the Kinsmen Park Ski Committee which was submitted to the P & O Committee on Tuesday, November 29th. I will be speaking on behalf of Chairperson Cliff Speer who has sadly been called away from Saskatoon due to a death in his family. If Cliff is able to return by Monday, 5th December Council may prefer that he make the presentation.



BI)

November 15, 2011

City Council  
c/o City Clerk's Office  
Saskatoon City Hall  
222 - 3<sup>rd</sup> Ave. N.  
Saskatoon, SK S7K 0J5

Your Worship and Members of Council,

Please consider this a written request for temporary street closure of Broadway Avenue from Main Street through to 12<sup>th</sup> Street on December 8, 2011 for the Broadway Spirit of Christmas Evening. As discussed with Todd Jarvis, Infrastructure Services, we will require the street to be closed from 6pm to 10pm to allow for event set-up and take-down.

This will be an evening of sleigh rides, hot chocolate, caroling, Santa Clause and much more. The event will take place from 7pm - 9pm and be part of our Broadway Jingle Bucks Christmas Promotion with three prize draws also being made that evening for a total of \$1,500 in Broadway Jingle Bucks prizes.

We appreciate your consideration. Please advise of any issues or concerns and thank you for your assistance.

Sincerely,

Sarah Marchildon  
Executive Director  
Broadway Business Improvement District

cc: Todd Jarvis, Infrastructure Services, City of Saskatoon

BROADWAY BUSINESS IMPROVEMENT DISTRICT  
8113 Broadway Avenue, Saskatoon, SK S7N 1B5 | T: 306.664.6463 | F: 306.664.6467 | E: bbid@broadway.ca | www.broadway.ca



*City of*  
**Saskatoon**  
Office of the City Clerk

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

B2)

November 25, 2011

The Estate of Georgie Davis  
203-125 Avenue B North  
Saskatoon, SK  
S7L 1C9

To the Executor:

**Re: Saskatoon Accessibility Advisory Committee  
(File No. CK. 225-70)**

On behalf of the Saskatoon Accessibility Advisory Committee, I am writing to you to acknowledge the outstanding commitment Georgie conveyed with her work with the City and the community.

Georgie was the Executive Director of The Independent Living Centre in Saskatoon, on the Provinces Disabilities Issues Committee, and chair of the City of Saskatoon Accessibility Advisory Committee. These are just a few of her accomplishments.

Through the years she has advocated on behalf of persons with disabilities specifically in chairs for access not only to municipal and government buildings but also to basic transit issues and access on sidewalks, paths, and parks. Georgie was a leader and a mentor for a number of individuals and she inspired persons with disabilities to stand up and speak out. She was never afraid to take on an issue and was always networking and questioning why things were the way they are.

Georgie was like a catalyst that mixed with her community and inspired empowerment. Through her advocacy work she has affected changes in our community and Province to the extent that she has made the lives of others with disabilities easier.

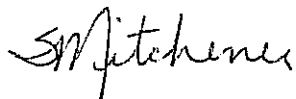
Georgie's high bar of accessibility standards will always be on the minds with those of us that knew her and worked with her.

The Saskatoon Accessibility Advisory Committee acknowledges Georgie's work and commitment to the citizens with disabilities in the city of Saskatoon.

November 25, 2011  
Page 2

It was my pleasure to have been able to work with Georgie on many issues concerning persons with disabilities. Her leadership will be missed.

Warm regards,



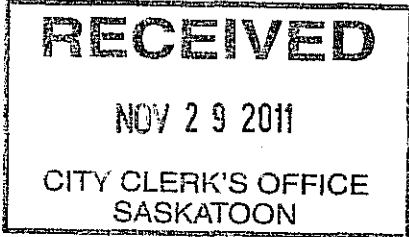
*per* Robin East, Chair  
Saskatoon Accessibility Advisory Committee

cc: Saskatoon City Council  
Saskatoon Accessibility Advisory Committee

RE/smm

6150-1  
B3

From: CityCouncilWebForm  
Sent: November 28, 2011 7:49 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Megan Helgason  
9 MInto Place  
Saskatoon  
Saskatchewan  
s7l1c4

EMAIL ADDRESS:

[meganhelgason@gmail.com](mailto:meganhelgason@gmail.com)

COMMENTS:

To whom it may concern,

I am writing to express my disgust with the drivers of our city of Saskatoon. 90% of the time when I am walking with my son in his stroller, drivers will not stop for us to cross at crosswalks. I would understand them not stopping if I was wanting to cross in the middle of the road, but at a crosswalk it is unexcuseable.

I literally have to walk out into the street before they will stop for us. And on one occasion, a comfort cab literally drove right up to my son and myself stopping right before hitting us, even though he had over a block to stop, and then decided to lay on the horn blasting it in our face until we got off the road. I have also had several other occasions where I walk out and the cars coming have plenty of time to slow down, but they come right up to us swearing and give us the finger.

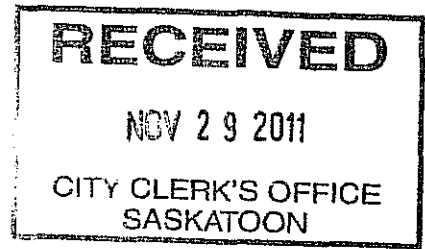
I live right off Idylwyld by SIAST, and the people driving down Idylwyld anytime of the day are rude, impatient, and heartless. Yes, I would love to stand on the corner and wait for fifteen minutes in the cold with my son just to walk the 3 blocks to my local grocery store. People need to realize there are homes right on Idylwyld with families and small children, there are schools nearby, and daycares, so therefore crosswalks are used often but unfortunately nobody will stop for those crossing.

By writing this, I am hoping to get the attention of those inconsiderate people and open their eyes that it will take maybe 10 seconds out of their drive to stop for my son and I, and other people trying to cross at a crosswalk. If you see someone at a cross-walk, STOP! If you see a person with a stroller, STOP! Some of us choose to walk because we have no other means of transportaion, or just want to get out for some excercise, so dont make it so hard on us!



7830 - 3 (B4)

**From:** CityCouncilWebForm  
**Sent:** November 29, 2011 2:41 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Margi Corbett  
420 10th St East  
Saskatoon  
Saskatchewan  
S7N 0C9

EMAIL ADDRESS:

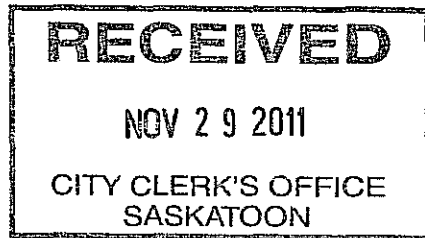
[mejcorbett@shaw.ca](mailto:mejcorbett@shaw.ca)

COMMENTS:

Hello. Now that tenders are being considered for recycling processing, I would like to respectfully remind you that if the city of Saskatoon does not recycle glass we are taking a very big step backward. Thank you for your consideration.

4205-BS)

From: CityCouncilWebForm  
Sent: November 29, 2011 3:57 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Nancy Howse  
1909 St. Charles Ave  
Saskatoon  
Saskatchewan  
S7M0N7

EMAIL ADDRESS:

[nhowse49@yahoo.ca](mailto:nhowse49@yahoo.ca)

COMMENTS:

I was just at the Planning and Operations committee meeting for the city and wish to rebut the dismissal of our concerns about the exclusion of the Winter Concept from the 5 year plan and funding for Kinsmen Park. First they said that the Potash Corp funding was only for summer activities but is that true? Maybe we should check that with the Potash Corp.

One of the councilors asked one of the city people if it was usual to provide facilities for baseball diamonds and outdoor rinks: the response, no, sometimes the organization brings a porta-potty and some parks have winterized washrooms, but it isn't usual. I would say that there is no danger of frost bite to a young ball player standing still for a few minutes, or using a porta-potty. Are there organized games and/or classes at outdoor rinks?

Also, I would say skier use of Kinsmen Park is UN-usual, and why doesn't it deserve a winterized washroom like some of the parks with much less winter use? I recall that the ski club was asked to pay for the winterization of the present concession building when it was built, but we didn't have the money so we didn't get the washrooms. I doubt special interest groups or a corporate sponsor paid for the winterized washrooms in the other parks.

Then Pat Lorje asked if there weren't indoor facilities at Holiday Park and Wildwood Park, and the city person said yes there were. No one asked us why we were so attached to Kinsmen Park and if they had, I would have said it is because Kinsmen is WELL LIT during dark winter evenings, and that is when most people ski, including Jackrabbits (children in the national learn-to-ski program).

Also Kinsmen is more sheltered and central than Wildwood or Holiday Park, which are dimly lit on cloudy evenings (when the city lights in general reflect off the clouds) but they are totally black on clear evenings.

Then there was a question about the cost of the proposed winterized concession building, which is in the budget 5 to 10 years from now with no funding, for over \$2M. Why does it have to cost so much? Can't they renovate the existing one for a small fraction of that? We are NOT asking for a 2 million building, just a decent, clean, warm meeting place with washrooms.



B6)



*City of*  
**Saskatoon**

Saskatoon Development  
Appeals Board

---

c/o City Clerk's Office      ph 306•975•8002  
222 - 3rd Avenue North      fx 306•975•7892  
Saskatoon, SK S7K 0J5

November 24, 2011

His Worship the Mayor  
and Members of City Council

Ladies and Gentlemen:

**Re:    Development Appeals Board Hearing  
      Refusal to Issue Development Permit  
      Commercial Dwelling Conversion - One -Unit Dwelling Unit to Offices  
      (With Parking Deficiency - Two Parking Spaces)  
      619 - 3<sup>rd</sup> Avenue North - M2 Zoning District  
      Cory Choponis/Jason Forrest  
      (Appeal No. 20-2011)**

In accordance with Section 222(3)(c) of *The Planning and Development Act, 2007*, attached is a copy of a Notice of Hearing of the Development Appeals Board regarding the above-noted property.

Yours truly,

**Joanne Sproule**  
**Deputy City Clerk**  
Secretary, Development Appeals Board

JS:ks

Attachment

Templates\DABs\Mayor.dot



City of  
**Saskatoon**

Saskatoon Development  
Appeals Board

---

c/o City Clerk's Office      ph 306•975•8002  
222 - 3rd Avenue North    fx 306•975•7892  
Saskatoon, SK S7K 0J5

**NOTICE OF HEARING - DEVELOPMENT APPEALS BOARD**

<b>DATE:</b>	Monday, December 19, 2011	<b>TIME:</b>	4:00 p.m.
<b>PLACE:</b>	Committee Room E, Ground Floor, South Wing, City Hall		
<b>RE:</b>	Refusal to Issue Development Permit Commercial Dwelling Conversion - One Unit Dwelling to Offices (With Parking Deficiency - 2 Parking Spaces) 619 - 3 <sup>rd</sup> Avenue North - M2 Zoning District Cory Choponis/Jason Forrest (Appeal No. 20-2011)		

TAKE NOTICE that Cory Choponis/Jason Forrest have filed an appeal under Section 219(1)(b) of *The Planning and Development Act, 2007*, in connection with the City's refusal to issue a Development Permit for a commercial dwelling conversion at 619 - 3<sup>rd</sup> Avenue North, which is located in an M2 zoning district.

Section 5.37 of the Zoning Bylaw requires at least three off-street parking spaces for a commercial dwelling conversion to be located in the side or rear yards only. The information submitted by the applicant provides for two parking spaces in the rear yard.

Additionally, Section 6.3.2 of the Zoning Bylaw states that one additional parking space is required in the rear or side yard for the converted dwelling unit. Therefore, the total development at this site requires the provision of four off-street parking spaces resulting in a deficiency of two parking spaces.

**The Appellant is seeking the Board's approval of the above-noted parking deficiency.**

Anyone wishing to provide comments either for or against this appeal can do so by writing to the Secretary, Development Appeals Board, City Clerk's Office, City Hall, Saskatoon, Saskatchewan, S7K 0J5 or email [development.appeals.board@saskatoon.ca](mailto:development.appeals.board@saskatoon.ca). Anyone wishing to obtain further information or view the file in this matter can contact the Secretary at 975-2880.

Dated at SASKATOON, SASKATCHEWAN, this 24th day of November, 2011.

Joanne Sproule, Secretary  
Development Appeals Board

4720-3  
(C1)

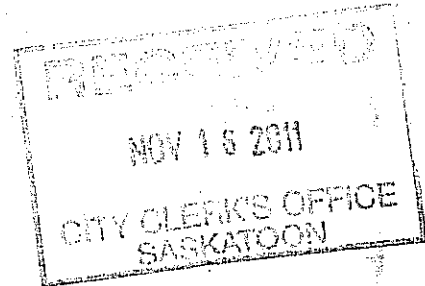
# CUPE-SCFP

Canadian Union of Public Employees  
Syndicat canadien de la fonction publique

**SASKATOON AREA OFFICE**

250 Cardinal Crescent, Saskatoon, SK S7L 6H8 (306) 382-8262, Fax: (306) 382-8188 cupe.ca scfp.ca

November 15, 2011



**REGISTERED**

City Clerk  
City of Saskatoon  
222 - 3<sup>rd</sup> Avenue North  
Saskatoon, SK S7K 0J5

Dear Sir/Madam:

**RE: Collective Agreement between the City of Saskatoon and  
The Canadian Union of Public Employees, Local #47**

This is notice that the Union wishes to continue negotiations for a revision to the Collective Bargaining Agreement between the parties.

Yours truly,

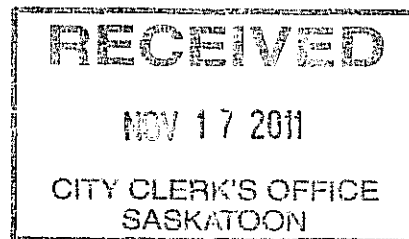
Rhonda Heisler  
National Representative

RH /mal/cope 491

cc: President, CUPE Local #47

7830-3  
Ca

**From:** CityCouncilWebForm  
**Sent:** November 17, 2011 12:03 AM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Amanda Klassen  
2317 Taylor Street East  
Saskatoon  
Saskatchewan  
S7H 1W8

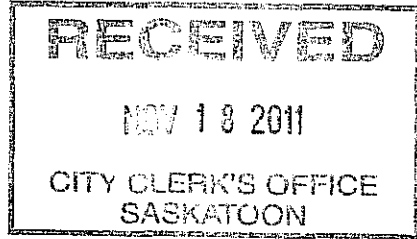
EMAIL ADDRESS:

[kastrelieff@yahoo.ca](mailto:kastrelieff@yahoo.ca)

COMMENTS:

I have been phoning in regards to the garbage collection issue since 2010 and still have yet to hear back from any member of any city department. Garbage collection once every two weeks is not enough for the average household even with recycling and is leading to garbage dumping and an infestation of mice. I intend to begin a petition in regard to this issue as even the seniors in our area have a difficult time making it two weeks before pickup. And if this is the continued plan for winter than residents should receive a property tax credit due to the loss of service.

From: CityCouncilWebForm  
Sent: November 17, 2011 7:29 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:  
  
Lorrie Mayoh  
1136 ave L south  
Saskatoon  
Saskatchewan  
S7M 2J7

EMAIL ADDRESS:  
  
[sask.family@live.ca](mailto:sask.family@live.ca)

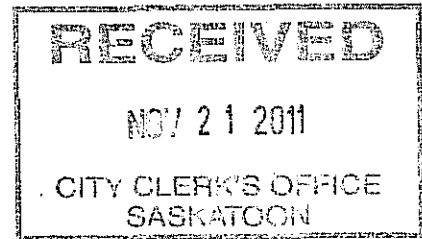
COMMENTS:

Thank you for taking the time to read this.  
I want you to know that I for one am absolutely disgusted with our garbage removal service. We have these new bins which is a lot smaller than we everyone is used to but now we are still going to have pick up only every second week? That is crazy!! We barely make it one week and that small garbage can is heaping! Please reconsider theh pick up schedules. Our alley is a mess. The guy directly behind me has a 3 ft high heap of garbage in what used to be his parking space and now the garbage gets torn apart and blows down the alley. Everyone is suffering from the from the bi-weekly pick up. It might have worked when we used to have those huge cans to share but it doesnt even come close to cutting it. And NO im not going to rent a second can as well as pay for each individual pick up, that is one of the biggest money making schemes yet.

So disappointed,  
The Mayoh's

6120-3  
(C4)

From: CityCouncilWebForm  
Sent: November 21, 2011 1:05 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Jody Coffin  
516 1st Street South  
Waldheim  
Saskatchewan  
S0K 4R0

EMAIL ADDRESS:

[jodycoffin@gmail.com](mailto:jodycoffin@gmail.com)

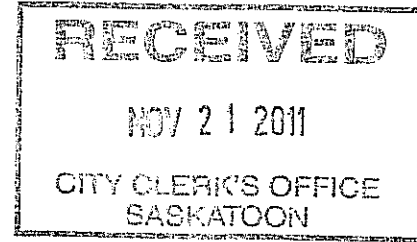
COMMENTS:

I am writing to express my extreme distaste at how the City of Saskatoon handled a situation today. My vehicle was parked outside the Sturdy Stone building on 4th Avenue. I begin work each day at approximately 6:30-7:00 am. I parked at a metered parking spot at 7:00, making sure that the spot was not reserved, there was NO HOOD on the meter. I proceeded to go into my place of employment and was tied up until approximately 10:00 am. At that time I went outside to put money in the metre, knowing that I may have a ticket because it was after 9:00 am. Instead I found that my car was gone, and there was a hood over the meter that read "Reserved 7:00 - 18:00". After some calling around my car was located at the city impound lot. I had to take a cab to the lot, pay the impound fee, towing fee, plus the \$50.00 ticket that was issued for "Parking at a hooded meter". When all was said and done I paid a total of \$170.00 in fees. Needless to say I am extremely upset about this. When I spoke to the "Parking Enforcement" branch they told me there was nothing that could be done. I am upset at how the situation was handled. If those specific spots were reserved for early in the morning - why were the hoods not put on the night before? Or at 7:00 am when it says they were reserved for? I would say that was negligent on part of the City. I do not think it is fair that I should have to pay nearly \$200.00 for this ordeal. The hood was not put on when it should have been and that was the fault of the city. I would appreciate if this situation was heard and addressed in some matter.

-Jody Coffin

6320-1  
(CS)

**From:** CityCouncilWebForm  
**Sent:** November 21, 2011 11:14 AM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Carole-Anne Wilson-Hough  
1706 Avenue F North  
Saskatoon  
Saskatchewan  
S7L 1Y3

EMAIL ADDRESS:

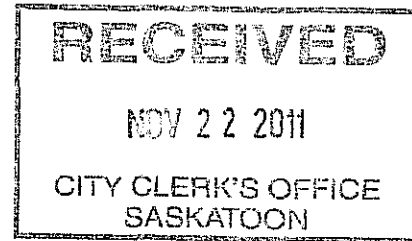
[cawhough@hotmail.com](mailto:cawhough@hotmail.com)

COMMENTS:

I would like to know why a 4 way stop was not installed on Avenue C North and 38th Street instead of blocking traffic to go in most cases opposite direction than wanting to travel. As I live on 38th and F North I used to use 38th Street to go to Idylld Avuene to go to work. No I have to go down Avenue F (which is very slippery and narrow) to 36th Street then to Idylld Avenue. I hope this can be fixed.

6290-1  
(C6)

From: CityCouncilWebForm  
Sent: November 21, 2011 6:46 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Lisa Hrycan  
283 Rutherford Crescent  
Saskatoon  
Saskatchewan  
S7N4X5

EMAIL ADDRESS:

[lisa.hrycan@usask.ca](mailto:lisa.hrycan@usask.ca)

COMMENTS:

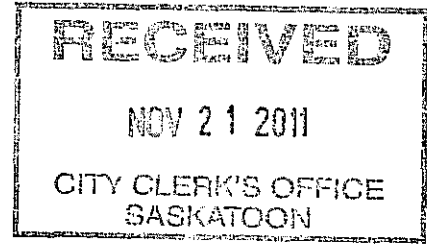
I would like to thank you for the very prompt clearing of walkways in the city during winter. I rarely have to 'plow' through snow drifts once I reach the city-maintained walkways. I do, however, have a major concern about the safety of the walkways near my home (behind Rutherford Crescent and across the train bridge to Preston Crossing). Although they are always cleared of snow promptly in the winter, I do not feel safe walking these paths after dark as they have no lighting and are too far from lighted roadways to be well lit. As my preferred mode of transportation is walking, this is a major concern in winter as virtually all of the hours that I walk (outside of regular working hours) are in darkness. I would very much appreciate if this issue could be addressed so that I can safely walk, both alone and with my daughter, after dark.

Sincerely,  
Lisa Hrycan



C7)

From: CityCouncilWebForm  
Sent: November 21, 2011 1:53 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Robert Howse  
1909 Saint Charles Ave  
Saskatoon  
Saskatchewan  
S7M 0N7

EMAIL ADDRESS:

[howse.family@sasktel.net](mailto:howse.family@sasktel.net)

COMMENTS:

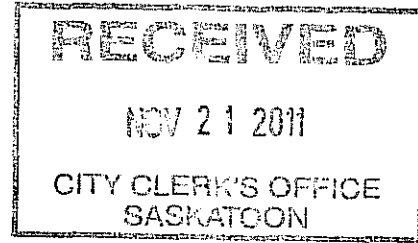
We urge you to include the winter concept, designed with considerable input from the skiing community, in the Master Plan for the renovation Of Kinsmen Park, so that the winterized facilities so urgently needed for the Chirdren's ski lessons offered by the saskatoon Nordic Ski club can be built without further delay.

In a city which has good cross country skiing weather (ie winter) for 5 months of the year, it is very inefficient that the park might be be re-designed with only summer use being considered. Let skiers in on the funding provided for renovating Kinsmen Park, and don't make our children wait any longer!

Sincerely, Robert Howse

4205-9-3  
(C8)

From: CityCouncilWebForm  
Sent: November 21, 2011 1:38 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Nancy Howse  
1909 Saint Charles Ave  
Saskatoon  
Saskatchewan  
S7M 0N7

EMAIL ADDRESS:

[nhowse49@yahoo.ca](mailto:nhowse49@yahoo.ca)

COMMENTS:

We were very disappointed to see that the Master Plan for Kinsmen Park has ignored the needs of skiers, after quite considerable input by the skiing public to the consultation process. apparently winter activities are not important enough in saskatoon to merit some of the large funding that has been offered for Kinsmen Park.

A warm-up/meeting facility - a top priority item for skiers - has been added to the winter concept, but relegated to the 10-year implementation phase, with no dedicated funding.

That's much too long for the skiing public, which has been waiting for such an amenity for the past 40 years.

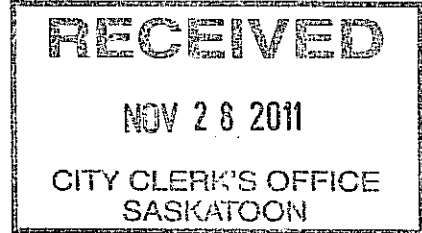
For example, it doesn't take much imagination to appreciate the frustration of parents accompanying their small tykes on an evening Jackrabbit ski program in Kinsmen Park, only to discover that when the children need a washroom, the only readily available "facility" is the park shrubbery. Truly a regrettable and intolerable situation for a city the size and stature of Saskatoon.

Could we convince the Kinsmen Park Master Plan sponsors to slice off a piece of the \$5-million pie for a badly needed all-season facility and could we talk the city into stepping up the timetable of same to urgent status?

Thank you for your attention to this. Sincerely, Nancy Howse

C9)

**From:** CityCouncilWebForm  
**Sent:** November 27, 2011 7:43 AM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

David McCartney  
730 10th St E  
Saskatoon  
Saskatchewan  
S7H 0H1

EMAIL ADDRESS:

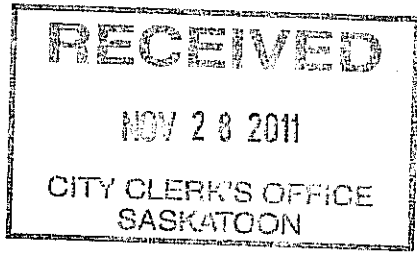
[mccartneydavida@gmail.com](mailto:mccartneydavida@gmail.com)

COMMENTS:

Thank you for your involvement in the plans to develop Kinsmen Park. I enjoy the park year round and feel a fully winterized bathroom/warm-up facility would greatly improve the usage of the park for everyone.

4205-9-3  
C10

From: CityCouncilWebForm  
Sent: November 28, 2011 10:54 AM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Medbh English  
615 Lansdowne Avenue  
Saskatoon  
Saskatchewan  
S7N 1E2

EMAIL ADDRESS:

[medbh.english@usask.ca](mailto:medbh.english@usask.ca)

COMMENTS:

Dear Mayor Atchison,

I am writing on behalf of my family, but most especially on behalf of my sons Fergus and Alistair, avid Jackrabbits skiers, and Colm, just one year, but who will soon be hot on the heels of his older brothers.

We are a keen cross-country ski family and have been actively supporting the Saskatoon Nordic Ski club with our time and membership fees for many years. The club's Jackrabbits ski program for kids is a fantastic option on the city's growing list of ways for kids and families to stay active and enjoy winter in our beautiful city. Running the program out of Kinsmen Park is convenient, and a great way to make this downtown park a truly four-season destination. We love convening under the light of the moon (and the park lamps!) to ski, drink hot chocolate and burn off some of our winter energy on Wednesday nights.

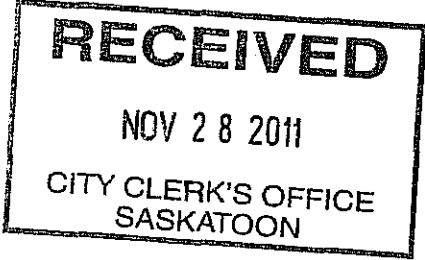
What isn't so fun, is trudging (sometimes more than once) over to the Mendel to use the bathroom facilities. This often cuts into the ski lesson significantly, and can be downright dangerous when it means crossing Spadina during busy times or when icy. It is far enough from ski lessons that kids even have "accidents," which puts an abrupt end to a fun evening. How many times have we wished for a winterized facility for our Jackrabbits!

I urge you to consider making a winter facility at Kinsmen Park a priority for Council. Says Alistair (4), "Please make a bathroom that is nice and warm so we can go pee at Jackrabbits!"

Yours truly,

Medbh English and family  
Ivan, Fergus, Alistair and Colm

**From:** CityCouncilWebForm  
**Sent:** November 28, 2011 2:18 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Edward Holgate  
319 Ave. G. North  
SASKATOON  
Saskatchewan  
S7L 1Z2

EMAIL ADDRESS:

[edholgate@shaw.ca](mailto:edholgate@shaw.ca)

COMMENTS:

Regarding renovations to Kinsmen Park, I support a fully-serviced winterized facility in the renovations planning in Kinsmen Park.

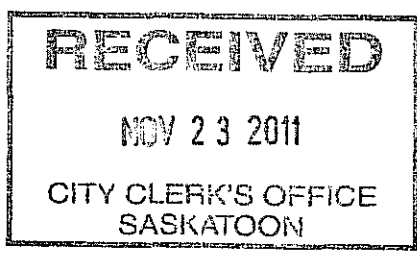
In an environment with longer winters and ballooning signs of health issues due to lack of exercise, this is unacceptable.

This funding is an opportunity to provide much needed restroom facilities.

Perhaps, the city council do not understand the difficulties of venturing outdoors, in winter, with a family particularly, if there are no washroom facilities. Many of the city washroom facilities are locked up in the wintertime. A lack of washroom facilities in the winter is another barrier to going out in winter. Surely, the city should be encouraging winter activities outdoors, rather than locking up all the washroom facilities.

The last times I have been in this park in the winter, there have been a lot of people skiing and a warm up location and washroom would make dealing with winter, and skiing and children, much better.

From: CityCouncilWebForm  
Sent: November 22, 2011 7:38 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Sheila Liota  
642 Kingsmere Blvd  
Saskatoon  
Saskatchewan  
S7J3Y1

EMAIL ADDRESS:

s.liota@sasktel.net

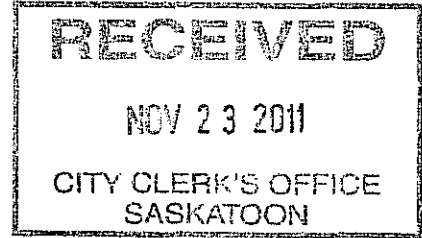
COMMENTS:

It has just recently been brought to my attention that the fluoride equipment at the water treatment plant had broken down and for the last several months we have not been getting it (fluoride) added to our drinking water. Since the issue of fluoride in our water was voted on several years ago, maybe we should be revisiting the issue of fluoride in our water. We now have fluoride in our tooth paste, fluoride in our mouthwash and probably added to several other things that I don't know about. When the issue was first voted on, we did not have it added to our tooth paste or mouthwash. Now that it is, do we really need another chemical added to our water? I'm sure that the money spent on fixing the machinery could be better spent somewhere else in the water treatment plant. Budgets are being cut everywhere. Could we not leave the machinery dormant for awhile and include the question to fluoride our water in our next electoral vote? Or has the money already been granted and there is no use in revisiting the issue because we have already bought the new equipment? How much could be saved, by not replacing the equipment?

Yours respectfully  
Sheila Liota  
642 Kingsmere Blvd.  
Saskatoon, SK  
S7J 3Y1  
477 7745

6120-3  
C13

**From:** CityCouncilWebForm  
**Sent:** November 23, 2011 3:26 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Justin Wong  
67 Beurling Cres  
Saskatoon  
Saskatchewan  
S7H 4V6

EMAIL ADDRESS:

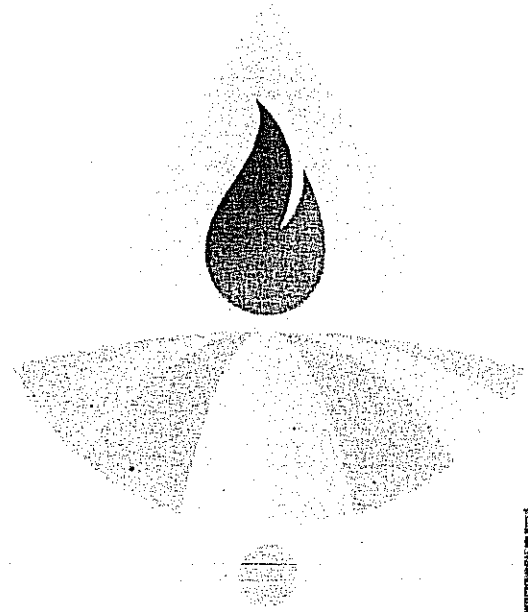
[teggy90@gmail.com](mailto:teggy90@gmail.com)

COMMENTS:

Hello, I am writing because I recently started working in the downtown area and am not impressed with the amount of parking tickets I have recieved simply because the parking system for people who do work downtown is not made to accomodate them. I always plug my meters, but there are times where I get caught up with work or am on the phone with a client and don't make it out in time to put change in, thus resulting in a parking ticket adding another 10\$ to the the money i've already spent on the meter. We do not have parking stalls where I work so we all must use the meters. Not only am I frustrated with this, but all my coworkers as well. I work at Elite Property on 3rd Ave South. I would like to see some type of solution to this. I have been fined over \$200 in tickets since the end of July. I know there isn't a parking pass you can buy.. But shouldn't there be some type of pass for people who work downtown? I'm only given 100\$ per month for parking allowance.. If there is something that could be done that would be great, or at least this issue be discussed at council meetings. Please let me know. Thank you for your time.

C14)

By the Grace of G-d



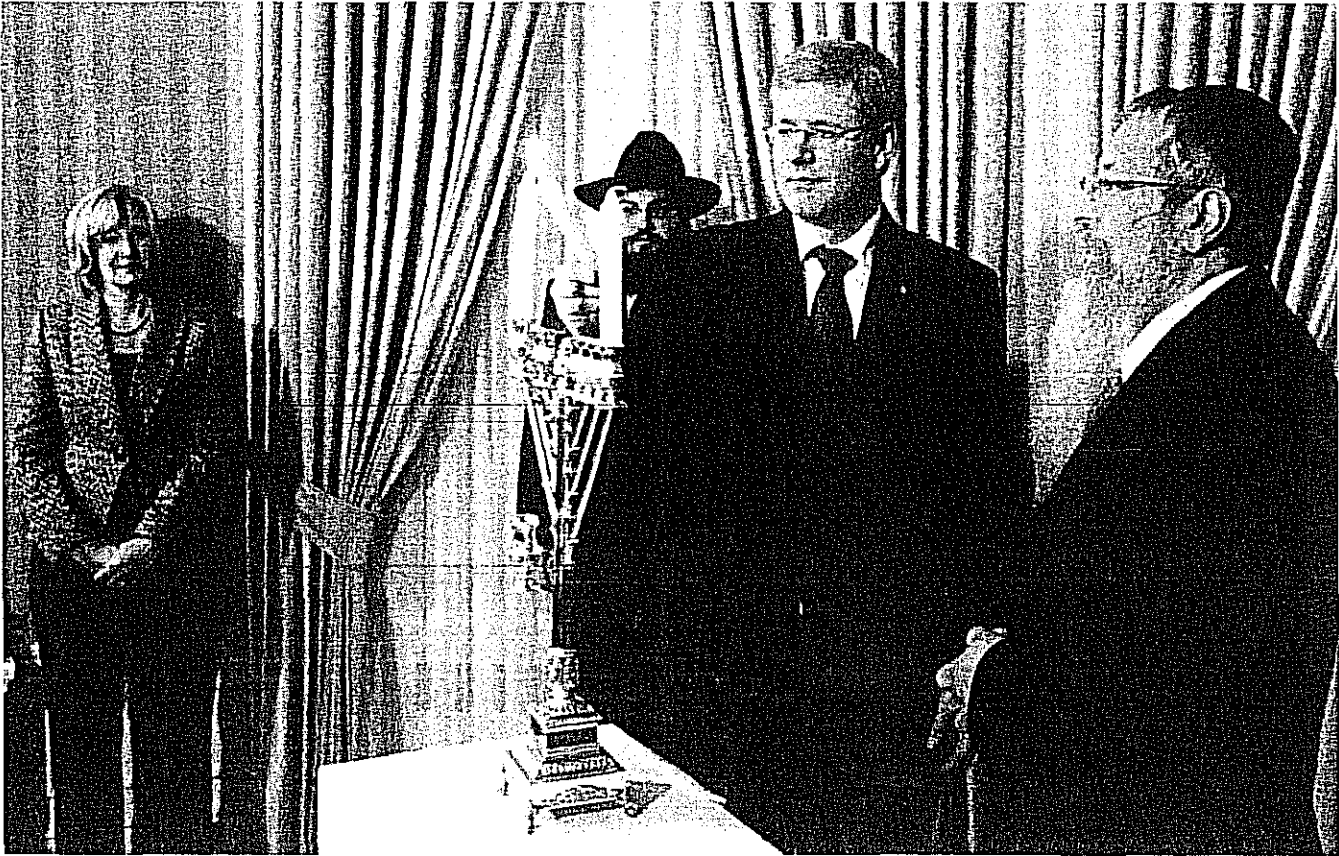
# Chabad of Saskatoon

2011 Menorah Lighting Celebration  
Proposal



"In the spirit of Chanukah, all Canadians should endeavour, each in our own way, to add a little more light and freedom to the world."

- Prime Minister Stephen Harper



First-ever public Menorah lighting ceremony at the Prime Minister's residence, 24 Sussex Drive.

Prime Minister Stephen Harper lights the *Shamesh* candle on the first night of Chanukah, December 1<sup>st</sup>, 2010.

## Public Menorah Lighting Proposal 2011

November 23<sup>rd</sup>, 2011

RECEIVED

NOV 23 2011

CITY CLERK'S OFFICE  
SASKATOON

His Worship Mayor Atchison and Members of City Council,

I hope this finds you all in good health and spirits. I am writing you concerning our proposal for the placement of a Menorah display in honour of the holiday of Chanukah in the area around Saskatoon's City Hall.

This year's Chanukah holiday begins on December 20<sup>th</sup> and runs through the 28<sup>th</sup>. We propose to set up a large Menorah and on one of the nights, we would like to sponsor and arrange for a community-wide Menorah lighting ceremony, to which all are invited, regardless of background or race. We will provide entertainment and, if agreeable, traditional refreshments such as *latkes* (fried potato pancakes) and donuts. The celebration would involve widespread media coverage, and we anticipate the participation of local personalities to help with the celebration. We would be honoured and delighted to have the Mayor himself light the *Shamesh* candle. Afterwards, the Menorah could remain either for the duration of Chanukah (each night of the holiday one additional electric bulb would be placed in it and turned on) or for that one day only.

The holiday of Chanukah, the "Festival of Lights," is a celebration of a great miracle – the victory of a small, beleaguered Jewish nation over its powerful oppressors who had sought to coerce them into replacing their faith with Hellenism. In lighting the Menorah's lights, we recognize and celebrate the universal values of religious freedom, the triumph of freedom over tyranny, good over evil, right over might, and light over darkness.

Because of these universal messages, for many years now, the Chabad-Lubavitch movement has been displaying the joy of Chanukah in public places such as City Halls, the Legislature, parks, malls, shopping centres and other such public places in over 75 countries around the globe. Chabad has attracted thousands of people to these holiday celebrations, these events have received immense press coverage and have featured appearances from government officials and celebrities. Many such lightings take place annually all across Canada, from British Columbia to Nova Scotia (see attached photos). In fact, last year Prime Minister Harper hosted the first-ever public Menorah lighting at his private residence at 24 Sussex Drive (see photo on pg. 2).

We respectfully request Saskatoon's City Hall as the site for this first annual Menorah lighting celebration to affirm the universal lessons which the Menorah represents.

## Public Menorah Lighting Proposal 2011

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I am enclosing pictures of Menorahs from elsewhere around Canada to give you an idea of how successful these public Menorah lightings have been.

The Jewish population in Saskatoon will derive much pleasure and enjoyment from the Menorah. At the same time, I am sure that the wider community will appreciate the broader concept of religious freedom and cultural expression which is embodied in the Menorah. Thus the Menorah will truly enhance and add to the spirit of peace and harmony, which makes Saskatoon so special.

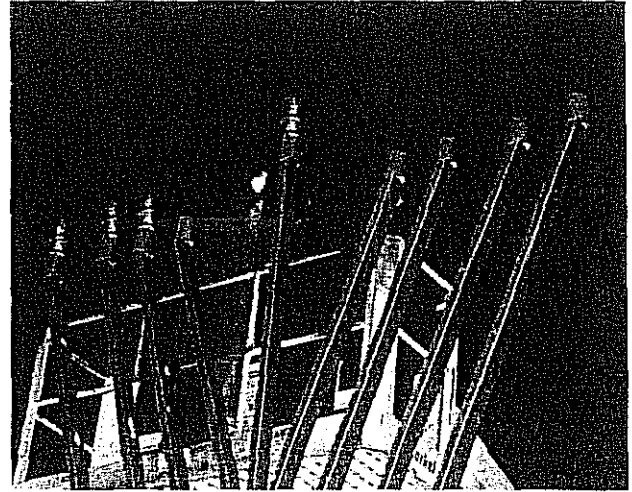
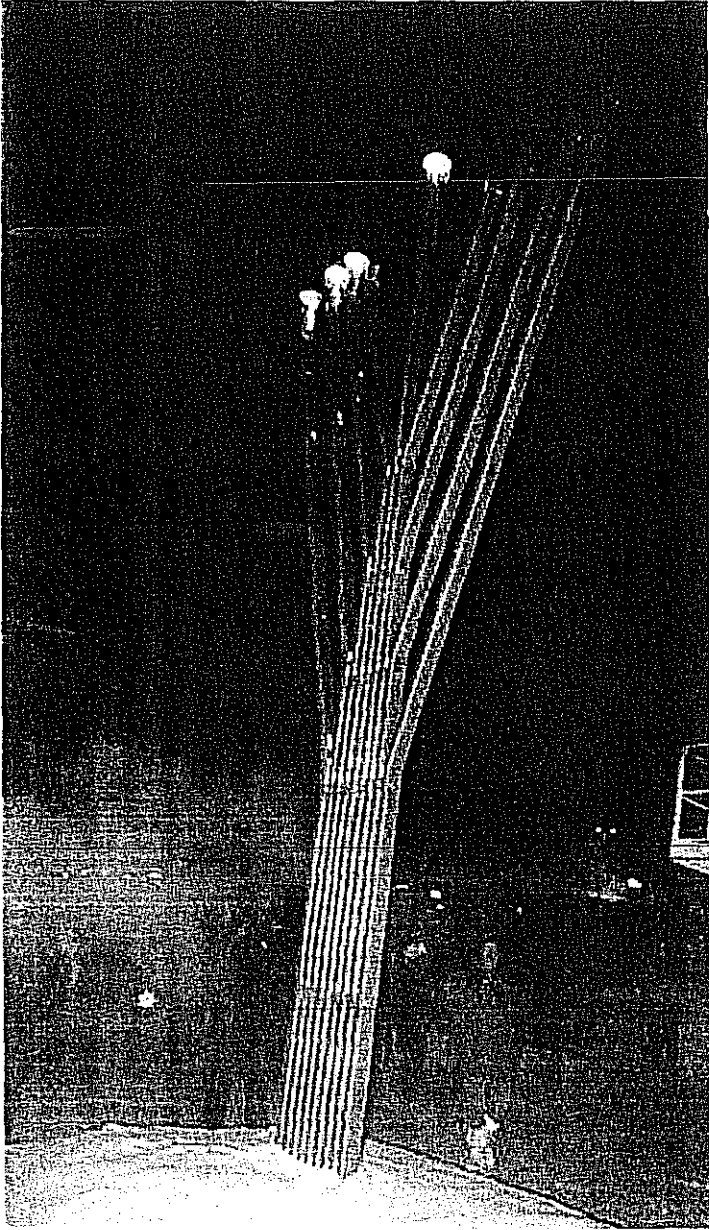
Looking forward to working with you to make this holiday season a most meaningful one for all of us.

Sincerely,

Rabbi Raphael Kats  
*Executive Director*

*rabbi@jewishsask.com*

Chabad Lubavitch of Saskatoon  
Jewish Discovery Centre  
105-906E Duchess St.  
Saskatoon, SK S7K 6K3  
O: 306.384.4370  
M: 306.220.4770



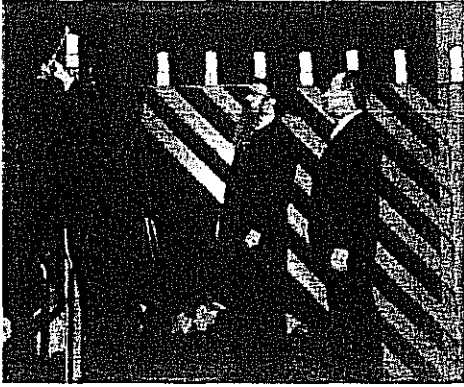
Public Menorah lighting ceremony at the Alberta Legislature, December 11<sup>th</sup>, 2009.

Premier Ed Stelmach lights a 21' Menorah atop a cherry picker.

The annual event is organized by Chabad of Edmonton.

# Public Menorah Lighting Proposal 2011

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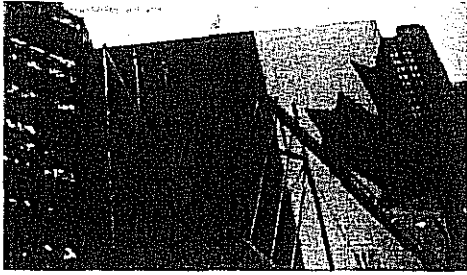
Calgary Mayor Naheed Nenshi lights the Menorah's *Shamesh* candle at Calgary's City Hall.

The annual event is organized by Chabad of Calgary.



Calgary Mayor Naheed Nenshi dances with Rabbi Menachem Matusof, executive director of Chabad of Calgary.

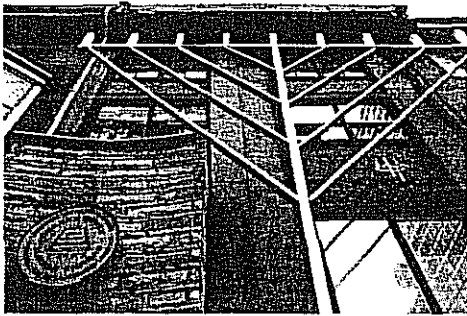
# Public Menorah Lighting Proposal 2011



Vancouver's 32' Menorah



Toronto

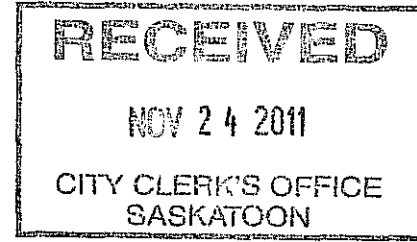


Montreal



Halifax

From: CityCouncilWebForm  
Sent: November 24, 2011 12:40 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Graham Harrison  
156 Stemwinder Dr

Kimberley  
British Columbia  
V1A 2Y5

EMAIL ADDRESS:

[gharrison@epsenergy.ca](mailto:gharrison@epsenergy.ca)

COMMENTS:

Mayor and Council members

We are disappointed in the recent decision not to reconsider our proposal for the above tender; certainly it is the City's prerogative to purchase from the vendor of choice regardless of cost.

However In the recommendation document on page 2 a statement was made regarding Caterpillar engines operating on unfiltered LFG, this statement is totally untrue no engine can with stand impurities such as soloxanes and H2S , certainly not the amount common with all LFG. It is possible for all engines to operate on raw gas but not without a penalty and high risk of premature failure. This is true for all internal combustion engines including Caterpillar. If engines operate on raw LFG, spark plugs, cylinder heads and associated equipment are required to be changed at a rate that is far more costly than installing correct gas cleaning equipment. In addition to this cost the oil changes and oil analysis have to be performed at much more regular intervals

All engine manufacturers are extremely careful at analyzing the gas composition not just for operational concerns but what effect this has on emissions this is often overlooked compared with Caterpillar 3516 Jenbacher engines produce 100% less Nox .

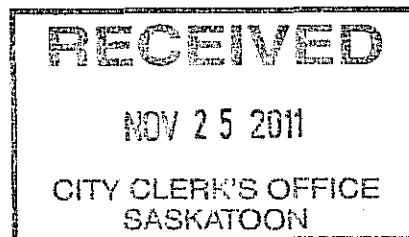
In closing we are extremely frustrated that this has got through approval based on the recommendation document , during these economic times it is surly hard to justify financing an additional 40% with higher operating cost and potential revenue losses. Surely tax payers deserve more respect

We ask you to reconsider our proposal based not only on the economics, but on the unreliable comments made in the recommendation document regarding equipment selection and performance.

Yours Sincerley  
Graham Harrison  
EPS

1550-2  
C16

**From:** CityCouncilWebForm  
**Sent:** November 25, 2011 11:32 AM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Professor, Dr Alan Manson  
23 Hardy Crescent  
Saskatoon  
Saskatchewan  
S7H 3E8

EMAIL ADDRESS:

[alan.manson@usask.ca](mailto:alan.manson@usask.ca)

COMMENTS:

These comments follow those of last night, and thus include information gleaned while talking with 3 persons at The Revenue Branch this morning, Friday Nov 25.

We now know that the Ammount Owing, \$568, as of the date of the letter [Nov 23], is larger than that due [\$318], because the Billing as of Nov 18, Due Dec 8, had been INCLUDED in your Nov 23 letter. If included you should have NOTED it was included. Generally these/this information/Bill has not been received yet in all parts of Saskatoon...let alone looked at.

The 1st City Hall responder said I should complain to the PO. I am not going to do that. I suggest you change your software so that letters such as sent to me do not arrive before the Bill from the city arrives for the NEXT month...or are more timely/correct in containing relevant information on the ammount owing.. Most people are not going to pay that before December, as they await their pay-cheques. You come across as very hungry for our money.

Aloso, our suggestion is that you choose a date for sending the Saskatoon Utility bills that is closer to the dates of SaskTel and SaskPower. These always arrive a week later.

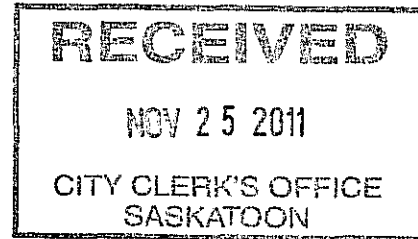
The supervisor, in contrast to the '1;st city responder was very polite and helpful.

This matter has taken much too much of my time...and has been stressful. Oh! Your enthusiasm for us looking after all our city hall transactions [City Hall adverts while waiting on the line for a clerk] on our own computers, suposedly at home, is not welcome. Many of us cannot afford to own a PC, or operate and pay for, internet access. YOU do not 'know' your client base. Your scheme would be prejudicial for a large number of Saskatoon people. Operationally I do not wish to spend my evenings on a PC doing City Hall business. To a degree you are off-loading your admin tasks on to us...no thanks.

The more I deal with the City Admin, the less I like it. There is an agressive attitude permeating too much of what you do and how you do it. It suggests persons of Conservative political stance and philosophy. Prove me wrong!



**From:** CityCouncilWebForm  
**Sent:** November 24, 2011 11:26 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Alan Manson  
23 Hardy Crescent  
Saskatoon  
Saskatchewan  
S7H 3E8

EMAIL ADDRESS:

[alan.manson@usask.ca](mailto:alan.manson@usask.ca)

COMMENTS:

I have just received one of your 'form' letters from the Corporate Services Department, Revenue Branch: dated Nov 23. The summary of the status of our utility account [100358515] is incorrect: 'Past Due' \$319...this was paid a week ago; but more seriously 'Total Owing' \$568...the October billing was paid Oct 17th; so your status report on the 'Total' was well over a month out of date.

Further, we find the nature of your communication by an approved [?]'form letter' just one step away from curt rudeness. Given that you have a monopoly on these utilities, you are free to be rude, curt, or over a month behind in your 'status report'...but if I had the choice of another provider I would be happy to leave your 'Saskatoon Utilities' very promptly.

Your monthly utility bills arrive well before SaskPower, SaskTel suggesting you have/employ too many staff. The other provider's communications are polite and professional, but seldom needed/received.

You [Saskatoon Utilities] also operate with a significant profit [your web site] and justify this by several instances of juggling financial-lines/'modus operandi' that I do not remember voting/agreeing with.

Finally, our 'annual rates associated with owning a house' are significantly higher than in Victoria. Have Saskatoon-costs been compared with other cities in a documented assessment?

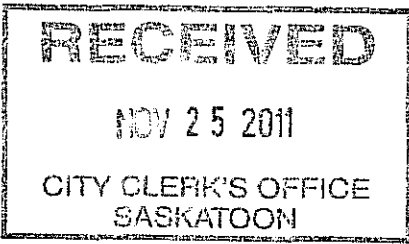
Tomorrow I will contact City Hall and inform them of the two payments that have been made to the City...I 'MUST' do this, or we are on the road toward being 'disconnected'. This we find unduly threatening, as most persons who are late have their own crises. Instead, we suggest that you update your 'utility/Revenue Branch' software so that incorrect information, and indeed the threatening letter itself, would be used/not needed. It absolutely should not be possible for financial information well over a month old to be included in such seriously threatening mailings from the City.

I have not used the normal introduction and conclusion associated with a memo to anyone. This material is linked to my name by the above. By the way, the 'Select a Province' line above is

inoperable. Finally, the phrase 'His Worship the Mayor' is considered inappropriate in a document of this type. While each level of society has its nice formality, which I like and defend, not here. 'Worship' is more usually associated with the God of ones religious persuasion, and certainly not Mayors.

2000-5  
C17

From: CityCouncilWebForm  
Sent: November 25, 2011 10:59 AM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:  
  
John Rayner  
915 Wright Bay  
Saskatoon  
Saskatchewan  
S7N4T9

EMAIL ADDRESS:  
  
[rayner4@shaw.ca](mailto:rayner4@shaw.ca)

COMMENTS:

Recently City Council approved the construction of a \$5 Million Saskatoon Wind Turbine on top of the landfill. On it's website the City of Saskatoon makes reference to "four feasibility and assessment reports" with respect to the Turbine. These studies analyze the noise created, the soil conditions for construction, wind speed and impact on birds and bats. There is no "report" listed on the economics of the project or the impact on the taxpayer. In it's conclusion the report on wind speed states that "The site, therefore, would be considered marginal for supporting wind power generation". In light of our current Civic tax situation why would Councilors approve the spending of taxpayer money on a "marginal" project? Councilors have recently written editorials in the Star Phoenix and have appeared at town hall meetings telling us that the Wind Turbine will power 450 homes, reduce green house gases and pay for itself over twenty years. This sounds wonderful. Where is the report that details these promises? Where is the report that details the cost of construction, annual maintenance and life expectancy of the Turbine. Is this project really about Council spending our money wisely or is it an attempt to make a 100 meter statement about being "Green"? Where is the due diligence? I hope that our Council will start to be more careful with our money. It is becoming very clear to the voters of this City that Council is biting off more than it can chew.

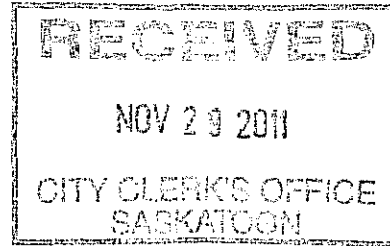
1720-3-4

C18)

Unit 101, 718 Ninth St E  
Saskatoon, SK

November 28, 2011

Your Worship  
Don Atchison  
City Hall



Dear Sir

Enclosed you will find a petition from seniors who are concerned about their health, and the cost of using City of Saskatoon, Leisure Services that could help or encourage us to exercise more to support our health. Since I began this petition two weeks ago, I have found that there is a lot of interest in it. I am submitting this petition now, but several other seniors who have expressed interest are also circulating it, and we expect to make an additional submission next month.

Please take our concern seriously.

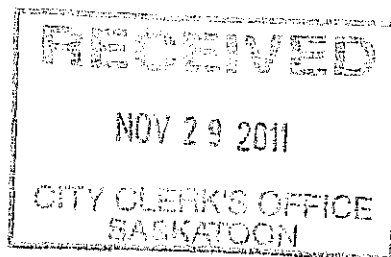
We know that this is a time of budget restraint, but we feel that this request would not cost the city money, but in fact potentially raise revenues, while it helps us.

Thank you for your thoughtful consideration.

Yours truly

Lois B Green. Ph. D.

Saskatoon, SK  
November 2011



To : His Worship Mayor Don Atchison  
City of Saskatoon Council  
City Hall Saskatoon

cc: Charlie Clark  
Tiffany Paulson

We, the undersigned, would like to petition our councillors to institute a Seniors' discount for services provided by the Saskatoon Leisure Centre.

We are healthy, retired seniors, with limited incomes. We would like to have access to some of the indoor facilities, such as the Field House track, but we find that the cost of admission is such that we are not able to attend with any regularity. Even at the current prices, if we buy tickets, each admission for two is more than \$13.00; the latest price increase will increase this to about \$15, while a pass is often beyond our means, especially for two people. We would like to propose a special senior rate, such as they have in Regina where seniors receive an annual pass for \$324 plus GST. Bulk tickets for seniors are 10 admissions for \$37.71 and 20 admissions for \$71.24. Regina also provides 3, 6, or 9 month passes at discounted rates for seniors. Compare that to present City of Saskatoon rates: \$445 for an annual pass and a bulk ticket cost of 10 admissions for \$62.40.

Of course, some subsidized programs already exist, such as the Heart program, but these programs are only available for people whose health is already compromised.

Since we are retired, it is not necessary for us to use the facilities at peak times, such as mornings, evenings or weekends. We suggest that a Seniors' Admission would be used at non-peak times. It could take the form of seniors' tickets, or senior's monthly passes, valid only for specific times. This would serve both the seniors and the Leisure Services. It would allow more seniors to exercise, improving the general health and fitness of our senior population, and it would probably increase revenues of these facilities, by having more clients at otherwise quiet times. It seems to us that this would be a win-win situation for all concerned.

Thank you for your consideration.

Name

Address

Eileen Connolly  
Olga Klavichnik  
Olga Zolotarev

Saskatoon  
Saskatoon  
Saskatoon



Blenda Wemaley	Saskatoon
M. Walke	"
Ed Douglas	Saskatoon
Jean Nelson	Saskatoon
Gally Burrows	"
Wendy Sealani	"
Don Hanson	"
Dick Kipmover	"
Jeanne Arlin	"
Rena Ammonds	"
Betty Laing	"
Adela Kuss	Saskatoon
Carl Ham	"
Dany Craig	STON.
Genevieve Blett	"
Margaret Sel	1209 Giggins Ave.
Bob Stowchuk	418 Christopher Rd
Ed Schumacher	104-150 Paulaykenko Lane S7V 0B4
Elma Archer	#129-710 Mendel. Cres.
Mae Ebert	Saskatoon
Linda Bahr	1717 Vesley Ave
Bernie Zok	1233-10th St.
Alize Guss.	Saskatoon
Rae Jenson	Ston

W. Cone

201 718 9<sup>th</sup> St E

Ed. Cone

# 201 - 718 - 9<sup>th</sup> St. E

Stella Proszakyn

718 9<sup>th</sup> St E 206

Harry Proszakyn

206 718 9<sup>th</sup> St E

Mario Wiebe

103 718 9<sup>th</sup> St. E.

Isabel Bergardins

205 - 718 9<sup>th</sup> St E.

Leslie Dean

208 - 718 - 9<sup>th</sup> St. E.

Ray Bergardins

205 - 718 - 9<sup>th</sup> St. E.

R. O. E.

101 - 718 - 9<sup>th</sup> St. E.

Ed. Beaman

118 - Beaman Cr.