CITY COUNCIL

Wednesday, July 29, 2020
1:30 PM

Henry Baker Hall, Main Floor, City Hall
This meeting is being broadcast live by Access Communications for airing on Access Channel 7. By remaining in the room, you are giving your permission to be televised.

Revised Agenda
City Council
Wednesday, July 29, 2020

CONFIRMATION OF AGENDA

MINUTES APPROVAL

Minutes of the regular and special meetings held on June 24 and June 30, 2020.

DELEGATIONS, ADVERTISED AND PUBLIC NOTICE BYLAWS AND RELATED REPORTS

DE20-59 Christopher Strain: PL201900075 - Discretionary Use - 1700 Elphinstone Street

DE20-69 Tim Reid, Regina Exhibition Association Limited: 1700 Elphinstone Street – Discretionary Use

DE20-60 Ryan Babey, Colliers International, Wesley Gentle, McDonald’s and Kyle Mazzone, McDonald’s: Discretionary Use Application (PL201900075) – 1700 Elphinstone Street

CR20-66 Regina Planning Commission: 1700 Elphinstone Street - Discretionary Use - PL201900075

Recommendation
That City Council:

1. Approve the discretionary use application for Restaurant, Food and Beverage located at 1700 Elphinstone Street, being Block FF, Plan No. 84R29489 Ext 1, in Evraz Place.

2. Direct the Development Officer to issue a development permit subject to the following conditions:
a. The development shall be generally consistent with the plans attached to this report as Appendix A-3.1 to A-3.3 inclusive, prepared by IBI Group and dated September 12, 2019 (A-3.1) and Reprise Architecture (A-3.2; A-3.3).

b. The Applicant shall enter into a Development Levy Agreement.

c. The development shall comply with all applicable standards and regulations in Regina Zoning Bylaw 2019-19.

3. Approve amendments to the Regina Zoning Bylaw No. 2019-19, in relation to signage, such that signs within Evraz Place shall comply with the sign regulations applicable to the MLM – Mixed Large Market Zone.

4. Direct the City Solicitor to prepare the necessary bylaw to authorize the respective Zoning Bylaw amendment.

DE20-61  Jill Anderson, Tweed: Cannabis Retailers - Zoning Amendments
CP20-25  Lori Uhersky, Wiid Boutique Inc.: Cannabis Retailers – Zoning Amendments
CR20-67  Regina Planning Commission: Cannabis Retailers - Zoning Amendments

Recommendation
That City Council:

1. Approve the amendments to The Regina Zoning Bylaw, 2019 (No. 2019-19) as specified in Appendix A.

2. Direct the City Solicitor to prepare the necessary bylaw to authorize the respective Zoning Bylaw amendment.

3. That the cannabis report that is due in 2021 include an economic impact of legalization of cannabis.

2020-28 THE PUBLIC NOTICE POLICY BYLAW, 2020
2020-45 THE REGINA ZONING AMENDMENT BYLAW, 2020 (No. 13)
2020-46 REGINA ZONING AMENDMENT BYLAW, 2020 (No. 14)
DELEGATIONS, RELATED REPORTS AND BYLAW


CM20-20 COVID-19 Response - Supplemental Report

**Recommendation**
That City Council receive and file this report.

CR20-68 Executive Committee: COVID-19 Response - Property Tax Relief

**Recommendation**
That City Council:

1. Approve up to $2 million to fund a business relief program as outlined in Option 3 of this report, with the funds coming from the General Fund Reserve (GFR).

2. That the said program be administered by the City of Regina:
   a) in administering the program, the City seek advice and input from representative business organizations and other interested parties; and
   b) the City of Regina put together a final adjudication committee in adjudicating applications made up of individuals with knowledge of the business sector but who have no conflict of interest in allocating funds.

3. Delegate authority to the Executive Director, Financial Strategy and Sustainability to approve the finalized ERGP, and enter into any agreements, develop any processes or application forms and establish any evaluation committees required to administer the program to applicants.
4. That Administration report back to Council with results and impacts of the grant program.

DE20-63 John Lee, Economic Development Regina; Tracy Fahlman, Regina Hotel Association; Tim Reid, Regina Exhibition Association Limited: Enhancing Regina’s Ability to Attract Events, Conventions and Tradeshows

CR20-69 Planning and Priorities Committee: Events Conventions and Tradeshows

**Recommendation**

That City Council:

1. Approve the Events Conventions and Tradeshows policy outlined in Appendix A and its Event Evaluation framework also outlined in Appendix A.

2. Delegate authority to the City Manager or designate to approve changes to the Events Conventions and Tradeshows policy as may be required from time to time.

3. Delegate authority to the City Manager to approve contributions to major events and to negotiate and approve contribution agreements to host major events in accordance with the Events Conventions and Tradeshows Policy and within the budget approved by Council.

4. Approve in principle an annual investment of $325,000 to support the attraction of Events Conventions and Tradeshows to Regina. Final approval of the investment referred to above to be confirmed once it has been considered within the context of City Council’s 2021 General Operating Budget deliberations, the date of which has yet to be determined.

5. Make the changes to the terms of reference for the Community Investment Grants Reserve as outlined in Appendix C.

6. Instruct the City Solicitor to prepare the necessary bylaw amendments to delegate authority to the City Manager as described in recommendation 3 and amend the Community Investment Grants Reserve as described in recommendation 5; and
7. Include Option 1 - Partial Delegation of Authority and amend the wording in paragraph two to read, “An alternative would be to delegate authority to the City Manager or designate up to a threshold of up to $50,000 per event investment opportunity.”

DE20-64 Terri Sleeva: Transit Master Plan
DE20-65 Florence Stratton: Transit Master Plan
DE20-66 MacKenzie Kotylak: Transit Master Plan
DE20-67 Dan Innes: Transit Master Plan
DE20-68 Patricia Nichol, ATU588: Transit Master Plan
CR20-70 Priorities and Planning Committee: Transit Master Plan

**Recommendation**
The Priorities and Planning Committee recommends that City Council:

1. Approve funding of $440,000 for the development of a Transit Master Plan as follows:
   a) $100,000 from the approved 2020 Operating Budget; and
   b) $340,000 from the 2021 Operating Budget; and

2. Direct Administration to ensure that a “sustainability, accessibility and age friendly lens” be applied to the review and consideration of the goals of the Transit Master Plan.

2020-53 THE REGINA ADMINISTRATION AMENDMENT BYLAW, 2020 (No. 2)

**CITY MANAGER REPORT AND BYLAW**

CM20-21 Checkout Bag Ban Bylaw

**Recommendation**
The Administration recommends that City Council:

1. Approve the Checkout Bag Ban Bylaw (the “Bylaw”), to ban plastic checkout bags in the manner outlined in the Discussion Section of this report and specifically that the Bylaw shall not come into effect until August 1, 2021
2. Direct the City Solicitor to prepare a bylaw consistent with the requirements as outlined in Discussion Section of this report

2020-49 THE PLASTIC CHECKOUT BAG BAN BYLAW, 2020

COMMITTEE REPORTS

REGINA PLANNING COMMISSION

CR20-71 1378 Hamilton Street - Discretionary Use - PL202000049

Recommendation

That City Council:

1. Approve the discretionary use application for the following proposed uses located at 1378 Hamilton Street, being Lots 21-24, Block 181, Plan No. OLD33, in Warehouse District: Food and Beverage, Restaurant; Retail, Trade; Institution, Training; Wholesale Trade, Indoor; Food & Beverage, Lounge; Service Trade, Clinic; Service Trade, Light; Service Trade, Personal.

2. Direct the Development Officer to issue a development permit subject to the following conditions:

   a. The development shall be generally consistent with the plans attached to this report as Appendix A-3.1 to A-3.2 inclusive, prepared by Alton Tangedal Architect Ltd., dated January 27, 2017.

   b. Future development must comply with City of Regina’s Design Standards Manual and Standard for Drainage from Building Site and Parking Lot Development in order to obtain a building permit.”

   c. Installation or removal of any concrete and/or asphalt works on City of Regina rights of way required for the development may only be undertaken pursuant to a 3-Way Surface Works Agreement to be entered into between the owner/developer and the City.

   d. The development shall comply with all applicable standards and regulations in Regina Zoning Bylaw 2019-19.
NOTICE OF MOTION

MN20-11  Councillor Bob Hawkins, Councillor Barbara Young, Councillor Andrew Stevens, Councillor Lori Bresciani, Councillor John Findura, Councillor Joel Murray: Enforcement Plan – Noxious Weed Control

MN20-12  Councillor Andrew Stevens: A Review of “Unwanted Guests

MN20-13  Councillor Barbara Young: Sidewalks

MN20-14  Councillor Jerry Flegel: Temporary Parking Lot Policy

MN20-15  Councillor Lori Bresciani: Drainage and Lot Grading Regulation

MN20-16  Councillor Andrew Stevens and Councillor Bob Hawkins: Public Disclosure of Toxic Spills and Leaks

MN20-17  Councillor Lori Bresciani and Councillor Andrew Stevens: Stunting, Racing and Excessive Vehicular Noise within City Limits

MN20-18  Mayor Michael Fougere, Councillor Barbara Young, Councillor Bob Hawkins, Councillor Lori Bresciani, Councillor John Findura, Councillor Joel Murray, Councillor Sharron Bryce, Councillor Mike O’Donnell and Councillor Jerry Flegel: Renaming of the City Square Plaza on 12th Avenue – Pat Fiacco Plaza

BYLAWS AND RELATED REPORTS


Recommendation
That City Council:

1. Approve amendments to The Mail-In Ballot Bylaw, Bylaw No. 2012-42 as follows:

   (a) to allow for voters to apply for a mail-in ballot by mail, fax or other means of electronic transmission where the following conditions are met:

      i. the voter’s signature on the Declaration of Person Requesting Mail-in Ballot and Voter’s Registration forms is witnessed by a person that falls within the list of prescribed persons outlined in Appendix A;
ii. the voter provides proof of their identity to the witness in the form of Government issued identification that includes the voter’s photograph, name, address and signature as outlined in Appendix A so that the witness can be satisfied that the voter’s identity has been established;

iii. the voter provides copies of their Government issued identification that includes the voter’s photograph, name, address and signature as outlined in Appendix A to the deputy returning officer or other designated election official as part of their mail-in ballot application;

(b) to allow anyone who is unable to attend at an established polling place to apply for a mail-in ballot and to expand the ability of election officials to attend at a voter’s residence to accept their mail-in ballot application where the voter is not able to apply in person because of an illness, a compromised immune system or has increased risk factors that could lead to illness if exposed to a communicable disease

(c) to update outdated legislative references;

2. Approve both *The Mail-In Ballot Bylaw*, Bylaw 2012-42 and *The Automated Vote Counting Bylaw*, Bylaw 101097, that would allow the mail-in ballots to be inserted into a voting machine the next business day after the close of the advance poll dates if 100 or more mail-in ballots are received prior to the advance poll dates;

3. Approve COVID-19 contingency plans and associated costs for the 2020 Municipal/School Board Election as outlined in Appendix A;

4. Approve the revised polling location numbering as outlined in Appendix C;

5. Direct the City Solicitor to prepare the necessary bylaw to amend *The Mail-In Ballot Bylaw, Bylaw No. 2012-42 and The Automated Vote Counting Bylaw, Bylaw No. 10197; and*
CONFIRMATION OF AGENDA

Councillor Bob Hawkins moved, seconded by Councillor Joel Murray, that the agenda for this meeting be approved, as submitted, after moving the following items to the beginning of the agenda to be considered as the first items of business:

- MN19-24 Councillor Bob Hawkins: Priorities and Planning Committee
2  Wednesday, June 24, 2020

- MN20-4 Councillor Bob Hawkins: Roll Call Recorded Voting
- MN20-5 Councillor Barbara Young: Residential Roads
- MN20-6 Councillor Andrew Stevens and Councillor John Findura: Water Affordability
- MN20-7 Councillor Jerry Flegel: Fencing Setback Regulations

and that the items and delegations be heard in the order they are called forward by Mayor Fougere.

Councillor Bob Hawkins  Yes
Councillor Barbara Young  Yes
Councillor Andrew Stevens  Yes
Councillor Lori Bresciani  Yes
Councillor John Findura  Yes
Councillor Joel Murray  Yes
Councillor Sharron Bryce  Yes
Councillor Mike O'Donnell  Yes
Councillor Jason Mancinelli  Yes
Councillor Jerry Flegel  Yes
Mayor Michael Fougere  Yes

The motion was put and declared CARRIED.

Councillor Lori Bresciani moved, seconded by Councillor Jerry Flegel, that notice for Notice of Motion MN20-9 Councillor Lori Bresciani, Councillor Andrew Stevens and Councillor Jerry Flegel: Opening of Outdoor Pools be waived to allow the Motion to be considered at this meeting.

Councillor Lori Bresciani  Yes
Councillor John Findura  Yes
Councillor Joel Murray  Yes
Councillor Sharron Bryce  Yes
Councillor Mike O'Donnell  Yes
Councillor Jason Mancinelli  Yes
Councillor Jerry Flegel  Yes
Councillor Bob Hawkins  Yes
Councillor Barbara Young  Yes
Mayor Michael Fougere  Yes

The motion was put and declared CARRIED UNANIMOUSLY.

MINUTES APPROVAL

Councillor Joel Murray moved, seconded by Councillor Barbara Young, AND IT WAS RESOLVED, that the minutes for the meeting held on May 27, 2020 be adopted, as circulated.
TABLED MOTION AND MOTIONS

MN19-24 Councillor Bob Hawkins: Priorities and Planning Committee

Recommendation
1. The Priorities and Planning Committee be disestablished and its terms of reference be added to the terms of reference for the Executive Committee outlined in TABLE 3 of The Committee Bylaw;

2. Any scheduled meetings for the Priorities and Planning Committee be used to schedule additional meetings of the Executive Committee; and

3. The City Solicitor be instructed to prepare the necessary bylaw to amend The Committee Bylaw, Bylaw No. 2009-40 and The Procedure Bylaw, Bylaw No. 9004 to effect these changes.

Councillor Bob Hawkins moved, seconded by Councillor Jason Mancinelli, that:

1. The Priorities and Planning Committee be disestablished and its terms of reference be added to the terms of reference for the Executive Committee outlined in TABLE 3 of The Committee Bylaw;

2. Any scheduled meetings for the Priorities and Planning Committee be used to schedule additional meetings of the Executive Committee; and

3. The City Solicitor be instructed to prepare the necessary bylaw to amend The Committee Bylaw, Bylaw No. 2009-40 and The Procedure Bylaw, Bylaw No. 9004 to effect these changes.

Councillor Bob Hawkins Yes
Councillor Barbara Young No
Councillor Andrew Stevens Yes
Councillor Lori Bresciani No
Councillor John Findura No
Councillor Joel Murray No
Councillor Sharron Bryce Yes
Councillor Mike O'Donnell No
Councillor Jason Mancinelli Yes
Councillor Jerry Flegel Yes
Mayor Michael Fougere No

The motion was put and declared LOST.

MN20-4 Councillor Bob Hawkins: Roll Call Recorded Voting

Recommendation
1. That the City Solicitor be directed to prepare the necessary
amendments to The Procedure Bylaw, No. 9004, to require that all council votes be conducted by roll call recorded vote of members of council; and

2. That such roll call recorded voting be done electronically where possible.

Councillor Bob Hawkins moved, seconded by Councillor Joel Murray:

1. That the City Solicitor be directed to prepare the necessary amendments to The Procedure Bylaw, No. 9004, to require that all council votes be conducted by roll call recorded vote of members of council; and

2. That such roll call recorded voting be done electronically where possible.

<table>
<thead>
<tr>
<th>Councillor Name</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Councillor Bob Hawkins</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Jerry Flegel</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Jason Mancinelli</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Mike O’Donnell</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Sharron Bryce</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Joel Murray</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor John Findura</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Lori Bresciani</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Andrew Stevens</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Barbara Young</td>
<td>Yes</td>
</tr>
<tr>
<td>Mayor Michael Fougere</td>
<td>Yes</td>
</tr>
</tbody>
</table>

The motion was put and declared CARRIED.

MN20-5  Councillor Barbara Young:  Residential Roads

**Recommendation**

That the Administration report to the Public Works and Infrastructure Committee and to City Council:

1. On the condition of the residential roads by Ward that are rated from poor to excellent;

2. The role of the Water, Waste and Environment department in coordinating water infrastructure projects with roadway projects;

3. The costs of each type of treatment applied to residential roads, including the underground water and sewer infrastructure rebuild or rehabilitation;

4. The projection of the number of years it will take to remove roads from the poor category; and
5. A communication plan to inform citizens of the status of the residential roadwork and an update on the plans to decrease the number of roads in the poor categories in Regina.

Councillor Barbara Young moved, seconded by Councillor Sharron Bryce, that the Administration report to City Council:

1. On the condition of the residential roads by Ward that are rated from poor to excellent;

2. The role of the Water, Waste and Environment department in coordinating water infrastructure projects with roadway projects;

3. The costs of each type of treatment applied to residential roads, including the underground water and sewer infrastructure rebuild or rehabilitation;

4. The projection of the number of years it will take to remove roads from the poor category; and

5. A communication plan to inform citizens of the status of the residential roadwork and an update on the plans to decrease the number of roads in the poor categories in Regina.

Councillor Barbara Young  Yes
Councillor Bob Hawkins  Yes
Councillor Andrew Stevens  Yes
Councillor Lori Bresciani  Yes
Councillor John Findura  Yes
Councillor Joel Murray  Yes
Councillor Sharron Bryce  Yes
Councillor Mike O'Donnell  Yes
Councillor Jason Mancinelli  Yes
Councillor Jerry Flegel  Yes
Mayor Michael Fougere  Yes

The motion was put and declared CARRIED.

MN20-6  Councillor Andrew Stevens and Councillor John Findura: Water Affordability

Recommendation
That Administration prepare a report for Public Works and Infrastructure for Q1 of 2021 that:

1. Outlines options to help offset the cost of water and sewer for low income residents by way of means-tested grants, billing options, and fee waivers;

2. Establishes a political advocacy strategy aimed at the federal and provincial governments with the aim of alleviating the financial burden
for low-income residents with regards to water and sewer billing and costs.

Councillor Andrew Stevens moved, seconded by Councillor John Findura, that Administration prepare a report for Public Works and Infrastructure for Q3 of 2021 that:

1. Outlines options to help offset the cost of water and sewer for low income residents by way of means-tested grants, billing options, and fee waivers;

2. Establishes a political advocacy strategy aimed at the federal and provincial governments with the aim of alleviating the financial burden for low-income residents with regards to water and sewer billing and costs.

Councillor Andrew Stevens Yes
Councillor Barbara Young Yes
Councillor Bob Hawkins Yes
Councillor Lori Bresciani No
Councillor John Findura Yes
Councillor Joel Murray No
Councillor Sharron Bryce No
Councillor Mike O'Donnell Yes
Councillor Jason Mancinelli Yes
Councillor Jerry Flegel Yes
Mayor Michael Fougere No

The motion was put and declared CARRIED.

MN20-7 Councillor Jerry Flegel: Fencing Setback Regulations

Recommendation
That City Council:

1. Direct the Administration to prepare a report for the next Public Works and Infrastructure Committee that outlines any potential implications to amend ‘Schedule H2’ of The Traffic Bylaw, Bylaw No. 9900 as follows:
   a. set the minimum setback measurement for fences and other obstructions, “From Curb Only - No Sidewalk” from 2.0 metres to 0.6 metres; and
   b. that if approved, the City Solicitor prepare the necessary amending bylaw, for this to take effect immediately; and

2. Authorize the suspension of all current pending non-compliance violations or orders to comply until the above noted report and potential amending bylaw has been considered by City Council.

Councillor Jerry Flegel moved, seconded by Councillor John Findura, that City Council:
1. Direct the Administration to prepare a report for the next Public Works and Infrastructure Committee that outlines any potential implications to amend ‘Schedule H2’ of The Traffic Bylaw, Bylaw No. 9900 as follows:

a. set the minimum setback measurement for fences and other obstructions, “From Curb Only - No Sidewalk” from 2.0 metres to 0.6 metres; and

b. that if approved, the City Solicitor prepare the necessary amending bylaw, for this to take effect immediately; and

2. Authorize the suspension of all current pending non-compliance violations or orders to comply until the above noted report and potential amending bylaw has been considered by City Council.

(Councillor Stevens requested that #1 and #2 be voted on separately.)

Councillor Flegel withdrew #2 from his Motion.

Councillor Jerry Flegel   Yes
Councillor Jason Mancinelli   Yes
Councillor Mike O'Donnell   Yes
Councillor Sharron Bryce   No
Councillor Joel Murray   Yes
Councillor John Findura   Yes
Councillor Lori Bresciani   Yes
Councillor Andrew Stevens   Yes
Councillor Bob Hawkins   Yes
Councillor Barbara Young   Yes
Mayor Michael Fougere   Yes

The motion was put and declared CARRIED.

RECESS

Pursuant to the provisions of Section 33 (2.1) of City Council's Procedure Bylaw No. 9004, Mayor Fougere called for a 15 minute recess.

Council recessed at 3:45 p.m.

Council reconvened at 4:00 p.m.

NOTICE OF MOTION

MN20-9   Councillor Lori Bresciani, Councillor Andrew Stevens and Councillor Jerry Flegel: Opening of Outdoor Pools

Councillor Lori Bresciani moved, seconded by Councillor Flegel, that:
1. Administration work to open outdoor swimming pools for Regina residents by mid-July; and

2. City of Regina engage with community associations on recreation and summer programming.

Councillor Andrew Stevens moved, in amendment, seconded by Councillor Murray, that Administration open three indoor facilities and one outdoor pool as follows:

1. North West Leisure Centre (re-open July 6)
2. Lawson Aquatic Centre (re-open July 13)
3. Regent Pool (re-open July 17)
4. Sandra Schmirler Centre (re-open July 20 subject to sufficient staffing)

(Councillor O'Donnell requested that #3 be voted on separately.)

The Clerk called the vote on #1, #2 and #4.

Councillor Andrew Stevens    Yes
Councillor Barbara Young      Yes
Councillor Bob Hawkins        Yes
Councillor Lori Bresciani     Yes
Councillor John Findura       Yes
Councillor Joel Murray        Yes
Councillor Sharron Bryce      Yes
Councillor Mike O'Donnell     Yes
Councillor Jason Mancinelli   Yes
Councillor Jerry Flegel       Yes
Mayor Michael Fougere         Yes

The motion was put and declared CARRIED.

The Clerk called the vote on #3.

Councillor Andrew Stevens    Yes
Councillor Bob Hawkins       Yes
Councillor Barbara Young     Yes
Councillor Jerry Flegel      Yes
Councillor Jason Mancinelli  No
Councillor Mike O'Donnell    No
Councillor Sharron Bryce     Yes
Councillor Joel Murray       Yes
Councillor John Findura      Yes
Councillor Lori Bresciani    Yes
Mayor Michael Fougere        Yes

The motion was put and declared CARRIED.
The main motion, as amended, was put and declared CARRIED.

DELEGATIONS, TABLED AND PUBLIC NOTICE BYLAWS AND RELATED REPORTS

DE20-49 Chad Jedlic, Forster Harvard Development Corp.: Proposed Zoning Bylaw Amendment – West Market Street

Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Chad Jedlic and Blair Forster, representing Forster Harvard Development Corp., addressed Council and answered a number of questions.

Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw No. 9004, this brief was tabled until after consideration of CR20-50, a report from Regina Planning Commission, respecting the same subject.

CR20-50 Regina Planning Commission: Zoning Bylaw Amendment Application - 1700 - 1788 and 1701 - 1789 West Market Street - PL202000065

Recommendation
That City Council:

1. Approve the application to rezone the properties located at 1700 - 1788 and 1701 - 1789 West Market Street, legally described as Lots 1-23A, Block 1, Plan No. 102246038 and Lots 1-23A, Block 2, Plan No. 102246038, in the Westerra Subdivision, from RL – Residential Low-Rise Zone to RU – Residential Urban Zone.

2. Approve the application to amend the Westerra Concept Plan, as depicted on the attached Appendix A-3.1; A-3.2, and adopt the Westerra Concept Plan, as amended, by resolution.

Councillor Barbara Young moved, seconded by Councillor Bob Hawkins that the recommendation of the Regina Planning Commission contained in the report be concurred in.

Councillor Barbara Young  Yes
Councillor Bob Hawkins  Yes
Councillor Andrew Stevens  Yes
Councillor Lori Bresciani  Yes
Councillor John Findura  Yes
Councillor Joel Murray  Yes
Councillor Sharron Bryce  Yes
Councillor Mike O'Donnell  Yes
Councillor Jason Mancinelli  Yes
Councillor Jerry Flegel  Yes
Mayor Michael Fougere  Yes
The motion was put and declared CARRIED.

DE20-50 Judith Veresuk, Regina Downtown Business Improvement District: North Winnipeg Street Contract Zone

(Mayor Michael Fougere declared a conflict of interest on items DE20-50, DE20-51, CR20-31 and Bylaw 2020-37, citing a family member involved with the development, abstained from discussion and voting, and temporarily left the meeting.)

(Councillor Flegel took the Chair.)

The delegation was not present.

Councillor Lori Bresciani moved, seconded by Councillor Andrew Stevens, AND IT WAS RESOLVED, that this report be received and filed.

DE20-51 John Pearson, Shindico Realty Ltd.: North Winnipeg Street Contract Zone

Pursuant to due notice the delegation was present.

Councillor Jerry Flegel invited the delegation to come forward and be heard. John Pearson, representing Shindico Realty Ltd., addressed Council and answered a number of questions.

Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw No. 9004, this brief was tabled until after consideration of CR20-51, a report from Regina Planning Commission, respecting the same subject.

CR20-51 Regina Planning Commission: Contract Zone Application - 221 N. Winnipeg Street - PL202000059

Recommendation
That City Council:

1. Approve the application to rezone the property located at 221 N. Winnipeg Street, legally described as Block T, Plan 84R22521, Block C, Plan 101221142 and Block C, Plan FA4603 from IL - Industrial Light Zone to C - Contract Zone to permit “Office, Industry” as a land use at this location.

2. Approve execution of the contract zone agreement between the City of Regina and the applicant/owner of the subject properties, which shall include the following terms:
   i. A maximum of 4,000 square meters of “Office, Industry” shall be allowed within the development and other uses shall conform to the IL-Industrial Light zone.
   ii. The development shall generally conform to the attached plans,
labelled site plan and main floor plan comprising of south premises and south warehouse as shown in Appendices A-2 and A-3.

iii. Any zoning related detail not specifically addressed in the contract zone agreement shall be subject to applicable provisions of the Zoning Bylaw.

iv. The agreement shall be registered in the City’s interest at the applicant’s cost pursuant to Section 69 of The Planning and Development Act, 2007.

3. Direct the City Solicitor to prepare the necessary bylaw to authorize the respective Zoning Bylaw amendment.

Councillor Barbara Young moved, seconded by Councillor Sharron Bryce that the recommendation of Regina Planning Commission contained in the report be concurred in.

Councillor Barbara Young  Yes
Councillor Bob Hawkins  Yes
Councillor Andrew Stevens  No
Councillor Lori Bresciani  Yes
Councillor John Findura  Yes
Councillor Joel Murray  Yes
Councillor Sharron Bryce  Yes
Councillor Mike O'Donnell  Yes
Councillor Jason Mancinelli  Yes
Councillor Jerry Flegel  Yes

The motion was put and declared CARRIED.

2020-37 THE REGINA ZONING AMENDMENT BYLAW, 2020 (No. 10)

Councillor Joel Murray moved, seconded by Councillor Mike O'Donnell, AND IT WAS RESOLVED, that Bylaw No. 2020-37 be introduced and read a first time. Bylaw was read a first time.

The Clerk indicated that in light of meeting restrictions, interested parties were notified of the bylaw amendments. Delegations who expressed an interest have addressed City Council. No one further expressed a desire to address City Council.

Councillor Joel Murray moved, seconded by Councillor John Findura, AND IT WAS RESOLVED, that Bylaw No. 2020-37 be introduced and read a second time. Bylaw was read a second time.

Councillor Joel Murray moved, seconded by Councillor Jason Mancinelli, that City Council hereby consent to Bylaw No. 2020-37 going to third and final reading at this meeting.
Councillor Barbara Young Yes
Councillor Bob Hawkins Yes
Councillor Andrew Stevens Yes
Councillor Lori Bresciani Yes
Councillor John Findura Yes
Councillor Joel Murray Yes
Councillor Sharron Bryce Yes
Councillor Mike O'Donnell Yes
Councillor Jason Mancinelli Yes
Councillor Jerry Flegel Yes
Mayor Michael Fougere Yes

The motion was put and declared CARRIED UNANIMOUSLY.

Councillor Joel Murray moved, seconded by Councillor Sharron Bryce, AND IT WAS RESOLVED, that Bylaw No. 2020-37 be read a third time.
Bylaw was read a third and final time.

(Mayor Fougere returned to the meeting and took the Chair.)

Councillor Jason Mancinelli moved, seconded by Councillor Jerry Flegel, that Council recess at 6:00 p.m. for 30 minutes.

Councillor Jason Mancinelli Yes
Councillor Jerry Flegel Yes
Councillor Mike O'Donnell No
Councillor Sharron Bryce No
Councillor Joel Murray Yes
Councillor John Findura No
Councillor Lori Bresciani No
Councillor Andrew Stevens No
Councillor Bob Hawkins No
Councillor Barbara Young Yes
Mayor Michael Fougere Yes

The motion was put and declared LOST.

ADJOURNMENT

Councillor Bob Hawkins moved, seconded by Councillor Sharron Bryce that the meeting adjourn.

Councillor Bob Hawkins Yes
Councillor Andrew Stevens Yes
Councillor Lori Bresciani Yes
Councillor John Findura  Yes
Councillor Joel Murray  No
Councillor Sharron Bryce  Yes
Councillor Mike O'Donnell  Yes
Councillor Jason Mancinelli  No
Councillor Jerry Flegel  No
Councillor Barbara Young  No
Mayor Michael Fougere  No

The meeting adjourned at 6:00 p.m.

Pursuant to Section 11(3) and (4) of The Procedure Bylaw No. 9004, the following agenda items which were not dealt with at this meeting, are deemed to be tabled to the next regular meeting of Council, or until a special meeting is called for the purpose of dealing with the unfinished items:

CR20-52 Regina Planning Commission: Rosewood Lane Access Overlay - PL202000067
2020-33 THE REGINA ZONING AMENDMENT BYLAW, 2020 (No. 9)
2020-37 THE REGINA ZONING AMENDMENT BYLAW, 2020 (No. 10)
2020-38 THE REGINA ZONING AMENDMENT BYLAW 2020 (No. 11)
2020-39 THE REGINA ZONING AMENDMENT BYLAW, 2020 (No. 12)
2020-35 THE ELECTED OFFICIAL COMPENSATION REVIEW COMMISSION BYLAW,
DE20-52 Jake Brockman, Uber: Taxi Bylaw Review
DE20-54 Sandy Archibald, Regina Cabs: Taxi Bylaw Review
DE20-55 Daljit Singh and Kamajit Grewal, Co-op Taxi: Taxi Bylaw Review
CP20-24 Del Van De Kamp, Van De's Accessible Transit: Taxi Review Bylaw Report
IR20-2 Supplemental Taxi and Transportation Network Company Report
CM20-16 Taxi Bylaw Review Report
DE20-56 Sandy Archibald, Regina Cabs: Seasonal Taxi Licences
CM20-17 Informational Supplemental Seasonal Licences Report
CR20-53 Seasonal Taxi Licences
DE20-57 Jaime Boldt, Globe Theatre and James Youck, P3 Architecture: Globe Theatre Redevelopment Project - Funding Contribution Agreement
CM20-18 Supplemental Report - Globe Theatre Redevelopment Project - Funding Contribution Agreement
CR20-54  Finance and Administration Committee: Globe Theatre Redevelopment Project - Funding Contribution Agreement

DE20-58  Ross Keith, Nicor Consulting Services: Mayfair Apartments

CR20-55  Finance and Administration Committee: Heritage Building Rehabilitation Program 2915 14th Avenue - Mayfair Apartment

2020-40  THE CONSERVATION OF HERITAGE PROPERTIES TAX EXEMPTION FOR THE MAYFAIR APARTMENTS LOCATED AT 2915 14TH AVENUE BYLAW, 2020

CM20-19  Residential Land Uses in Industrial Zones - Zoning Bylaw Amendment

CR20-56  City of Regina and Regina Board of Education Central Collegiate Land Exchange

CR20-57  Municipal Economic Enhancement Program (MEEP) Funding Allocation

CR20-58  2021 Revaluation

CR20-59  2019 City of Regina Annual Report and Public Accounts

CR20-60  Community Safety and Wellbeing

CR20-61  Recreation/Culture 2020 Capital Plan


CR20-63  Discretionary Use Application - Building, Planned Group - Rosewood Park - PL202000044

IR20-3  Executive Committee: Buffalo Pound Water Treatment Plant Corporation - 2019 Annual Report

IR20-4  Finance and Administration Committee: 2019 Annual Debt Report

IR20-5  Mayor's Housing Commission: Comprehensive Housing Strategy - 2019 Annual Update

MN19-24  Councillor Bob Hawkins: Priorities and Planning Committee

MN20-4  Councillor Bob Hawkins: Roll Call Recorded Voting

MN20-5  Councillor Barbara Young: Residential Roads

MN20-6  Councillor Andrew Stevens and Councillor John Findura: Water Affordability

MN20-7  Councillor Jerry Flegel: Fencing Setback Regulations

MN20-9  Councillor Lori Bresciani, Councillor Andrew Stevens and Councillor Jerry Flegel: Opening of Outdoor Pools

CR20-64  COVID-19 Update

CR20-65  2019 Annual Reserve Report

2020-41  THE REGINA ADMINISTRATION AMENDMENT BYLAW, 2020

2020-42  THE REGINA TRANSIT FARE AMENDMENT BYLAW, 2020 (No. 2)
2020-43  THE COVID-19 PANDEMIC AMENDMENT BYLAW, 2020
2020-44  THE OWNER OCCUPIED LICENSED NON-PROFIT CHILDCARE CENTRE TAX EXEMPTION BYLAW, 2020

________________________________________  __________________________
Chairperson                                    Secretary
AT REGINA, SASKATCHEWAN, TUESDAY, JUNE 30, 2020

AT A MEETING OF CITY COUNCIL

AT 1:30 PM

These are considered a draft rendering of the official minutes. Official minutes can be obtained through the Office of the City Clerk once approved.

Present: Mayor Michael Fougere, in the Chair
          Councillor Lori Bresciani (Videoconference)
          Councillor Sharron Bryce (Videoconference)
          Councillor John Findura (Videoconference)
          Councillor Jerry Flegel
          Councillor Bob Hawkins (Videoconference)
          Councillor Jason Mancinelli (Videoconference)
          Councillor Joel Murray (Videoconference)
          Councillor Mike O'Donnell (Videoconference)
          Councillor Andrew Stevens (Videoconference)
          Councillor Barbara Young (Videoconference)

Also in Attendance: City Clerk, Jim Nicol

Attendance: Deputy City Clerk, Amber Ackerman
            City Manager, Chris Holden
            City Solicitor, Byron Werry (Videoconference)
            Executive Director, Citizen Experience, Innovation & Performance, Louise Folk
            Executive Director, Citizen Services, Kim Onrait
            Executive Director, City Planning & Community Development, Diana Hawryluk
            Executive Director, Financial Strategy & Sustainability, Barry Lacey (Videoconference)
            Director, Assessment, Tax & Utility Billing, Deborah Bryden (Videoconference)
            Director, Financial Services, June Schultz
            Director, Planning & Development Services, Fred Searle (Videoconference)
            Director, Sustainable Infrastructure, Karen Gasmo (Videoconference)
            Manager, Facilities Building Services, Mike Powell (Videoconference)
            Manager, Licensing & Parking Services, Dawn Schikowski
            Senior City Planner, Ben Mario (Videoconference)

CONFIRMATION OF AGENDA

Councillor Bob Hawkins moved, seconded by Councillor Barbara Young, AND IT WAS RESOLVED, that the agenda for this meeting be approved, as submitted, after adding MN20-10 a Notice of Motion by Councillor Bob Hawkins and all
Members of City Council regarding Public Complaints Commission - Civilian Oversight and Community Policing and Community Safety and Well-being, and that notice for Notice of Motion MN20-10 be waived to allow the Motion to be considered at this meeting, and that all the items and delegations be heard in the order they are called forward by Mayor Fougere.

Councillor Bob Hawkins Yes
Councillor Barbara Young Yes
Councillor Andrew Stevens Yes
Councillor John Findura Yes
Councillor Joel Murray Yes
Councillor Sharron Bryce Yes
Councillor Mike O'Donnell Yes
Councillor Jason Mancinelli Yes
Councillor Barbara Young Yes
Councillor Jerry Flegel Yes
Mayor Michael Fougere Yes

TABLED DELEGATIONS, PUBLIC NOTICE BYLAWS AND RELATED REPORTS

CR20-52 Regina Planning Commission: Rosewood Lane Access Overlay - PL202000067

**Recommendation**

That City Council:

1. Approve the application to re-zone the property located at SE1/4 Sec 9, Twp 18, Rge 20, W2 191, Lots 1 - 26, Block 104 & Lots 7-12, Block 103, in the Rosewood Park Subdivision to apply the LA - Lane Access Overlay zone and related amendments as outlined in this report, on the condition that the amendments respecting LA – Lane Access Overlay Zone regulations provided for in Bylaw 2020-33 are adopted by City Council at its June 24, 2020 meeting.

2. Direct the City Solicitor to prepare the necessary bylaw.

Councillor Barbara Young moved, seconded by Councillor Jerry Flegel, that the recommendation of Regina Planning Commission contained in the report be concurred in.

Councillor Barbara Young Yes
Councillor Jerry Flegel Yes
Councillor Jason Mancinelli Yes
Councillor Mike O'Donnell Yes
Councillor Sharron Bryce Yes
Councillor Joel Murray Yes
Councillor John Findura Yes
Councillor Lori Brescia Yes
Councillor Andrew Stevens No
Councillor Bob Hawkins  Yes
Mayor Michael Fougere  Yes

The motion was put and declared CARRIED.

2020-33  THE REGINA ZONING AMENDMENT BYLAW, 2020 (No. 9)
2020-38  THE REGINA ZONING AMENDMENT BYLAW 2020 (No. 11)
2020-39  THE REGINA ZONING AMENDMENT BYLAW, 2020 (No. 12)

Councillor Jerry Flegel moved, seconded by Councillor Jason Mancinelli, AND IT WAS RESOLVED, that Bylaws No. 2020-33, 2020-38 and 2020-39 be introduced and read a first time.

Bylaws were read a first time.

The Clerk indicated that in light of meeting restrictions, interested parties were notified of the bylaw amendments. No one expressed a desire to address City Council.

Councillor Jerry Flegel moved, seconded by Councillor Sharron Bryce, AND IT WAS RESOLVED, that Bylaws No. 2020-33, 2020-38 and 2020-39 be introduced and read a second time.

Bylaws were read a second time.

Councillor Jerry Flegel moved, seconded by Councillor Lori Bresciani, that City Council hereby consent to Bylaws No. 2020-33, 2020-38 and 2020-39 going to third and final reading at this meeting.

The motion was put and declared CARRIED UNANIMOUSLY.

Councillor Jerry Flegel moved, seconded by Councillor Andrew Stevens, AND IT WAS RESOLVED, that Bylaws No. 2020-33, 2020-38 and 2020-39 be read a third time.

Bylaws were read a third and final time.

2020-35  THE ELECTED OFFICIAL COMPENSATION REVIEW COMMISSION BYLAW, 2020

(Councillor Bob Hawkins declared a conflict of interest, citing a potential nominee and Chair would be a colleague at the Johnson Shoyama Graduate School of Public Policy, abstained from discussion and voting, and temporarily left the meeting.)

Councillor Jerry Flegel moved, seconded by Councillor Andrew Stevens, AND IT WAS RESOLVED, that Bylaw No. 2020-35 be read a third time.

Bylaw was read a third and final time.

(Councillor Hawkins returned to the meeting.)
<table>
<thead>
<tr>
<th>Delegation Name</th>
<th>Delegate(s)</th>
<th>Subject</th>
<th>Resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>DE20-52</td>
<td>Jake Brockman, Uber</td>
<td>Taxi Bylaw Review</td>
<td>Pursuant to due notice the delegation was present. The Mayor invited the delegation to come forward and be heard. Jake Brockman, representing Uber, addressed Council and answered a number of questions. Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw No. 9004, this brief was tabled until after consideration of CM20-16 respecting the same subject.</td>
</tr>
<tr>
<td>DE20-53</td>
<td>Glen Sali, Capital Cabs</td>
<td>Taxi Bylaw Review Report</td>
<td>Pursuant to due notice the delegation was present. The Mayor invited the delegation to come forward and be heard. Glen Sali, representing Capital Cabs, addressed Council and answered a number of questions. Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw No. 9004, this brief was tabled until after consideration of CM20-16 respecting the same subject.</td>
</tr>
<tr>
<td>DE20-54</td>
<td>Sandy Archibald, Regina Cabs</td>
<td>Taxi Bylaw Review</td>
<td>The delegation was not present. <strong>Councillor Lori Bresciani moved, seconded by Councillor Andrew Stevens, AND IT WAS RESOLVED, that this communication be received and filed.</strong></td>
</tr>
<tr>
<td>DE20-55</td>
<td>Daljit Singh and Kamajit Grewal, Co-op Taxi</td>
<td>Taxi Bylaw Review</td>
<td>The delegation was not present. <strong>Councillor Jerry Flegel moved, seconded by Councillor Bob Hawkins, AND IT WAS RESOLVED, that this communication be received and filed.</strong></td>
</tr>
<tr>
<td>CP20-24</td>
<td>Del Van De Kamp, Van De's Accessible Transit</td>
<td>Taxi Review Bylaw Report</td>
<td><strong>Councillor Andrew Stevens moved, seconded by Councillor Lori Bresciani, AND IT WAS RESOLVED, that this communication be received and filed.</strong></td>
</tr>
</tbody>
</table>
IR20-2  Supplemental Taxi and Transportation Network Company Report

Recommendation
That City Council receive and file this report.

Councillor Jason Mancinelli moved, seconded by Councillor Joel Murray, that this report be received and filed.

Councillor Jason Mancinelli  Yes
Councillor Mike O'Donnell  Yes
Councillor Sharron Bryce  Yes
Councillor Joel Murray  Yes
Councillor John Findura  Yes
Councillor Lori Bresciai  Yes
Councillor Andrew Stevens  Yes
Councillor Bob Hawkins  Yes
Councillor Barbara Young  Yes
Councillor Jerry Flegel  Yes
Mayor Michael Fougere  Yes

The motion was put and declared CARRIED.

CM20-16 Taxi Bylaw Review Report

Recommendation
That City Council:

1. Approve the amendments proposed to *The Taxi Bylaw, 1994* as further detailed in Appendix A to this report, which will implement the following changes to the regulation of taxi services:

   a. permit the use of digital taxi meters ("soft" meters);
   b. allow taxi services to charge fares outside of the City's set fare structure provided that such trips are booked through an approved mobile application capable of providing a pre-estimate and other requirements to passengers;
   c. update fees charged by the City;
   d. implement further data collection requirements;
   e. remove vehicle age requirement;
   f. change the decal requirements;
   g. allow the use of an inflatable spare tire;
   h. set out the review and approval process for "certificates of approval" issued by the Regina Police Service for taxi drivers;
   i. Accessible taxicab brokers with only one vehicle in their fleet be exempt from the requirements for computer aided dispatch and global positioning systems by way of an application process;
   j. Add a licence fee amount for accessible taxicab brokers that do
not use computer aided dispatch and global positioning systems; and
k. make housekeeping changes as identified in Appendix A;

2. Remove CR20-15 from the list of outstanding items for City Council;
and

3. Direct the City Solicitor to prepare the necessary bylaw to amend *The Taxi Bylaw, 1994* to be brought forward to the July 29, 2020 meeting of City Council for approval.

Councillor Andrew Stevens moved, seconded by Councillor Jason Mancinelli, that the recommendation contained in the report be concurred in.

Councillor John Findura moved, in amendment, seconded by Councillor Andrew Stevens, that:

1. A three year cap of no more than 200 Transportation Network Companies (TNC) licenses be issued per year; and

2. Administration conduct a review at the end of the three year cap and report back to the Community and Protective Services Committee.

<table>
<thead>
<tr>
<th>Councillor</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Councillor John Findura</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Joel Murray</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Sharron Bryce</td>
<td>No</td>
</tr>
<tr>
<td>Councillor Mike O'Donnell</td>
<td>No</td>
</tr>
<tr>
<td>Councillor Jason Mancinelli</td>
<td>No</td>
</tr>
<tr>
<td>Councillor Jerry Flegel</td>
<td>No</td>
</tr>
<tr>
<td>Councillor Barbara Young</td>
<td>No</td>
</tr>
<tr>
<td>Councillor Bob Hawkins</td>
<td>No</td>
</tr>
<tr>
<td>Councillor Andrew Stevens</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Lori Bresciani</td>
<td>Yes</td>
</tr>
<tr>
<td>Mayor Michael Fougere</td>
<td>No</td>
</tr>
</tbody>
</table>

The motion was put and declared LOST.

Councillor John Findura moved, in amendment, seconded by Councillor Jerry Flegel, that all Transportation Network Companies (TNC) be required to have cameras installed in their vehicles.

In accordance with s. 20(7) of *The Procedure Bylaw, Bylaw No. 9004*, Councillor John Findura moved, seconded by Councillor Jerry Flegel, that his amending motion be withdrawn.

<table>
<thead>
<tr>
<th>Councillor</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Councillor John Findura</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Joel Murray</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Sharron Bryce</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Mike O'Donnell</td>
<td>Yes</td>
</tr>
</tbody>
</table>
The motion was put and declared CARRIED.

Councillor John Findura moved, in amendment, seconded by Councillor Lori Bresciani, that random inspection audits be conducted on a regular basis for Licensed Transportation Network Companies (TNC), pursuant to the regulations set out in *The Vehicles for Hire Bylaw, Bylaw No. 2019-09*.

The motion was put and declared LOST.

**RECESS**

Pursuant to the provisions of Section 33 (2.1) of City Council's Procedure Bylaw No. 9004, Mayor Fougere called for a 15 minute recess.

Council recessed at 3:40 p.m.

Council reconvened at 3:55 p.m.

Councillor Lori Bresciani moved, in amendment, seconded by Councillor Andrew Stevens, that Administration report back, as part of the TNC report scheduled to come forward in Q4 of 2020, with the implications of having the Regina Police Service process the TNC applications for the Criminal Records Checks and Vulnerable Record Checks.

The motion was put and declared CARRIED.
The motion was put and declared CARRIED.

The Clerk called for the vote on the main motion, as amended.

Councillor Andrew Stevens    Yes
Councillor Lori Bresciani    Yes
Councillor Bob Hawkins       Yes
Councillor John Findura      Yes
Councillor Barbara Young     Yes
Councillor Joel Murray       Yes
Councillor Jason Mancinelli  Yes
Councillor Sharron Bryce     Yes
Councillor Jerry Flegel      Yes
Councillor Mike O'Donnell    Yes
Mayor Michael Fougere        Yes

The motion was put and declared CARRIED.

DE20-56  Sandy Archibald, Regina Cabs: Seasonal Taxi Licences

The delegation was not present.

Councillor Lori Bresciani moved, seconded by Councillor Bob Hawkins, AND IT WAS RESOLVED, that this communication be received and filed.

CM20-17  Informational Supplemental Seasonal Licences Report

Recommendation
That City Council receive and file this report.

Councillor Andrew Stevens moved, seconded by Councillor Lori Bresciani, AND IT WAS RESOLVED, that this report be received and filed.

CR20-53  Seasonal Taxi Licences

Recommendation
That City Council:

1. Amend The Taxi Bylaw, 1994 to remove the portion of the seasonal taxicab licences that are issued through a lottery/draw process.
2. Instruct the City Solicitor to prepare the necessary bylaw amendment to The Taxi Bylaw, 1994 as described in this report, to be brought forward to the July 29, 2020 meeting of City Council.

Councillor Andrew Stevens moved, seconded by Councillor Jerry Flegel, that City Council:

1. Amend The Taxi Bylaw, 1994 to issue seasonal taxicab owners’ licenses in an amount equal to 37% of total regular and temporary taxicab owners’ licenses held by licensed taxicab brokers directly to the taxicab brokers.

2. Instruct the City Solicitor to prepare the necessary bylaw amendment to The Taxi Bylaw, 1994 as described in this report, to be brought forward to the July 29, 2020 meeting of City Council.

Councillor Andrew Stevens No
Councillor Jason Mancinelli Yes
Councillor Mike O'Donnell Yes
Councillor Sharron Bryce Yes
Councillor Joel Murray Yes
Councillor John Findura Yes
Councillor Lori Bresciani Yes
Councillor Bob Hawkins Yes
Councillor Barbara Young Yes
Councillor Jerry Flegel Yes
Mayor Michael Fougere Yes

The motion was put and declared CARRIED.

DE20-57 Jaime Boldt, Globe Theatre: Globe Theatre Redevelopment Project - Funding Contribution Agreement

Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Jaime Boldt, representing Globe Theatre, and James Youck, representing P3 Architects, addressed Council and answered a number of questions.

Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw No. 9004, this brief was tabled until after consideration of CM20-16 respecting the same subject.

CM20-18 Supplemental Report - Globe Theatre Redevelopment Project - Funding Contribution Agreement

Recommending
That City Council receive and file this report.
Councillor Bob Hawkins moved, seconded by Councillor Barbara Young, that this report be received and filed.

Councillor Bob Hawkins        Yes
Councillor Barbara Young       Yes
Councillor Andrew Stevens      Yes
Councillor Lori Bresciani      Yes
Councillor John Findura        Yes
Councillor Joel Murray         Yes
Councillor Sharron Bryce       Yes
Councillor Mike O'Donnell      Yes
Councillor Jason Mancinelli    Yes
Councillor Jerry Flegel        Yes
Mayor Michael Fougere          Yes

The motion was put and declared CARRIED.

CR20-54  Finance and Administration Committee: Globe Theatre Redevelopment Project - Funding Contribution Agreement

Recommendation
That City Council:

1. Authorize the Executive Director, City Planning & Community Development, to review, approve, negotiate and enter into a Contribution Agreement between the City of Regina and the Globe Theatre for its redevelopment project.

2. Authorize the City Clerk to execute the Contribution Agreement after review by the City Solicitor.

3. Allocate that funding for this project come from the Recreation/Culture Capital Program.

Councillor Sharron Bryce moved, seconded by Councillor Barbara Young, that the recommendation of the Finance and Administration Committee contained in the report be concurred in.

Councillor Sharron Bryce        Yes
Councillor Mike O'Donnell       Yes
Councillor Jason Mancinelli     Yes
Councillor Jerry Flegel         Yes
Councillor Barbara Young        Yes
Councillor Bob Hawkins          Yes
Councillor Andrew Stevens       Yes
Councillor Lori Bresciani       Yes
Councillor John Findura         Yes
Councillor Joel Murray          Yes
The motion was put and declared CARRIED.

DE20-58 Ross Keith, Nicor Consulting Services: Mayfair Apartments

The delegation was not present.

Councillor Jason Mancinelli moved, seconded by Councillor Sharron Bryce, AND IT WAS RESOLVED, that this communication be received and filed.

CR20-55 Finance and Administration Committee: Heritage Building Rehabilitation Program 2915 14th Avenue - Mayfair Apartment

**Recommendation**

That City Council:

1. Approve a Tax Exemption for the property known as Mayfair Apartments, located on Lot 41 Block 437 and Plan 98RA28311, addressed at 2915 14th Avenue (as shown in Appendix A), in an amount equal to the lesser of:
   a) 50 per cent of eligible costs for the work described in Appendix C-2; or
   b) An amount equivalent to the total property taxes payable for 10 years

2. Direct the City Solicitor to prepare the necessary bylaw and agreement with the following conditions:
   a) That the property possesses and retains its formal designation as a Municipal Heritage Property in accordance with *The Heritage Property Act*.
   b) That the property owner submits detailed written documentation of payments made for the actual costs incurred (i.e. itemized invoices and receipts) in the completion of the identified conservation work. If actual costs exceed the corresponding estimates by more than 10 per cent, the property owner shall provide full particulars as to the reason(s) for such cost overruns. The City of Regina may decline to approve any cost overrun, or portion thereof, if considered not to be reasonably or necessarily incurred for eligible work.
   c) That work completed and invoices submitted by September 30 each year, would be eligible for the Tax Exemption for up to 50 per cent of the cost of approved work.
   d) That the Executive Director of City Planning & Community Development or designate be authorized under the tax exemption agreement to make all determinations regarding reimbursements of the cost incurred for work done to the property based on the City of Regina’s Heritage Building Rehabilitation Program and the Conservation Plan for the property (Appendix C-1 to this report).

3. Authorize the Executive Director of City Planning & Community Development...
Development or designate to apply to the Government of Saskatchewan on behalf of the property owner for any exemption of the education portion of the property taxes that is $25,000 or greater in any year during the term of the exemption.

Councillor Sharron Bryce moved, seconded by Councillor Bob Hawkins, that the recommendation of the Finance and Administration Committee contained in the report be concurred in.

Councillor Sharron Bryce Yes
Councillor Joel Murray Yes
Councillor John Findura Yes
Councillor Lori Bresciani Yes
Councillor Andrew Stevens Yes
Councillor Bob Hawkins Yes
Councillor Barbara Young Yes
Councillor Jerry Flegel Yes
Councillor Jason Mancinelli Yes
Councillor Mike O'Donnell Yes
Mayor Michael Fougere Yes

The motion was put and declared CARRIED.

2020-40 THE CONSERVATION OF HERITAGE PROPERTIES TAX EXEMPTION FOR THE MAYFAIR APARTMENTS LOCATED AT 2915 14TH AVENUE

Councillor Jerry Flegel moved, seconded by Councillor Jason Mancinelli, AND IT WAS RESOLVED, that Bylaw No. 2020-40 be introduced and read a first time. Bylaw was read a first time.

Councillor Jerry Flegel moved, seconded by Councillor Sharron Bryce, AND IT WAS RESOLVED, that that Bylaw No. 2020-40 be introduced and read a second time. Bylaw was read a second time.

Councillor Jerry Flegel moved, seconded by Councillor Lori Bresciani, that City Council hereby consent to that Bylaw No. 2020-40 going to third and final reading at this meeting.

The motion was put and declared CARRIED UNANIMOUSLY.

Councillor Jerry Flegel moved, seconded by Councillor Andrew Stevens, AND IT WAS RESOLVED, that that Bylaw No. 2020-40 be read a third time.

Bylaw was read a third and final time.
TABLED COMMITTEE REPORTS

EXECUTIVE COMMITTEE

CR20-57 Municipal Economic Enhancement Program (MEEP) Funding Allocation

Recommendation
That City Council:

1. Approve the City of Regina’s $30,916,844 allocation of Municipal Economic Enhancement Program (MEEP) funding to the following projects as further detailed in Option #1 in Appendix A of this report;

   Residential Road Renewal (2020 Deferred Projects) - $6.4 million
   Wascana Pool Renewal - $12.0 million
   Outdoor Rink - $0.7 million
   Energy Monitoring and Optimization Infrastructure - $0.72 million
   Municipal Justice Building Redevelopment - $7.5 million
   Permanent Pavement Markings - $0.7 million
   Pedestrian Connectivity (Pasqua Street) - $0.5 million
   Expand Bike Lanes and Pathways (Albert Street) - $0.9 million
   Roof Replacement - $1.5 million

2. Authorize the City Manager to apply for MEEP funding for the projects in recommendation #1;

3. Authorize the City Manager to review, negotiate, approve, and enter into any MEEP funding agreements with the Government of Saskatchewan for the projects under the MEEP program;

4. Authorize the City Clerk to execute the MEEP funding agreements that are required after review by the City Solicitor; and

Councillor Jerry Flegel moved, seconded by Councillor Jason Mancinelli, that the recommendation of Executive Committee contained in the report be concurred in.

Councillor Jerry Flegel  Yes
Councillor Jason Mancinelli Yes
Councillor Mike O'Donnell Yes
Councillor Sharron Bryce Yes
Councillor Joel Murray Yes
Councillor John Findura Yes
Councillor Lori Bresciani Yes
Councillor Andrew Stevens Yes
Councillor Bob Hawkins Yes
Councillor Barbara Young Yes
Mayor Michael Fougere Yes
The motion was put and declared CARRIED.

PRIORITIES AND PLANNING COMMITTEE

CR20-61 Recreation/Culture 2020 Capital Plan

**Recommendation**
That City Council:

1. Approve the 2020 project plan.

2. Approve the following projects and associated expenses from the Recreation/Culture Capital Program and the Recreation Infrastructure Program:
   - Courtney Street Pathway Project - $250,000 (Recreation/Culture Capital Program);
   - Prince of Wales Drive Pedestrian Connectivity - $550,000 (Recreation Infrastructure Program); and
   - Wascana Pool Playground and Spraypad - $666,000 in 2020 (both funding streams) and $834,000 in 2021.

Councillor Jerry Flegel moved, seconded by Councillor Bob Hawkins, that the recommendation of the Priorities and Planning Committee contained in the report be concurred in.

Councillor Jerry Flegel Yes
Councillor Barbara Young Yes
Councillor Bob Hawkins Yes
Councillor Andrew Stevens Yes
Councillor Lori Bresciani Yes
Councillor John Findura Yes
Councillor Joel Murray Yes
Councillor Sharron Bryce Yes
Councillor Mike O'Donnell Yes
Councillor Jason Mancinelli Yes
Mayor Michael Fougere Yes

The motion was put and declared CARRIED.

REGINA PLANNING COMMISSION

CR20-63 Discretionary Use Application - Building, Planned Group - Rosewood Park - PL202000044

**Recommendation**
That City Council:
1. Approve the discretionary use application for a proposed Planned Group located in Rosewood Park Phase 1 Stage 3, being Parcel E, in the Rosewood Park Subdivision.

2. Direct the Development Officer to issue a development permit subject to the following conditions:

   a. The development shall be generally consistent with the plans attached to this report as Appendix A-3.1 to A-3.5 inclusive, prepared by Big Block Construction dated January 16, 2020.

   b. Road access is revised to City of Regina Construction Standards.

   c. The development shall comply with all applicable standards and regulations in Regina Zoning Bylaw 2019-19.

   d. Direct the Development Officer to not issue a development permit until a Servicing Agreement has been executed and the subdivision is registered through Information Services Corporation.

Councillor Barbara Young moved, seconded by Councillor Andrew Stevens, that the recommendation of Regina Planning Commission contained in the report be concurred in.

Councillor Barbara Young  Yes
Councillor Bob Hawkins  Yes
Councillor Andrew Stevens  Yes
Councillor John Findura  Yes
Councillor Joel Murray  Yes
Councillor Sharron Bryce  Yes
Councillor Mike O'Donnell  Yes
Councillor Jason Mancinelli  Yes
Councillor Barbara Young  Yes
Councillor Jerry Flegel  Yes
Mayor Michael Fougere  Yes

The motion was put and declared CARRIED.

TABLED BYLAWS AND RELATED REPORTS

CR20-64 COVID-19 Update

Recommendation
That City Council:

1. Direct the City Solicitor to prepare the necessary bylaw amendments required to give effect to the following:
a. COVID-19 Pandemic Bylaw: Adopt the timelines and requirements set out in the bylaws identified in this report in *The COVID-19 Pandemic Bylaw, 2020*;

b. Supporting Community Recovery: Delegate authority to the City Manager to waive fees set out in *The Regina Traffic Bylaw* for street use permits for mobile food vending and outdoor restaurant seating.


2. Delegate authority to the City Manager to negotiate and approve an amendment to the University of Regina Student Union U-Pass Agreement to suspend the program for the fall 2020 semester, or until a future date when the University of Regina provides courses primarily on-campus.

Councillor Jerry Flegel moved, seconded by Councillor Joel Murray, that the recommendation of Executive Committee contained in the report be concurred in, after changing the date in 1c. to July 2, 2020.

<table>
<thead>
<tr>
<th>Councillor</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Councillor Jerry Flegel</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Barbara Young</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Bob Hawkins</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Andrew Stevens</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor John Findura</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Joel Murray</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Sharron Bryce</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Mike O'Donnell</td>
<td>Yes</td>
</tr>
<tr>
<td>Councillor Jason Mancinelli</td>
<td>Yes</td>
</tr>
<tr>
<td>Mayor Michael Fougere</td>
<td>Yes</td>
</tr>
</tbody>
</table>

The motion was put and declared CARRIED.

**2020-42 THE REGINA TRANSIT FARE AMENDMENT BYLAW, 2020 (No. 2)**

Councillor Jerry Flegel moved, seconded by Councillor Jason Mancinelli, AND IT WAS RESOLVED, that Bylaw No. 2020-40 be introduced.

Councillor Jerry Flegel moved, seconded by Councillor Jason Mancinelli that the date noted under sections 1 and 4 of the Bylaw be changed to July 2, 2020.

In accordance with section 28(16) of *The Procedure Bylaw, Bylaw No. 9004*, the amendment was put to a vote and carried, and thereby it is considered as having been read a first time and incorporated in the bylaw.

Councillor Jerry Flegel moved, seconded by Councillor Sharron Bryce, AND IT WAS RESOLVED, that Bylaw No. 2020-42 be introduced and read a second time. Bylaw was read a second time.

Councillor Jerry Flegel moved, seconded by Councillor Lori Bresciani, that City Council hereby consent to that Bylaw No. 2020-42 going to third and final reading.
at this meeting.

The motion was put and declared CARRIED UNANIMOUSLY.

Councillor Jerry Flegel moved, seconded by Councillor Andrew Stevens, AND WAS RESOLVED, that Bylaw No. 2020-42 be read a third time.

Bylaw was read a third and final time

2020-43 THE COVID-19 PANDEMIC AMENDMENT BYLAW, 2020

Councillor Jerry Flegel moved, seconded by Councillor Murray, AND IT WAS RESOLVED, that Bylaw No. 2020-43 be introduced and read a first time.

Bylaw was read a first time.

Councillor Jerry Flegel moved, seconded by Councillor Jason Mancinelli, AND IT WAS RESOLVED, that Bylaw No. 2020-43 be introduced and read a second time.

Bylaw was read a second time.

Councillor Jerry Flegel moved, seconded by Councillor Sharron Bryce, that City Council hereby consent to that Bylaw No. 2020-43 going to third and final reading at this meeting.

The motion was put and declared CARRIED UNANIMOUSLY.

Councillor Jerry Flegel moved, seconded by Councillor Lori Bresciani, AND IT WAS RESOLVED, that Bylaw No. 2020-43 be read a third time.

Bylaw was read a third and final time.

NOTICE OF MOTION

MN20-10 Public Complaints Commission – Civilian Oversight; Community Policing and Community Safety and Well-being

Councillor Bob Hawkins moved, seconded by Councillor Lori Bresciani, that Regina City Council:

1. Support Regina Board of Police Commissioners motions P20-14 and P20-15 in their entirety; and

2. Urge the implementation of the resolutions contained in the said motions by the Minister of Justice/Attorney General, the Government of Saskatchewan and the Regina Board of Police Commissioners.

Councillor Bob Hawkins  Yes
Councillor Barbara Young  Yes
Councillor Andrew Stevens  Yes
Councillor Lori Bresciani Yes
Councillor John Findura Yes
Councillor Joel Murray Yes
Councillor Sharron Bryce Yes
Councillor Mike O'Donnell Yes
Councillor Jason Mancinelli Yes
Councillor Jerry Flegel Yes
Mayor Michael Fougere Yes

The motion was put and declared CARRIED.

RECESS

Councillor Sharron Bryce moved, seconded by Councillor Barbara Young, that Council recess for 30 minutes

Councillor Sharron Bryce Yes
Councillor Barbara Young Yes
Councillor Bob Hawkins Yes
Councillor Andrew Stevens Yes
Councillor Lori Bresciani Yes
Councillor John Findura Yes
Councillor Joel Murray Yes
Councillor Mike O'Donnell Yes
Councillor Jason Mancinelli Yes
Councillor Jerry Flegel Yes
Mayor Michael Fougere Yes

The motion was put and declared CARRIED.

Council recessed at 6:05 p.m.

Council reconvened at 6:35 p.m. in the absence of Councillor Mancinelli.

CITY MANAGER REPORT

CM20-19 Residential Land Uses in Industrial Zones - Zoning Bylaw Amendment

Recommendation
That City Council:

1. Approve the amendments to The Regina Zoning Bylaw 2019-19 as specified in Appendix A.
2. Direct the City Solicitor to prepare the necessary Bylaw to amend *The Regina Zoning Bylaw, 2019-19* for the July 29, 2020 City Council meeting, after advertising the required public notice.

3. Remove item CR20-33 from the outstanding items list for City Council.

Councillor Sharron Bryce moved, seconded by Councillor Andrew Stevens, that the recommendation contained in the report be concurred in.

Councillor Sharron Bryce  Yes  
Councillor Joel Murray  Yes
Councillor John Findura  Yes
Councillor Lori Bresciani  Yes
Councillor Andrew Stevens  Yes
Councillor Bob Hawkins  Yes
Councillor Barbara Young  Yes
Councillor Mike O'Donnell  Yes
Councillor Jerry Flegel  Yes
Mayor Michael Fougere  Yes

(Councillor Mancinelli returned to the meeting.)

The motion was put and declared CARRIED.

**TABLED COMMITTEE REPORTS**

**EXECUTIVE COMMITTEE**

CR20-56  City of Regina and Regina Board of Education Central Collegiate Land Exchange

**Recommendation**

That City Council:

1. Approve the Letter of Understanding (LOU) and the terms contained therein with the Regina Board of Education to resolve the Central Collegiate Land Exchange Agreement (CCLEA)

2. Authorize Administration to carry out the necessary steps to complete the land exchange

3. Require Administration to report back on any substantive changes to the terms and conditions of the LOU.

Councillor Jerry Flegel moved, seconded by Councillor Sharron Bryce, that the recommendation of Executive Committee contained in the report be concurred in.

Councillor Jerry Flegel  Yes
Councillor Jason Mancinelli  Yes  
Councillor Mike O'Donnell  Yes  
Councillor Sharron Bryce  Yes  
Councillor Joel Murray  Yes  
Councillor John Findura  Yes  
Councillor Lori Bresciani  Yes  
Councillor Andrew Stevens  Yes  
Councillor Bob Hawkins  Yes  
Councillor Barbara Young  Yes  
Mayor Michael Fougere  Yes

The motion was put and declared CARRIED.

CR20-58  2021 Revaluation

**Recommendation**  
That City Council:

1. Endorse the guidelines and principles for consulting on a commercial phase-in tax policy as outlined in this report.

2. Instruct Administration to continue the consultation with the business community on the options for a phase-in of tax changes for commercial property due to the 2021 Revaluation.


4. Direct Administration to conduct a broader review of the tax policy and report back to the Executive Committee by Q3 of 2021.

Councillor Jerry Flegel moved, seconded by Councillor Bob Hawkins, that the recommendation of Executive Committee contained in the report be concurred in.

Councillor Jerry Flegel  Yes  
Councillor Jason Mancinelli  Yes  
Councillor Mike O'Donnell  Yes  
Councillor Sharron Bryce  Yes  
Councillor Joel Murray  Yes  
Councillor John Findura  Yes  
Councillor Lori Bresciani  Yes  
Councillor Andrew Stevens  Yes  
Councillor Bob Hawkins  Yes  
Councillor Barbara Young  Yes  
Mayor Michael Fougere  Yes

The motion was put and declared CARRIED.
FINANCE AND ADMINISTRATION COMMITTEE

CR20-59  2019 City of Regina Annual Report and Public Accounts

Recommendation
That City Council:

Approve the draft 2019 City of Regina Annual Report as outlined in Appendix A and the draft 2019 Public Accounts as outlined in Appendix C at its June 24, 2020 meeting.

Councillor Sharron Bryce moved, seconded by Councillor Bob Hawkins, that the recommendation of the Finance and Administration Committee contained in the report be concurred in.

Councillor Sharron Bryce  Yes
Councillor Joel Murray  Yes
Councillor John Findura  Yes
Councillor Lori Bresciani  Yes
Councillor Andrew Stevens  Yes
Councillor Bob Hawkins  Yes
Councillor Barbara Young  Yes
Councillor Jerry Flegel  Yes
Councillor Jason Mancinelli  Yes
Councillor Mike O'Donnell  Yes
Mayor Michael Fougere  Yes

The motion was put and declared CARRIED.

PRIORITIES AND PLANNING COMMITTEE

CR20-60  Community Safety and Wellbeing

Recommendation
That City Council:

Direct Administration to develop a Community Safety and Wellbeing Plan for Council consideration and approval in Q2 of 2021 based on the approach outlined in this report.

Councillor Jerry Flegel moved, seconded by Councillor Jason Mancinelli, that the recommendation of the Priorities and Planning Committee contained in the report be concurred in.

Councillor Jerry Flegel  Yes
Councillor Barbara Young  Yes
The motion was put and declared CARRIED.


**Recommendation**
That City Council:

1. Approve a new Public Notice Policy Bylaw generally in the form of the draft bylaw set out in Appendix A, to consolidate and establish minimum public notice requirements pursuant to *The Cities Act* and *The Planning and Development Act, 2007*.

2. Direct the City Solicitor to prepare the necessary Bylaw.

3. Approve an amendment to Appendix A of *The Development Application Fee Bylaw, 2008* by replacing the existing “Advertising Fee” with a “Per Advertisement” amount based on current Leader Post pricing.

4. Remove EX14-25 from the List of Outstanding Items for Executive Committee.

5. Consider the related bylaw and conduct the required public hearing at its July 29, 2020 meeting, after advertising the required public notice.

Councillor Jerry Flegel moved, seconded by Councillor Bob Hawkins, that the recommendation of the Priorities and Planning Committee contained in the report be concurred in.
The motion was put and declared CARRIED.

TABLED INFORMATIONAL REPORTS

IR20-3 Executive Committee: Buffalo Pound Water Treatment Plant Corporation - 2019 Annual Report
IR20-4 Finance and Administration Committee: 2019 Annual Debt Report
IR20-5 Mayor's Housing Commission: Comprehensive Housing Strategy - 2019 Annual Update

Recommendation
That City Council receive and file these reports.

Councillor Mike O'Donnell moved, seconded by Councillor Barbara Young, AND IT WAS RESOLVED, that reports IR20-3, IR20-4 and IR20-5 be received and filed.

TABLED BYLAWS AND RELATED REPORTS

CR20-65 2019 Annual Reserve Report

Recommendation
That City Council:

1. Instruct the City Solicitor to amend Schedule A of The Regina Administration Bylaw, No. 2003-69 to amend the minimum and maximum amounts for the Regina Police Service General Reserve and Regina Police Service Radio Equipment Reserve to the following:
   a. The Regina Police Service Radio Equipment Reserve minimum limit be set at $65,000 and the maximum limit be set at $300,000.
   b. The Regina Police Service General Reserve minimum limit be set at $300,000 and the maximum limit remains unchanged at $4 million.

2. Approve a transfer of $368,000 from the Winter Road Maintenance Reserve to the General Fund Reserve.

Councillor Sharron Bryce moved, seconded by Councillor Barbara Young, that the recommendation of the Finance and Administration Committee contained in the report be concurred in.

Councillor Sharron Bryce Yes
Councillor Joel Murray Yes
Councillor John Findura Yes
Councillor Lori Bresciani Yes
Councillor Andrew Stevens Yes
Councillor Bob Hawkins Yes
Councillor Barbara Young Yes
Councillor Jerry Flegel Yes
Councillor Jason Mancinelli Yes
Councillor Mike O'Donnell Yes
Mayor Michael Fougere Yes

The motion was put and declared CARRIED.

2020-41 THE REGINA ADMINISTRATION AMENDMENT BYLAW, 2020

2020-44 THE OWNER OCCUPIED LICENSED NON-PROFIT CHILDCARE CENTRE TAX EXEMPTION BYLAW, 2020

Councillor Jerry Flegel moved, seconded by Councillor Joel Murray, AND IT WAS RESOLVED, that Bylaws No. 2020-41 and 2020-44 be introduced and read a first time.
Bylaws were read a first time.

Councillor Jerry Flegel moved, seconded by Councillor Jason Mancinelli, AND IT WAS RESOLVED, that Bylaws No. 2020-41 and 2020-44 be introduced and read a second time.
Bylaws were read a second time.

Councillor Jerry Flegel moved, seconded by Councillor Sharron Bryce, that City Council hereby consent to Bylaws No. 2020-41 and 2020-44 going to third and final reading at this meeting.
The motion was put and declared CARRIED UNANIMOUSLY.

Councillor Jerry Flegel moved, seconded by Councillor Lori Brescian, AND IT WAS RESOLVED, that Bylaws No. 2020-41 and 2020-44 be read a third time.
Bylaws were read a third and final time.

ADJOURNMENT

Councillor Sharron Bryce moved, seconded by Councillor Jerry Flegel, AND IT WAS RESOLVED, that the meeting adjourn.
The meeting adjourned at 7:21 p.m.

__________________________ __________________________
Chairperson Secretary
To Regina City Council:

I am submitting this letter on behalf of myself and many other residents across Regina who have expressed opposition to the proposed McDonald’s at Evraz Place (“1700 Elphinstone Street - Discretionary Use - PL201900075”). We believe City Council should reject this proposal, or refer it back to administration for modification, for the following reasons:

Firstly, the proposal, the design and proposed commercial signage are inconsistent with the letter and spirit of Design Regina - The Official Community Plan (“The OCP”). Secondly, the consultation and the administration’s response were inadequate -- due in part to the nature of Evraz Place, and the overwhelming opposition to the proposal in the official consultation and in the time since this proposal was covered by news media. And finally, the project undermines the long-term vision and objectives that were identified by REAL’s own strategic plan that was presented to Council earlier this year.

The Proposal

Contrary to what is stated in the report (RPC20-23) included in the agenda packet of the July 8th, 2020 meeting of the Regina Planning Commission, the proposed development is, I believe, inconsistent with OCP goals. Three of these goals are listed to support the project: intensification; supporting historic places, cultural centres and civic resources and events; and finally “increase access to healthy, diverse and affordable food within neighbourhoods [...]” (emphasis added).

It defies belief that this proposed McDonald’s would fulfil the “healthy, diverse and affordable food” goal of the OCP, especially when that goal is reproduced in full:

13.10 Collaborate and seek partnerships to increase access to healthy, diverse and affordable food within neighbourhoods through Policy 3.2.3 and the following:

13.10.1 Building capacity in the food sector;
13.10.2 Supporting local-food and food-related business; and
13.10.3 Promoting community gardens and year round space for farmers markets within the city.

This OCP goal is clearly about addressing “food deserts”, i.e. lack of access to affordable groceries and similar matters, but the report waters down this goal to meaninglessness -- if we
can claim a McDonald’s is healthy to meet this goal, what could possibly be considered unhealthy? It is also located less than 500 metres from a Burger King, so this proposal is not especially diverse. The surrounding North Central neighbourhood has a relative shortage of affordable grocery stores. With apologies to the author(s) of the report, McDonald’s is not an affordable substitute for healthy groceries, so this OCP goal should not even have been mentioned.

The McDonald’s proposal is also justified in the report under the intensification heading. Although the OCP does not specifically list the grounds of Evraz Place as an intensification area in the “Map 1 - Growth Plan” (p. 77), the OCP lists several priorities for intensification lands, as well as other related goals found elsewhere in the OCP that fall broadly into similar themes: relating to integration, connectivity with and sensitivity to surrounding contexts and neighbourhoods (Goals 7.1.2, 7.1.7, 7.1.10, 7.2, 7.36.2, 9.2, 12.6.4, 13.4, 13.6, 14.29.4), ensuring quality architecture that adds to rather than detracts from the neighbourhood (Goal 6, 7.1.6, 7.1.8, 7.1.9, 7.18, 7.34, 7.35, 7.36.2, 7.40, 10.9), appropriate density (7.5, 7.12, 7.13, 7.36.2), transit (7.13, 7.18, 13.20.2, 13.23, 14.29.3), walkability/accessibility/active transportation (7.39.3, 13.20.2, 14.29.3), or meeting the daily needs of residents (7.1.4). These goals do not seem to have been taken into account here. It’s also worth noting that “redevelopment should consider the impact on traffic volumes and minimize increases in traffic on the adjacent streets” (p 102) although the administration report states it will have the opposite effect.

The report claims that the proposed development “will be interconnected from a walkability perspective” but then in the same paragraph highlights the “significant spatial separation” from residences. By my measurements using Google Maps, the proposed McDonalds is 100 metres from the houses across Lewvan Dr, but also over 150m away from the Agribition Building to the West, across a vast parking lot. The report again stretches the goals of the OCP far past their conceptual limits. The plans at Appendix A-3.1 show a building hugging the Lewvan and 11th Ave driveway intersection, although offering no connections whatsoever to the pedestrian crossing at the intersection below. The plan notes “Ex. fence line to remain” facing Lewvan Dr. Neither of these features promote walkability or access to the only nearby transit stop, which is across Lewvan to the west in the nearby neighbourhood.

“Applying the signage regulations associated with MLM - Mixed Large Market Zone will accommodate sign associated with proposed development and accommodate future signage requirements.”
These proposed changes ominously open the door to a jumble of competing commercial signage along Lewvan Drive in the style of North Albert Street-style or Victoria Ave East, rather than maintaining the currently relatively subdued facade of Evraz Place as it currently exists, and cannot be said to be a desirable outcome. I would refer Councillors to the now-famous photo of Breezewood, Pennsylvania which can be obtained via a simple Google search. How can this be in keeping with the goals of the OCP?

This proposed development is clearly an automobile-focused, low-density fast food development, not a healthy and sustainable addition to the neighbourhood or to the City of Regina. It does not encourage walking or transit use and does not provide healthy, diverse and affordable food. It flies in the face of the goals of the OCP.

Consultation

I will touch briefly on the consultation process. After public notice, pursuant to the Planning and Development Act, 2007, SS 2007, c. P-13.2, s. 55, comments received were opposed 5-3, with only one comment in complete, unqualified support for the proposal. After Planning Commission approval, the proposal was covered by news media and received further attention on social media. Comments on social media that I witnessed were almost unanimously a combination of shock, dismay, and disgust.

Although the public notice comments expressed legitimate concerns, falling under the OCP goals, the response was, I believe, unnecessarily dismissive. The stated priorities and goals of the OCP stand in stark contrast to this process. For example, “Community input will drive a proactive approach to city planning” (p. 6), or “City departments [...] and the community must work together on social development and inclusion strategies. This approach calls for a sharing of resources as well as collaboration and consultation” (OCP section D11, p. 57), and for the city to “Provide opportunities for residents to be engaged in civic life” (13.18). This is in addition to numerous OCP goals that emphasize collaboration and consultation (12.6, 13.4, 13.14) and of course 13.10 cited above which also emphasizes a collaborative process.

The intensity and relative unanimity of comments that I have witnessed belie the claims made by some of a lack of interest in city planning. Perhaps the lack of participation in the statutory
public notice process demonstrates cynicism with outcomes of a Planning Commission and a Council that they feel do not listen to or incorporate residents’ concerns.

The city-wide significance of Evraz Place and the strong reaction invoked by residents across the city suggest that a broader consultation on the future of the site is required. I believe that Regina residents across the city who use and cherish this civic infrastructure should be proactively consulted and included in the changes to, and the future vision of the site.

**The REAL Vision**

On the topic of the vision for the site, the *REAL 2020 to 2035 Strategic Plan*, as included in the February 19, 2020 Priorities and Planning Committee meeting agenda packet (item PPC20-3), noting the financial challenges facing REAL and Evraz Place, mentions plans to develop the site along a “District Model” to increase opportunities in the surrounding neighbourhoods, and provides photos of several exciting examples from across North America. At page 32, under “Pillar 3: Commercial development”, the report lists “Improved site experience” as a goal, and at p. 35-6 the following ideas to obtain this experience: “mixed use residential opportunities”, “food and beverage experiences beyond concessions”, “grocery store”, “public gardens, bee keeping and community agriculture”. It also mentions an “Opportunity to create Alternative Transit Opportunities and Connections” (p.44).

In a July 9, 2020 CBC News story on this proposed development, CEO Tim Reid states "We want to provide sustainability, opportunity, and maximize the experience and memory-making that happens at Evraz Place.” The discussion paper in the Priorities and Planning Committee agenda packet report notes that “REAL’s mandate as set out in the UMA is, among other things, to: Operate in the best interests of the community and enrich the quality of life for people in the community through the hosting and delivery of local, regional, national and international events.” And finally, the *OCP* itself mentions “leveraging special economic assets [...] with high linkage/spinoff potential.”

The proposed development seems to fulfil none of these goals, and instead will anchor for the coming years uses that I believe will detract from the vision expressed by REAL’s Futures Committee to increase the attractiveness, accessibility and dynamism of Evraz Place.
For the reasons mentioned above, I would humbly suggest that City Council reject the proposal or at the very least refer the application back to administration for further improvements and consultation with Regina residents.

Christopher Strain
July 27, 2020

Mr. Jim Nicol  
City Clerk  
City of Regina  
14th Floor – 2476 Victoria Avenue  
Regina SK S4P 3C8

Dear Mr. Nicol,

RE: Discretionary Use Application – 1700 Elphinstone St. PL201900075 McDonalds  
Regina Exhibition Association Limited (REAL)

In alignment with set procedure I would like to formally request an opportunity to address the City of Regina (COR) Council at their meeting, Wednesday, July 29, 2020, in regards to the Discretionary Use Application – 1700 Elphinstone St., PL201900075 McDonalds.

I would be happy to attend in person and/or via teleconference as is deemed appropriate given the current Public Health Order.

Thank you for your time and consideration; stay safe.

Sincerely,

Tim Reid  
President & Chief Executive Officer  
REGINA EXHIBITION ASSOCIATION LIMITED
Good afternoon and thank you for your time in hearing this Discretionary Use Application for McDonald’s Restaurants of Canada’s potential 1700 Elphinstone Street project or as commonly known as the Regina Exhibition Association Limited grounds.

Discussing today on behalf of the applicant is Wesley Gentle, Senior Real Estate Manager for Western Canada, Kyle Mazzone, Area Real Estate Manager for Western Canada and myself as speaker, Ryan Babey, Associate Vice President of Colliers International as representative for McDonald’s Restaurants of Canada.

As discussed with Planning Commission, McDonald’s is excited to potentially add a new restaurant to the Regina market place, primarily servicing the neighboring community, Lewvan commuter traffic and REAL grounds events and staff.

As described at planning commission as well, McDonald’s currently employs approximately 500 people in the Regina area, with an expected hiring increase of full-time and part-time staff of 40 – 50 more people with the addition of this store. These are long term community commitments as McDonalds continues to commit to the future in its locations, continually renovating and improving its locations to ensure modern and efficient store operations to serve the community and environment better.

McDonald’s strives to be great community members and we wanted to address some of the primary concerns that have been raised from residents and planning commission members.

First, branding and signage are something that are the utmost importance to McDonalds. From the iconic sign that is one of, if not the most recognizable in the world to store design are all facets that are of key importance to the brand. The restaurants can be found free standing, within shopping centres, along the highway, and food courts in most markets across North America. Branding and signage is of paramount importance to McDonald’s as the stores are recognizable, but also must fit within the development it occupies characteristics. This is something that McDonalds and City Administration can work towards together using McDonald’s specific branding, while fitting in the guidelines set by the city itself.

Second, regarding pedestrian safety and traffic flow. It is McDonalds primary concern to ensure the safety of its customers, staff and neighboring business traffic flows. McDonald’s, working with the City Administration is working towards extending of sidewalks, encouraging pedestrian specific traffic patterns to ensure pedestrian safety and controlled vehicle access. In addition to contributing to the improvement of pedestrian and vehicle traffic with the increased sidewalk presence, McDonald’s has incorporated a site access design that does not come directly off of Lewvan Drive or even 11th Avenue, but rather routes traffic entering the site along the Eastern, or interior side of the site, to ensure that
traffic does not spill into the primary access lanes. This will remove any traffic coming to McDonald’s as a contributor or barrier to public events at the REAL ground. As you may assume, ease of access is of great value to any McDonald’s site, but ensuring the most positive flow of traffic is just as vital, which we are working with City Administration and REAL to ensure a best outcome to allow for safe and smooth pedestrian and vehicular traffic.

McDonald’s has committed to putting our newest prototype restaurant, the Flagship Design created in coordination with global design teams, on this site. It will be our ‘A plus’ building, with the most modern interior décor, and our ‘McCafe’ branded exterior finishes, and the most advanced technologies and platforms in the McDonald’s fleet. Upon completion, this will be among the most modern and well designed McDonald’s in Canada.

We hope that City Council will support the project moving forward as planning commission did, as McDonalds looks forward to adding more investment into the Regina local economy with this new store.

Wesley, Kyle or myself would be happy to answer any questions in relation to McDonald’s and this application.

Ryan Babey
One McDonald’s Restaurant in Canada

Over 80% of our restaurants are local small businesses, owned and operated by a local McDonald’s franchisee, managed by local managers and staffed by local employees. Our franchisees live in and support their local communities.

Overall, directly and indirectly, EACH restaurant...

- Creates 100 local jobs
- Generates more than $300,000 in overall taxes
- Donates 15 cents from every Happy Meal to RMHC
- Participates in the Happy Day to raise funds for Ronald McDonald House and other local children’s charities
- Generates over $3.4 million in spending

*All data based on average revenue for corporate-owned McDonald’s Canada restaurants.*
Regina Planning Commission: 1700 Elphinstone Street - Discretionary Use - PL201900075

<table>
<thead>
<tr>
<th>Date</th>
<th>July 29, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>To</td>
<td>His Worship the Mayor and Members of City Council</td>
</tr>
<tr>
<td>From</td>
<td>Regina Planning Commission</td>
</tr>
<tr>
<td>Service Area</td>
<td>City Planning &amp; Community Development</td>
</tr>
<tr>
<td>Item #</td>
<td>CR20-66</td>
</tr>
</tbody>
</table>

RECOMMENDATION

That City Council:

1. Approve the discretionary use application for Restaurant, Food and Beverage located at 1700 Elphinstone Street, being Block FF, Plan No. 84R29489 Ext 1, in Evraz Place.

2. Direct the Development Officer to issue a development permit subject to the following conditions:
   a. The development shall be generally consistent with the plans attached to this report as Appendix A-3.1 to A-3.3 inclusive, prepared by IBI Group and dated September 12, 2019 (A-3.1) and Reprise Architecture (A-3.2; A-3.3).
   b. The Applicant shall enter into a Development Levy Agreement.
   c. The development shall comply with all applicable standards and regulations in Regina Zoning Bylaw 2019-19.

3. Approve amendments to the Regina Zoning Bylaw No. 2019-19, in relation to signage, such that signs within Evraz Place shall comply with the sign regulations applicable to the MLM – Mixed Large Market Zone.

4. Direct the City Solicitor to prepare the necessary bylaw to authorize the respective Zoning Bylaw amendment.
HISTORY

At the July 8, 2020 meeting of Regina Planning Commission, the Commission considered the attached report RPC20-23 from the City Planning & Development Division.

The following addressed the Commission:

− Tim Reid, representing Regina Exhibition Association Limited; and
− Ryan Babey, Colliers International, representing McDonald's Restaurants of Canada.

The Commission adopted a resolution to concur in the recommendation contained in the report.

Recommendation #5 does not need City Council approval.

Respectfully submitted,

REGINA PLANNING COMMISSION

Elaine Gohlke, Secretary 7/16/2020

ATTACHMENTS
RPC20-23 - PL201900075 - Discretionary Use - 1700 Elphinstone Street.pdf
Appendix A-1
Appendix A-2
Appendix A-3.1
Appendix A-3.2
Appendix A-3.3
PL201900075 Appendix B
1700 Elphinstone Street - Discretionary Use - PL201900075

RECOMMENDATION

Regina Planning Commission recommends that City Council:

1. Approve the discretionary use application for Restaurant, Food and Beverage located at 1700 Elphinstone Street, being Block FF, Plan No. 84R29489 Ext 1, in Evraz Place.

2. Direct the Development Officer to issue a development permit subject to the following conditions:
   a. The development shall be generally consistent with the plans attached to this report as Appendix A-3.1 to A-3.3 inclusive, prepared by IBI Group and dated September 12, 2019 (A-3.1) and Reprise Architecture (A-3.2; A-3.3).
   b. The Applicant shall enter into a Development Levy Agreement.
   c. The development shall comply with all applicable standards and regulations in Regina Zoning Bylaw 2019-19.

3. Approve amendments to the Regina Zoning Bylaw No. 2019-19, in relation to signage, such that signs within Evraz Place shall comply with the sign regulations applicable to the MLM – Mixed Large Market Zone.

4. Direct the City Solicitor to prepare the necessary bylaw to authorize the respective Zoning Bylaw amendment.

5. Approve these recommendations at its July 29, 2020 meeting, following the required public notice.
ISSUE

At its meeting on April 29, 2020 (CR20-24), City Council approved Material Alterations to Evraz Place which provided authorization for subsequent development applications to be received on the Evraz Place site. This represents the first development received and is an application to develop a Restaurant, Food and Beverage (proposed development), on a site within a portion of Evraz Place (subject property), which is owned by the City of Regina (City).

The subject property is zoned PS – Public Service Zone under Regina Zoning Bylaw No. 2019-19 (Zoning Bylaw). Restaurant, Food and Beverage is a discretionary use within the PS – Public Service Zone and is accommodated when developed in conjunction with a municipally owned or operated facility.

This application is being considered pursuant to the Planning and Development Act, 2007 (Act); Design Regina: The Official Community Plan Bylaw No. 2013-48 (OCP) and the Zoning Bylaw, including suitability based on the prescribed evaluation criteria for discretionary uses established in Part IE.3. The proposal has been assessed and complies with all applicable policies, regulations and standards.

Pursuant to subsection 56(3) of the Planning & Development Act, 2007 (Act), City Council may establish conditions for discretionary uses based on the nature of the proposal (e.g. site, size, shape arrangement of buildings) and aspects of site design (e.g. landscaping, site access, parking, loading), but not including architectural details.

IMPACTS

Financial Impacts
The applicant will be responsible for the cost of any new, or changes to existing, infrastructure that may be required to directly or indirectly support any proposed development that may follow, in accordance with City standards and applicable legal requirements. It is intended that the site will be secured through a legal arrangement (i.e. lease) and the City will retain ownership.

Policy/Strategic Impact
The proposed development does not conflict with any OCP policies and is consistent with the following OCP goals/policies:

- Section C, Goal 1, Policy 2.2: Direct future growth as either intensification on or expansion into lands designated to accommodate a population of approximately 300,000, in accordance with Map 1 – Growth Plan.

This area is within the intensification area of Map 1 and borders the City Centre.

- Section D5, Goal 2, Policy 7.7.5: Supporting HISTORIC PLACES, cultural and civic resources and events.
Evraz Place is the largest civic and sport resource in the city. This development supports the continuing financial vitality of Evraz Place.

- Section D11, Goal 2, Policy 13.10: Collaborate and seek partnerships to increase access to healthy, diverse and affordable food within neighbourhoods…

The proposed development provides an additional opportunity for services to residents, users of Evraz Place and the travelling public. The development further supports Evraz Place as an important community destination point and institution. It will also contribute to the economic viability of Evraz Place moving forward.

OTHER OPTIONS

Alternative options would be:

1. Approve the application with specific amendments to the site plan.

2. Refer the application back to Administration. If City Council has specific concerns with the proposal it may refer it back to Administration for further review. Referral of the report back to Administration will delay approval of the development until requested information has been gathered or changes to the proposal have been made.

3. Deny the application.

COMMUNICATIONS

The applicant and other interested parties will receive a copy of the report and notification of their right to appear as a delegation at the Council meeting when the application will be considered. The applicant will receive written notification of City Council’s decision in accordance with The Planning and Development Act, 2007.

DISCUSSION

Proposal
Regina Exhibition Association Limited, who operates Evraz Place, received approval from City Council on April 29, 2020 (CR20-24) for Material Alterations for this site. City Council’s approval was required as it is a City owned facility.

The proposed development, Restaurant, Food and Beverage (McDonald’s) is intended to be on a portion of the Evraz Place site comprising 427 square metres and is to include drive-through service, 52 parking spaces and a freestanding sign. Primary access will be via intersection of Lewvan Drive and 11th Avenue.

The land use and zoning related details of this proposal are summarized in the following table:
### Land Use Details

<table>
<thead>
<tr>
<th></th>
<th>Existing</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zoning</td>
<td>PS – Public Service</td>
<td>PS – Public Service</td>
</tr>
<tr>
<td>Land Use</td>
<td>Vacant</td>
<td>Restaurant, Food and Beverage</td>
</tr>
<tr>
<td>Building Area</td>
<td>Nil</td>
<td>400m²</td>
</tr>
</tbody>
</table>

### Zoning Analysis

<table>
<thead>
<tr>
<th></th>
<th>Required</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Parking Stalls</td>
<td>17</td>
<td>52</td>
</tr>
<tr>
<td>Min. Lot Area (m²)</td>
<td>500m²</td>
<td>4114m²</td>
</tr>
<tr>
<td>Min. Lot Frontage (m)</td>
<td>15m</td>
<td>70.4m</td>
</tr>
<tr>
<td>Max. Building Height (m)</td>
<td>15m</td>
<td>6.4m</td>
</tr>
<tr>
<td>Max. Floor Area Ratio</td>
<td>1.5</td>
<td>0.09</td>
</tr>
<tr>
<td>Max. Coverage (%)</td>
<td>75%</td>
<td>8.8%</td>
</tr>
</tbody>
</table>

### Discretionary Use

Within the PS – Public Service Zone, Restaurant, Food and Beverage “are allowed only in conjunction with a municipally owned or operated facility” (Table 7E.T2.2). Within the Evraz Place complex, existing restaurants are located within the existing complex and recreational use buildings. The proposed development will differ by being freestanding; however, its use will benefit patrons of the assembly and recreational use buildings; will be interconnected from a walkability perspective and the lands will remain under the same ownership.

The proposed development conforms with the Zoning Bylaw from a site design perspective and is deemed to be suitable for the location, as it has convenient access to a major roadway and a fully signalized intersection and is complementary with nearby assembly and recreational use buildings within the Evraz Place complex. Further, due to significant spatial separation, issues with residential compatibility are expected to be minimal. The proposal meets all requirements of the Zoning Bylaw including exceeding the minimum parking requirements.

### Proposed Signage

In conjunction with the proposed development, the intent is to construct a freestanding sign that will advertise company logo (McDonalds Corporation) similar to signage for similar uses throughout the city. The proposed sign is not permitted under the sign regulation for the PS – Public Service Zone. However, Administration supports an amendment to the Zoning Bylaw to accommodate the sign for the following reasons:

- The proposed signage is consistent with similar signs for restaurants/commercial uses throughout the city. The maximum height for freestanding signs on lands zoned PS – Public Service Zone is 4.0 metres. The applicant will be submitting a separate application for a sign permit with design details.

- Additional freestanding signs are not permitted on lands zoned PS – Public Service Zone and there are already freestanding signs within the Evraz Place complex (e.g. intersection of Lewyan Drive and 11th Avenue). Given the scale of the Evraz Place complex, additional signage is warranted, especially in support of commercial use.
In order to address this matter, it is recommended that Chapter 11 of the Zoning Bylaw be amended so that the sign regulations relating to the MLM - Mixed Large Market Zone apply to the Evraz Place complex. Large commercial and recreation facilities within Evraz Place are more comparable with development associated with the MLM - Mixed Large Market Zone than the PS – Public Service Zone (which is generally applied to lands accommodating parks, recreation and natural areas). The maximum permitted height for a sign in the MLM – Mixed Large Market Zone is 14 metres. Applying the signage regulations associated with MLM - Mixed Large Market Zone will accommodate sign associated with proposed development and accommodate future signage requirements.

**Community Engagement**

In accordance with the public notice requirements of *The Planning and Development Act, 2007*, neighbouring property owners within 75 metres of the proposed development received written notice of the application and a sign was posted on the subject site. The North Central Community Association was contacted but did not respond. Comments from neighbouring properties are captured in Appendix B.

**DECISION HISTORY**

On April 29, 2020 City Council approved Material Alterations for this site. (CR20-24).

City Council’s approval is required pursuant to Part V of *The Planning and Development Act, 2007*.

Respectfully Submitted, Respectfully Submitted,

Prepared by: Jeremy Fenton, Senior City Planner

**ATTACHMENTS**

Appendix A-1
Appendix A-2
Appendix A-3.1
Appendix A-3.2
Appendix A-3.3
PL201900075 Appendix B
### Public Notice Comments

<table>
<thead>
<tr>
<th>Response</th>
<th>Number of Responses</th>
<th>Issues Identified</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completely opposed</td>
<td>5</td>
<td>- Parking concerns</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Loitering concerns</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Further backing up the 11&lt;sup&gt;th&lt;/sup&gt; Avenue and Lewvan Drive intersection</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- PS Zone not suitable for proposed restaurant</td>
</tr>
<tr>
<td>Accept if many features were</td>
<td>1</td>
<td>- Prefer local and higher end food options</td>
</tr>
<tr>
<td>different</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accept if one or two features were</td>
<td>1</td>
<td>- Additional food offerings in the area</td>
</tr>
<tr>
<td>different</td>
<td></td>
<td></td>
</tr>
<tr>
<td>I support this proposal</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

1. **Parking**

   Administration’s Response:
   Administration has been informed by REAL management that the site location is generally not used by stadium or event customers.

   Transit service is provided to Evraz Place and, for major events, transit ridership provides an alternative form of travel and an alternative to parking.

   The proposed restaurant will not result in any parking issues for the stadium, from a regulatory perspective, as the Zoning Bylaw does not require a minimum amount of parking for the stadium itself.

2. **Prefer different restaurant**

   Administration’s Response:
   The City of Regina does not have authority to restrict or regulate the ownership of real property. In addition, property or business ownership status is not considered relevant criteria by which the suitability of a proposed discretionary use is to be evaluated as required by section 56 of *The Planning and Development Act, 2007* and subsection 1E.3.5 of *Regina Zoning Bylaw, 19-19*.

3. **Traffic at Intersection of 11<sup>th</sup> Avenue and Lewvan Drive**

   Administration’s Response:
   The City of Regina acknowledges that additional development may result in increased traffic; however, Lewvan Drive is a major arterial roadway and the intersection at 11<sup>th</sup> Avenue is fully signalized and also has pedestrian crossings.
4. **Loitering**

   *Administration’s Response:*
   Managing loitering would be the responsibility of the restaurant operators and the Regina Police Service.

5. **Zoning**

   *Administration’s Response:*
   Within the PS Zone, Restaurant, Food and Beverage may be allowed, as a discretionary use, when in conjunction with a municipally owned or operated facility.

   The proposed development complements the existing stadium and convention facilities by providing a food and beverage amenity in close proximity. Further, the proposed use is not deemed to be incompatible with the primary operations occurring in EVRAZ Place.

   Should additional redevelopment be sought, the City will work with REAL to identify options for long-term planning and zoning solutions that match how the area is evolving and developing.
Hello. My name is Jill Anderson. I’m a lifetime Regina resident and the owner and operator of Tweed, a retail cannabis store located on the corner of Albert and Dewdney. I’m speaking today on behalf of myself and my husband, Dwayne Anderson, who owns another Tweed store located on Quance St.

Thank you for allowing us the opportunity to speak today.

I spoke at the Regina Planning Commission meeting on July 8th and relayed my concerns surrounding the City’s regulation of the cannabis industry. Today, I hope to reiterate a few of the key points that I spoke about earlier, while providing further context to my original presentation. We’re not here to comment on the recommendation brought forward today to make minor wording changes to the zoning bylaw as it pertains to cannabis retailing. Instead, we want to address our concerns with the impending changes to the number of retail cannabis stores allowed in Regina, and the City’s approach to cannabis regulation.

Only one year after legalization, the SLGA announced they would be moving forward in 2020 with an open market and eliminating the cap on the number of cannabis stores in a municipality. If the Bylaw is amended as recommended by the Planning Commission as of September 1st, the market in Regina will be wide open. There was no consultation or discussion with current cannabis retailers before this announcement and no advance notice; we found out when the public did. We were surprised and disappointed that this announcement was made so soon, and felt SLGA just washed their hands of things, with no understanding of what that decision was based on.

Dwayne contacted the City in February following SLGA’s announcement because we were concerned about the impact of having several more cannabis stores open. He asked whether the City was going to conduct stakeholder consultations regarding the announcement and was told that the City had no plans to engage in public or stakeholder consultation at that time. When he asked why not, he received no response. We are disappointed to see that, 5 months later, the City has still foregone that option.

City Council requested two reports on the cannabis industry, both of which were to be brought forward to Council this year:

CR18-11, Feb 26, 2018, Cannabis Legalization – Municipal Preparedness Plan - That Administration, in conjunction with the Regina Police Service, report on the effects of the six locations on the black market and help determine if six is enough to significantly disrupt this market within two years of legalization – scheduled to come back in September 2020.

CR18-49, May 28, 2018, Zoning Bylaw Amendment (18-Z-09) Cannabis Zoning Regulations - That Administration bring forward a report to City Council, 18 months after Federal legislation is in effect, to determine how the application of land use with respect to cannabis zoning regulations is working and explore any recommendations associated with it – scheduled to come in March 2020.
We’ve been told by the Office of the City Clerk that these reports are now scheduled to come sometime in 2021.

The City is aware that, based on current zoning, there are 25-30 possible locations for cannabis stores. We believe that all of those locations will be filled within the next 6 months to a year if the City allows an open market to proceed. We are personally aware of about 10 entities that have already expressed interest in opening up one or more stores in Regina, and in some instances have already placed an offer to lease on properties. As a comparison, if we look at the market in Calgary, which is similar in governance and has an open market approach, they have over 100 stores currently operating and are on track for 200 stores within the first two years or so of legalization.

Having 25-30 stores will create an extremely competitive environment for the current retailers who are still establishing their footing in a new and unstable industry, and an industry which isn’t growing at the exponential rate that most initially expected. Legal retailers already face stiff competition from illegal operators as the black market still accounts for close to 70% of cannabis purchases.

The province seems to believe it’s a good idea to let the market decide how many cannabis stores there should be, just like any other free market, and that more legal stores automatically equates to less black market activity.

The reality is that the cannabis industry is not just like any other market; it’s heavily regulated and it’s very prohibitive. Without being allowed to advertise and promote, it’s very difficult to educate and convince customers to move over from the illegal market. People are quite fascinated by the prospect of entering the cannabis industry without realizing the full extent of operating in the space. As we’ve seen in the past year, several companies have faced the harsh reality that it’s much more difficult and not as lucrative as they thought.

If you want to eliminate the illicit market you need to ensure the legal market thrives, but by allowing 20-30 stores in a very short period of time you are only causing an increased competitive market for legal retailers who will be fighting for survival amongst themselves.

In short, we’re worried about the viability of regulated stores in Regina if an open market system is enabled so soon after legalization. This is a legitimate industry that fosters economic activity in the city. But it needs the right approach to sustain it. An oversaturated market provides no benefit.

Therefore, we’re asking for the city to support us by growing this industry carefully. We don’t want to see a boom and bust, which is occurring in other markets in the country and at other levels in the industry. What is the rush to have the market wide open when we can instead take a careful approach that is more likely to result in long-term success for current and future operators, while ensuring that compliance and public safety are maintained.
We acknowledge that, as retail operators, we are biased towards having fewer cannabis stores; we are not asking the City to disallow more stores, we’re simply asking the City to take a thoughtful approach and make an informed decision as to whether an open market is the way to go, before the application process becomes wide open.

While the City may feel it has no place in regulating the industry, we say it must take a leadership role and define what the retail space looks like going forward.

We ask that the City place a moratorium on issuing retail cannabis building permits prior to September’s changes until a market assessment is conducted and the reports requested by Council are received and reviewed, so an appropriate plan of growth can be determined.

Thank you.
Jill Anderson
Good afternoon,

We have reviewed the submission of Jill Anderson related to Cannabis Retailers - Zoning Amendments and, as a locally owned and operated cannabis retailer, we fully support the submission put forward by Jill Anderson which is that the City of Regina place a moratorium on issuing additional retail cannabis development and building permits in Regina until Council receives the studies previously requested and conducts a market assessment, including stakeholder consultations.

We believe that only after this is done, the City of Regina will be in a position to make an informed decision with respect to opening up the retail cannabis market to new applicants.

We would ask that this email be added to the agenda as a communication item.

Thank you.

Respectfully,

Lori Uhersky

Wiid Boutique Inc.
REGINA
City of Regina

Regina Planning Commission: Cannabis Retailers - Zoning Amendments

Date | July 29, 2020
---|---
To | His Worship the Mayor and Members of City Council
From | Regina Planning Commission
Service Area | City Planning & Community Development
Item # | CR20-67

RECOMMENDATION

That City Council:

1. Approve the amendments to The Regina Zoning Bylaw, 2019 (No. 2019-19) as specified in Appendix A.

2. Direct the City Solicitor to prepare the necessary bylaw to authorize the respective Zoning Bylaw amendment.

3. That the cannabis report that is due in 2021 include an economic impact of legalization of cannabis.

HISTORY

At the July 8, 2020 meeting of Regina Planning Commission, the Commission considered the attached report RPC20-24 from the City Planning & Development Division.

The following addressed the Commission:

− Jill Anderson, representing Tweed Regina;
− Jason Drummond, representing Farmer Jane Cannabis Co.; and
− Landyn and Lori Uhersky, representing Wiid Boutique Inc.
The Commission adopted a resolution to concur in the recommendation contained in the report, after amending it to include the following:

- That the cannabis report that is due in 2021 include an economic impact of legalization of cannabis.

Recommendation #3 noted in the attached report RPC20-24 does not need City Council approval.

Respectfully submitted,

REGINA PLANNING COMMISSION

Elaine Gohlike, Secretary 7/16/2020

ATTACHMENTS
RPC20-24 - Cannabis Retailers - Zoning Amendments.pdf
Appendix A - Proposed Amendments Cannabis
Cannabis Retailers - Zoning Amendments

Date | July 8, 2020
---|---
To | Regina Planning Commission
From | City Planning & Community Development
Service Area | Planning & Development Services
Item No. | RPC20-24

RECOMMENDATION

Regina Planning Commission recommends that City Council:

1. Approve the amendments to The Regina Zoning Bylaw, 2019 (No. 2019-19) as specified in Appendix A.

2. Direct the City Solicitor to prepare the necessary bylaw to authorize the respective Zoning Bylaw amendment.

3. Approve these recommendations at its July 29, 2020 meeting, following the required public notice.

ISSUE

The provincial regulations controlling the wholesaling and retailing of cannabis by the Saskatchewan Liquor and Gaming Authority (SLGA) are set to change this fall. Minor amendments to the Regina Zoning Bylaw No. 2019-19 (Zoning Bylaw) are required to improve clarity in the zoning regulations and align with provincial procedures in preparation of the pending SLGA regulation changes.

IMPACTS

Policy/Strategic
The recommendations in this report support the following policies in Design Regina: Official Community Plan Bylaw No. 2013-48 (OCP) by fostering diversity of uses within complete
neighbourhoods:

- 7.1.4 Opportunities for daily lifestyle needs, such as services, convenience shopping, and recreation.

- 7.5 Encourage appropriate mixed-use development within neighbourhoods, as well as the retention of existing local and neighbourhood commercial spaces.

The recommendations also support the following OCP policies to expand and enhance economic development opportunities through clear regulated processes:

- 12.1 Ensure an orderly regulatory environment within which business and industry can operate assured of transparency, predictability, and fairness in their dealings with the City.

- 12.2 Minimize regulatory barriers to economic growth to the greatest possible extent while balancing the needs and aspirations of all Regina residents, fee-and taxpayers, and the sustainability of the city.

- 12.5.1 Identifying and leveraging opportunities to expand existing industries.

There are no identified financial, environmental or accessibility implications.

OTHER OPTIONS

1. Amend the Zoning Bylaw to completely remove the requirement that applicants provide confirmation of an 'operator license' from Saskatchewan Liquor and Gaming Authority.

**Pro:**
- This option would simplify the application submission as anyone could apply.

**Cons:**
- This approach is likely to result in a number of applications, some of which may be speculative, after SLGA formally moves to a market-based approach in September. Applications will be accepted on a first come basis and they have no guarantee of approval. Landlords may also be inclined to submit a permit on speculation of attracting a cannabis retail tenant.

- This option could result in development permits being issued that are either well in advance of the SLGA approval, or which may never receive approval by SLGA.

COMMUNICATIONS

Owners of the six existing cannabis retail stores in Regina and SLGA will be notified of the report. Public notice of Council's intention to consider the proposed zoning bylaw
amendment will also be given in accordance with The Planning and Development Act, 2007.

DISCUSSION

Background
The distribution, sale and possession of cannabis was legalized in Canada on October 17, 2018. While this was a federal decision, the responsibility of implementation is shared between three levels of government: federal, provincial and municipal. In Saskatchewan, SLGA established a cap on the number of cannabis permits that would be issued for retail stores per municipality with each permit determined through a lottery system. Regina was originally allotted six provincial permits, which are operational retail stores located throughout the city. Subsequently on October 29, 2019, SLGA announced under new legislation they are moving away from a cap on permits and moving towards a market-based approach. This will mean that additional applicants in Regina will be able to apply to SLGA for a permit in September 2020.

Cannabis Zoning Regulations
Municipalities are responsible for controlling the location and rules of cannabis retail stores through zoning regulations in Regina the regulations for location of cannabis retail stores are contained in the Zoning Bylaw. Cannabis retail stores are defined as ‘Retail Trade, Cannabis’ in the Zoning Bylaw and are accommodated as permitted or discretionary uses in various mixed-use and industrial zones, as well as direct control districts for the Downtown, Centre Square Neighbourhood and portions of the Warehouse District (Old Warehouse District) as summarized in the following table:

<table>
<thead>
<tr>
<th>Zone</th>
<th>Permitted</th>
<th>Discretionary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mixed-High Rise Zone (MH)</td>
<td>Permitted if gross floor area is 100 m² or less per lot</td>
<td>Discretionary if gross floor area is greater than 100 m² per lot</td>
</tr>
<tr>
<td>Mixed Large Market Zone (MLM)</td>
<td>Permitted if gross floor area is 300 m² or less per lot</td>
<td>Discretionary if gross floor area is greater than 300 m² per lot</td>
</tr>
<tr>
<td>Industrial Light Zone (IL)</td>
<td>Permitted if gross floor area is less than 300 m² per lot</td>
<td>Discretionary if gross floor area is 300 m² or greater per lot</td>
</tr>
<tr>
<td>Downtown Direct Control District (DCD-D)</td>
<td>Permitted</td>
<td>---</td>
</tr>
<tr>
<td>Centre Square Direct Control District (DCD-CS)</td>
<td>Permitted if gross floor area is 4,000 m² or less per lot.</td>
<td>Discretionary if gross floor area is more than 4,000 m² per lot.</td>
</tr>
<tr>
<td>Dewdney Avenue Warehouse Direct Control District (DCD-WH)</td>
<td>Permitted if gross floor area is 500 m², or less, per lot.</td>
<td>Discretionary if gross floor area is greater than 500 m², per lot.</td>
</tr>
</tbody>
</table>

In addition to determining land use status, ‘Retail Trade, Cannabis’ stores must meet minimum separation distances to other cannabis retail stores as well as the following sensitive land uses:
- schools, parks, day care centres, community centres, enclosed rinks and libraries.

There are no recommended changes to the minimum separation distance requirements. These will continue to remain and be applied to any future development permit applications for ‘Retail Trade, Cannabis’ stores.

**Zones where ‘Retail Trade, Cannabis’ land use is permitted or discretionary include specific application requirements for development permits such as providing proof of consent of the property owner and proof of an operator license issued by SLGA.** The intent of this regulation was that pre-approval from SLGA, which involves a good character reference check, should be required before a proponent can apply to the City to ensure an applicant is an eligible candidate to obtain the provincial permit necessary to support the proposed land use. However, because the City’s initial regulations were developed before the practical application of the provincial permitting process was known, the current wording of the Bylaw could be interpreted to mean that final approval from SLGA is required prior to City issuance of a development permit. This latter interpretation is problematic because SLGA’s full process also requires proof that the location is approved by the municipality prior to a final permit being issued at their end.

**Recommended Option**

Proposed amendments identified in Appendix A would clarify that the intent of the regulations is for applicants to provide confirmation that they have obtained pre-approval from SLGA prior to applying to the City. This will mean that proponents who have already completed their pre-approval with SLGA (i.e. good character reference check) may apply to the City for a development permit following adoption of the proposed amendments to the Zoning Bylaw assuming they are consistent with the other regulations in the bylaw. Development permits issued by the City will continue to be conditional on the applicant obtaining the final SLGA permit to operate before the land use is considered legal.

The recommended option will help mitigate the potential for a rush of applications for development permits as they would only be entitled to submit upon completion of pre-approval by SLGA. The recommended changes would ensure that applicants are serious about opening a cannabis retail store and avoid speculation by landlords. The recommended option simply clarifies the original intent of the regulations and aligns the City processes with SLGA processes.

The recommendations of this report focus on clarifying the zoning regulations ahead of provincial regulation changes in September 2020, while a larger discussion and update on the performance of the City’s cannabis regulations will be brought forward in 2021.

**DECISION HISTORY**

On August 28, 2018, City Council passed Bylaw 2018-14, The Regina Zoning Amendment Bylaw, 2018 (No. 18) to incorporate land use regulations regarding cannabis retail stores.

A more comprehensive discussion about the regulations will be brought forward in a separate report in 2021.
The recommendations contained in this report requires City Council approval.

Respectfully Submitted,

Prepared by: Michael Cotcher, Senior City Planner

**ATTACHMENTS**

Appendix A - Proposed Amendments Cannabis
## Appendix A - Summary of Proposed Changes to Zoning Bylaw 2019

<table>
<thead>
<tr>
<th>Amendment No.</th>
<th>Page No.</th>
<th>Proposed Amendment (C)</th>
<th>Existing Regulation (D)</th>
<th>Proposed Regulation (E)</th>
<th>Rationale (F)</th>
</tr>
</thead>
</table>
| 1             | 1.6-1.11 | IE.1 DEVELOPMENT PERMIT | Any application submitted for a development permit in respect of a “Retail Trade, Cannabis” land use must identify and include the consent of the property owner and the proposed “Retail Trade, Cannabis” operator license issued by the Saskatchewan Liquor and Gaming Authority. | SPECIFIC DEVELOPMENT PERMIT REQUIREMENTS FOR RETAIL TRADE, CANNABIS:  
(1) Any application submitted for a development permit in respect of a “Retail Trade, Cannabis” land use must identify and include the consent of the property owner and written confirmation, in a form satisfactory to the Development Officer, verifying that the applicant has completed the initial application for “Retail Trade, Cannabis” from Saskatchewan Liquor and Gaming Authority. | Existing wording in the Zoning Bylaw 2019-19 updated to reflect actual process and requirements for development application of “Retail Trade, Cannabis”. Relocation of the existing regulation from applicable zone chapters to Chapter 1 is intended to provide a centralized location for the regulations in the Bylaw. |
| 2             | 2.9      | PART 2A INTERPRETATIONS | “cannabis” means the same as defined in the Cannabis Act, 2018. | cannabis” means the same as defined in the Cannabis Act. | Housekeeping amendment as recommended by the City Solicitor’s Office |
| 3             | 4.31     | TABLE 4B.T2 PERMITTED AND DISCRETIONARY USE IN THE MIXED HIGH-RISE ZONE  
Section T2.15 “Retail Trade, Cannabis” | (3) Any application submitted for a development permit in respect of a “Retail Trade, Cannabis” land use must identify and include the consent of the property owner and the proposed “Retail Trade, Cannabis” operator license | Deletion of (3) | Removal of provision (3) from “Retail Trade, Cannabis” is to eliminate redundancy as the provision will be outlined in Chapter 1. |
<table>
<thead>
<tr>
<th>Amendment No.</th>
<th>Page No.</th>
<th>Proposed Amendment (C)</th>
<th>Existing Regulation (D)</th>
<th>Proposed Regulation (E)</th>
<th>Rationale (F)</th>
</tr>
</thead>
</table>
| 4            | 4.31     | TABLE 4C.T2 PERMITTED AND DISCRETIONARY USE IN THE MIXED LARGE MARKET ZONE  
Section T2.6 “Retail Trade, Cannabis”  
Be by deleting (3) for “Retail Trade, Cannabis” from the land use table.  
(3) Any application submitted for a development permit in respect of a “Retail Trade, Cannabis” land use must identify and include the consent of the property owner and the proposed “Retail Trade, Cannabis” operator license issued by the Saskatchewan Liquor and Gaming Authority. | issued by the Saskatchewan Liquor and Gaming Authority. | Deletion of (3) | Removal of provision (3) from “Retail Trade, Cannabis” is to eliminate redundancy as the provision will be outlined in Chapter 1. |
PART I
PURPOSE AND STATUTORY AUTHORITY

Purpose
1 The purpose of this Bylaw is to adopt a public notice policy that sets out minimum notice requirements, acceptable methods of giving notice and the required contents of notice to be followed with respect to those matters prescribed in The Cities Act and The Planning and Development Act, 2007 for which public notice is required to be given.

Authority
2 The authority for this Bylaw is section 102 of The Cities Act and section 24 of The Planning and Development Act, 2007.

PART II
INTERPRETATION

Definitions
3 In this Bylaw:

“Council” means the council of the City of Regina; and

“development officer” means development officer as defined in The Planning and Development Act, 2007.

Calculation of Time
4 The calculation of days as expressed in this Bylaw shall be calculated using calendar days and including the day of publication or posting but excluding the day of the Council meeting.

PART III
THE CITIES ACT

Adoption of Public Notice Policy – Cities Act
5 Public notice of all matters for which public notice must be given pursuant to The Cities Act shall be given in accordance with this Part.

Public Notice Requirements
6(1) Public notice of a matter required by this Part shall be given at least seven days before the date of the Council meeting at which the matter is to be initially considered by way of:
(a) publishing the notice in a local newspaper with at least weekly circulation in the city of Regina;

(b) posting the notice at City Hall; and

(c) posting the notice on the City’s website.

(2) The notice required by subsection (1) shall include a general description of the matter to be considered and the date, time and place of the Council meeting at which the matter will be considered.

No Notice of Subsequent Meetings
7 Notice will be given in accordance with this Part only when Council initially considers a matter. Unless otherwise directed by Council, no notice will be given of any subsequent meeting of Council at which the matter will be considered.

PART IV
THE PLANNING AND DEVELOPMENT ACT, 2007

Application of Act
8 The public notice requirements set out in section 55, subsection 69(9), section 83 and Part X of The Planning and Development Act, 2007 shall not apply.

Matters for Which Public Notice Must Be Given
9 Public notice of the following matters requiring public notice be given pursuant to The Planning and Development Act, 2007 shall be given in accordance with this Part:

(a) the adoption, amendment or repeal of a bylaw for an official community plan or zoning bylaw;

(b) the adoption, amendment or repeal of a development levy bylaw;

(c) the application for discretionary use approval;

(d) the adoption, amendment or repeal of a bylaw authorizing the sale of all or any part of a buffer strip or the exchange or sale of all or any part of a municipal reserve;

(e) the voiding of a contract zoning agreement respecting the rezoning of land;

(f) the adoption, amendment or repeal of an interim development control bylaw; and
(g) the passing of a resolution to adopt or amend a concept plan.

Matters For Which a Public Hearing Must Be Held
10(1) For those matters mentioned in clauses 9(a), 9(b) and 9(d), after the first reading of the bylaw and before the second reading of the bylaw, Council shall hold a public hearing.

(2) At the public hearing mentioned in subsection (1), Council:
   (a) shall ensure that all persons who wish to make representations relevant to the proposed bylaw are heard or provided the opportunity to have written submissions read into the record;
   (b) shall ensure that minutes of the public hearing are recorded;
   (c) may receive all representations on the same day or, if it considers it advisable, adjourn the hearing until all representations are received.

(3) If a hearing is adjourned pursuant to clause (2)(c), Council may subsequently sit and receive the representations on the date fixed for the reconvened hearing.

Method and Contents of Notice
11 As required in accordance with the specific provisions of this Part, Council shall give notice of its intention to consider any matter set out in section 9 by one or more of the following methods:

   (a) sign posting, which for the purposes of this Part, means that notice of the matter shall be posted on one or more public notification signs installed on the property which is the subject of the matter to be considered, unless:

      (i) in the opinion of the development officer, the subject property is in a remote location or the site conditions render the property inaccessible;
      (ii) in the case of a discretionary use application, the unit is entirely within a building that is not directly accessible from the outside; or
      (iii) Council has exempted the matter from sign posting;
      and such notice shall:

      (iv) contain a description of the matter or change being proposed and where additional information may be obtained;
(b) advertisement, which for the purpose of this Part means that notice of the matter shall be published in a local newspaper with at least weekly circulation in the city of Regina, and such notice shall:

(i) contain a description of the proposed bylaw or resolution and the reasons for the same;

(ii) describe the affected area by:

(A) civic address, legal description, or by including a map; or

(B) in the case of a matter or bylaw of general application, the type of property affected but not the specific location of each property affected;

(iii) indicate where and when any proposed bylaw may be examined;

(iv) set out the date, time and place at which a public hearing will be held or, if no public hearing is required, the date, time and place of the Council meeting at which the matter will be considered, and

(v) outline the procedure by which any required public hearing will be conducted;

(c) written notice, which for the purpose of this Part means that notice of the matter shall:

(i) be sent by regular mail to each assessed owner of property within a 75 metre radius of the boundary of the property which is the subject of the matter to be considered and to the assessed owner of the subject property, but only if such owner is not the applicant;

(ii) contain:

(A) a description of the matter to be considered;

(B) an outline of the approval process under which Council is considering the matter; and

(C) details regarding when, where and how comments on the matter may be submitted; and

(iii) be deemed to be given on the date the notice is postmarked; or
(d) City Hall notice board and website posting, which for the purpose of this Part means that notice of the matter shall be posted in the display in the City Hall foyer and published on the City’s website until determination of the matter by Council and such notice shall:

(i) in the case of any matter subject to advertisement, contain the same information as is required to be included for that purpose; or

(ii) in the case of any matter not subject to advertisement, contain:

(A) a description of the matter to be considered;

(B) an outline of the approval process under which Council is considering the matter;

(C) the date, time and place of the Council meeting at which the matter will be considered; and

(D) details regarding when, where and how comments on the matter may be submitted.

Public Notice Requirements – Official Community Plan

12(1) Public notice of Council’s intention to consider a bylaw amending or repealing an official community plan bylaw shall be given at least 14 days before the date of the required public hearing by way of:

(a) advertisement; and

(b) City Hall notice board and website posting.

(2) Public notice of Council’s intention to consider a bylaw adopting an official community plan bylaw shall be given by way of:

(a) advertisement, published twice, each at least seven days apart, with the first such advertisement occurring at least 28 days before the date of the required public hearing; and

(b) City Hall notice board and website posting at least 28 days before the date of the required public hearing.

Public Notice Requirements – Zoning Bylaw

13(1) Public notice of Council’s intention to consider a bylaw amending or repealing a zoning bylaw shall be given at least 14 days before the date of the required public hearing by way of:
(a) sign posting;

(b) advertisement;

(c) written notice; and

(d) City Hall notice board and website posting;

provided that, if the proposed amendment is of general application and not in relation to a specific property, the notice requirements in clauses (a) and (c) shall not apply.

(2) Public notice of Council’s intention to consider a bylaw adopting a zoning bylaw shall be given by way of:

(a) advertisement, published twice, each at least seven days apart, with the first such advertisement occurring at least 28 days before the date of the required public hearing; and

(b) City Hall notice board and website posting at least 28 days before the date of the required public hearing.

Public Notice Requirements – Development Levy Bylaw

14 Public notice of Council’s intention to consider a bylaw adopting, amending or repealing a development levy bylaw shall be given at least 14 days before the date of the required public hearing by way of:

(a) advertisement; and

(b) City Hall notice board and website posting.

Public Notice Requirements – Discretionary Use Application

15 Public notice of Council’s consideration of an application for discretionary use shall be given at least 14 days before the date of the Council meeting at which the matter is to be initially considered by way of:

(a) sign posting;

(b) written notice; and

(c) City Hall notice board and website posting.
Public Notice Requirements – Buffer Strip and Municipal Reserve
16 Public notice of Council’s intention to consider a bylaw adopting, amending or repealing a bylaw authorizing the sale of all or any part of a buffer strip or the exchange or sale of all or any part of a municipal reserve shall be given at least 14 days before the date of the required public hearing by way of:

(a) sign posting;

(b) advertisement; and

(c) City Hall notice board and website posting.

Public Notice Requirements – Voiding Contract Zone
17 Public notice of Council’s intention to declare a contract zone agreement void shall be given at least 14 days before the date of the Council meeting at which the matter is to be initially considered by way of:

(a) advertisement; and

(b) City Hall notice board and website posting.

Public Notice Requirements – Interim Development Control Bylaw
18 No notice or public hearing is required before the passing of an interim development control bylaw, but Council shall, within 30 days after the date that such a bylaw is adopted, amended or repealed, give notice of the bylaw:

(a) in a local newspaper with at least weekly circulation in the city of Regina at least once; and

(b) on the City Hall notice board and City website for a period of no less than 7 consecutive days.

Public Notice Requirements – Concept Plan
19 Public notice of Council’s intention to consider the passing of a resolution to adopt or amend a concept plan shall be given at least 14 days before the date of the Council meeting at which the matter is to be initially considered by way of:

(a) sign posting;

(b) advertisement; and

(c) City Hall notice board and website posting.
No Notice of Subsequent Meetings
20 Notice will be given in accordance with this Part only when Council initially considers a matter or holds a public hearing, as the case may be. Unless otherwise directed by Council, no notice will be given of any subsequent meeting at which the matter will be considered.

Alteration of Bylaws
21 If, as a result of the consideration of representations made in accordance with section 10 or for any other reason, Council proposes to alter a bylaw mentioned in clauses 7(a), 7(b) and 7(d), Council may pass the bylaw as altered without requiring that public notice of the proposed alterations be given.

PART VI
TRANSITIONAL

Bylaw 2019-19
22 Upon the coming into force of this Bylaw, Part 1.G of Bylaw No. 2019-19, being The Regina Zoning Bylaw, 2019 is amended as follows:

(a) by striking out the title “PUBLIC NOTICE SIGNAGE” and substituting the title “PUBLIC NOTICE REQUIREMENTS”; and

(b) by repealing section 1G.1 in its entirety and substituting the following:

“1G.1 PUBLIC NOTICE

1.1 APPLICATION OF PUBLIC NOTICE POLICY BYLAW
Unless explicitly stated otherwise in this Bylaw, public notice of all development matters or applications requiring public notice will be given in accordance with Bylaw 2020-28, being The Public Notice Policy Bylaw, 2020.

1.2 PUBLIC NOTICE COSTS
The applicant shall be responsible for the applicable costs related to complying with any public notice requirements.”

Bylaw 7748
23 Upon the coming into force of this Bylaw, section 4A of Bylaw No.7748, being A Bylaw of the City of Regina To Regulate and Control the Subdivision of Land is repealed.
Bylaw No. 2020-28

**Bylaw 2008-66**

24 Upon the coming into force of this Bylaw, Appendix “A” of Bylaw 2008-66, being *The Development Application Fee Bylaw, 2008* is amended by repealing the line “Advertising Fee $1,500” and substituting “Advertising Fee A cost recovery fee will be charged based on current Leader Post pricing”.

**Bylaw 2003-8**

25 Upon the coming into force of this bylaw, Bylaw No. 2003-8, being *The Public Notice Policy Bylaw* is repealed.

**Effective Date**

25 This Bylaw comes into force on the day of passage.

READ A FIRST TIME THIS 29th DAY OF July 2020.

READ A SECOND TIME THIS 29**th** DAY OF July 2020.

READ A THIRD TIME AND PASSED THIS 29**th** DAY OF July 2020.

________________________________________________________________________

Mayor City Clerk (SEAL)

CERTIFIED A TRUE COPY

________________________________________________________________________

City Clerk
ABSTRACT

BYLAW NO. 2020-28

THE PUBLIC NOTICE POLICY BYLAW, 2020

PURPOSE: The purpose of this Bylaw is to adopt a public notice policy with respect to those matters prescribed in *The Cities Act* and *The Planning and Development Act, 2007* for which public notice is required to be given.

ABSTRACT: This Bylaw establishes minimum notice requirements, acceptable methods of giving notice and the required contents of notice to be followed with respect to those matters prescribed in *The Cities Act* and *The Planning and Development Act, 2007* for which public notice is required to be given.

STATUTORY AUTHORITY: The authority for this Bylaw is section 102 of *The Cities Act* and section 24 of *The Planning and Development Act, 2007*.

MINISTER’S APPROVAL: Not required.

PUBLIC HEARING: Required, pursuant to section 207 of *The Planning and Development Act, 2007*.

PUBLIC NOTICE: Required, pursuant to section 207 of *The Planning and Development Act, 2007*.


CLASSIFICATION: Administrative

INITIATING DIVISION: City Planning & Community Development

INITIATING DEPARTMENT: Planning & Development Services
THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

1. The purpose of this Bylaw is to amend Bylaw 2019-19, being The Regina Zoning Bylaw, 2019 to clarify the requirements for development permit applications relating to Retail Trade, Cannabis.

2. The authority for this Bylaw is section 46 of The Planning and Development Act, 2007.

3. Schedule “A” of The Regina Zoning Bylaw, 2019, is amended in the manner set forth in this Bylaw.

4. Chapter 1, Part 1E is amended by adding the following section after section 1E.1.6:

   “1.6A SPECIFIC DEVELOPMENT PERMIT REQUIREMENTS FOR RETAIL TRADE, CANNABIS

   In addition to the requirements of section 1.2, every application for a development permit in respect of a “Retail Trade, Cannabis” land use must:

   (a) identify and include the consent of the property owner; and

   (b) include written confirmation, in a form satisfactory to the Development Officer, verifying that the applicant has completed the initial application for a cannabis retail store permit from the Saskatchewan Liquor and Gaming Authority.”

5. Chapter 2, Part 2B is amended by repealing the definition “cannabis” and substituting the following:

   “cannabis” means the same as defined in the Cannabis Act (Canada).”

6. Chapter 4, Part 4B, Table 4B.T2 PERMITTED AND DISCRETIONARY USE IN THE MIXED HIGH-RISE ZONE, section (row) T2.15 is amended by repealing subsection (3) under the column titled “Land Use Specific Regulations”.

7. Chapter 4, Part 4C, Table 4C.T2 PERMITTED AND DISCRETIONARY USE IN THE MIXED LARGE MARKET ZONE, section (row) T2.6 is amended by repealing subsection (3) under the column titled “Land Use Specific Regulations”.

Approved as to form this ______ day of __________________, 20___.
8 This Bylaw comes into force on the day of passage.

READ A FIRST TIME THIS 29th DAY OF July 2020
READ A SECOND TIME THIS 29th DAY OF July 2020.
READ A THIRD TIME AND PASSED THIS 29th DAY OF July 2020.

__________________________________________  __________________________________________
Mayor                                      City Clerk                  (SEAL)

CERTIFIED A TRUE COPY

__________________________________________
City Clerk
ABSTRACT

BYLAW NO. 2020-45

THE REGINA ZONING AMENDMENT BYLAW, 2020 (No. 13)

PURPOSE: The purpose of this Bylaw to clarify the requirements for development permit applications relating to Retail Trade, Cannabis.

ABSTRACT: This Bylaw clarifies the application requirements related to the Retail Trade, Cannabis land use and aligns the same with the application process established by the Saskatchewan Liquor and Gaming Authority for cannabis retail store permits.

STATUTORY AUTHORITY: Section 46 of The Planning and Development Act, 2007.

MINISTER’S APPROVAL: N/A

PUBLIC HEARING: Required, pursuant to section 207 of The Planning and Development Act, 2007.

PUBLIC NOTICE: Required, pursuant to section 207 of The Planning and Development Act, 2007.


CLASSIFICATION: Regulatory

INITIATING DIVISION: City Planning & Community Development

INITIATING DEPARTMENT: Planning & Development Services
THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

1 The purpose of this Bylaw is to amend Bylaw 2019-19, being The Regina Zoning Bylaw, 2019 to apply the sign regulations applicable to the MLM – Mixed Large Market Zone to the land commonly known as “Evraz Place” (1700 Elphinstone Street).

2 The authority for this Bylaw is section 46 of The Planning and Development Act, 2007.

3 Schedule “A” of The Regina Zoning Bylaw, 2019 is amended in the manner set forth in this Bylaw.

4 Chapter 11, Part 11E, is amended by adding the following subsection after subsection 11E.13(11):

“(12) Notwithstanding the zoning established pursuant to Chapter 9 of this Bylaw, for the purposes of this Chapter, all of those lands commonly referred to as “Evraz Place” and comprising lands legally described as:

(a) Surface Parcel No. 202956699, Block H, Plan No. 14513, Extension 1;

(b) Surface Parcel No. 164717365, Block FF, Plan No. 84R29489, Extension 1;

(c) Surface Parcel No. 109583567, Block K, Plan DV4404, Extension 0;

(d) Surface Parcel No. 203364750, Block W, Plan No. 102254622, Extension 0; and

(e) Surface Parcel No. 203364749, Block T, Plan No. 102121311, Extension 2

shall be subject to the sign regulations applicable to the MLM – Mixed Large Market zone.”
5. This Bylaw comes into force on the day of passage.

READ A FIRST TIME THIS 29th DAY OF July 2020.
READ A SECOND TIME THIS 29th DAY OF July 2020.
READ A THIRD TIME AND PASSED THIS 29th DAY OF July 2020.

Mayor

City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk
PURPOSE: The purpose of this Bylaw is to apply the sign regulations applicable to the MLM – Mixed Large Market Zone to the land commonly known as “Evraz Place”.

ABSTRACT: This Bylaw provides that the sign regulations applicable to the MLM – Mixed Large Market Zone apply to the Evraz Place lands located at 1700 Elphinstone Street.

STATUTORY AUTHORITY: Section 46 of The Planning and Development Act, 2007.

MINISTER’S APPROVAL: N/A

PUBLIC HEARING: Required, pursuant to section 207 of The Planning and Development Act, 2007.

PUBLIC NOTICE: Required, pursuant to section 207 of The Planning and Development Act, 2007.

REFERENCE: Regina Planning Commission, July 8, 2020, RPC20-23.


CLASSIFICATION: Regulatory

INITIATING DIVISION: City Planning & Community Development
INITIATING DEPARTMENT: Planning & Development Services
BYLAW NO. 2020-47

THE REGINA ZONING AMENDMENT BYLAW, 2020 (No. 15)

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

1. The purpose of this Bylaw is to amend Bylaw 2019-19, being The Regina Zoning Bylaw, 2019 to allow for limited types of residential uses in specific industrial zones.

2. The authority for this Bylaw is section 46 of The Planning and Development Act, 2007.

3. Schedule “A” of The Regina Zoning Bylaw, 2019, is amended in the manner set forth in this Bylaw.

4. Chapter 1, Part 1E, section 1E.2.2 is repealed and the following substituted:

“2.2 REQUIREMENTS OF AN ACCESSORY USE, BUILDING OR STRUCTURE

(1) An accessory use, building or structure may be developed in any zone subject to the requirements of this Bylaw.

(2) No accessory use, building or structure shall be developed unless construction of the principal use is underway or complete.

(3) No accessory use, building or structure shall be used unless the principal use, building or structure has been developed and is in use, except as otherwise authorized by a development agreement or as specifically permitted otherwise by this Bylaw.

(4) Except as specifically permitted otherwise by this Bylaw, an accessory use, building or structure shall be located on the same lot as the associated principal use.

(5) All accessory uses, buildings and structures shall be removed from a lot from which the associated principal building, structure or use has been removed.

(6) Except as specifically permitted otherwise by this Bylaw, no accessory use, building or structure shall include a habitable space.”
Chapter 2, Part 2B is amended by repealing the definition “accessory” and substituting the following:

“accessory” means a land use, structure, building or part thereof that is normally incidental, subordinate and exclusively devoted to a principal land use, building or structure on the same lot.”

Chapter 2, Part 2B is amended by repealing the definition “Building, Accessory” and substituting the following:

“Building, Accessory” means a separate building or structure, normally incidental, subordinate, exclusively devoted to and located on the same lot as the principal building or structure.”

Chapter 2, Part 2B is amended by adding the following definition in alphabetical order:

“Work Camp” means a temporary residential land use intended to provide accommodation for employees or contractors of industrial or construction operations. Without restricting the generality of the foregoing, a Work Camp is usually comprised of a number of mobile units, clustered in such a fashion as to provide sleeping, food preparation, eating and other basic living facilities. Work Camp excludes manufactured home park.”

Chapter 5, Part 5A, section 5A.5 is amended by adding the following subsection after subsection (3):

“Habitable space or dwellings not exceeding 100 square metres per unit of industrial use may be considered as an accessory use to a land use in the “Industry” land use class, excluding “Industry, Artistic”, for the purpose of accommodating employees’ needs for temporary respite, security or caretaker quarters.”

Chapter 5, Part 5B, section 5B.5 is amended by adding the following subsection after subsection (3):

“Habitable space or dwellings not exceeding 100 square metres per unit of industrial use may be considered as an accessory use to a land use in the “Industry” land use class, excluding “Industry, Artistic”, for the purpose of accommodating employees’ needs for temporary respite, security or caretaker quarters.”
Chapter 5, Part 5C, section 5C.5 is amended by adding the following subsection after subsection (3):

“(4) Habitable space or dwellings not exceeding 100 square metres per unit of industrial use may be considered as an accessory use to a land use in the “Industry” land use class, excluding “Industry, Artistic”, for the purpose of accommodating employees’ needs for temporary respite, security or caretaker quarters.”

Chapter 5, Part 5B, Table 5B.T2: INDUSTRIAL LIGHT ZONE LAND USES, is amended by adding the following section (row) T2.14 immediately after section (row) T2.13:

```
<table>
<thead>
<tr>
<th>T2.14</th>
<th>Work Camp</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Work Camp</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
```
Chapter 5, Part 5C, Table 5C.T2: INDUSTRIAL LIGHT ZONE LAND USES, is amended by adding the following section (row) T2.9 immediately after section (row) T2.8:

```
<table>
<thead>
<tr>
<th>T2.9</th>
<th>Work Camp</th>
<th>Permitted where development does not exceed 20 beds, for a limited term as approved by the Development Officer.</th>
<th>Discretionary where development includes more than 20 beds, for a limited term as approved by Council.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Work Camps are restricted as follows:</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(a) upon expiry of the term of the use, the development lands shall be restored to their original state prior to existence of the Work Camp; and</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(b) parking requirements in relation to a Work Camp may be relaxed at the discretion of the Development Officer (in the case of a permitted use) or and at the discretion of Council (in the case of a discretionary use).</td>
<td></td>
</tr>
</tbody>
</table>
```

Chapter 7, Part 7C, Table 7C.T2: INDUSTRIAL LIGHT ZONE LAND USES, is amended by adding the following section (row) T2.6 immediately after section (row) T2.5:

```
<table>
<thead>
<tr>
<th>T2.6</th>
<th>Work Camp</th>
<th>Permitted where development does not exceed 20 beds, for a limited term as approved by the Development Officer.</th>
<th>Discretionary where development includes more than 20 beds, for a limited term as approved by Council.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Work Camps are restricted as follows:</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(a) upon expiry of the term of the use, the development lands shall be restored to their original state prior to existence of the Work Camp; and</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(b) parking requirements in relation to a Work Camp may be relaxed at the discretion of the Development Officer (in the case of a permitted use) or and at the discretion of Council (in the case of a discretionary use).</td>
<td></td>
</tr>
</tbody>
</table>
```

"
This Bylaw comes into force on the day of passage.

READ A FIRST TIME THIS 29th DAY OF July 2020.
READ A SECOND TIME THIS 29th DAY OF July 2020.
READ A THIRD TIME AND PASSED THIS 29th DAY OF July 2020.

Mayor                                      City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk
ABSTRACT

BYLAW NO. 2020-47

REGINA ZONING AMENDMENT BYLAW, 2020 (No. 15)

PURPOSE: The purpose of this Bylaw is to amend Bylaw 2019-19, being The Regina Zoning Bylaw, 2019 to allow for limited types of residential uses in specific industrial zones.

ABSTRACT: This Bylaw adopts a definition for a legal land use of “Work Camp” and provides regulations related to habitable space less than 100 square metres as an accessory use within the Industrial Prestige, Industrial Light and Industrial Heavy Zones and for Work Camps within the Industrial Light, Industrial Heavy and Urban Holding Zones.

STATUTORY AUTHORITY: Section 46 of The Planning and Development Act, 2007.

MINISTER’S APPROVAL: N/A

PUBLIC HEARING: Required, pursuant to section 207 of The Planning and Development Act, 2007.

PUBLIC NOTICE: Required, pursuant to section 207 of The Planning and Development Act, 2007.


CLASSIFICATION: Regulatory

INITIATING DIVISION: City Planning & Community Development

INITIATING DEPARTMENT: Planning & Development Services
BYLAW NO. 2020-48

DESIGN REGINA: THE OFFICIAL COMMUNITY PLAN
AMENDMENT BYLAW, 2020 (No. 4)

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

1. The purpose of this Bylaw is to amend Design Regina: The Official Community Plan Bylaw to correct formatting and typographical errors in the Bylaw.

2. The authority for this Bylaw is Part IV, Section 29(2) of The Planning and Development Act, 2007.


4. Part A – Table of Contents is amended by striking out the phrase “and New Mixed-Use Neighbourhoods” in the title of Map 1b.

5. Part A – Table of Contents is amended by striking out the words “School Site Re-Use Guidelines” and substituting the words “School Siting and Re-Use Guidelines” in the title of Appendix B.

6. Part A, Section B – Financial Policies, paragraph 1.7.3 is amended by striking out the words “and New Mixed-Use Neighbourhoods”.

7. Part A, Section D3 – Transportation, paragraph 5.14 is amended by striking out the words “NEW MIXED – USE NEIGHBOURHOODS”.

8. Part A, Section D5 – Land Use and Built Environment, paragraph 7.4 is amended by striking out the word “Site” and substituting the words “Siting and”.

9. Part A, Section D6 – Housing, paragraph 8.14 is amended by adding the words “attainable housing,” immediately following “affordable housing”.

10. Part A, Section D7 – Parks, Recreation and Open Space, page 47 is amended by striking out the phrase “Embrace built heritage and invest in arts, culture, sport and recreation” and substituting the phrase “Embrace and invest in arts, culture, historic places, sport and recreation” in the second bullet of the blue linkage box.

11. Part A, Section D8 – Culture, page 49 is amended by striking out the phrase “Embrace built heritage and invest in arts, culture, sport and recreation” and substituting the phrase “Embrace and invest in arts, culture, historic places, sport and recreation” in the second bullet of the blue linkage box.
Part A, Section D10 – Economic Development, page 53 is amended by striking out the phrase “Embrace built heritage and invest in arts, culture, sport and recreation” and substituting the phrase “Embrace and invest in arts, culture, historic places, sport and recreation” in the second bullet of the blue linkage box.

Part A, Appendix C – Definitions is amended by striking out the words “purpose-built” in the definition of “major office”.

Part A, Appendix C – Definitions is amended by striking out the words “purpose-built” in the definition of “medium office”.

This Bylaw comes into force on the date of approval by the Minister of Government Relations.

READ A FIRST TIME THIS 29th DAY OF July 2020.
READ A SECOND TIME THIS 29th DAY OF July 2020.
READ A THIRD TIME AND PASSED THIS 29th DAY OF July 2020.

Mayor

City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk

Approved by the Ministry of Government Relations
this __________ day of ________________________, 2020.

Ministry of Government Relations
**ABSTRACT**

**BYLAW NO. 2020-48**

**DESIGN REGINA: THE OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW, 2020 (No. 4)**

<table>
<thead>
<tr>
<th>PURPOSE:</th>
<th>To amend <em>Design Regina: The Official Community Plan Bylaw</em>.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABSTRACT:</td>
<td>The proposed amendments will correct typographical and formatting errors resulting from the five-year review of the Plan. These amendments were directed to be made by City Council’s motion to approve report CR20-2 but inadvertently omitted from Bylaw 2020-1.</td>
</tr>
<tr>
<td>STATUTORY AUTHORITY:</td>
<td>Part IV, Section 29(2) of <em>The Planning and Development Act, 2007</em>.</td>
</tr>
<tr>
<td>MINISTER’S APPROVAL:</td>
<td>Part IV, Section 39 of <em>The Planning and Development Act, 2007</em>.</td>
</tr>
<tr>
<td>PUBLIC HEARING:</td>
<td>Required, pursuant to section 207 of <em>The Planning and Development Act, 2007</em>.</td>
</tr>
<tr>
<td>PUBLIC NOTICE:</td>
<td>Required, pursuant to section 207 of <em>The Planning and Development Act, 2007</em>.</td>
</tr>
<tr>
<td>AMENDS/REPEALS:</td>
<td>Amends <em>Design Regina: The Official Community Plan Bylaw</em>.</td>
</tr>
<tr>
<td>CLASSIFICATION:</td>
<td>Regulatory</td>
</tr>
<tr>
<td>INITIATING DIVISION:</td>
<td>City Planning and Community Development</td>
</tr>
<tr>
<td>INITIATING DEPARTMENT:</td>
<td>Planning &amp; Development Services</td>
</tr>
</tbody>
</table>
THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

1 The purpose of this Bylaw is to amend Bylaw 9004, being The Procedure Bylaw to:
   (a) require recorded votes on all motions at Committee and Council meetings; and
   (b) require votes to be recorded by an electronic or computerized voting system, where possible.

2 The authority for this Bylaw is sections 55.1 and 75 of The Cities Act.

3 Bylaw 9004, being The Procedure Bylaw is amended in the manner set forth in this Bylaw.

4 Clause 22(1)(b) is repealed.

5 The following subsections are added after subsection 26(4):

   “(4.1) All votes by Council members on matters before Council during Council meetings shall be recorded.

   (4.2) The minutes shall show the names of Council members present and whether each voted for or against the proposal or abstained.”

6 Subsection 26(5) is repealed and the following substituted:

   “(5) Unless an electronic or computerized voting system is used and can record all votes simultaneously, the City Clerk shall poll the members present and record the votes for each member starting with the mover of the motion and then continuing on with each respective members in attendance at random, ending with the meeting chair.”

7 Subsection 26(9) is repealed and the following substituted:

   “(9) Unless an electronic or computerized voting system is used, a member shall vote separately and shall indicate their vote verbally.”

8 The following section is added after section 26:
“26.1 (1) Where possible and available, an electronic or computerized voting system shall be used to record all votes by Council members on matters before Council during Council meetings.

(2) Where an electronic or computerized voting system is used, members shall vote simultaneously.

(3) Where a vote has been taken electronically and the City Clerk has announced the result of the vote on a motion, the results recorded by the electronic system are final and no member shall change their vote or request that the vote be retaken without the unanimous consent of the members present.”

9 Clause 35(1)(c) is amended by striking out “if requested by any member, “.

10 This Bylaw comes into force on July 29, 2020.

READ A FIRST TIME THIS 29th DAY OF July 2020.
READ A SECOND TIME THIS 29th DAY OF July 2020.
READ A THIRD TIME AND PASSED THIS 29th DAY OF July 2020.

Mayor

City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk
ABSTRACT

BYLAW NO. 2020-50

THE PROCEDURE AMENDMENT BYLAW, 2020 (No. 2)

PURPOSE: The purpose of this Bylaw is to amend Bylaw 9004 to require recorded votes at Council and Committee meetings and, where possible, require the votes to be taken by way of an electronic or computerized voting system.

ABSTRACT: This Bylaw amends Bylaw 9004 to require recorded voting by Council members at Council and Committee meetings. This Bylaw also requires that the votes be taken by way of an electronic or computerized voting system where possible.

STATUTORY AUTHORITY: Sections 55.1 and 75 of The Cities Act.

MINISTER’S APPROVAL: Not applicable

PUBLIC HEARING: Not applicable

PUBLIC NOTICE: Public notice was provided in the Leader Post, on the City’s Public Notice Board and website on June 13, 2020.

REFERENCE: MN20-4 from the June 24, 2020 City Council meeting.

AMENDS/REPEALS: Amends Bylaw 9004

CLASSIFICATION: Administrative

INITIATING DIVISION: City Manager’s Office

INITIATING DEPARTMENT: City Clerk’s Office
July 29, 2020

Good afternoon Your Worship members of Regina City Council my name is John Hopkins and I am the Chief Executive Officer of the Regina & District Chamber of Commerce.

I am here today on behalf of our 1200 member business organization regarding the report COVID-19 Response - Property Tax Relief.

I want to begin my comments by commending the Administration for the report that is before you. In fact, I cannot say enough about the work Ms Bryden has done in developing the program before you.

COVID-19 has had a major impact on the economies of the world and Regina is not immune from its wrath. Over the past number of months many businesses were shuttered but have now started to reopen.

Our initial request asked for Council to consider reducing municipal non-residential property taxes by 25% and that the total amount be paid back by the non-residential sector over a period of 5 years through an increase in the mill rate factor.
Under this scenario all non-residential property owners would see a reduction but by the same token all non-residential property owners would pay back the total amount. What we thought was attractive about our request is that all of the funds taken from the reserve would be returned to the reserve by the non-residential class of properties. Having said all that The Cities Act does not allow that type of action.

Over the past number of months we worked with your Administration on options to help those businesses most in need as well as looking forward.

The concept before you borrowed heavily from the City of Edmonton plan. I believe what you have is creative, timely and most importantly will have an impact.

While we were prepared to partner with you on this project, we respect the decision made by the Executive Committee and I want to clearly state that we understand that this program is a City of Regina program in its entirety.

What we like about your program is that is does fill gaps that are currently not being addressed with other programs like the cost of PPE. We have hosted a series of Zoom calls over the past number of months and one of the challenges we have heard over and over is PPE costs. Some others include adapting to the new reality of a post COVID-19 world where safety and consumer confidence will be paramount to success including the ability to meet customer needs in new ways.
In closing we respectfully request that you support the recommendation.

Thank you,

John Hopkins
Chief Executive Officer
COVID-19 Response - Supplemental Report

Date | July 29, 2020
To | City Council
From | Financial Strategy & Sustainability
Service Area | Assessment, Tax & Utility Billing
Item No. | CM20-20

RECOMMENDATION

That City Council receive and file this report.

ISSUE

In report EC20-25 Administration recommended an Economic Recovery Grant Program (ERGP) to support Regina businesses that are trying to recover from the effects of COVID-19. Executive Committee requested more information related to the eligibility and criteria for the program as well as stakeholder consultation on the program. This supplementary report is intended to respond to this request.

IMPACTS

Financial Impact

There are no direct financial impacts as a result of this report. Financial impacts related to the ERGP are outlined in report EC20-25.

Policy/Strategic Impact

None with respect to this report.

There are no environmental, risk/legal, or other implications or considerations.
OTHER OPTIONS

Administration surveyed business organizations regarding the proposed eligibility requirements and program criteria. The responses were supportive of the program in general.

COMMUNICATIONS

The City of Regina (City) will develop a communications and marketing strategy to support the ERGP.

DISCUSSION

During discussion at Executive Committee, Administration was requested to provide additional information on the ERGP eligibility and other requirements, and to engage with industry regarding eligibility and criteria. The proposed eligibility and other requirements for the program are outlined below:

Economic Recovery Grant Program Intent

The intent of the program is to support local businesses and non-profit organizations that are trying to recover from the effects of the COVID-19 pandemic by remaining open, abiding by new requirements outlined in public health orders, and/or by transitioning to new realities into the future, thereby contributing to the economic recovery of the community.

Eligibility requirements outline the baseline for participation in the program. These represent standards that must be met to make an application to the program. Program criteria recognize that the resources available in the program are small and will not likely fully meet the need of all applicants. Program criteria allow the City to prioritize where investment will be made to ensure that limited resources have the greatest impact on economic recovery for the community.

Eligibility Requirements

The following are the proposed eligibility requirements that businesses and not-for-profit organizations must meet to apply for the Economic Recovery Grant Program.

- The business/organization occupies and operates out of a non-residential property in the City of Regina.
- The business/organization can match the requested grant amount.
- The business/organization has seen demonstrated revenue decline or financial hardship as a result of COVID-19.
- The business/organization is not in tax arrears or owing fees or fines to the City of Regina. If leasing space, the business/organization is in good standing with their
landlord. ‘Good standing’ means either that lease payments are up to date or the lessee has a formal agreement with their landlord to address overdue lease payments.

**Program Criteria**

The following are the proposed program criteria against which eligible applications will be assessed. Program criteria allow the City to prioritize where investment will be made to ensure that limited resources have the greatest impact on economic recovery for the community.

**Jobs**: How will the funds help people return to work or create new positions? (e.g., safety measures, training, etc.)

**Financial Sustainability**: How will the funds affect the ability of the business to remain open?

**COVID-19 Impact**: How will the funds counter the impacts of COVID-19 on businesses during the relaunch and recover stages? (e.g., business costs related to social distancing, and keeping customers and employees safe).

**Partner Leverage**: To what extent will the funds provide an opportunity to unlock funding from other partner organizations to extend the impact?

**Economic Diversification**: How will the funds contribute to diversification of the business in response to the pandemic? (e.g., adding new products or service or changing what the business does).

**Business Transformation**: How will the funds help the business succeed by responding to a changing market? (e.g., adding online sales; delivery to homes, or marketing/delivering existing products or services in a new way).

**Community Impact**: How will the funds benefit members of marginalized groups or those disproportionately affected by COVID-19, such as women, newcomers, indigenous people, people of colour, or people with disabilities?

**Consultation with stakeholders**:

Administration provided a survey to stakeholders requesting comments on both the proposed Eligibility Requirements and the proposed Program Criteria as well as an opportunity to provide answers to broader questions regarding the program and how it should be targeted. Administration provided the survey to all interested parties and responses were received from the Regina Downtown Business Improvement District, Regina & District Chamber of Commerce, Economic Development Regina, and the Canadian Federation of Independent Business.
In general, all responses indicated support for the proposed program and supported a responsive and quickly delivered approach to help our business community.

Some comments on the overall program were in relation to the timeliness of the program. This grant is focused on balancing the need to provide financial relief quickly while ensuring distribution occurs in an equitable, transparent, productive, and responsible manner. As such, Administration is working to establish an application intake of funding requests that will occur weekly upon program approval during phase 1 & 2 of the program. Each week, a specific number of grants in various amounts will be offered along with a weekly application window.

This intake process will help minimize the need for applicants to rush to apply, knowing that businesses are dealing with different schedules and projects in relation to reopening. This approach also aligns with the evolving economic and social environment. Additionally, Administration anticipates high demand when the grant program opens, and this process will help manage expectations, speed of disbursement, and oversight. To manage expectations, it must be clear that not every grant application will be successful, and that demand will very likely outweigh grant dollars available.

Additionally, one respondent felt the grant funds should be distributed entirely in 2020, removing the phased approach. The proposed design of the grant program is about supporting business in need right now in phase 1. Phase 2 is a strategic approach to supporting businesses with planning their future as they understand better the impacts of the pandemic and will focus on stabilization and diversification of the local economy.

Response to Program Eligibility:

In general, respondents supported the eligibility requirements in the proposed program. All agreed the business or organization applying for funding should be operating in a non-residential property located within Regina and demonstrates financial hardship as a result of COVID-19. Most felt the applicant should be in good standing with the City as well as their landlord if applicable.

Two respondents indicated the ability for the business to contribute a matching amount to their project may limit the number of businesses who can apply. Cash flow at this time being a concern while others felt it crucial if the program is to support the ongoing well being or our economy. The rationale for this criteria is to ensure that those businesses receiving the grant have sufficient financial strength to survive. The resources are limited, and the grant should be invested where it will have the greatest effect on long term economic results. One respondent raised a concern related to how a business demonstrates a revenue decline or financial hardship as a result of COVID-19. Administration will work to address the respondent’s concern through the development of an assessment guide for use by the adjudication committee.
Stakeholders were also asked to respond to a potential additional eligibility criteria: The business/organization is locally owned and operated and employs a staff complement of 100 employees or less. This potential requirement was not included in the original information provided to Council, however, has been a discussion point amongst some groups. As a result, Administration included it in the survey to gain more knowledge. Respondents supported that to be eligible the business should be within the City but did not support the ceiling of 100 employees. Rationale being that all businesses operating in the city contribute to the economic recovery of the community.

Response to Program Criteria:

Respondents supported the criteria currently proposed in the program. As part of their response, they were also asked to provide assessment, comments and to rank each of the proposed program criteria in order of importance. This information will help Administration understand the importance of each and will inform how the criteria should be weighted in assessing applications.

Across all responses, the top criteria identified were Financial Sustainability, COVID-19 Impact, Business Transformation, and Jobs. Tangible Placemaking Benefits and Business Transformation were considered somewhat important. All responses indicated that while Environmental Alignment and Partnership Leverage is important to our city, it is not critical in helping our economic recovery.

Program Adjudication:

An adjudication panel will be formed including City Administration and representation from EDR. A scoring matrix created using the program criteria will ensure fair, equitable and impactful distribution of grant funding.

DECISION HISTORY

At the July 8, 2020 meeting of the Executive Committee, the Committee approved report EX20-25 COVID-19 Response – Property Tax Relief and the committee recommended that Council approve the following amendment:

That the said program be administered by the City of Regina:

a) in administering the program, the City seek advice and input from representative business organizations and other interested parties; and
b) the City of Regina put together a final adjudication committee in adjudicating applications made up of individuals with knowledge of the business sector but who have no conflict of interest in allocating funds.

Respectfully Submitted,

Prepared by: Deborah Bryden, Director, Assessment, Tax & Utility Billing
Executive Committee: COVID-19 Response - Property Tax Relief

Date | July 29, 2020
--- | ---
To | His Worship the Mayor and Members of City Council
From | Executive Committee
Service Area | Financial Strategy & Sustainability
Item # | CR20-68

RECOMMENDATION

That City Council:

1. Approve up to $2 million to fund a business relief program as outlined in Option 3 of this report, with the funds coming from the General Fund Reserve (GFR).

2. That the said program be administered by the City of Regina:
   a) in administering the program, the City seek advice and input from representative business organizations and other interested parties; and
   b) the City of Regina put together a final adjudication committee in adjudicating applications made up of individuals with knowledge of the business sector but who have no conflict of interest in allocating funds.

3. Delegate authority to the Executive Director, Financial Strategy and Sustainability to approve the finalized ERGP, and enter into any agreements, develop any processes or application forms and establish any evaluation committees required to administer the program to applicants.

4. That Administration report back to Council with results and impacts of the grant program.
HISTORY

At the July 8, 2020 meeting of the Executive Committee, the Committee considered the attached EX20-25 report from the Financial Strategy & Sustainability Division.

The Committee adopted a resolution to concur in the recommendations contained in the report after amending recommendation #2 as follows:

2. That the said program be administered by the City of Regina:
   a) in administering the program, the City seek advice and input from representative business organizations and other interested parties; and
   b) the City of Regina put together a final adjudication committee in adjudicating applications made up of individuals with knowledge of the business sector but who have no conflict of interest in allocating funds.

As a result of the amendment to recommendation #2 the committee also indicated that the following is be struck from recommendation #3: “including using the Regina & District Chamber of Commerce to administer all or parts of the program.

Recommendation #5 does not require City Council approval.

Respectfully submitted,

EXECUTIVE COMMITTEE

[Signature]
Jim Nicoll, City Clerk 7/24/2020

ATTACHMENTS
EX20-25 - COVID-19 Response - Property Tax Relief
Appendix A - Chamber of Commerce Letter
Appendix B - Property Tax Forgiveness - REGINA Hotels
Appendix C - CFIB Letter
Appendix D - Summary of Municipal Tax Relief & Economic Relief Programs for Businesses
Appendix E - Summary of Government Financial Supports for Businesses
COVID-19 Response - Property Tax Relief

Date  July 8, 2020
To    Executive Committee
From  Financial Strategy & Sustainability
Service Area  Assessment, Tax & Utility Billing
Item No.  EX20-25

RECOMMENDATION

The Executive Committee recommends that City Council:

1. Approve up to $2 million to fund a business relief program as outlined in Option 3 of this report, with the funds coming from the General Fund Reserve (GFR).

2. Direct Administration to collaborate with the Regina & District Chamber of Commerce to develop an Economic Recovery Grant Program (ERGP) which would provide financial support for local businesses based on the general principles outlined in this report.

3. Delegate authority to the Executive Director, Financial Strategy and Sustainability to approve the finalized ERGP, and enter into any agreements, develop any processes or application forms and establish any evaluation committees required to administer the program to applicants, including using the Regina & District Chamber of Commerce to administer all or parts of the program.

4. That Administration report back to Council with results and impacts of the grant program.

5. Approve the recommendations at its July 29, 2020 Meeting.

ISSUE

At the April 15, 2020 City Council meeting, Council received a request from the Regina & District Chamber of Commerce to provide relief to non-residential property owners through a 25 per cent reduction in the municipal portion of property taxes in 2020, as well as a
proposed 5 year repayment plan (Appendix A). Council requested a report providing analysis and recommendations related to the request.

Subsequent to the Chamber’s request, the City received a formal request from the Regina Hotel Association requesting 100 per cent property tax forgiveness or abatement of property taxes for 2020. As well, the Association has requested abatement of property taxes in future tax years, until hotels are able to recover to 75 per cent of the prior year (2019) guest room revenue. The Association’s request is provided in Appendix B. Hotel property taxes equal approximately $4.3 million annually.

In addition, the City has received several enquiries from individual businesses either asking or enquiring if the City plans to take additional steps to help business and/or property owners through such actions as reducing property taxes owing to the City. As well, on June 17, 2020, the Canadian Federation of Independent Business (CFIB) wrote to the City asking, where applicable, among other things to consider freezing commercial property taxes at current levels and reducing or eliminating fees for business-related permits. The request from the CFIB is attached as Appendix C.

In response to the above requests, this report considers options to provide further relief to businesses.

IMPACTS

Although there are many programs available through the federal and provincial governments to support businesses, the recommended ERGP program will seek to fill gaps in support from other levels of government versus duplicating existing support, thereby, providing more wholesome and impactful support for the business community. The grant will recognize businesses that are reshaping services or products in order to meet changing customer expectations, public health requirements, and/or market demand.

Should Council approve option 3 as recommended, there will be impact to the GFR to fund the ERGP. The use of funds from the GFR in this way would align to the intended use of the reserve and would serve as a strategic use of funds to most impactfully support Regina’s business community. It should be noted, the draw of the funds would reduce the GFR uncommitted fund balance from $24.6 million to $22.6 million, below its minimum guideline limit of $23.8 million.

OTHER OPTIONS

In summary, the Chamber of Commerce’s request cannot be met as proposed because of legislative constraints. This is true of the Regina Hotel Association’s request for 2020 property tax abatement too. While section 244 of The Cities Act allows Council to approve cancellations, abatements, deferral or exemptions of property tax where the requirements of that section are met, section 244(11) expressly prohibits a deferral, cancellation, reduction or refund of property tax for an entire class or subclass of properties. Further, the requests
as submitted by the Chamber and the Association would negatively impact the City's financial position in a significant manner.

Considering the state of the pandemic and impacts on our city and the country, Administration suggests the following options:

**Option 1 - Status Quo:**

The City quickly implemented a property tax and utility payment deferral program on April 15 where the late payment fees and delinquency for overdue utility accounts were deferred to September 30, 2020. As well, the property tax payment deadline was extended to September 30, 2020. After the property tax payment deadline, any taxes remaining unpaid incur monthly penalties. As per our normal practice, City Administration would continue to work with property owners to make flexible payment arrangements after payment deadlines.

The current plan to defer payment deadlines and discontinue utility delinquency programs is a support available to all property owners and residents in Regina. The estimated cost of this measure is $800,000 and is included in the City’s financial forecasts previously reported to Council in response to the COVID-19 pandemic.

In addition to the supports the City put in place, the federal and provincial governments have both provided several options for the business community to access aid during the pandemic crisis. The federal and provincial governments are better positioned from a fiscal capacity perspective to provide these supports than are municipalities.

The option of status quo does not preclude the City from enacting future economic relief options for the community. In the future, the financial impact of the pandemic to both the community and the City will be better understood. Continuing cautiously now and managing our commitments within our existing operating framework provides us with opportunity to review the situation as it evolves over the next few years.

**Option 2: Reduction of late payment penalties for non-residential property owners that enter into payment arrangements**

For this option, Council would approve a bylaw that would apply a reduced monthly penalty rate of 1 per cent on outstanding taxes for 2020 and 2021 for non-residential properties if the owners of those properties meet the following conditions:

- Property owners would be required to pay all outstanding 2020 library and education taxes by September 30, 2020.
- Property owners would be required to pay all outstanding 2021 library and education taxes by June 30, 2021.
- Property owners would enter into payment arrangements where they would pay 50 per cent of their 2020 municipal property taxes by September 30, 2020 with the remainder to be paid by December 31, 2021 based on quarterly payments.
Property owners would enter into payment arrangements where they would pay 75 per cent of their 2021 municipal property taxes by June 30, 2021 with the remainder paid by December 31, 2021 based on quarterly payments.

If property owners do not comply with the payment arrangements at any point, then the penalty amount on outstanding taxes would revert to the current penalties charged (1.5 per cent monthly for taxes owing in the current tax year and 1.75 per cent monthly for taxes owing if unpaid after December 31 of the year the taxes were due).

The municipal property tax for both tax years would be paid in full by end of year 2021.

In order to continue to encourage property owners who can pay or to stay on the Tax Installments Payment Plan Service (TIPPS) program (approximately 1/3 of non-residential property owners are on TIPPS), a penalty rate lower than our existing penalty rate would be applied and a portion of the municipal property tax would need to be paid by the payment deadline.

This option is administratively complex, and complex to explain to customers. Property owners would still be required to pay other taxing authorities; currently the municipal portion of their property tax bill is 59.5 per cent. The penalty rate would be lower than our existing penalty rates but higher than what the property owners would receive from their financial institution. Also of note, the benefit would be to the property owner, not directly to support business owners who occupy the space.

Predicting the financial risk for the City under this option is very difficult; in normal circumstances, 98 per cent of Regina property owners pay their property taxes on time, and if they are in a position to pay over time, they would be able to get a better financing rate at a financial institution.

It is not expected that a high volume of property owners would apply under this option. However, if for example, 10 per cent of the non-residential property tax owners applied under this option, there would be some impacts to the City’s cash flow. Under the scenario that 10 per cent took advantage, approximately $8 million in municipal property tax for 2020 would be received over the payment time frame and an additional $2 million in 2021 taxes. That amount would reduce over the timeframe based on the payments received.

**Option 3 – Approval of up to $2 million for the creation of an Economic Recovery Grant Program (ERGP). (Recommended)**

The Regina Economic Recovery Grant Program will provide financial support to businesses through the recovery phase of COVID-19. The program will give particular consideration to businesses that have been subject to a significant negative downturn as a result of the pandemic and will also be geared towards recognizing businesses that are reshaping services or products in order to meet changing customer expectations, public health requirements, and/or market demand. The key outcome is to achieve long-term business sustainability.

This option seeks to create an impactful program in efforts to best support the business
community through the development of a subjective qualification criteria to provide more significant monetary amounts to support businesses in recovery from the pandemic and alignment with new and ongoing safety protocols as identified in the Re-Open Saskatchewan plan.

The proposed funding program would support a wide range of businesses through a two-phased approach, guided by criteria to ensure grant resources are used in the most effective way possible. It is important to note that there are some businesses that are performing well and, in some cases, thriving that would not be eligible or qualify for this program. It is also important to note that this program will align with other support programs but would not duplicate programs or add additional resources to existing programs. These criteria, which align with the City’s Official Community Plan (OCP) include the following:

1. Jobs: New positions or return-to-work potential
3. COVID-19 Impact: Impacts related to the relaunch of business as a result of COVID-19 and demonstrated declining market and revenues, reduced overall business activity that would require changes to the delivery of products and or services (i.e., Configuring workstations or provisions of personal protective equipment) that have potential to reduce transmission.
4. Partner Leverage: Opportunity to leverage funds from partner organizations to amplify impacts.
5. Economic Diversification: Impact on contributing to a diverse economy.
7. Tangible Placemaking Benefits: Contribution to mainstreet vibrancy
8. Environment Alignment: Supporting the transition to a low carbon future and increasing resilience to a changing climate.
9. Community impact: Demonstrating benefits to members of communities that are disproportionately impacted by COVID-19.

Grant applicants would be required to demonstrate they meet at least one criteria as listed above. The criteria enables the evaluation committee to set clear parameters to evaluate and distribute grants.

Businesses struggling to cover the costs related to re-opening or changing a business as a result of COVID-19 would be eligible to apply. Funding could be used for business costs related to proposing, altering or changing service and/or product delivery in order to adhere to health guidelines while keeping employees and customers safe. These grants would require matching contributions from the business and the grants will range from $1,000 to $25,000.

The program would use a phased approach as the impacts of the pandemic on business evolve over the next years. The first phase will enable funds to be deployed in the short term to help immediate recovery and the second phase will support business as further
COVID-19 effects become more known.

Phase 1: Starting August 2020 – December 31, 2020 will mainly support the most immediate and critical needs the business community is facing, particularly as businesses begin to reopen. 40 per cent of the program funding will be allotted to phase 1.

Phase 2: January 2021 – December 2021 will focus on the longer term more strategic work to diversify the economy and create sustainable opportunities to meet the changing marketplace. 60 per cent of the program funding will be allotted to phase 2.

It is proposed the program would be administered by the Regina & District Chamber of Commerce given their past experience in delivery of business grant programs. The adjudication of the applicants will be completed by an adjudication committee consisting of representatives from the City, Economic Development Regina and the Regina & District Chamber of Commerce. The program is capped, therefore, if there are more applicants than available funding the adjudication committee will award based on most qualified using the program criteria.

This option would provide support to business owners directly, indirectly supporting property owners. If Council approved this option, it is recommended to utilize the GRF to fund the economic recovery program.

COMMUNICATIONS

If Council approves the recommended option or any alternative other than the status quo, Administration will develop a communication strategy to ensure commercial business property owners are informed of any grant programs or other provisions being offered and the implications to both their 2020 and 2021 taxes. Regular property tax communications will also continue, ensuring all property owners are aware of available payment options and have access to any additional information and resources necessary to maintaining their property tax account.

DISCUSSION

Businesses and property owners in our community and around the world are facing many challenges, including financial, as a result of the pandemic. The City of Regina along with cities across Canada continue to lobby the Federal and Provincial governments for financial support as they face deficit situations. Providing temporary tax relief while at the same time balancing the City’s ability to continue to provide services and ensure the City’s long-term financial viability continues to be a priority.

The City quickly implemented several measures to provide support and relief to the community as the COVID-19 pandemic impacted the city. Included were several program adjustments as well as an extension to the property tax and utility bill payment deadlines leading to adjustments within City operations to meet the financial impacts of COVID-19 and
to cash flow the payment deferrals. As well, the City has waived fees on permits for mobile food vendors and outdoor restaurant seating.

In addition to the measures put in place to support the community during the pandemic, Administration continues to work with property owners providing flexibility where possible for customers on the Tax Instalment Payment Plan Service (TIPPS), adjusting TIPPS payments or deferring TIPPS payments and allowing payments to be spread over several months. Additionally, property owners who do not wish to be on the TIPPS program may enter into payment arrangements using post-dated cheques, the arrangements at the discretion of the property owner.

Most cities across Canada, including the City of Saskatoon, provided similar relief to property owners as did Regina through a payment extension deadline for property tax and utility bills. Notable exceptions include the City of Moose Jaw, the City of Edmonton and the City of Montreal, which in conjunction with their respective business associations, created relief programs that business owners could access to receive a grant. In Moose Jaw, the grant is based on the City’s business license program classifications and awards payments of $500. In Edmonton, the grants are based on subjective criteria and range in size from $1,000 to $75,000 over 2020 and 2021. In Montreal, businesses are eligible for grants up to $10,000 and an additional $5 million in assistance funds have been approved for which the specific application criteria is yet to be released. A summary of notable municipal property tax and economic relief programs provided by municipalities to date is attached as Appendix D.

Other levels of government did the same, enacting a multitude of programs such as the provincial Saskatchewan Small Business Emergency Payment (SSBEP) program and the federal Canada Emergency Commercial Rent Assistance (CECRA) program to name a few. Appendix E outlines the programs currently provided by both the federal and provincial governments to date.

While all levels of government work to provide support for the country as we work through the impacts of the pandemic, the level to which each contributes is different. The fiscal responsibilities as well as the level of resources they can access are also different. In fact, the federal government has a greater ability to generate revenue and borrow compared to that of the provincial or municipal levels of government and they are taking the lead and have implemented several supports to businesses or individuals. Similarly, the provincial government having more resources than municipalities, have established various levels of relief base on their fiscal capacity.

The programs currently in place, are established to help employers and employees manage through the crisis. As the impacts of the pandemic evolve, we are gaining a better understanding of specific needs of the business community. In consideration of this and the positive impact a healthy business community has on the financial sustainability of the city into the future, a strategic future-focused support program for the business community drives overall positive impacts to the entire community. It also can leverage limited available
funds better than costly across the board programs which provide funding to those most in need but also by their nature provide funding to those less in need or with no need at all.

There are many options available for Council to support the business community. The extent to which the City can do so is directly related to its financial ability to do so without impacting long term financial viability and its ability to deliver services, and to deliver financial relief in a fair and equitable manner taking into consideration all property owners. Relief to non-residential property owners, specifically through the property tax system can be complicated, and further, it supports property owners directly with no way to ensure the business owners who lease space benefit by a program based solely on property tax. In Regina, 55 per cent of the City's revenue is generated from the property tax base. The municipal portion of commercial taxes is $95 million of which $12 million is grants-in-lieu of taxes related to government buildings. Excluding government buildings, the municipal portion of municipal taxes is $83 million.

Over the past few weeks, Administration has received requests from various non-residential property owners asking for support. Subsequently, the Regina Hotels Association is requesting property tax abatement until they recover to 75 per cent of their occupancy. A program to provide relief to the hotels equating to their municipal tax would cost the City $4.3 million or 5 per cent of the non-residential property tax base annually.

Public engagement has not been conducted by the City, however regular surveys conducted by the Regina & District Chamber of Commerce indicate there is some gaps within the existing support mechanisms available to them from other levels of government. The City has very limited revenue sources, and of all levels of government is least likely to be in a position to fund the non-residential sector at a level that would keep those businesses suffering in business. Additionally, although many businesses are struggling during this time, there are many that are not, and are very busy.

In conversations with the Chamber regarding the intent of their original request, discussions about options to best support the business community occurred and evolved into a discussion about a possible alternative option to support businesses whereby the City would partner with the Chamber in the delivery of a grant program similar to that of Edmonton’s. The partnership would involve Administration working with the Chamber to finalize the program, the Chamber would deliver the administration of the program including the grant applications, organization of the adjudication committee and distribution of the grants. The adjudication committee will be formed from members of Administration, the Chamber, and Economic Development Regina (EDR).

The Chamber has formed partnerships with the Province to deliver similar programs such as the Saskatchewan Small Business Loan Program and, more recently, the #togetherwestand program, which is an advertising campaign that encourages people within communities to help communities by supporting businesses locally.
Recognizing there is a gap in supports to the business community, Administration is attempting to look to the future in proposing support to help businesses recover, adapt, and embrace new realities of delivering business. The Regina Economic Recovery Grant program would not keep a business open; however, it would support and help businesses change and adapt to the new way of being and help ensure their long-term survivability. The recommended program is a future-focused and collaborative approach with the Regina & District Chamber of Commerce, and would be an investment in our local economy with a positive impact for businesses in need.

DECISION HISTORY

In report CM20-8, April 15, 2020, Council amended the property tax deadline to September 30, 2020 to provide financial relief due to the financial impact of COVID-19 to businesses and residents.

The recommendations contained within this report require City Council approval.

Respectfully Submitted,

Prepared by: Deborah Bryden, Director, Assessment, Tax & Utility Billing

ATTACHMENTS

Appendix A - Chamber of Commerce Letter
Appendix B - Property Tax Forgiveness - REGINA Hotels
Appendix C - CFIB Letter
Appendix D - Summary of Municipal Tax Relief & Economic Relief Programs for Businesses
Appendix E - Summary of Government Financial Supports for Businesses
April 14, 2020

Re: CC City Manager CM20-8

COVID-19 is having a dramatic impact in all our lives in one way or another. We can appreciate that there is a significant impact on all levels of government as well as virtually every other group within our community, province, country and indeed the global village. The impact has been catastrophic to many and we still do not know when this might end.

Property tax is the most regressive tax being utilized by governments today. While it was an effective measurement of wealth long ago it is not today. Property tax does not factor in ability to pay which is contrary to more progressive forms of taxation like income and sales taxes.

One of the greatest challenges with property tax in a COVID-19 environment is that it does not take into account that in many cases those businesses that have been deemed non-essential have no cash flow because there are no transactions and no revenue generated but the tax remains. We appreciate that Regina City Council has deferred payment of the tax, but the grim reality faced by many businesses is that they still do not have the revenue to pay the tax even if it is down the road.

We respectfully request that Regina City Council consider providing relief to non-residential property owners by reducing the municipal portion of property taxes by 25% in 2020 by using reserves to backfill the shortfall and then increasing the mill rate factor in 2021 – 2025 for the non-residential class of properties to repay the entire amount. Essentially what we are asking for is a program to help businesses today that businesses and not the city nor residents would pay for over time. Moreover, we would like Regina City Council to strongly encourage all non-residential property owners to pass on the reduction in 2020 to their tenants.

We arrived at the 25% factor by estimating that the worst part of this crisis will be 90 days in duration but we can appreciate that it may be much longer and there is perhaps even a glimmer of hope that it may be shorter.

Thank you for the opportunity to provide input at this most challenging time for all of us.

John Hopkins
Chief Executive Officer
Almost 60% of hotels in Regina are owned by Saskatchewan residents that operate branded franchises and independent hotels. Many are first or second generation family-run businesses that employ over 1,600 Regina residents.

The economic downturn that Saskatchewan experienced over the past few years had forced many hoteliers to operate on minimal revenue and take on additional debt; leaving them little or nothing to draw from as the economic impacts of COVID-19 hit.

Unlike other sectors of the economy, our industry was the first to be hit, was hit the hardest, and will be the last to recover. Lost demand for accommodations is largely irrecoverable. We lease by the night, not in multi-year leases. Manufactured goods can be inventoried for a future purchase and consumable products can pivot to curb-side pick-up or delivery…. but empty hotel rooms cannot be repurposed for later use as our product has a shelf life of one day.

Furthermore, with travel and public gathering restrictions, hotels have lost the opportunity to generate revenue as the visitor and event economy came to an immediate halt in mid-March. Since that time, hotels invested in safety protocols and did their best to remain open to proudly serve as an essential service to front line workers and our vulnerable citizens, operating on minimal occupancy.

Today, hotels that remain open are in dire threat of closure as deferred fixed cost payment deadlines are fast approaching, with little revenue coming in. Property tax represents the largest of these fixed costs for hotels.

We truly appreciate, our City’s temporary fixed cost deferrals during this devastating time. To bridge us for the foreseeable future, until hotel revenue returns to 75% of pre-COVID normalcy, we are asking the City of Regina to provide our industry with property tax abatement.

Thank you for your consideration.
June 17, 2020

His Worship Michael Fougere
Mayor, City of Regina
2476 Victoria Ave
Regina, SK S4P 3C8

Subject: Continuing to support small businesses impacted by the COVID-19 pandemic as the province’s economy reopens

Dear Your Worship and City Council,

As you know, the Canadian Federation of Independent Business (CFIB) is a not-for-profit, non-partisan advocacy organization that represents over 110,000 small- and medium-sized businesses across Canada, with 5,250 members in Saskatchewan. We are writing in regards to the significant challenges facing small business owners during these unprecedented times as a result of the COVID-19 pandemic.

We all know this pandemic has left our small businesses struggling to survive. CFIB’s Business Helpline has answered more than 24,000 calls since the beginning of the pandemic from business owners needing help navigating difficult decisions and accessing government programs. Our weekly surveys of our membership provide insight into the impact government actions are having on small- and medium-sized businesses. We have gathered 100,000 responses from over 30,000 business owners across the country.

We also recognize that governments at every level are working hard to protect citizens and put healthcare at the forefront of their priorities. It is also essential we consider the vast economic implications COVID-19 has on our communities, and as the province’s economy reopens we need to ensure businesses, jobs, and the people behind those jobs can safely return to normality. That is why CFIB is working with governments from every corner of the country to provide measures to help ensure as many of the small, independent businesses can survive until the pandemic passes.

Pleased many Saskatchewan municipalities stepping up to provide cost relief measures

Just like the federal and provincial governments, municipal governments also have a crucial role to play in helping businesses survive the COVID-19 pandemic. It has been encouraging to see many municipalities stepping up in response by implementing much-needed cost relief measures for both businesses and residents. For example, Moose Jaw’s City Council cancelled its planned 2.3 per cent property tax increase in 2020 with a spending reduction of over $670,000 and introduced a Small Business Support program that gives a $500, one-time property tax credit to Moose Jaw businesses
holding Category A or Category B business licenses. The RM of Edenwold’s council also approved a 15 per cent reduction in 2020 mill rates for all residential, industrial/commercial and agricultural properties. We have also appreciated the number of municipalities that have deferred property taxes and utility bill payments for three months including the cities of Regina, Saskatoon, Estevan, Melville, North Battleford, Prince Albert, and Swift Current. We hope other municipalities throughout the province will follow their lead and implement meaningful cost-relief measures to help their communities’ small businesses as many try to reopen.

CFIB commends City of Regina for also providing much-needed cost relief measures

We were pleased City Council approved the Utility Deferral Program which allows businesses and residents to defer utility payments for up to six months with no late payment charges or interest. We were also encouraged to learn that payment collection on overdue utility and property tax accounts has been suspended and water service will not be shut off for residents who have outstanding account balances, or who are unable to pay. We also commend the City for extending the deadline to pay 2020 property taxes until September 30th before penalties are applied. These deferrals have provided business owners in Regina with much-needed cost relief during this extremely challenging time. We also thank the City for its decision to waive fees on permits for mobile food vendors and outdoor restaurant seating. This measure will help restaurants and food service businesses serve more customers safely while reducing their operating costs.

Saskatchewan small business owners’ biggest worries

Figure 1:
What worries you most about COVID-19?

![Graph showing the biggest worries of Saskatchewan small business owners](image)

Source: CFIB, Your Business and COVID-19 – Survey Number Eleven, May-June 2020, Saskatchewan results, n = 295
When we asked our members from May 22 - June 5, 2020, about what they are most worried about with respect to COVID-19, a strong majority (78%) of Saskatchewan small business owners still said their biggest concern is the larger economic repercussions on the provincial, national and/or global economy, followed by 70 per cent concerned about potential consumer spending reductions, even following the COVID-19 crisis, and 56 per cent continue to be concerned about business cash flow. The other biggest business-related worries included debt levels, overwhelming stress, physical health impacts, and staffing issues (layoffs, retention, refusal to work), followed by business logistics and access to any/enoight income as a self-employed worker (see Figure 1).

Federal government listens to CFIB’s feedback on how to support small business during the COVID-19 pandemic

We understand there are enormous challenges in designing support programs and getting them out quickly, so we have appreciated the federal government’s willingness to change and improve emergency programs such as the Canada Emergency Wage Subsidy (CEWS) and the Canada Emergency Business Account (CEBA), based on feedback from small businesses and groups like CFIB.

We welcomed the May 19th announcement stating the federal government will be expanding the eligibility criteria for the CEBA program to include businesses with no payroll. We know CEBA loans have been a lifeline to many small firms, particularly as 25% of the loan is forgivable, helping them cover some of their fixed expenses. CFIB will continue to urge the federal government to increase the total amount made available to business owners and expand the forgiveness portion to help with cash flow and limit the debt burden on businesses. CFIB is also recommending the federal government introduces an alternative approach (such as forgivable loans) for small and medium-sized firms with payrolls above $1.5 million.

Since the Canada-Emergency Commercial Rent Assistance (CECRA) program was announced, we have been hearing from our members that many improvements are desperately needed to make it work. Even though the program just officially started on May 26th in Saskatchewan, we already know from our members that many landlords will not apply, meaning that their tenants will not be able to access the program and the commercial tenant eviction protection it includes. CFIB will continue to push for changes such as: ensuring tenants access the 50% relief by allowing them to apply directly for the CECRA if their landlord has indicated they will not apply and expand eligibility of CECRA to allow businesses who have suffered revenue losses of more than 20% and who are not eligible for other federal programs to access it. Other ways to fix CECRA is by simplifying the application process, expanding the number of months it covers, and reducing the 70% revenue loss criteria.

We keep working hard to ensure that all small businesses in need have access to support programs that will help them get through this crisis and allow their business to thrive once the crisis is over, and will continue to propose changes and improvements to all the major support programs based on our members’ feedback.
Government of Saskatchewan listens to small business owners’ feedback

Since the beginning of the COVID-19 pandemic, CFIB has also continued to provide the provincial government with weekly survey data from our members, as well as our recommendations on how best to support small business owners with much-needed cost relief.

We are pleased the province listened to small business owners and introduced a number of measures to help these businesses cope including:

- **The Introduction and extension of the Saskatchewan Small Business Emergency Payment (SSBEP):** The SSBEP provides a one-time grant for small and medium-sized enterprises directly affected by government public health orders related to COVID-19. On May 8th, the province announced that the SSBEP program was being extended to the month of May for businesses that are required to remain closed or substantially curtail operations after May 19th.

- **The Introduction of temporary commercial eviction protection for small business tenants during the COVID-19 emergency:** The moratorium on evictions applies to landlords that are eligible to apply for the Canada Emergency Commercial Rent Assistance (CECRA) program but choose not to. Eviction protection provides a safety net to help small businesses survive throughout the pandemic to rehire staff and reopen as safely as possible. We hope in the days ahead the federal government will fix the CECRA program to allow more small businesses and landlords to participate.

- **A three month PST remittance deferral and audit suspensions:** Saskatchewan businesses who are unable to remit their PST due to cash-flow concerns will have relief from penalty and interest charges.

- **Creating the Business Response Team:** To effectively and efficiently connect Saskatchewan business owners with the information and resources they require to navigate the uncertain conditions caused by COVID-19.

- **Compiling lists of PPE suppliers for businesses:** Businesses resuming operations as part of the province’s reopening plan may be required to utilize Personal Protection Equipment (PPE) in order to protect themselves and their clients/customers and help prevent the spread of COVID-19. In an effort to help Saskatchewan businesses secure the PPE they need, the provincial government compiled lists of PPE suppliers. The list of PPE suppliers and the list of Saskatchewan producers approved by Health Canada to manufacture hand sanitizers can be viewed on the Government of Saskatchewan’s website.

As the province rolls out its phased approach to restoring services safely, we have maintained an ongoing dialogue with the government which is focused on safety and practical guidelines for business owners to help keep their staff and customers safe. We are committed to continue working closely with the provincial government to successfully and safely reopen Saskatchewan in the days and weeks ahead.
Saskatchewan small business owners’ views on municipal government borrowing

We understand that municipalities, including the City of Regina, are also having to make extremely challenging decisions on how to make up for lost revenues in their operating budget as a result of the COVID-19 pandemic and measures adopted to assist residents and business (e.g. free public transit, property tax and utility payment deferrals, etc.). For example, we know Saskatoon’s City Council approved a number of cost-saving measures to temporarily make up for some of the lost revenue including voluntary lay-offs, monitoring non-essential spending, using money from reserves, adjusting service levels for curbside garbage collection and limiting staffing levels for parks. We also commend the City of Regina’s administration for finding savings of $7.5 million in expense reductions and $7.2 million through the suspension of capital programs, and is taking $400,000 out of its reserve fund to make up for the loss of revenue.

We acknowledge these important initiatives so far, but in the coming months many municipalities will still face revenue challenges.

We are also aware that the Federation of Canadian Municipalities (FCM) has called on the federal government to provide emergency federal funding to maintain essential services levels to fill the hole left by foregone property taxes, utility charges and user fees. In response, the federal government recently announced that the $2.2 billion in annual infrastructure funding for communities, paid out of the gas tax fund, will be delivered in one payment in June. This funding advance will give municipalities access to previously allotted money earlier. The federal government has also indicated that additional funding may be made available. Given that Saskatchewan municipalities are not permitted to run deficits, there have also been calls from some municipal leaders across the country to relax the restriction on borrowing to fund operating deficits.

When we recently surveyed our members on the issue of municipal borrowing, we found a strong majority of Saskatchewan small business owners (76 per cent) believe that municipalities should be allowed to borrow extra money (directly or through another level of government), as long as these funds are used to offer further financial relief for small businesses impacted by COVID-19 (such as property tax deferrals, tax holidays etc.) (see Figure 2). While not all municipalities may choose to
borrow additional funds, it may provide a temporary solution to some of the current revenue challenges.

**Saskatchewan small business owners’ priorities for business relief measures from municipal governments:**

Figure 3:  
**Please indicate which business relief measures you think your local government should focus on right now.**

![Figure 3: Business Relief Measures](image)

*Source: CFIB, Your Business and COVID-19 – Survey Number Nine, May 2020, Saskatchewan results, n=241*

As mentioned, we commend the City of Regina for introducing a number of cost relief measures to help small businesses (e.g. property tax and utility payment deferrals, and waiving fees on permits for mobile food vendors and outdoor restaurant seating). We are therefore asking the City to also consider adopting, where applicable, the following measures to further support small business owners during this period of unprecedented economic uncertainty as the economy begins to reopen based on their priorities for business relief (see Figure 3):

1. **Freeze commercial property taxes at their current level:** In fact, the [City of Moose Jaw](https://www.moose-jaw.ca) actually cancelled its planned 2.3 per cent property tax increase in 2020 through spending reductions and introduced a Small Business Support program which gives a $500, one-time property tax credit to Moose Jaw businesses holding Category A or Category B business licenses.
➢ Consider extending the deferral deadline for property taxes (currently set for September 30th) for an additional three months.

2. Reduce or eliminate fees for other business-related permits (e.g. business licenses, renovation permits, etc.);

3. Streamline and accelerate business-related permit approvals (e.g. patio permits, construction projects and home renovations);

4. Where applicable, pay money owing to businesses quickly (e.g. contracts with municipalities, etc.);

5. As businesses reopen and employees return to work, increase access to safe and reliable public transit for workers (where applicable).

We understand that the City of Regina may have already taken some of the above measures to help support small businesses, and we thank you for that. If there are any other initiatives that are being introduced to support small business, we encourage the City to share them with CFIB at mssask@cfib.ca so we can inform our members about additional supports and relief measures.

In the near future we will also be launching our “Small Business Every Day” campaign, encouraging consumers to support local businesses in every way they can. We would also welcome your support of local entrepreneurs by encouraging everyone to support “Small Business Every Day” in your own way. In the near future, we will provide you with additional details about the campaign, including social media information and any relevant promotional materials.

Thank you for your attention to these important matters. CFIB remains committed to continue working with the City of Regina as businesses reopen and our economy recovers to ensure Regina’s small businesses can survive through this challenging time and thrive for long afterwards. I am available to discuss any data and recommendations, and can be reached directly by phone at 306-570-8072 or by email at Jennifer.henshaw@cfib.ca

Sincerely,

(Original signed by Jennifer Henshaw)

Jennifer Henshaw
Senior Policy Analyst, Prairie
APPENDIX D

Summary of Municipal Tax Relief & Economic Relief Programs for Businesses
AS OF JUNE 2020

The following summarizes property tax relief from municipalities and provinces across Canada, as well as established municipal programs to mitigate the impacts to local businesses (and residents). The consistent relief provided by most municipalities, is extending the payment deadline for tax (and utility) payments. A few municipalities, such as Moose Jaw, Edmonton, Montreal, and the RM of Edenwold have enacted additional relief beyond deferrals. The following information is organized by province for reference.

<table>
<thead>
<tr>
<th>Province</th>
<th>Municipal Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>SASKATCHEWAN</td>
<td></td>
</tr>
</tbody>
</table>
| ESTEVAN         | - 2020 Property Tax due date will still show July 31, 2020, however:  
                  - The City is extending a two-month grace period to provide additional time to pay 2020 Property Tax’s.  
                  - Late payment penalties will not occur on 2020 Property Tax’s if paid by September 30, 2020. |
| MELVILLE        | - Extension of the 2020 property tax deadline to September 30, 2020 & no penalties will be incurred before this date on current taxes. |
| MOOSE JAW       | - City Council cancelled City’s planned 2.3% property tax increase in 2020 with a spending reduction of over $670,000.  
                  - Seizures of properties for non-payment of taxes discontinued effective immediately.  
                  - The City has introduced a Small Business Support program that gives a $500.00, one-time property tax credit to Moose Jaw businesses holding Category A or Category B business licenses. The funds (estimated over $150,000) will come from the City’s Accumulated Surplus. |
| PRINCE ALBERT   | - Residents will be able to apply, showing serious financial impact from COVID-19, to have their property tax payment deadline moved to September 30, 2020.  
                  - For those who do not meet the criteria of serious financial impact or that do not apply, the tax deadline will remain at June 30, 2020. |
                  - You will not incur any late payment penalties on your 2020 Property Tax if you pay the full amount due by September 30, 2020. |
| SWIFT CURRENT   | - The City’s 2020 Property Tax Notices will be delivered to property owners by the end of May 2020, and the Due Date on these notices will be changed to September 30, 2020  
                  - The City has extended a three-month grace period to provide commercial and residential customers with additional time to pay 2020 Property Taxes. The original due date was June 30, 2020. |
| RM OF EDENWOLD  | - RM of Edenwold council approved a 15% reduction in 2020 mill rates for all residential, industrial/commercial and agricultural properties.  
                  - These reductions are in addition to early tax payment discounts and council’s previous decision (April 14) that no late fees or penalty fees will be charged on utilities for the remainder of the year. |
## ALBERTA

### CALGARY
- The tax payment deadline has been extended from June 30 to September 30, 2020, without late payment penalties.
- Non-residential property owners participating in TIPP will see a decrease in the April 1 instalment equal to the provincial property tax portion. This portion has been deferred for six months.
- The Tax Installment Payment Plan (TIPP) has suspended its 2% filing fee for taxpayers who join TIPP after January 1, which has been suspended until January 1, 2021. Provincial Government reversal of education tax increase
- Council made the decision to shift property tax share from the non-residential class to the residential class

### EDMONTON
- The City is delaying penalties to property tax payments for Edmontonians experiencing major financial difficulties due to the health emergency. Tax notices will be mailed in May and no late fees will be charged to tax payments made by August 31, 2020.
- Provincial Government reversal of education tax increase.
- Council made the decision to shift property tax share from the non-residential class to the residential class.
- The City has introduced the Economic Recovery Grant program, which is a two-phased funding program delivered through the City and Business Association streams. The City will provide matching grants up to $25,000 per grant to applicants struggling to reopen or pivot their business. The Business Association stream will provide up to $75,000 per grant to applicants who deliver projects or programs that directly support the program criteria. Phase 1 of the Grant program will begin June 10, 2020 and is intended to support the most immediate needs the business community is facing for the remainder of 2020. Phase 2 will run in 2021 and will diversify and help future-proof local business.

### GRAND PRAIRIE
- Extension of the property tax deadline for both residential and non-residential property owners to August 31, 2020.
- Elimination of penalty fees for May and July, as well as NSF charges on TIPPs until September 1, 2020.
- Pausing of all notices and reminders for tax arrears until September 1, 2020.
- Provincial Government reversal of education tax increase

### RED DEER
- Deferral of property tax payments for 90 days, until September 30, 2020.
- Provincial Government reversal of education tax increase

## MANITOBA

### BRANDON
- Delaying the municipal property tax payment date past the current June 30 deadline; to July 31, 2020 (Note: The deadline will likely be pushed back further into September to align with the province);
- Changing the City’s tax instalment plan to make it more flexible; and
- Waiving some fees for not paying taxes on time.
- The tax instalment plan was also changed. Rather than paying the exact same amount through direct deposits each month, residents are now able to work with the City to find a plan that works best for them.
- The 1.25 % monthly fee on not paying property taxes has also been waived until October for individual residents.

### WINNIPEG
- Property taxes are due on June 30, 2020 (fees waived until September 30, 2020)
- Business taxes are due on May 29, 2020 (fees waived until August 31, 2020)
- Taxes owing from previous years are not eligible for waived fees and will continue to be charged monthly penalties at 2.5% on the outstanding amount.

### WINKLER
- Zero-tax property tax increase for its residents, and our businesses in 2020.
- The City has announced one-time relief to those who cannot pay their August 31, 2020 tax bill on time. For those who find it impossible to meet the deadline, the City is offering a 60-day extension for the payments without interest or penalties.

### OTHER MAJOR, NOTABLE CITIES

#### TORONTO, ONTARIO
- Businesses & property owners will benefit from a 60-day grace period on their City of Toronto property tax, Toronto Water, and Solid Waste bill payments, as of March 16, 2020.
- For property owners on the 11-in instalment pre-authorized payment plan, interim 2020 instalment due dates will be extended by 60 days.
- Late payment penalties business properties will be waived for 60 days, starting March 16, 2020.
- The City will suspend any pending automatic withdraws that have been scheduled within the next 60 days and which have not yet been withdrawn.

#### MONTREAL, QUEBEC
- Merchants could receive a grant of up to $10,000 from the City.
- Owners and businesses have three additional months to pay their tax bills that are due on June 1. The new deadline is September 1, 2020.
- Private and social economy businesses that have loans received through the PME MTL fund, Fonds Locaux de Solidarité and Fonds de commercialisation des innovations will have a six-month moratorium on capital and interest.
- SMEs have access to a dedicated hotline: 514-394-1793.
- The City has created a $5 million assistance funds to support certain targeted sectors such as the creative and cultural industries, local stores and tourism. It has not yet spelled out what eligible businesses need to do to receive this assistance.

#### VANCOUVER, BRITISH COLUMBIA
- Property tax payments will be deferred for 60 days.

#### KELOWNA, BRITISH COLUMBIA
- Deferral of the 10% late payment charge for property taxes to September 1, 2020
APPENDIX E

Summary of Government Financial Supports for Businesses
AS OF JUNE 2020

The following is a focused list of financial supports, relevant to the local business community, and is not a comprehensive list of COVID-19 related governmental support. To ensure a broad range of support the following programs and measures have been through multiple iterations and continue to be updated by the respective levels of government.

<table>
<thead>
<tr>
<th>FEDERAL SUPPORTS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Canada Emergency Business Account</strong></td>
<td>The Canada Emergency Business Account (CEBA) provides interest-free loans of up to $40,000 to small businesses and not-for-profits, to help cover operating costs during a period where revenues have been temporarily reduced. To qualify, organizations need to demonstrate they paid between $20,000 to $1.5 million in total payroll in 2019. Business owners can apply for support from the Canada Emergency Business Account through their banks and credit unions.</td>
</tr>
<tr>
<td><strong>Business Credit Availability Program (BCAP) – Small &amp; Medium Sized Enterprises</strong></td>
<td>The Business Credit Availability Program (BCAP) provides additional support through the Business Development Bank of Canada (BDC) and Export Development Canada (EDC). The support focuses on credit solutions (loans) for individual businesses in sectors such as oil and gas, air transportation, exports and tourism and includes loan guarantees for small and medium-sized enterprises. The program offers differing maximum finance amounts based on business revenues. This financing support is to be used for operational expenses and is available to both exporting and non-exporting companies.</td>
</tr>
<tr>
<td><strong>Business Credit Availability Program (BCAP) – Mid-Market Financing &amp; Guarantee Program</strong></td>
<td>Through the Business Credit Availability Program, the Business Development Canada’s (BDC) Mid-Market Financing Program will provide commercial loans ranging between $12.5 million and $60 million to medium-sized businesses whose credit needs exceed what is already available through the Business Credit Availability Program and other measures. BDC anticipates that qualifying companies will have annual revenues in excess of approximately $100 million. Providing liquidity to companies who tend to have revenues of between $50 million to $300 million EDC will continue to work with Canadian financial institutions to guarantee 75 % of new operating credit and cash-flow loans – ranging in size from $16.75 million to a maximum of $80 million. These expanded guarantees are available to exporters, international investors and businesses that sell their products or services within Canada.</td>
</tr>
<tr>
<td><strong>Relief measures for Indigenous businesses</strong></td>
<td>The federal government is providing $306.8 million in funding to help small and medium-sized Indigenous businesses, and to support Aboriginal Financial Institutions that offer financing to these businesses. The funding will allow for short-term, interest-free loans and non-repayable contributions through Aboriginal Financial Institutions, which offer financing and business support services to First Nations, Inuit, and Métis businesses. Financial support for Indigenous businesses will be provided through Aboriginal Financial Institutions and administered by the National Aboriginal Capital Corporations Association and the Métis capital corporations in partnership with Indigenous Services Canada.</td>
</tr>
<tr>
<td><strong>Canada Emergency Commercial Rent</strong></td>
<td>Canada Emergency Commercial Rent Assistance (CECRA) provides relief for small businesses experiencing financial hardship due to COVID-19. Over the course of the program, property owners will reduce rent by at least 75 % for the</td>
</tr>
<tr>
<td><strong>Assistance (CECRA)</strong></td>
<td>months of April and May (retroactive), and June, for their small business tenants. CECRA will cover 50% of the rent, with the tenant paying up to 25% and the property owner forgiving at least 25%. Property owners must apply for the relief.</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>--------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Regional Relief and Recovery Fund (RRRF)</strong></td>
<td>The federal government is providing nearly $962 million through the Regional Relief and Recovery Fund (RRRF) to help more businesses and organizations in sectors such as manufacturing, technology, tourism and others that are key to the regions and to local economies. This fund is specifically targeted to those that may require additional help to recover from the COVID-19 pandemic but have been unable to access existing support measures.</td>
</tr>
<tr>
<td><strong>Large Employer Emergency Financing Facility (LEEFF)</strong></td>
<td>The Large Employer Emergency Financing Facility (LEEFF) provides bridge financing to Canada’s largest employers, whose needs during the pandemic are not being met through conventional financing, in order to keep their operations going. This program is delivered by the Canada Development Investment Corporation, in cooperation with Innovation, Science and Economic Development Canada and the Department of Finance.</td>
</tr>
<tr>
<td><strong>Canada Emergency Wage Subsidy (CEWS) Program (75%)</strong></td>
<td>The Federal government is covering 75% of an employee’s wages – up to $847 per week – for eligible employers. The CEWS will allow businesses to re-hire employees and avoid layoffs during the crisis. The program will be in place until August 29.</td>
</tr>
<tr>
<td><strong>Temporary Wage Subsidy (10%)</strong></td>
<td>The Temporary 10% Wage Subsidy is a three-month measure that allows eligible employers to reduce the amount of payroll deductions required to be remitted to the Canada Revenue Agency.</td>
</tr>
<tr>
<td><strong>Extending the Work-Sharing program</strong></td>
<td>We have extended the maximum duration of the Work-Sharing program from 38 weeks to 76 weeks for employers affected by COVID-19. This measure will provide income support to employees eligible for Employment Insurance who agree to reduce their normal working hours because of developments beyond the control of their employers.</td>
</tr>
<tr>
<td><strong>Canada Emergency Response Benefit (CERB) – support for self-employed individuals</strong></td>
<td>A taxable benefit of $2,000 every 4 weeks for up to 16 weeks. Criteria to qualify includes: • Residing in Canada, and being at least 15 years old; • Who have stopped working because of COVID-19 and have not voluntarily quit their job or are eligible for EI regular or sickness benefits; • having income of at least $5,000 in 2019 or in the 12 months prior to the date of their application; and • Who are or expect to be without employment or self-employment income for at least 14 consecutive days in the initial four-week period. For subsequent benefit periods, they expect to have no employment or self-employment income.</td>
</tr>
<tr>
<td><strong>Deferral of Sales Tax Remittance and Customs Duty Payments until June</strong></td>
<td>The federal government is allowing businesses, including self-employed individuals, to defer until June 30, 2020 payments of the GST/HST, as well as customs duty owing on their imports. Any GST/HST payment that becomes owing from March 27 until the end of May can be deferred until the end of June. For GST and customs duty payments for imported goods, deferral will include amounts owing for March, April and May.</td>
</tr>
<tr>
<td><strong>Federal audit program and collection activity suspension</strong></td>
<td>Audits - No more post assessment GST/HST or Income Tax audits for the next four weeks. Collections - Collections activities on new debts will be suspended until further notice, and flexible payment arrangements will be available. &quot;</td>
</tr>
<tr>
<td><strong>More time to pay federal income taxes</strong></td>
<td>The federal government is allowing all businesses to defer, until after August 31, 2020, the payment of any income tax amounts that become owing on or after March 18 and before September 2020. No interest or penalties will accumulate on these amounts during this period.</td>
</tr>
<tr>
<td><strong>Waiving tariffs on certain medical goods</strong></td>
<td>Waiving tariffs on certain medical goods, including PPE such as masks and gloves</td>
</tr>
<tr>
<td>PROVINCIAL SUPPORTS; SASKATCHEWAN</td>
<td></td>
</tr>
<tr>
<td>-----------------------------------</td>
<td></td>
</tr>
</tbody>
</table>
| **Saskatchewan Small Business Emergency Payment (SSBEP)** | Saskatchewan small businesses will receive additional provincial support to help deal with current COVID-19 challenges through the new Saskatchewan Small Business Emergency Payment (SSBEP). The $50 million program will provide financial support to small and medium-sized businesses that have had to temporarily close or significantly curtail operations as a result of the COVID-19 pandemic. It is a one-time grant for small and medium-sized enterprises directly affected by government public health orders related to COVID-19. Grants will be paid based on 15 per cent of a business’ monthly sales revenue, to a maximum of $5,000. To give maximum flexibility to businesses, the grant is not dedicated to specific cost pressures. To be eligible for the SSBEP, a business must:  
  - have been fully operational on February 29, 2020;  
  - have ceased or curtailed operations as a result of the COVID-19 public health order;  
  - have less than 500 employees; and  
  - commit to reopen business operations following the cancellation of the COVID-19 public health order. |
| **Crown Utility Interest Deferral Programs** | The provincial government announced a crown utility interest deferral program waving interest on late bill payments for up to six months. Effective immediately, the crown utility interest deferral program is available to all crown utility customers, including business owners. |
| **Provincial audit program and compliance activities have been suspended** | Audit program and compliance activities have been suspended to allow businesses time to focus on the health and safety of their customers and staff, reduce impacts to business operations, and minimize the spread of the virus through reduced audit travel. |
| **Three Month PST Remittance Deferral and Audit Suspension** | Effective immediately, Saskatchewan businesses who are unable to remit their PST due to cashflow concerns will have relief from penalty and interest charges. Businesses that are unable to file their provincial tax return(s) by the due date can submit a request for relief from penalty and interest charges on their returns. |
Proposed City of Regina Event Fund
Submitted by Economic Development Regina
For the Mayor, City Manager and Council

SUBJECT:
Enhancing Regina’s Ability to Attract Events, Conventions and Tradeshows as an economic driver

BACKGROUND:
Regina’s Event, Convention and Tradeshow (ECT) Alliance has expressed support of a recommendation by City Administration to establish a permanent event fund to support the acquisition of events in the destination. This $375,000 fund will help to secure events in alignment with the Alliance priorities. Subject to Council approval, the fund will be a key tool to attract future events to our city and help restore our visitor economy once the pandemic passes.

The ECT Alliance is a consortium of local organizations committed to advancing Regina as a destination of choice for events. The Alliance is comprised of The City of Regina, Economic Development Regina, Tourism Saskatchewan, Regina Hotel Association and Regina Exhibition Association Ltd.

The Opportunity:
The ECT Alliance believes the event fund will allow it to be nimble in pursuing key events, conventions and tradeshows in the coming months and years. EDR views ECT as a key component of Regina’s economic recovery and growth, and the fund will enable that work to continue without the need to divert Council from other critical work in this difficult time.

Positive Impact of ECT
ECT delivers critical benefits to Regina’s citizens, including

- Boosting the local economy, bringing hundreds of millions in economic impacts to the city every year;
- Benefitting the visitor economy, providing major boosts to hotels, restaurants and retail outlets across the city;
- Providing thousands of job opportunities, many of which are the first point of entry into the labour force for many workers;
- Strengthening Regina’s Brand and further establishing the city as a destination of choice for organizers and attendees of events, conventions and tradeshows; and
- Creating legacies that not only enhance quality of life for all citizens of Regina, but also make Regina even more attractive for future events.
**Status:**

On June 17, the ECT Alliance presented in support of a recommendation of City Administration to the Planning and Priorities Committee of City Council, which was approved.

Regina has become an award-winning,* recognized Centre of Excellence for ECT. That reputation – and our ability to compete for major events will become more important coming out of the pandemic as more cities look to host events and realize their economic and social benefits. The planning process for events can extend over long periods. As a result, we are currently competing for events scheduled for next year and beyond.

* 2020 Top Hosting Destination for National Championships, 2019 Top Sport Hosting Destination – Canadian Sport Tourism Alliance (for cities under 500,00)

**For Consideration by City Administration:**

The City of Regina is requested to approve the recommendation to establish an event fund as proposed by City administration and approved by the Planning and Priorities Committee.

For further information:

John Lee  
President & CEO  
Economic Development Regina Inc.  
Jlee@economicdevelopmentregina.com  
306-565-6381
Planning and Priorities Committee: Events Conventions and Tradeshows

Date | July 29, 2020
--- | ---
To | His Worship the Mayor and Members of City Council
From | Priorities and Planning Committee
Service Area | Parks, Recreation & Cultural Services
Item # | CR20-69

RECOMMENDATION

That City Council:

1. Approve the Events Conventions and Tradeshows policy outlined in Appendix A and its Event Evaluation framework also outlined in Appendix A.

2. Delegate authority to the City Manager or designate to approve changes to the Events Conventions and Tradeshows policy as may be required from time to time.

3. Delegate authority to the City Manager to approve contributions to major events and to negotiate and approve contribution agreements to host major events in accordance with the Events Conventions and Tradeshows Policy and within the budget approved by Council.

4. Approve in principle an annual investment of $325,000 to support the attraction of Events Conventions and Tradeshows to Regina. Final approval of the investment referred to above to be confirmed once it has been considered within the context of City Council’s 2021 General Operating Budget deliberations, the date of which has yet to be determined.

5. Make the changes to the terms of reference for the Community Investment Grants Reserve as outlined in Appendix C.
6. Instruct the City Solicitor to prepare the necessary bylaw amendments to delegate authority to the City Manager as described in recommendation 3 and amend the Community Investment Grants Reserve as described in recommendation 5; and

7. Include Option 1 - Partial Delegation of Authority and amend the wording in paragraph two to read, “An alternative would be to delegate authority to the City Manager or designate up to a threshold of up to $50,000 per event investment opportunity.”

HISTORY

At the June 17, 2020 meeting of the Priorities and Planning Committee, the Committee considered the attached PPC20-10 Events Conventions and Tradeshows report from the City Planning & Community Development Division.

The following addressed the Committee:

- John Lee, representing Economic Development Regina;
- Tim Reid, representing Regina Exhibition Association Ltd.; and
- Tracy Fahlman, representing Regina Hotel Association.

The Committee adopted a resolution to concur in the recommendation contained in the report, after amending it to include Option 1 - Partial Delegation of Authority and amend the wording in paragraph two to read, “An alternative would be to delegate authority to the City Manager or designate up to a threshold of up to $50,000 per event investment opportunity.”

Recommendation #7 in the attached report PPC20-10 Events Conventions and Tradeshows does not require City Council approval.

Respectfully submitted,

PRIORITIES AND PLANNING COMMITTEE

Amber Ackerman, Deputy City Clerk 7/23/2020

ATTACHMENTS

PPC20-10 - Events Conventions and Tradeshows
Appendix A - Events Conventions and Tradeshows (ECT) Policy
Appendix B - Post Event Economic Impact Assessment_Garth Brooks 2019
Appendix C - Recommend Amendments to the Admin Bylaw
Appendix D - Recent ECT Investments - City Cont and EI
Events Conventions and Tradeshows

<table>
<thead>
<tr>
<th>Date</th>
<th>June 17, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>To</td>
<td>Priorities and Planning Committee</td>
</tr>
<tr>
<td>From</td>
<td>City Planning &amp; Community Development</td>
</tr>
<tr>
<td>Service Area</td>
<td>Parks, Recreation &amp; Cultural Services</td>
</tr>
<tr>
<td>Item No.</td>
<td>PPC20-10</td>
</tr>
</tbody>
</table>

RECOMMENDATION

The Priorities & Planning Committee recommends that City Council:

1. Approve the Events Conventions and Tradeshows policy outlined in Appendix A and its Event Evaluation framework also outlined in Appendix A.

2. Delegate authority to the City Manager or designate to approve changes to the Events Conventions and Tradeshows policy as may be required from time to time.

3. Delegate authority to the City Manager to approve contributions to major events and to negotiate and approve contribution agreements to host major events in accordance with the Events Conventions and Tradeshows Policy and within the budget approved by Council.

4. Approve in principle an annual investment of $325,000 to support the attraction of Events Conventions and Tradeshows to Regina. Final approval of the investment referred to above to be confirmed once it has been considered within the context of City Council’s 2021 General Operating Budget deliberations, the date of which has yet to be determined.

5. Make the changes to the terms of reference for the Community Investment Grants Reserve as outlined in Appendix C.
6. Instruct the City Solicitor to prepare the necessary bylaw amendments to delegate authority to the City Manager as described in recommendation 3 and amend the Community Investment Grants Reserve as described in recommendation 5.

7. Approve these recommendations at its July 29, 2020 meeting.

ISSUE

Regina’s Event, Convention and Tradeshows (ECT) industry is one of the city’s most important and fastest growing industries. The city has successfully hosted prominent national and international events. Recent examples include the Juno Awards (2013), the LPGA CP Women’s Open (2018) and the NHL Heritage Classic (2019). The ECT industry not only strengthens Regina’s competitive advantage, it also enhances the city’s brand, providing economic, social and cultural benefits for the community and its residents. EDR has identified this as a key competitive advantage and has declared ECT as a sector due to its impact on short- and long-term growth.

The City of Regina (City) uses a multi-pronged approach to invest in events. While locally grown events, such as festivals and pow wows, are funded through the Community Investment Grants Program (CIGP), the City’s participation in bids to host major events are considered by Council on a one-off basis. Bids to host major events can be regional, national or international in scope and are competitive in nature. Nationwide, successfully winning a bid for a major event typically requires participation by municipal and/or provincial governments, non-governmental organizations and private sector participation.

City Council’s deliberations regarding participation in major event hosting opportunities are based in part on recommendations presented by the Events, Conventions and Tradeshows Alliance (ECT Alliance). ECT Alliance is a consortium of agencies under the leadership of Economic Development Regina (EDR), including the Regina Hotel Association (RHA), Tourism Saskatchewan, Regina Exhibition Association Ltd (REAL) and the City of Regina.

While this approach has successfully supported the acquisition of several major events that have provided significant impacts to the community, an opportunity exists to improve the process by:

- Establishing a Council-approved policy that affirms the importance of ECT attraction to the vitality of the community.
- Establishing an ongoing source of funds to demonstrate to community stakeholders City Council’s commitment to ECT attraction.
- Establishing a transparent decision-making framework for City evaluation of event opportunities to enable stakeholders to secure the right mix of investors and to present competitive bid proposals.
- Establishing a streamlined decision-making process to enable the City and key community stakeholders to respond to competitive bid opportunities.
To enable these outcomes, Administration has engaged members of the ECT Alliance to develop a policy and decision-making framework for Council’s consideration.

In normal times, investment in ECT brings tangible benefits to the community. In these uncertain times, the benefit of investing in ECT may be amplified. Multiple ECT opportunities have been cancelled for 2020 leading to significant lost economic benefits to the local economy such as the following:

- Queen City Exhibition - $8.3 million,
- Farm Progress Show - $56.6 million,
- 2020 Grey Cup - $68 million.

ECT attraction has been identified by EDR and its partners as a key component of the community’s post pandemic economic recovery strategy.

**IMPACTS**

**Financial Impact**

There is no incremental cost added to the 2021 General Operating Budget as result of the recommendations in this report. During the formulation of the 2020 General Operating Budget, Administration included expenditures related to providing support for the 2020 Grey Cup. Some of these one-time expenditures were funded by ongoing corporate revenue. This was done intentionally so that this funding would be available for reallocation in 2021 to address other financial barriers encountered by community organizations. The total available for reallocation is $425,000.

$100,000 will be directed to a new funding envelope under the umbrella of the City’s Community Investment Grants Program (CIGP) which will be designated to support the cost of City services for non-profit organizations experiencing financial need. This has been identified as a need by community organizations through recent consultations. It was also confirmed when Administration engaged community associations in 2019 in an effort to identify barriers to their work. These initiatives can range from a cultural or sporting special event to a community cleanup project. The framework for this new grant program is currently under development. Further details will be provided in a separate report to Committee and Council in March 2021.

The remaining $325,000 available for reallocation in the 2021 General Operating Budget is the subject of this report.

Notwithstanding the information above, the COVID-19 pandemic has resulted in federal, provincial and local governments nationwide enacting emergency measures to support the pandemic response. It is not possible at this time to reliably estimate the length and severity of these developments and the impact they may have on 2021 operating budget deliberations.
Policy/Strategic Impact

Strengthen the Artistic and Cultural Community
ECT can build community through partnerships & collaboration; improve awareness and access to the arts and cultural resources; support growth of cultural industries or supports artists and the arts. (OCP 10.1, 10.2, 10.12, 10.14, 10.15, 10.16)

Embrace Cultural Diversity
Hosting ECT can strengthen the Indigenous community’s cultural presence in Regina; ensure resources support Regina's immigrant history; address the needs of newcomers; or promote intercultural relations. (OCP 10.12, 10.13, 10.14, 13.21, 13.22)

Facilitate Opportunities for Social Inclusion
Hosting ECT can contribute to civic pride and foster a sense of collective cultural or civic identity. (OCP 13.1, 13.2, 13.4, 13.18)

Support Local Groups
Hosting ECT can support local community-based organization(s) build internal capacity related to its mandate - for example, through leadership training and skill development; volunteer recruitment & development; or legacy projects. (OCP 10.1, 10.14, 13.4)

Facilitate Participant/Spectator Experiences at Sport/Culture Events
ECT provides citizens with an opportunity to experience creative, recreation and athletic activities resulting in personal development, health and well being, learning and education, enjoyment, entertainment and diversion. (OCP 9.6)

Foster Economic Prosperity
Fostering economic prosperity is a community goal identified in Design Regina – The Official Community Plan Bylaw 2013-48 (OCP). Supporting a vibrant and diverse economy provides opportunities for residents to prosper and Regina to flourish. (OCP 12.5)

The 2020 COVID-19 pandemic crisis has had a significant negative effect on the local economy. The industries that benefit from hosting events, conventions and tradeshows are an important part of the local economy. Strengthening City support for ECT attraction can play an important role in the overall economic recovery strategy for the community at large.

OTHER OPTIONS

Option 1 - Partial Delegation of Authority
The recommended option envisions delegation of authority to the City Manager for all investment decisions that fit within the funding envelope of the ECT attraction program.

An alternative would be to delegate authority to the City Manager or designate up to a threshold of up to $100,000 per event investment opportunity. Any single investment opportunity over this amount would be brought to Committee and Council for deliberation. A
summary of recent ECT attraction opportunities (see Appendix D) suggests that most ECT investments would likely fit under the $100,000 threshold. This would preserve the Administration’s ability to provide a nimble response to most competitive ECT attraction opportunities.

Option 2 - Status Quo
Council may choose to continue considering events on a one-off basis. Under this option, an operating budget for ECT attraction is not established. The funding source for any investment opportunities will continue to be a withdrawal from an available reserve or adding the cost of the investment as a one-time expenditure during formulation of the following year’s budget. If Council were to choose this option, Administration would recommend the policy and decision-making framework be adopted to provide a transparent decision-making framework for evaluation of opportunities.

Although events are often secured years in advance of the decision to invest, there are times when event attraction opportunities arise that require a rapid response. To date, the City has been successful in accommodating these tight timelines. However, under the status quo there is a risk that a future opportunity could require too quick a turnaround from the identification of an opportunity to the confirmation of an investment in that opportunity.

COMMUNICATIONS

If approved by Council, a communications strategy will be developed by Administration to support successful implementation and promotion of the policy.

DISCUSSION

Importance of the ECT Sector to the Community
ECT are important drivers of the of the local, provincial and national economy, contributing to trade and investment outcomes, innovation, job creation and tourist visitation. Hosting ECT events contributes to a community’s economic prosperity by:

- boosting the visitor economy through domestic and international visitation (such as transport, hotels, retail and restaurants),
- facilitating small business growth by connecting buyers and sellers,
- enabling knowledge sharing leading to innovation and business collaboration (both locally and globally), and
- providing a platform for international trade and investment.

Attracting ECT to Regina also plays a significant role in supporting the City’s Official Community Plan vision to be “Canada's most vibrant, inclusive, attractive, sustainable community, where people live in harmony and thrive in opportunity” by building the community’s reputation as a destination of choice and an attractive place to visit, live, work & play.
A. Economic Impact

Strengthening the city’s visitor and ECT economy is one component of building a diversified local economy. Currently, 25 per cent of the local labour force is engaged in an industry that is impacted by the visitor and ECT economy as is illustrated in Figure 1 below.

![Figure 1: Labour Force by Industry](image)

To further illustrate the importance of ECT to the local economy, EDR’s research indicates that there are 331 businesses in Regina’s broader ECT sector employing 8,000 workers. This activity accounts for $300 million or 2.1 per cent of the regional economy (GDP).

ECT results in increased spending throughout the city and the creation of jobs that support the events and experiences that draw visitors to the community. For example, during the week of the NHL Heritage Classic in November 2019, two thirds of businesses surveyed in the Downtown and Warehouse districts saw increases in sales of 10 to 75 percent.

With respect to the 2019 Garth Brooks concerts, a post-event economic assessment (see Appendix B) reveals that the combined spending of out-of-town participants, crew, spectators and other people who visited Regina for the event, in combination with the expenditures made by the organizers of the event, totaled $13.2 million. This investment in turn supported over $18.7 million in total economic activity in Saskatchewan, including $16.3 million of total economic activity in the Regina area. These expenditures supported $6.0 million in wages and salaries in the province through the support of 88 jobs, of which 73 jobs and $5.0 million in wages and salaries were supported locally.

The strength of Regina’s attractions and amenities such as Mosaic Stadium and the International Trade Centre, provides the foundation for building a diversified local economy. Tourism Saskatchewan’s Destination Development Strategy notes that if the province were
to grow its visitation and expenditures by 3 per cent per annum through to 2030, it would mean an almost 50 per cent increase in real expenditures and jobs.

B. Social and Cultural Impacts
ECT also produces social and cultural benefits for the community that are in alignment with the Recreation Master Plan and Regina Cultural Plan.

- Sport events promote the values of sport and healthy living.
- Hosting major cultural and sport events also drives community pride and sustains improved services and infrastructure in the region by providing access to national and international events in the community.
- Major cultural events often provide Regina’s creative sector with collaborative opportunities, professional development opportunities, employment opportunities and opportunities to expose local artists to national or international markets.
- Event hosting strengthens community networks. This includes communities that evolve within the city to put on the event as well as new communities that are formed by bringing together local and regional artists, fans, audiences, businesses and industry delegates.
- Event hosting can activate public and cultural spaces such as event centres, plazas and performing arts venues.
- Exposing children and youth to major sporting or cultural events can serve to inspire their physical, social creative, intellectual and spiritual pursuits.
- Direct and/or indirect participation in ECT often provides the opportunity to experience social environments which promotes a sense of inclusion and can result in increased self-confidence and self-worth for the individual.
- Hosting ECT hosting can also provide opportunities to answer the Truth and Reconciliation Commission of Canada’s (TRC) Calls to Action.

Regina’s hosting of the 2014 North American Indigenous Games (NAIG) is an example that helps illustrate many of the above impacts. TRC Call to Action number 88 reads, in part, “We call upon all levels of government to take action to ensure long-term Aboriginal athlete development and growth, and continued support for the North American Indigenous Games ...”

Praxis Consulting was engaged by the North American Indigenous Games Council to conduct an evaluation of the impact of the 2014 NAIG on participants and team volunteers. Two of the findings documented by Praxis are as follows:

- “A majority of participants felt that experiencing NAIG gave them more confidence, pride in being Aboriginal, and more influence in their home communities. Many from smaller communities noted how the entire community would closely follow their success and younger kids would be looking up to them as role models. Young girls were also identified as having a more positive perception of themselves and their abilities as they competed alongside male competitors in some sports.”
“Respondents also indicated that participation in sport positively impacted the way they make life choices. Many participants stated that friends who don’t participate in sport in their home communities ate unhealthier, did not engage in daily physical activity, and engaged in negative social behaviour such as underage drinking, drug use, and not attending school. Participants felt that being engaged and busy in sport prevented them from engaging in this type of detrimental social behaviour.”

This research confirms that there can be concrete social and cultural benefits of hosting ECT when they are aligned with City priorities.

How the City Currently Supports the ECT Sector

A. The Community Investment Grants Program (CIGP)

Investments in grassroots community events are made through the various streams within the CIGP, which is summarized below:

- Events organized by local not-for-profit agencies, such as festivals and pow wows, are funded through the Social Development, Sport and Recreation, and Cultural Development streams within the Community Investment Grants Program (CIGP);
- Provincial, regional and national sporting events are funded through the hosting program, a designated envelope of funding within the Sport & Recreation Stream of the CIGP; and
- One-time and first-time events that celebrate, preserve and enhance Regina’s identity by commemorating notable people, places and events, symbols and significant anniversaries and/or promote the values of citizenship and identity on nationally recognized holidays are funded through the Executive Committee Grants for Special events.

In 2019, community groups invested $1.5 million in grassroots events, $355,000 of which was provided by the City through the CIGP. These events generated the following benefits:

- Provided 394,600 residents/visitors with an opportunity to experience creative, recreation and athletic activities resulting in personal development, health and wellbeing, learning and education, enjoyment, entertainment and diversion (OCP 9.6 & 10.16)
- Activated 3,700 volunteers (OCP 10.16)
- Engaged 1,800 cultural sector workers and 900 performers (OCP 10.14, 10.15)

B. Financial Support Of Bids To Host Major Events

Opportunities for the City to participate in bids to host major sport and cultural events are considered directly by Council on an ad hoc basis. Administration provides a report to Council regarding the opportunity. This report typically includes the financial ask of the City, a list of other potential funders, the estimated benefits of hosting the event in Regina and the results of the ECT Alliance’s evaluation of the opportunity. Council then debates the
merits of investing in the major event opportunity. While this debate is supported by the
information contained in the Administration report, there is an absence of an underlying
policy framework to support these discussions.

In addition, there is an absence of a dedicated funding source for each potential investment
opportunity. Depending on the timing for submitting a bid to host an event, the funding is
either drawn from the General Fund Reserve or the identification of the funding source is
referred to the next fiscal year’s budget cycle.

The Opportunity
Consultation with ECT stakeholders and feedback from members of Council has revealed a
need for the City to strengthen its decision-making framework and to streamline its process
regarding the City’s participation in bids to host major events. These consultations have
revealed the following limitations of the current process:

- The **lack of a dedicated funding source** creates uncertainty for the City’s bid
  partners and does not allow these agencies to proactively pursue those events that
  bring the greatest social, cultural and economic return to the community;
- To date, the **scope of major events considered has been narrow**. There have
  been calls for the City to broaden its consideration to include conventions and trade
  shows, which have been proven to be a key component of the sector;
- Opportunities to submit a bid on a major event are often subject to **tight timelines**.
  The amount of time available for completing and submitting a bid proposal can be
  very short. In addition, only City Council has the authority to approve financial
  support for a bid to host a major event. City Council decisions must be made in
  public. Often, bids for major events are competitive in nature. Committing to the
  public record, the amount of the bid the community plans to put forward, creates an
  opportunity for other cities to buy the event out from under the local bid proponent’s
  feet.
- Feedback from bid partners indicates a desire to better understand the types of
  events the City believes are in alignment with the City’s guiding documents such as
  the OCP and the Regina Cultural Plan
- Feedback received from Councillors, indicates a desire to understand the evaluation
  and analysis that has led to the recommendation that City Council invest in a major
  event opportunity.

In addition, the 2020 COVID-19 pandemic crisis has had a significant negative effect on the
local economy.

- As stated in an April 9, 2020 Leader Post news story, “Seasonally adjusted data
  released by Statistics Canada Early in April 2020 showed that 20,900 fewer people
  were working in Saskatchewan in March 2020, compared to February 2020. On a
  year-on-year basis, employment was down 19,300 in March 2020 compared to
  March of last year. As expected, service positions bore the brunt of the damage last
  month in Saskatchewan. There were 7,200 fewer people employed in
accommodation and food services compared to February. The year-on-year drop was 6,800. The full scale of the damage might not be known for weeks or months to come.”

- Per an analysis undertaken by REAL, in 2017 the Queen City Exhibition added $8.3M to the Regina economy and created or maintained 178 local jobs. The Farm Progress show added $56.6M to the Regina economy and created or maintained 555 local jobs. Both of these events have been cancelled for 2020 due to COVID-19.

- Per information compiled by EDR, the cancellation of smaller events such as the 2020 National Aboriginal Hockey Championships and conventions such as the 2020 Western Canadian Wheat Growers Convention have resulted in a loss of $7.8 million to the local economy.

- The 2020 Grey Cup was successfully attracted to Regina. An economic analysis of the 2013 Grey Cup which was also held in Regina identified the following benefits to the community:
  o Total attendance for the four days of Grey Cup Festival leading up to the game and the Grey Cup game itself of 285,000, 107,200 were unique individual attendees, 35 per cent of which were from outside Regina.
  o An economic impact of $68 million in Regina with an additional $25 million spread across the rest of the province.
  o The equivalent of 400 full-year jobs and $21 million in wages was generated by the festival and the game itself.
  o The city was to also benefit from a Grey Cup 2020 legacy project, the details of which were still to be determined.

The industries that benefit from hosting events, conventions and tradeshows are an important part of the local economy. Strengthening City support for ECT attraction can play an important role in the overall economic recovery strategy for the community at large.

As a result, Administration has worked with its ECT Alliance partners – including EDR, REAL and RHA – to develop a model for consideration by Council.

- Establishing a Council-approved policy that affirms the importance of ECT attraction to the vitality of the community.
- Establishing an ongoing source of funds for City investment in ECT attraction demonstrates to community stakeholders City Council's commitment to ECT attraction.
- Establishing a transparent decision-making framework for City evaluation of event opportunities enables stakeholders to secure the right mix of investors and to present competitive bid proposals; and
- Establishing a streamlined decision-making process enables the City and community stakeholders to respond to competitive bid opportunities in a timely manner.

In order to achieve these outcomes, the Events Conventions and Tradeshows Policy per Appendix A recommends:

- Council endorsement of the importance of investing in ECT;
• Council endorsement of the event evaluation matrix and its alignment with City goals as outlined in the Official Community Plan, Recreation Master Plan and the Regina Cultural Plan;
• As part of the 2021 General Operating Budget, establish a new, ongoing, operating budget of $325,000 to fund the City’s financial participation in bids to host major events in Regina. Any unspent funds at the end of the year are to be allocated to a newly created ECT attraction pool of the Regina Grants Reserve with a proposed maximum balance of $500,000 which is slightly less than one and a half times the annual ECT attraction program’s operating budget;
• Delegation of authority to the City Manager to approve investments in opportunities to host major events with an annual report to Council documenting the events held and their benefits to the community. It should be noted that regardless of this delegation of authority to the City Manager, investment opportunities that exceed the funding available to the ECT attraction program would still be brought to City Council for deliberation. For example, a request of the magnitude of the $1 million in City support for securing the 2020 Grey Cup would still be brought to City Council for a decision;
• Notwithstanding the annual report referred to above, Council will be apprised of any events in which the City is participating during the year to ensure proper Council representation at each event.

DECISION HISTORY

The recommendations contained in this report require City Council approval.

Respectfully submitted, Respectfully submitted,

Prepared by: Jeff May, Manager, City Projects

ATTACHMENTS

Appendix A - Events Conventions and Tradeshows (ECT) Policy
Appendix B - Post Event Economic Impact Assessment_Garth Brooks 2019
Appendix C - Recommend Amendments to the Admin Bylaw
Appendix D - Recent ECT Investments - City Cont and EI
1.0 Purpose

Events Conventions and Tradeshows (ECT) are important drivers of the of the local, provincial and national economy, contributing to trade and investment outcomes, innovation, job creation and tourist visitation. Hosting ECT events contributes to a community’s economic prosperity by:

- boosting the visitor economy through domestic and international visitation (such as transport, hotels, retail and restaurants),
- facilitating small business growth by connecting buyers and sellers,
- enabling knowledge sharing leading to innovation and business collaboration (both locally and globally) and
- providing a platform for international trade and investment.

Attracting ECT to Regina is also plays a significant role in supporting the City of Regina’s vision to become to be Canada’s most vibrant, inclusive, attractive, sustainable community, where people live in harmony and thrive in opportunity by building the community’s reputation as a destination of choice and an attractive place to visit, live, work & play.

This Policy sets out the eligibility criteria and evaluation processes for determining the level of City support for Major Events.
2.0 **Scope**

This policy applies to Major Events. A Major Event is defined as an event open to the public, hosted in Regina, which provides a high profile and significant economic, social and cultural benefits for the community through the large number of estimated spectators/participants/audience and through the expected extent of publicity generated.

3.0 **Definitions**

**Major Event:** an event open to the public, hosted in Regina, which provides a high profile and significant economic, social and cultural benefits for the community through the large number of estimated spectators/participants/audience and through the expected extent of publicity generated. These characteristics are measured by the Major Event Evaluation Framework.

**Major Events Governance & Evaluation Committee:** Parks, Recreation & Cultural Services Department staff responsible for the oversight and implementation of this policy and of an open and transparent process to evaluate event applications, and recommend to the City Manager the level of City support to be provided to the event.

**ECT Alliance:** ECT Alliance is a consortium of agencies under the leadership of Economic Development Regina (EDR), including the Regina Hotel Association (RHA), Tourism Saskatchewan, Regina Exhibition Association Ltd (REAL) and the City of Regina.

**Event Plan:** A planning document prepared by the applicant that describes the event’s objectives, facility requirements and resources needed, the cost to stage the event, the social, cultural and/or economic impact.

**Accessible:** A general term used to describe the degree to which an activity, service, or physical environment is available to as many people as possible, regardless of their physical abilities or socio-economic background. Accessibility can be viewed as outreach activities, the "ability to access" and benefit from the activity, service, or physical space. Improving accessibility involves removing economic, physical, cultural, and transportation barriers to participation in programs, projects, and facilities.

**Confidential Event:** An event that, if revealed or made public, would jeopardize or otherwise place at-risk an organization’s bid proposal and submission.

**City Services:** Services the City provides to support the event at no charge to the event organizer. City Services provided “in-kind” are typically not free but come at a cost to the City that is over and above the levels of service planned for in the current year’s budget(s). City Services are valued at the cost of delivering them.
4.0 **Policy**

The City may extend support via the provision of cash grants and/or City Services to organizations planning to host a major event as defined in this policy.

4.1 **General Eligibility Criteria**

To be eligible to apply, the event must be hosted in Regina, and the applicant must:

4.1.1 be incorporated as a non-profit organization;

4.1.2 not exclude anyone because of religion, national or ethnic origin, colour, sex, sexual orientation, gender or gender identification, age, or mental or physical disability. This does not preclude those organizations that restrict services to a particular sector of the community for reasons of improving the conditions of disadvantaged individuals or groups according to Section 15 (1) (2) of the Charter of Rights;

4.1.3 be considered in good standing by the City of Regina (e.g., no outstanding accounts such as unpaid taxes, utilities, tickets, permits, etc. or outstanding follow-up reports from previous contributions);

4.1.4 have not received assistance for the same purpose under any other program or policy of the City.

4.1.5 Unless otherwise stated in this policy, only events that have an operational budget greater than $250,000 will be considered for funding.

4.1.6 Unless otherwise stated in this policy, funds provided may be used for operating expenses and capital expenditures associated with hosting the event.

4.2 **Types of Support**

Assistance provided will be in the form of a cash grant, City Services, or both. There is no guarantee of funding. Applications may result in full, partial, or no funding. Where City Services are requested of the City, their value must be included in the event budget.

4.3 **Maximum Level of Support**

The maximum contribution payable shall not exceed 33% of the budget of the event for the total value of City Services and financial contributions.

4.4 **Evaluation, Decision Making and Approval**

4.4.1 Event applications will be evaluated by the Major Events Governance and Evaluation Committee using the Major Event Evaluation Framework Appendix A to recommend an appropriate level of support.

4.4.2 The Major Events Governance and Evaluation Committee shall have the authority to revise the Major Event Evaluation Framework to ensure alignment with City of Regina policies and objectives.
4.5 Recognition of Support

Recipients must acknowledge the financial support provided by the City of Regina in the marketing and promotional tools developed for the event. City of Regina logos will be provided to the recipients to be used in these tools.

4.6 Funding

Support will be provided through the annual budget established for this purpose. The unspent portion of this ongoing, annual budget will be closed to the Regina Grants Reserve. Investments greater than the annual budget must be supported by a withdrawal from the Regina Grants Reserve authorised by the City Manager provided that withdrawal does not put the reserve in a deficit position. Support will not be provided until a signed contribution agreement is in place.

4.7 Post-Event Information

Recipients may be required to submit a report with performance information within 180 days of the end of their supported event.

Administration may also undertake, through its own resources or by engaging qualified consultants, a post event economic impact analysis for select events. The cost to complete this analysis will be funded by the annual budget referred to in 4.6 above.

4.8 Reporting

Administration will submit a report to City Council annually, regarding those investments approved by the City Manager including any post event economic impact assessments.

5.0 Roles & Responsibilities

5.1 Major Events Governance & Evaluation Committee

Parks, Recreation & Cultural Services Department assigned to this committee are responsible for:

• The oversight and implementation of this policy,

• The oversight and implementation of an open and transparent process to evaluate event applications,

• The engagement of the ECT Alliance in the adjudication of event applications,

• Providing a recommendation to the City Manager regarding the level of City support to be provided to an event

• Preparation of the annual report City Council regarding ECT investments
5.2 City Manager

- Final approval of any ECT investments made under this policy
- Apprising members of City Council of any Major Events in which the City is participating to ensure proper Council representation at each event

6.0 Related Forms

None.

7.0 Reference Material

Major Event Evaluation Framework

8.0 Revision History

<table>
<thead>
<tr>
<th>Date</th>
<th>Description of Change</th>
<th>(Re)-Approval Required (y/n)</th>
</tr>
</thead>
<tbody>
<tr>
<td>dd-mmm-yyyy</td>
<td>Initial Release.</td>
<td>Yes</td>
</tr>
</tbody>
</table>
MAJOR EVENT EVALUATION FRAMEWORK

1. Does the Event score well on the ECT Alliance’s Event Evaluation Matrix? (SEE NEXT PAGE)
   - No → Do Not Invest
   - Yes → Is the Event highly aligned with City of Regina goals and policies as outlined in the Official Community Plan, the Recreation Master Plan and the Regina Cultural Plan?

2. Is the Event highly aligned with City of Regina goals and policies as outlined in the Official Community Plan, the Recreation Master Plan and the Regina Cultural Plan?
   - No → Do Not Invest
   - Yes → Are there other financial partners committed to the Event?

3. Are there other financial partners committed to the Event?
   - No → Do Not Invest
   - Yes → Does the Event host/organizer have the capacity to organize, plan and successfully implement the Event?

4. Does the Event host/organizer have the capacity to organize, plan and successfully implement the Event?
   - No → Do Not Invest
   - Yes → Does the City of Regina have the capacity to support the Event without negatively impacting other service levels?

5. Does the City of Regina have the capacity to support the Event without negatively impacting other service levels?
   - No → Do Not Invest
   - Yes → INVEST
## MAJOR EVENT EVALUATION FRAMEWORK

<table>
<thead>
<tr>
<th>ECT Alliance Event Evaluation Matrix</th>
<th>Potential Scores</th>
<th>Maximum Score</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ECONOMIC IMPACT</strong></td>
<td></td>
<td>35</td>
</tr>
<tr>
<td>Events with an economic impact &gt; $10 million</td>
<td>35</td>
<td></td>
</tr>
<tr>
<td>Events with an economic impact of $2 to $10 million</td>
<td>28</td>
<td></td>
</tr>
<tr>
<td>Events with an economic impact of up to $2 million</td>
<td>21</td>
<td></td>
</tr>
<tr>
<td><strong>LEGACY</strong></td>
<td></td>
<td>15</td>
</tr>
<tr>
<td>Infrastructure</td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Infrastructure or Upgrades to Exiting</td>
<td></td>
<td>7</td>
</tr>
<tr>
<td>Infrastructure is provided by the event</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Minor improvements for capacity</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Human Resources and Capacity Building</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hosting the event Builds the Community's capacity to host future events</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Development at the grassroots level</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equipment Purchases or Scholarships &amp; bursaries are provided</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td><strong>IMAGE &amp; PRIDE</strong></td>
<td></td>
<td>30</td>
</tr>
<tr>
<td>Out of Market exposure of advertising and recognition</td>
<td></td>
<td></td>
</tr>
<tr>
<td>International</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>National</td>
<td>14</td>
<td></td>
</tr>
<tr>
<td>Provincial</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Level of Event</td>
<td></td>
<td></td>
</tr>
<tr>
<td>International</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>National</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Regional</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Provincial</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Event Frequency</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual Event</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td><strong>COMMUNITY ENGAGEMENT</strong></td>
<td></td>
<td>20</td>
</tr>
<tr>
<td>Number of Spectators Expected</td>
<td></td>
<td></td>
</tr>
<tr>
<td>&gt; 5,000</td>
<td>16</td>
<td></td>
</tr>
<tr>
<td>1,001 to 5,000</td>
<td>14</td>
<td></td>
</tr>
<tr>
<td>200 to 1,000</td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>&lt; 200</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Volunteer Opportunities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>&gt; 400 volunteers required</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>&lt; 400 volunteers required</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL SCORE - MAXIMUM = 100</strong></td>
<td></td>
<td>100</td>
</tr>
</tbody>
</table>
ECONOMIC IMPACT ASSESSMENT
GARTH BROOK CONCERT - REGINA

Prepared by: Derek Mager, Economic Impact Consultant, CSTA
Date: August 30, 2019
WHAT IS EIA?

Economic Impact Assessment (EIA) studies measure the positive change in economic activity resulting from hosting an event in a specific city/town. There are three factors:

- the spending of out-of-town visitors while they attend the event;
- the expenditures of the event organizers in producing the event;
- capital construction costs that are directly attributed to hosting the event.

An EIA study calculates the amount of new spending in the host community as a direct result of hosting the event, and the impact of this spending on the regional, provincial and national economy as a whole.
CSTA’S TOOL – FEST PRO

The Canadian Sport Tourism Alliance (CSTA) has developed a tool called fest pro that collects, measures and analyzes data across the three primary channels.

Our economic impact services empower event organizers of festivals, fairs, exhibitions, etc. and cities who host these types of events to accurately assess the economic impact resulting from hosting a specific non-sport event in a specific location in Canada.

Developed in 2019, fest pro is the sister model of CSTA’s steam pro².0 tool that is used to measure economic impact of sport events in a specific location in Canada. CSTA uses fest pro specifically for EI studies on non-sport events.
The elements (outputs of the model) used to measure the economic impacts are:

- Gross Domestic Product (GDP)
- Wages & Salaries
- Employment
- Taxes
- Industry Output

CSTA’s fest pro model measures the direct, indirect & induced effects for each of these elements.
RELIABILITY OF THE MODEL

In order to produce economic contribution assessments that are robust and reliable, the CSTA has partnered with the Canadian Tourism Research Institute (CTRI) at The Conference Board of Canada. The CTRI serves the travel and tourism industry in providing sound economic forecasts and models with timely and insightful interpretation of data specifically relevant to travel in Canada.

The findings in this report make use of the most current and most detailed input-output tables and multipliers available from Statistics Canada and leverages the credibility and robustness of sector specific tax data available from Statistics Canada’s Government Revenues Attributable to Tourism (GRAT) report.

The CSTA collaborates with The Conference Board of Canada annually to ensure the fest pro model is calibrated to provide the most accurate and current results in the industry.
For this study, event organizers opted to utilize their ticket database to distribute an email with an invitation (and incentive) to participate in an online survey following the two concerts. The survey was developed by the CSTA specifically for this event, was programmed by CSTA’s field supervisor, with a link embedded in the email directing respondents to the survey utilizing CSTA’s survey software.

As a result of not having a member of the CSTA Economic Impact Team on the ground during the event, or involved in the online delivery, the CSTA is not able to validate the data records that were generated that underpins this analysis.

The visitor statistics cited in this report were derived from a total of 2,998 valid responses that were collected during this study. Based on the sample size, the results contained in this report have a margin of error of +/-1.8 at the 95% confidence level.
Country music superstar Garth Brooks played two shows at Regina’s Mosaic Stadium, his only Canadian tour dates, on Friday, Aug. 9 and Saturday, Aug. 10, 2019.
VISITOR SPENDING

Aggregate visitor spending was just over $9.8 million

<table>
<thead>
<tr>
<th>Category</th>
<th>Per Party</th>
<th>Overall</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accommodations</td>
<td>$110.18</td>
<td>$904,751</td>
</tr>
<tr>
<td>Restaurants</td>
<td>$159.54</td>
<td>$2,386,293</td>
</tr>
<tr>
<td>Other Food / Groceries</td>
<td>$74.80</td>
<td>$1,118,809</td>
</tr>
<tr>
<td>Recreation &amp; Entertainment</td>
<td>$113.42</td>
<td>$1,696,461</td>
</tr>
<tr>
<td>Retail / Shopping</td>
<td>$145.04</td>
<td>$2,169,412</td>
</tr>
<tr>
<td>Transportation</td>
<td>$22.47</td>
<td>$336,091</td>
</tr>
<tr>
<td>Vehicle Expenses</td>
<td>$82.32</td>
<td>$1,231,288</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$707.77</strong></td>
<td><strong>$9,843,104</strong></td>
</tr>
</tbody>
</table>
Visitor spending directly attributable to this event was just under $9.4 million.

Visitors to Regina were asked about the importance of the Garth Brooks Concert in their decision to travel to Regina using a scale of 1-10 (with 1 meaning ‘not at all important’ and 10 meaning it was ‘the primary reason for travel’).

The results show that the Garth Brooks Concert was the primary driver for most respondents, with an average importance of 9.5 / 10.

<table>
<thead>
<tr>
<th>Category</th>
<th>Per Party</th>
<th>Overall</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accommodations</td>
<td>$104.67</td>
<td>$859,514</td>
</tr>
<tr>
<td>Restaurants</td>
<td>$151.56</td>
<td>$2,266,978</td>
</tr>
<tr>
<td>Other Food / Groceries</td>
<td>$71.06</td>
<td>$1,062,868</td>
</tr>
<tr>
<td>Recreation &amp; Entertainment</td>
<td>$107.75</td>
<td>$1,611,638</td>
</tr>
<tr>
<td>Retail / Shopping</td>
<td>$137.79</td>
<td>$2,060,941</td>
</tr>
<tr>
<td>Transportation</td>
<td>$21.35</td>
<td>$319,287</td>
</tr>
<tr>
<td>Vehicle Expenses</td>
<td>$78.20</td>
<td>$1,169,723</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$672.38</strong></td>
<td><strong>$9,350,949</strong></td>
</tr>
</tbody>
</table>
In hosting the Garth Brooks Concert, the event organizers spent nearly $3.8 million on various goods and services to ensure the successful operation of the event, along with $60,000 of capital investments for both this and future events.

### Operational Expenditures

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries, Fees and Commissions</td>
<td>$1,100,00</td>
</tr>
<tr>
<td>Marketing &amp; Advertising Services</td>
<td>$50,000</td>
</tr>
<tr>
<td>Professional Services</td>
<td>$1,025,00</td>
</tr>
<tr>
<td>Insurance</td>
<td>$58,400</td>
</tr>
<tr>
<td>Facility, Venue, and Office Rent</td>
<td>$300,000</td>
</tr>
<tr>
<td>Communication</td>
<td>$10,000</td>
</tr>
<tr>
<td>Other Supplies</td>
<td>$510,000</td>
</tr>
<tr>
<td>Food and Beverages</td>
<td>$65,000</td>
</tr>
<tr>
<td>Accommodations</td>
<td>$125,000</td>
</tr>
<tr>
<td>Merchandise and Retail</td>
<td>$8,000</td>
</tr>
<tr>
<td>Travel</td>
<td>$5,000</td>
</tr>
<tr>
<td>Transportation and Storage</td>
<td>$20,000</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>$510,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$3,786,400</strong></td>
</tr>
</tbody>
</table>
The combined spending of out-of-town participants, crew, spectators and other people who visited Regina for the event, in combination with the expenditures made by the organizers of the event, totaled $13.2 million, supporting over $18.7 million in total economic activity in Saskatchewan, including $16.3 million of total economic activity in the Regina area.

These expenditures supported $6.0 million in wages and salaries in the province through the support of 88 jobs, of which 73 jobs and $5.0 million in wages and salaries were supported locally.

The total net economic activity (GDP) generated by the Garth Brooks Concert was:

- $11.5 million for Canada as a whole
- $9.3 million for the province of Saskatchewan
- $7.3 million for the city of Regina

The Garth Brooks Concert supported tax revenues totaling nearly $3.2 million across Canada.

**THE EI RESULTS**

<table>
<thead>
<tr>
<th></th>
<th>Regina</th>
<th>Saskatchewan</th>
<th>Canada</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initial Expenditure</td>
<td>$13,197,348</td>
<td>$13,197,348</td>
<td>$13,197,348</td>
</tr>
<tr>
<td>GDP</td>
<td>$7,309,439</td>
<td>$9,314,426</td>
<td>$11,469,279</td>
</tr>
<tr>
<td>Wages &amp; Salaries</td>
<td>$5,028,533</td>
<td>$6,033,065</td>
<td>$7,196,264</td>
</tr>
<tr>
<td>Employment</td>
<td>73.3</td>
<td>87.7</td>
<td>103.7</td>
</tr>
<tr>
<td>Total Taxes</td>
<td>$2,323,919</td>
<td>$2,739,704</td>
<td>$3,170,047</td>
</tr>
<tr>
<td>Federal</td>
<td>$1,134,011</td>
<td>$1,329,527</td>
<td>$1,544,468</td>
</tr>
<tr>
<td>Provincial</td>
<td>$1,026,096</td>
<td>$1,187,380</td>
<td>$1,347,926</td>
</tr>
<tr>
<td>Municipal</td>
<td>$163,812</td>
<td>$222,797</td>
<td>$277,652</td>
</tr>
<tr>
<td>Industry Output</td>
<td>$16,308,700</td>
<td>$18,726,675</td>
<td>$23,020,726</td>
</tr>
</tbody>
</table>
**Gross Domestic Product (GDP) (at basic prices)**

The **Garth Brooks Concert** in Regina contributed **$11.5 million** in GDP to the Canadian economy through direct and spin-off impacts.

<table>
<thead>
<tr>
<th></th>
<th>Direct Impact</th>
<th>Indirect Impact</th>
<th>Induced Impact</th>
<th>Total Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regina</td>
<td>$4,509,172</td>
<td>$1,838,420</td>
<td>$961,847</td>
<td>$7,309,439</td>
</tr>
<tr>
<td>Saskatchewan</td>
<td>$4,904,941</td>
<td>$2,894,978</td>
<td>$1,514,507</td>
<td>$9,314,426</td>
</tr>
<tr>
<td>Canada</td>
<td>$4,904,941</td>
<td>$4,148,515</td>
<td>$2,415,823</td>
<td>$11,469,279</td>
</tr>
</tbody>
</table>

*fest pro is powered by the Canadian Sport Tourism Alliance®*
The Garth Brooks Concert contributed nearly $3.2 million in federal, provincial, and local taxes through direct and spin-off effects throughout Canada.
ADDITIONAL QUESTIONS

The following slides summarize the results from questions that were included as part of the survey, but were not all necessarily required for the economic impact analysis calculations.
**DEMOGRAPHICS**

### Gender
- Male: 30.0%
- Female: 70.0%

### Age Range
- 18 and under: 2.2%
- 19-24: 0.2%
- 25-34: 28.6%
- 35-44: 26.0%
- 45-54: 17.9%
- 55+: 25.1%

### Average Age = 46.7 years

### Place of Residence
- Regina: 43.2%
- Within 50 km's of Regina: 7.9%
- Within 100 km's of Regina: 9.7%
- Saskatoon: 9.2%
- Other Saskatchewan: 21.1%
- Alberta: 5.3%
- Manitoba: 2.8%
- Other Canada: 0.4%
- United States: 0.4%
TRAVEL CHARACTERISTICS

55% of out-of-town attendees stayed overnight during their visit to Regina.

- 57% Stayed in a hotel
- 35% Stayed with friends/family
- 3% Used a short term rental
- 6% Made other arrangements

Average travel party size (for spending purposes) = 3.0 people

Average nights in Regina = 1.3

80% of attendees indicated that this event was the sole reason for their visit to Regina.

Overall, the importance of this event in influencing visitation to Regina was 9.5 / 10.
## EVENT CHARACTERISTICS

### 93%
Likely or very likely to recommend an event at Mosaic Stadium

<table>
<thead>
<tr>
<th>Likelihood</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very Likely</td>
<td>75.4%</td>
</tr>
<tr>
<td>Somewhat Likely</td>
<td>17.8%</td>
</tr>
<tr>
<td>Not Sure</td>
<td>3.7%</td>
</tr>
<tr>
<td>Somewhat Unlikely</td>
<td>1.7%</td>
</tr>
<tr>
<td>Not Likely</td>
<td>1.3%</td>
</tr>
</tbody>
</table>

### Sources Learned About Event

<table>
<thead>
<tr>
<th>Source</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Radio</td>
<td>61.3%</td>
</tr>
<tr>
<td>Facebook</td>
<td>40.5%</td>
</tr>
<tr>
<td>Word of mouth</td>
<td>28.6%</td>
</tr>
<tr>
<td>Television</td>
<td>18.6%</td>
</tr>
<tr>
<td>Email from Evraz Place</td>
<td>13.4%</td>
</tr>
<tr>
<td>Newspaper</td>
<td>7.3%</td>
</tr>
<tr>
<td>Instagram</td>
<td>6.5%</td>
</tr>
<tr>
<td>Twitter</td>
<td>6.1%</td>
</tr>
<tr>
<td>Evraz Place website</td>
<td>3.7%</td>
</tr>
<tr>
<td>Billboards</td>
<td>2.6%</td>
</tr>
<tr>
<td>On-site at Evraz Place</td>
<td>1.1%</td>
</tr>
<tr>
<td>Other</td>
<td>8.6%</td>
</tr>
</tbody>
</table>
## EVENT SATISFACTION

<table>
<thead>
<tr>
<th></th>
<th>Parking</th>
<th>Guest Services</th>
<th>Cleanliness of Stadium</th>
<th>Concessions</th>
<th>Merchandise Stands</th>
<th>Acoustics of Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completely Satisfied</td>
<td>19.1%</td>
<td>41.3%</td>
<td>67.0%</td>
<td>41.4%</td>
<td>30.4%</td>
<td>57.9%</td>
</tr>
<tr>
<td>Somewhat Satisfied</td>
<td>13.6%</td>
<td>23.2%</td>
<td>24.7%</td>
<td>30.4%</td>
<td>19.6%</td>
<td>28.9%</td>
</tr>
<tr>
<td>Neutral</td>
<td>41.1%</td>
<td>28.7%</td>
<td>5.0%</td>
<td>14.6%</td>
<td>40.8%</td>
<td>4.3%</td>
</tr>
<tr>
<td>Somewhat Dissatisfied</td>
<td>13.0%</td>
<td>3.8%</td>
<td>1.9%</td>
<td>10.4%</td>
<td>6.6%</td>
<td>6.6%</td>
</tr>
<tr>
<td>Completely Dissatisfied</td>
<td>13.1%</td>
<td>3.0%</td>
<td>1.4%</td>
<td>3.2%</td>
<td>2.7%</td>
<td>2.3%</td>
</tr>
</tbody>
</table>

Percent Satisfied 33% 65% 92% 72% 50% 87%
### Garth Brooks Concert – Key Facts & Figures

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>$13.2 Million</strong></td>
<td><strong>$9.35 Million</strong></td>
<td><strong>73</strong></td>
<td><strong>$18.7 Million</strong></td>
</tr>
<tr>
<td>of initial expenditures</td>
<td>of visitor spending</td>
<td>local jobs supported</td>
<td>overall economic activity</td>
</tr>
<tr>
<td></td>
<td>attributable to event</td>
<td>by the event</td>
<td>in the province</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>45,132</strong></td>
<td><strong>$5.0 Million</strong></td>
<td><strong>$9.3 Million</strong></td>
<td><strong>$3.2 Million</strong></td>
</tr>
<tr>
<td>out of town visitors*</td>
<td>of wages and salaries</td>
<td>total boost to provincial GDP</td>
<td>in taxes supported</td>
</tr>
<tr>
<td>in Regina</td>
<td>supported locally</td>
<td></td>
<td>across Canada</td>
</tr>
</tbody>
</table>

* Visitors derived from attendance figures provided by Regina Exhibition Association Ltd. and combined with results from the survey.
QUESTIONS?

If you have any questions concerning the findings in this report, please contact:

Derek Mager, CSTA EI Consultant
derek@thedatajungle.com
604.787.3605

If you would like to conduct an EI study using steam pro\textsuperscript{2.0} on a future sport event or fest pro for an upcoming festival, fair or convention, please contact research@canadiansporttourism.com
The following amendments (as indicated in bold face font below) to the Regina Administration Bylaw, Bylaw No. 2003-69, Schedule A, paragraph 12 Community Investment Grants Reserve are recommend in order to align the terms of reference for the Community Investments Grants Reserve with the recommendations in the Events Conventions and Tradeshows Policy:

Community Investment Grants Reserve

12. The account balance for the Community Investment Grants Reserve shall include the account balance of the reserve at the start of the year adjusted by:

(a) transfers to the reserve of the unexpended community investment grants allocation and the Events Conventions and Tradeshows Attraction Program as provided for in the approved General Operating budget or by resolution or bylaw of Council for the Community and Protective Services Committee, Finance and Administration Committee, and Executive Committee;

(b) transfers from the reserve to fund community investment grants allocated by Committee or Council and the City Manager pursuant to the Events Conventions and Tradeshows Policy that are in excess of the approved budget for community investment grants allocations for the Committee or the events conventions and tradeshows attraction program;

(c) transfers to and from the reserve as approved by Council and the City Manager pursuant to the Events Conventions and Tradeshows Policy based on the following minimum and maximum balances:

(i) a minimum balance equal to or more than $0 and a maximum amount equal to or less than $175,000 for the account balance for the Community and Protective Services Committee;

(ii) a minimum balance equal to or more than $0 and a maximum amount equal to or less than $25,000 for the account balance for the Finance and Administration Committee;

(iii) a minimum balance equal to or more than $0 and a maximum amount equal to or less than $150,000 for the account balance for the Executive Committee.

(iv) a minimum balance equal to or more than $0 and a maximum amount equal to or less than $500,000 for the Events Conventions and Tradeshows Attraction Program.

13. A separate accounting of the balance in the Community Investment Grants Reserve shall be maintained for the portion of the Community Investment Grants Reserve for each of the Committees that have an approved community investment grants allocation as well as the Events Conventions and Tradeshows Program.
## Appendix D
### Summary of Recent Investments to Attract Major Events

<table>
<thead>
<tr>
<th>EVENT</th>
<th>Total Bid Fee</th>
<th>City of Regina's Contribution</th>
<th>Estimated Economic Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017 Pinty’s (Tour Challenge)</td>
<td>$150,000</td>
<td>$25,000</td>
<td>$1.0 M</td>
</tr>
<tr>
<td>2017 Skate Canada International</td>
<td>$250,000</td>
<td>$50,000</td>
<td>$3 to $4 M</td>
</tr>
<tr>
<td>2019 Volleyball Canada National Championships</td>
<td>n/a</td>
<td>$50,000</td>
<td>$2 to $4 M</td>
</tr>
<tr>
<td>2017 Sk First Nations Summer Games</td>
<td>n/a</td>
<td>$100,000</td>
<td>$20 M</td>
</tr>
<tr>
<td>2018 LPGA</td>
<td>$400,000</td>
<td>$100,000</td>
<td>$8.0 M</td>
</tr>
<tr>
<td>2018 Brier</td>
<td>$850,000</td>
<td>$150,000</td>
<td>$11 to $15 M</td>
</tr>
<tr>
<td>2019 NHL Heritage Classic</td>
<td>$850,000</td>
<td>$150,000</td>
<td>$15M to $18M</td>
</tr>
<tr>
<td>2018 Memorial Cup</td>
<td>n/a</td>
<td>$250,000 for event support &amp; $1.3 M for Brandt Centre Renovations</td>
<td>$11.2 M</td>
</tr>
<tr>
<td>2020 Grey Cup</td>
<td>$4 million</td>
<td>$1 million</td>
<td>$68 M (Post 2013 E.I.)</td>
</tr>
</tbody>
</table>
Your Worship, City Council Members and Administration.

I’m Terri Sleeva and I live in Ward 10. I would like to address the issue of the Transit Master Plan and its implementation. To start with, I can’t ride the bus - why? As you may know I’m a community activist who attends many meetings throughout the city on a daily basis. I encounter too many problems that need to be addressed with the Regina Transit System. Would I ride the bus if it was more user-friendly and accessible? YES, I definitely would!! Here are some of the reasons I want to ride the bus:

The temperature in Siberia recently reached 37.7°C or 100°F, sea levels are rising, and scientists tell us that we have just a few years to move aggressively away from fossil fuels if we are to save this planet for our kids and future generations.

In 2011, Regina Council adopted the following definition of sustainability for Regina: “Regina aims to be a sustainable four-season community that meets its current needs without compromising the needs and the quality of life for future generations.” Right now, we are leaving those future generations a mess that they probably won’t be able to recover from. I don’t ever want to say to them, “I used it all up, there’s nothing left for you”. We need a paradigm shift away from the car-centric society we exist in.

Public transit is a public right and a public good. We need more people using transit. We also need more buses, especially during COVID-19 to prevent it from spreading. Transit also helps prevent air pollution.

According to the World Health Organization, ambient air pollution accounts for an estimated 4.2 million deaths per year due to stroke, heart disease, lung cancer and respiratory diseases such as asthma. I’m sure each of us knows someone who has been affected. Our World in Data, a research group states “outdoor air pollution is one of the world’s largest health and environmental problems.

I know that running and expanding a transit system costs money. Through modest increases in property taxes, along with small municipal levies on things like business licenses or keeping the police budget in check, we can create a system that works for everyone. Without it, council is dooming its stated goals of improving transit ridership, tackling poverty, developing a
green economy, and addressing climate change. Recently, the federal government said it would give cities a large amount of money to run transit, and the provincial government needs to match that money. That is a lot of money - please get on that and make our community and transit better.

Lastly, please correct me if I’m wrong but is the main goal of the $440,000 new Transit Master Plan to create a new transit hub, possibly on Dewdney/Buffalo Avenue? Moving the transit hub off 11th is a horrible idea for people who work downtown and the markets situated there. If there is one way to significantly diminish the RTS ridership, this is it! Please leave the Transit hub on 11th Ave. where it now is and eliminate the parking spots.

Please, City Councillors, assist us in creating a better transit system in Regina!

Thank you.

Terri Sleeva
In preparing for this presentation, the metaphor “throwing somebody under the bus” kept coming to mind.

Please do not approve the funding of $440,000 for the development of a Transit Master Plan. That would be the equivalent of throwing Regina Transit and its riders under the bus.

Regina already has a Transit Master Plan, published in 2017. It lays out many of the policies the city needs to adopt to improve Regina Transit.

In addition, there is the excellent staff at Regina Transit. They know what needs to be done to improve Regina Transit.

There is also the grassroots transit group, Regina Citizens Public Transit Coalition. It has plenty of helpful ideas about how Regina Transit can be improved.

Transit is the solution to many of our city’s problems, including:

- Traffic congestion
- Downtown parking
- Traffic accidents: Studies show that transit is safer than driving.
- Transit is even the solution to texting while driving. You can text to your heart’s content on the bus with no worries about accidents or distracted driving tickets.
- Transit also has public health benefits, as it reduces air pollution. According to experts, the main reason for the increase in asthma rates worldwide for both children and adults is air pollution.
- Transit is also part of the solution to the global climate emergency, as it cuts carbon emissions. One bus load of passengers takes the equivalent of 40 vehicles off the road, reducing emissions by more than 15,000 tonnes a year. Thus Transit must be a core component of Regina’s commitment to make the city 100% renewable by 2050.

The challenge is to grow transit ridership: to get people out of their cars and onto the bus. Increasing ridership means providing better transit. In other words, what Regina needs is better transit, not another expensive, almost half-a-million dollar plan!

The good news is that transit ridership in Regina is already growing: in 2017 by 2.9%; in 2018 by 3.9%; and in 2019 by a whopping 7.1%.

These increases are due to policies adopted by Regina Transit. The introduction of the U-Pass in 2016 likely accounts for the majority the 2017 and 2018 increases. The big jump in 2019,
however, is not due to the U-Pass, as some Councillors claimed at a recent meeting, but rather originates in other policies adopted by Regina Transit, including improved bus service, reduced fares, and the introduction of the Arcola Express.

How to further grow transit ridership? That is the challenge! Despite some improvement, it is still the case that, as stated in the 2017 Transit Master Plan, “most trips in Regina are made by private vehicles,” with the majority of those trips “made in single-occupant vehicles” (8).

Here are three suggestions, recommendations that are, for the most part, already incorporated into the 2017 Master Plan:

1. **More frequent service:** The 2017 Transit Master Plan recommends 15 - 30 minute intervals during peak periods for some of its routes (36). Research shows that frequencies of 15 minutes are where the biggest jumps in ridership happen.

2. **Earlier and later service:** To accommodate workers, make the start time for all routes 5 am. To accommodate workers and those enjoying an evening out, make the end time for all routes 1:30 am.

3. **Fare Free Transit:** Another recommendation of the 2017 Transit Master Plan is “Adopt fare strategies that ensure transit is cost competitive with private vehicle use” (36). Fare free transit makes transit as cost competitive as possible and is one of the most effective strategies to get people out of their cars and on to public transit.

While Regina may not be able to implement fare free transit permanently all in one go, it can set fare free transit as its ultimate goal and then embark on a plan to eliminate fares in stages over a five year period.

In 2019, Victoria BC began to offer free service to anyone under the age of 18. Perhaps this is where Regina could start. Last winter, I heard a heart-rending story about some Regina high school students who were often unable to get to high school during the winter because their families could not afford the youth bus pass, which costs $64 a month.

Such improvements to Regina Transit will be expensive. Where will the money come from?

For starters, the $440,000 earmarked to develop the new master plan could, instead, be invested in Regina Transit.

Another piece of good news: Earlier this month, the federal government announced it will be providing $8 billion for municipal transit systems to be funneled through provincial governments. Regina must ensure it gets some of that money.
According to City documents, the focus of the proposed new master plan is “to align a proposed downtown transit hub with the Downtown Neighbourhood Plan and Transportation Master Plan.” Currently the downtown transit hub is 11th Avenue in the area of the Cornwall Centre. This is where it should be located, as it is where the majority of those of us who use transit are headed.

Over the past few years, there has been pressure from some quarters to move the transit hub off 11th Avenue and, depending on where it is to be relocated, to provide shuttle buses to get transit users to their 11th Avenue destination.

This too would be the equivalent of throwing Regina Transit and its riders under the bus. Please don’t make our journey longer or more inconvenient! The end result will be a decrease in ridership.

A new transit hub would also be expensive, as it would require new infrastructure. Please drop this idea and invest the money instead in improving transit.

Regina Transit is subsidized by local taxes. But so too are private vehicles. It is, after all, Regina taxpayers who foot the bill for road infrastructure and road maintenance.

As the 2017 Transit Master Plan notes: “Historically, a large portion of Regina’s transportation budget has been dedicated to roadways.” Indeed, for the period 2012 to 2016, 82% of the city’s transportation capital budget allocation, or $35.5 million, went to roadways capital programs, while only 15%, or $6.4 million, was allocated to public transit (12).

We can’t afford to keep subsidizing private vehicles at this rate. That too is an example of the city throwing Regina Transit and its riders under the bus.

It is also a clear indication of the need to revise the metaphor. Buses aren’t the problem. Private vehicles are. In addition to costing taxpayers huge amounts in subsidies to pay for infrastructure, they have many hidden costs, including accidents, congestion, air pollution, and climate change.

How about we start saying “throwing somebody under the private vehicle”?

Please don’t throw Regina Transit and its riders under the private vehicle! Do not approve the funding of $440,000 for the development of a Transit Master Plan. And please commit to making a sizable investment—let’s say 50% of the 2021 transportation capital budget allocation—to Regina Transit.

Florence Stratton
Hello and thank you Mayor and City Councillors,

My name is MacKenzie Kotylak, and I would like to speak with you today about our City’s transit solutions for the future.

Your hearts are in the right place with wanting to design a better transportation master plan and wanting to get as much of the right information for that going forward, as well in wanting to hire a private consultant to create this new plan; but I urge you that we must listen to the Citizens of Regina and hear what they have to say first. The changes that need to happen to better the transit system are well known by the people it affects most, our transit users. As well as the Regina citizens who do not currently use the transit system because of its lack of accessibility.

There is an extensive list of barriers that affect transit riders today and many solutions for a better and greener future. Changes can be made sooner rather than later.

Why try to recreate the wheel when we can simply just connect the spokes.

A quick view of some of these solutions are;

- Moving all private vehicle parking off of 11th Ave,
- Increasing transit services by one hour in the mornings and the evenings,
- Creating closer intervals at bus stops for residents being able to access the transit more often,
- Creating an express route that runs down Broad Street (North to South) and one that runs down Victoria Ave. (East to West).
- Providing more marketing towards transit use and how-to transit programs.
- And that’s just to name a few.

And for those who think that transit isn’t being used enough, I would like to state that transit ridership in our city rose by 3.9% in 2018, and 7.1% in 2019. And right now the Federal Government is offering millions of dollars for cities to run and improve their transit systems. The city council needs to go get this money from our federal and provincial government.
Moving forward we, the Regina Citizens Public Transit Coalition would like to work together with council for our city’s transit plan and its greener future goals.

Right now we are the same distance away from the year 2050 as we are from the year 1990. I know what you’re thinking, I was also shocked by this realization. But it is just more motivation for us to act now! There isn’t a lot of time to sit on decisions or ideas and we must act sooner than later.

We need to have a safe and accessible transit system now if we are going to have a sustainable city to live in by 2050.

I ask you again, will you meet with our group, Regina Citizens Public Transit Coalition and hear some of the struggles transit users have and to discuss solutions?

Thank you for listening and I can try to answer any questions you may have.

MacKenzie Kotylak
City Hall Speech for July 29th

Good afternoon Major and city councillors and thank you for taking the time to listen to my presentation. Today I will be discussing the vital relationship between strong mental health and accessible transit.

I am representing myself today as a mental health advocate and Regina citizen in ward 3.

Growing up in Regina, working in different fields of mental health assistance, and having mental illness struggles myself, I have been able to see how a lack of accessible transit can be detrimental to people’s lives.

- The importance of adequate, safe, and user-friendly transit within our city cannot be stressed enough. Many people use the bus every day to access the different health resources that are NEEDED to literally keep their lives going: Individuals battling mental illness and seeking helpful therapy appointments.
- Someone struggling with addictions and going to and from group meetings daily.
- And people just trying to reach doctor’s appointments regularly. The list goes on.

For many people around us, being able to get to and from these appointments and resources, safely, and on time is vital to their success in life.

Many people need to get to a minimum of two appointments or meetings a day and still get to work on time. With our current transit system, this makes scheduling incredibly difficult.

I’m here to fight for a bus service that people can actually build their lives around.

There is enough stresses in a person’s life who is currently struggling with mental illness, physical illness, addictions, financial insecurities, or caregiver tasks. Throw in a lack of accessible transportation, and you’ve got a storm brewing for more disasters.

With a better transit system comes more success in all the social determinates of people’s lives, for example a good bus service is essential for all our health needs including getting our essential workers to work
during this pandemic. And that is what we NEED in Regina. We need to foster a generation of better transportation, better mental and physical health, and a better environmental consciousness.

Please consider the voices of each demographic of our Regina Citizens when creating this new transit master plan. Access to transit in all of its definition will help us build the community we need.

Again, thank you for listen to me and please have a great rest of your day!

Dan Innes
Good Afternoon,

Thank-you for the opportunity to speak on behalf of ATU588. I am Patricia Nichol, Recording Secretary for ATU588.

It is my pleasure to speak to you today on The Planning and Priorities Committee’s Transit Master Plan.

We believe that the City of Regina has many people within it’s employ that could be truly helpful with the City’s Transit Master Plan. No need to hire outside consultant as you have employees with more than enough experience to help with the process and make the process work for our city.

Some key points to remember while considering the Transit Master Plan are as follows:

Encourage our car owning citizens to use public transit:

- We understand that this can be quite difficult.
  - Saskatchewan in a personal vehicle society.
  - Raise Parking Fees in the downtown core:
    - At present it costs an adult to ride the bus 6.50 for a two-way trip downtown.
    - When I person only has to pay 4 dollars for 2 hours of parking it does not entice people to use public transit.

- Possibly Make Street Parking Less Available.
  - Moving the parking meters right off 11th Avenue between Broad and Smith Street would be the first thing to do.
  - With all the lanes open it would ensure that all traffic flows feely on 11th Avenue. Since the blockage of 12th Ave traffic on 11th Ave has become congested. Leading to more accidents.
  - This would also make it easier for Transit to flow better downtown
  - We understand that there would be revenue lost from those meters, but you could move those meters to areas that don’t have any as of yet. Also, with a more efficient transit there would be more people using transit there would be more revenue there.

- More express Routes
  - Currently we have 4 express routes: 30,40,50 and 60. These routes enable a person to get from point a to point b in a timelier fashion. Enticing more people to use the system.
  - Once the express routes were implemented the ridership did go up.

- Running a campaign to Change the Stigma of Public transit.
  - Transit is not a poor man’s mode of transportation, it’s much more.
  - We have one of the newest fleets in the country, making the commute more comfortable.
  - They are exceptionally clean buses that can be used for all walks of life.
  - Perhaps, consideration for a discounted pass for downtown core workers to entice them to use the bus instead of starting their car every morning.
  - There are many other campaigns going on throughout the city promoting other city services, let’s get transit on the list as well.
  - Many of our citizens consider the buses a nuisance wreaking havoc with their morning commute, perhaps the campaign could put an end to that and get those citizens on our buses instead of in their car.

- Downtown Transit Hub.
  - The best place for a transit hub would be right where it is now.
- Removing the parking would entice vehicles to drive elsewhere when going through downtown making 11th Ave a true Transit Hub.

- **Technology**

- Use of technology could help entice younger people to use transit. Such as:
  - free wifi on buses
  - ability to purchase fares and reload cards online
  - ability to pay for fares using mobile devices

These are only a few points to consider, we must get the citizens of our city on board with public transit. It’s a clean and consistent mode of transportation.

I thank you for your time.

Patricia Nichol
Priorities and Planning Committee: Transit Master Plan

Date | July 29, 2020
---|---
To | His Worship the Mayor and Members of City Council
From | Priorities and Planning Committee
Service Area | Transit & Fleet
Item # | CR20-70

**RECOMMENDATION**

The Priorities and Planning Committee recommends that City Council:

1. Approve funding of $440,000 for the development of a Transit Master Plan as follows:
   a) $100,000 from the approved 2020 Operating Budget; and
   b) $340,000 from the 2021 Operating Budget; and

2. Direct Administration to ensure that a “sustainability, accessibility and age friendly lens” be applied to the review and consideration of the goals of the Transit Master Plan.

**HISTORY**

At the July 6, 2020 meeting of the Priorities and Planning Committee, the Committee considered the attached PPC20-11 Transit Master Plan report from the Citizen Services Division.

The Committee adopted the following resolution after adding recommendation #3:

1. Approve funding of $440,000 for the development of a Transit Master Plan as follows:
   a) $100,000 from the approved 2020 Operating Budget; and
   b) $340,000 from the 2021 Operating Budget.
2. Remove PP20-2 from the List of Outstanding Items for the Priorities and Planning Committee.

3. Direct Administration to ensure that a “sustainability, accessibility and age friendly lens” be applied to the review and consideration of the goals of the Transit Master Plan.

4. Approve this recommendation at its July 29, 2020 meeting.

Recommendation #2 and #3 noted in the attached report PPC20-11 Transit Master Plan do not require City Council approval.

At the June 17, 2020 meeting of the Priorities and Planning Committee, MacKenzie Kotylak, representing Regina Citizens Public Transit Coalition (RCPTC), addressed the Committee. The meeting adjourned before PPC20-11 Transit Master Plan was considered and deemed to be tabled to the next regular meeting of the Priorities and Planning Committee, or until a special meeting was called.

Respectfully submitted,

PRIORITIES AND PLANNING COMMITTEE

Jim Nicol, City Clerk 7/24/2020

ATTACHMENTS
PPC20-11 - Transit Master Plan
Transit Master Plan

Date | June 17, 2020
| July 6, 2020

To | Priorities and Planning Committee

From | Citizen Services

Service Area | Transit & Fleet

Item No. | PPC20-11

RECOMMENDATION

The Priorities and Planning Committee recommends that City Council:

1. Approve funding of $440,000 for the development of a Transit Master Plan as follows:
   a) $100,000 from the approved 2020 Operating Budget; and
   b) $340,000 from the 2021 Operating Budget.

2. Remove PP20-2 from the List of Outstanding Items for the Priorities and Planning Committee.

3. Approve this recommendation at its June 24, 2020 meeting.

ISSUE

City Council directed Administration to bring recommendations that align a proposed downtown transit hub with the Downtown Neighbourhood Plan and Transportation Master Plan.

The downtown is the busiest location for transit ridership in the city. Any changes that are contemplated to routing or location of transit in the downtown should be considered as part of a broader transit strategy. Changes in the downtown will impact customers, businesses, transit operations, and traffic flow so careful planning is required to ensure all factors are considered. This report outlines the need for a Transit Master Plan to begin in 2020 to
develop a comprehensive 25-year vision for Regina’s transit system, which will guide what futures service will look like including service to the downtown.

**IMPACTS**

**Accessibility Impact**
When Administration undertakes work that impacts transit service, accessibility is always considered. An accessibility assessment would be completed as part of this work to ensure transit service is accessible for all. This could include items such as waiting areas, signage, and wayfinding. Consultation with the public on accessibility will be a key component of the plan development.

**Financial Impact**
To proceed with the Transit Master Plan, the cost will be approximately $440,000. Administration will fund $100,000 in 2020 through the approved Operating Budget. The remaining $340,000 will be funded through inclusion in the 2021 Budget.

**Policy/Strategy Impact**
Transit has a number of City documents that guide planning and investment in Transit services. They include:

- The Official Community Plan (OCP)
- The Downtown Neighbourhood Plan
- The Transportation Master Plan
- The Downtown Transportation Study
- Transit Service Standards

Although these plans contain many policies for transit, a Transit Master Plan will ensure alignment of transit activities and develop specific action plans and investments to make transit a transportation mode of choice for residents in Regina.

**OTHER OPTIONS**

The Transit Master Plan could be deferred to start in 2021 as originally planned. However, starting a Transit Master Plan in 2020 will set the framework of how Transit should operate as a whole in the City of Regina. Advancing this plan in 2020 will help the design and build of various construction projects along major transit corridors.

**COMMUNICATIONS**

If the Transit Master Plan is approved, Administration, in conjunction with a consultant, will develop a plan for public consultation. This consultation will help identify important aspects of a transit system, not only for current riders, but for potential future riders.
A Transit Master Plan will evaluate both conventional and Paratransit services. Some of the goals of the Transit Master Plan will be:

- Develop short term route improvements that could be implemented immediately to increase ridership
- Identify and prioritize initial corridors and the possibility for higher order transit as part of the overall transit network including bus rapid transit and associated transit priority measures
- Determine levels of coverage required based on demographics, land use and ridership figures
- Develop long term route network taking into account known growth areas of the City. Ensuring the new proposed route network meets the needs of new development areas that currently have minimal or no bus service
- Explore and assess trip generating opportunities and alternative routing strategies with the objective of increasing ridership including but not limited to on demand service, flex routing or co-mingling. Specific attention to the first mile/last mile as part of the overall solution will be explored
- An updated set of service standards that reflect the recommended route structure and service delivery methods
- Determine terminal requirements to support the existing and future transit network
- Review fare collection methods and fare structure and recommend future fare capture technology and strategies
- Identify any technologies that would improve customer access and experience on the transit system
- A comprehensive review of the paratransit service a whole and possible strategies to amalgamate paratransit and conventional service to be an accessible system to all

The plan will cost an estimated $440,000 and would include the use of a transit consultant that specializes in transit master plan development. The plan will also ensure Transit investments are aligned with the Transportation Master Plan, the Official Community Plan, and the Downtown Neighbourhood Plan. It will detail short-term improvements and long-term plans, for how the transit system can grow as the community grows over the next 25 years. The length of time to complete the plan would be 12 to 14 months. Included as part of this work, a peer review with other Canadian cities would be completed to determine best practices within the transit industry that could be applied to Regina.

DECISION HISTORY

There are three council approved documents that have guided transit strategy and policies. These include the following:
Official Community Plan – City Council at its meeting held on December 16, 2013 approved item CR13-112 Proposed Official Community Plan (OCP);

Downtown Transportation Study – City Council its meeting held on April 14, 2014 approved item CR14-40 Downtown Transportation Study (PTS) Phases two and three and Direction for Downtown Transit in Regina;

Transportation Master Plan- City Council it meeting held on May 29, 2017 approved item CR17-52 Transportation Master Plan.

Respectfully submitted,

Brad Bells, Director, Transit & Fleet  5/28/2020

Respectfully submitted,

Kim Ohlmeier, Executive Director, Citizen Services  6/12/2020

Prepared by: Nathan Luhning, Manager, Administration
BYLAW NO. 2020-53

THE REGINA ADMINISTRATION AMENDMENT BYLAW, 2020 (No. 2)

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

1. The purpose of this Bylaw is to amend Bylaw 2003-69, being The Regina Administration Bylaw, to support the Events, Conventions and Tradeshows Policy approved by City Council.

2. The authority for this Bylaw is section 8 of The Cities Act.

3. The Regina Administration Bylaw, is amended in the manner set forth in this Bylaw.

4. Subsection 37.1 is amended by repealing subclause 37.1(2)(j) and the following substituted:

“(j) Events Conventions and Tradeshows Program, including cash and in-kind grants of a combined value of $50,000 or less per event;

(k) any additional community investment grants funding or grants that are approved on an annual basis by Council which are delegated to the City Manager, or his or her delegate to adjudicate eligibility, approve and administer.”

5. Section 12 of Schedule A is repealed and the following substituted:

“12. The account balance for the Community Investment Grants Reserve shall include the account balance of the reserve at the start of the year adjusted by:

(a) transfers to the reserve of unexpended community investment grants allocation including unexpended Events Conventions and Tradeshows Program allocation as provided for in the approved General Operating budget or by resolution or bylaw of Council for the Community and Protective Services Committee, Finance and Administration Committee, and Executive Committee;

(b) transfers from the reserve to fund community investment grants allocated by Committee or Council, or the City Manager pursuant to the Events Conventions and Tradeshows Policy, that are in excess of the approved budget for the community investment grants allocation for the Committee or the Events Conventions and Tradeshows Attraction Program allocation;
transfers to and from the reserve as approved by Council, or the City Manager pursuant to the Events Conventions and Tradeshows Policy, based on the following minimum and maximum balances:

(i) a minimum balance equal to or more than $0 and a maximum amount equal to or less than $175,000 for the account balance for the Community and Protective Services Committee;

(ii) a minimum balance equal to or more than $0 and a maximum amount equal to or less than $25,000 for the account balance for the Finance and Administration Committee;

(iii) a minimum balance equal to or more than $0 and a maximum amount equal to or less than $150,000 for the account balance for the Executive Committee;

(iv) a minimum balance equal to or more than $0 and a maximum amount equal to or less than $500,000 for the Events Conventions and Tradeshows Attraction Program.”

6 Section 13 of Schedule A is repealed and the following substituted:

“13. A separate accounting of the balance in the Community Investment Grants Reserve shall be maintained for the portion of the Community Investment Grants Reserve for each of the Committees that have an approved community investment grants allocation and for the Events Conventions and Tradeshows Attraction Program.”

7 This Bylaw comes into force on the day of passage.

READ A FIRST TIME THIS 29th DAY OF July 2020.

READ A SECOND TIME THIS 29th DAY OF July 2020.

READ A THIRD TIME AND PASSED THIS 29th DAY OF July 2020.

Mayor

City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk
ABSTRACT

BYLAW NO. 2020-53

THE REGINA ADMINISTRATION BYLAW, 2020 (No. 2)

PURPOSE: The purpose of this Bylaw is to amend Bylaw 2003-69, being The Regina Administration Bylaw to support the Events, Conventions and Tradeshows Policy approved by City Council.

ABSTRACT: City Council approved the Events, Conventions and Tradeshows Policy which delegates authority to the City Manager to administer certain grants and to transfer grant money to and from the Community Investment Grants Reserve.

STATUTORY AUTHORITY: Section 8 of The Cities Act

MINISTER’S APPROVAL: N/A

PUBLIC HEARING: N/A

PUBLIC NOTICE: N/A

REFERENCE: PPC20-10 from the June 17, 2020 Priorities and Planning Committee meeting.

AMENDS/REPEALS: Amends Bylaw 2003-69

CLASSIFICATION: Administrative

INITIATING DIVISION: City Planning & Community Development

INITIATING DEPARTMENT: Parks, Recreation & Cultural Services
Checkout Bag Ban Bylaw

Date | July 29, 2020
To | City Council
From | Citizen Services
Service Area | Water, Waste & Environment
Item No. | CM20-21

RECOMMENDATION

The Administration recommends that City Council:

1. Approve the Checkout Bag Ban Bylaw (the “Bylaw”), to ban plastic checkout bags in the manner outlined in the Discussion Section of this report and specifically that the Bylaw shall not come into effect until August 1, 2021

2. Direct the City Solicitor to prepare a bylaw consistent with the requirements as outlined in Discussion Section of this report

ISSUE

This report is in response to MN20-3, which was passed on May 27, 2020, that resolved:

1. To prepare a bylaw that includes the following regulations:
   a. Prohibiting retail businesses and food service businesses from providing, distributing, selling or using plastic checkout bags
   b. Contain exemptions as appropriate and in line with the exemptions contained in similar bylaws adopted by other jurisdictions
   c. Enforcement of this bylaw: i. come into effect one year from its adoption to enable retailers and the public to make the necessary preparations; and ii. not take place during COVID-19 or any other related health emergency

2. The Administration undertake a public education campaign to inform retailers and residents of the reasons for, and content of, the said bylaw.
IMPACTS

Financial Impact
Widening the scope of current public awareness and education campaigns to include messaging about the Plastic Checkout Bag Ban Bylaw (Bylaw) is over and above the amount in the existing waste management communications budget and will result in an increased cost of approximately $50,000.

The increase will be funded from the Waste Plan Regina (WPR) capital budget for a one-year campaign leading up to the effective date of the change August 1, 2021. This is a one-time campaign.

No additional resources for enforcement have been identified at this time. If there is an increased need for resources arising from enforcement of the bylaw, additional resources would be requested through future budgets.

Environmental Impact
Overall, single-use plastics account for approximately one per cent of the residential waste in Regina. Approximately five per cent of all the recyclables collected through the City of Regina’s (City) recycling programs are plastic.

The implementation of a plastic checkout bag ban is intended to minimize plastic waste entering the landfill, and to extend the life of the landfill. It will also prevent and reduce the amount of plastic litter in the community.

Policy/Strategic Impact
Advancing waste reduction initiatives aligns with the goals outlined in WPR. Additionally, the City is committed to priorities outlined in Design Regina: The Official Community Plan (OCP) to promote conservation, environmental stewardship and sustainability through the adoption of leading practices in waste management.

Legal Impact
The Bylaw contains enforcement provisions allowing enforcement of the proposed provisions banning plastic checkout bags.

OTHER OPTIONS

None

COMMUNICATIONS

The Administration will develop a communications strategy to inform and educate retail businesses, food service businesses, and service businesses about the new Bylaw and the implications these provisions will have on their businesses. The Administration will develop an awareness campaign to communicate the behaviour change to Regina residents. The
City’s public awareness and education campaigns focused on waste management will continue throughout 2020 and 2021.

**DISCUSSION**

The plastic checkout bag ban will be a new bylaw.

The City’s Bylaw is modelled after the PA Bylaw with modifications to definitions to fit within the context of the City bylaws and the addition of some exemptions to be consistent with other similar bylaws across the country.

The City’s proposed Bylaw prohibits the distribution of plastic checkout bags by retail businesses, food service businesses and service businesses that sell or provide goods, services or food for consumption to consumers. The Bylaw does not regulate what customers can bring to a retail business, services business or food service business for the purposes of transporting goods from a business. The proposed Bylaw prohibits such businesses from restricting or denying customers the use of a reusable container for the transport of goods.

The Bylaw does not prescribe acceptable alternative options to plastic checkout bags, thereby allowing business and customers to choose their own methods for transporting goods from the business.

**Key Definitions**

The following definitions will be included in the Bylaw and are modelled after the PA Bylaw where applicable. In some cases, the definitions were added or updated to provide clarity and ensure consistency across City bylaws.

- **“food service business”** means a business that is an active land use as defined under the “Food & Beverage” land use class in *The Regina Zoning Bylaw 2019*, Bylaw No. 2019-19 including but not limited to restaurants, fast food restaurants, cafes, delicatessens, coffee shops, vending trucks or carts, or cafeterias.

- **“plastic bag”** means any bag made with any amount of plastic, including biodegradable plastic or compostable plastic but does not include a reusable container.

- **“plastic checkout bag”** means any plastic bag that is intended to be used by a customer for the purpose of transporting items purchased or received by the customer from a retail business, food service business or service business but does not include a reusable container.

- **“retail business”** means a business that is an active land use as defined under the “Retail Trade” land use class in *The Regina Zoning Bylaw 2019*, Bylaw No. 2019-19 where the activity involves the sale or provision of any type of goods or services directly to customers.
• “service business” means a business that is an active land use as defined under the “Service Trade” land use class in The Regina Zoning Bylaw 2019, Bylaw No. 2019 where the activity involves the sale or provision of any type of services directly to customers.

Exemptions
The Administration has been researching plastic checkout bag ban bylaws across the country. Part of this research included compiling a list of common exemptions for plastic checkout bag bans. The Administration recommends including the following common exemptions from the PA Bylaw:

Allowing plastic bags used for:

• carrying fruits or vegetables
• containing bulk food items or bulk hardware items
• freshly prepared bakery items or other food items that are not pre-packaged
• wrapped flowers or potted plants
• clothes immediately following professional laundering or dry cleaning
• newspapers or other printed material intended to be left at the customer’s residence or place of business
• transport of live fish

Based on research of other Canadian jurisdictions and their respective plastic bag bans, the Administration recommends including the following additional exemptions and allowing plastic bags:

• containing fresh or frozen meat, poultry or fish, and frozen foods whether prepackaged or not
• intended for use at the customer’s home or business, provided that they are prepackaged and sold in packages of multiple bags
• containing prescription drugs received from a pharmacy
• that protect linens, bedding or other similar large items that cannot easily fit in a reusable bag
• that protect tires that cannot easily fit in a reusable bag

Enforcement
Similar to PA’s Bylaw, the proposed Bylaw will be enforced through a complaint-based approach, will allow for ticketing, voluntary early payment and will be subject to the following penalties as outlined below:

When the City Manager or a Bylaw Enforcement Officer has reason to believe that a person has contravened any provision of this Bylaw the City Manager or a Bylaw Enforcement Officer may issue a Notice of Violation to the person in contravention.
A Notice of Violation shall contain a voluntary payment amount, determined by the nature of the contravention and the number of times a Notice of Violation has been issued for a contravention as follows:

<table>
<thead>
<tr>
<th></th>
<th>First Offence</th>
<th>Second Offence</th>
</tr>
</thead>
<tbody>
<tr>
<td>For an Individual</td>
<td>$75.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>For a Corporation</td>
<td>$375.00</td>
<td>$750.00</td>
</tr>
</tbody>
</table>

Any individual who contravenes a provision of this Bylaw is guilty of an offence and liable on summary conviction to a fine:

i. For the first offence, of not less than $100.00  
ii. For the second offence, of not less than $200.00  
iii. For a third or subsequent offence, of not less than $200.00 and not more than $500.00

Any corporation, including a retail business, food service business or service business who contravenes a provision of this Bylaw is guilty of an offence and liable on summary conviction to a fine:

i. For the first offence, of not less than $500.00  
ii. For the second offence, of not less than $1,000.00  
iii. For a third or subsequent offence, of not less than $1,000.00 and not more than $10,000.00

**Health Emergency Consideration**

City Council’s Motion MN20-3 directed the Administration to ensure that any plastic checkout bag ban would not be in effect for as long as COVID-19 or any other related health emergency is in effect.

To address this requirement in the motion the following section is included in the Bylaw, which states:

Nothing in this Bylaw relieves a person from complying with any federal or provincial law or regulation, other bylaw or any requirements of any lawful permit, order, consent or other direction.

This provision would render any provision of the bylaw, that is inconsistent with a public health order issued by federal, provincial or municipal authority, unenforceable during any federal or provincial health emergencies or other applicable orders.

Further, the motion contemplates a one-year period before the proposed Bylaw come into force, by which time the Administration is hopeful that the recovery from COVID-19 will be to the point where reusable containers are acceptable.
Implementation Plan
As required in MN20-3, the proposed Bylaw would not come into effect until August 1, 2021, which will allow impacted business time to use current stock, determine their strategy moving forward and allow the City time to message the changes to businesses and residents.

DECISION HISTORY

This report responds to MN20-3.

The Single-Use Plastics report which responded to MN19-6, May 27, 2019 and MN 19-18, October 28, 2019 has been deferred until 2021.

Respectfully Submitted,

Kurtis Doney
Director, Water, Waste & Environment

Kim Onrait
Executive Director, Citizen Experience

Prepared by: Janet Aird, Manager, Program Development & Delivery
BYLAW NO. 2020-49

THE PLASTIC CHECKOUT BAG BAN BYLAW, 2020

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

Purpose
1 The purpose of this Bylaw is to prohibit the distribution of plastic checkout bags.

Statutory Authority
2 The authority for this Bylaw is section 8 of The Cities Act.

Definitions
3 In this Bylaw:

“Bylaw Enforcement Officer” means any person employed by the City in one of the following positions:

(i) Manager of Bylaw Enforcement;
(ii) Senior Bylaw Enforcement Officer;
(iii) Bylaw Standards Officer; or
(iv) Bylaw Enforcement Officer;

“City Manager” means the City Manager or his or her designate;

“food service business” means a business that is an active land use as defined under the “Food & Beverage” land use class in The Regina Zoning Bylaw 2019, Bylaw No. 2019-19 including but not limited to restaurants, fast food restaurants, cafes, delicatessens, coffee shops, vending trucks or carts, or cafeterias;

“owner” means owner, lessee or operator;

“plastic bag” means any bag made with any amount of plastic, including biodegradable plastic or compostable plastic but does not include a reusable container;

“plastic checkout bag” means any plastic bag that is intended to be used by a customer for the purpose of transporting items purchased or received by the customer from a retail business, food service business or service business but does not include a reusable container;
“retail business” means a business that is an active land use as defined under the “Retail Trade” land use class in The Regina Zoning Bylaw 2019, Bylaw No. 2019-19 where the activity involves the sale or provision of any type of goods or services directly to customers;

“service business” means a business that is an active land use as defined under the “Service Trade” land use class in The Regina Zoning Bylaw 2019, Bylaw No. 2019-19 where the activity involves the sale or provision of any type of services directly to customers.

Plastic Checkout Bags

4(1) Except as provided in section 4(3) of this Bylaw, no owner of a retail business, food service business or service business shall provide, distribute or sell or cause, allow or permit the provision, distribution or sale of plastic checkout bags to any person.

(2) A retail business, food service business or service business shall not restrict or deny the use of any reusable container by a person for the purpose of transporting items purchased or received by the person from the business.

(3) Plastic bags are permitted for:

(a) carrying fruits or vegetables;

(b) carrying freshly prepared bakery items or other food items that are not pre-packaged;

(c) transporting wrapped flowers or potted plants;

(d) containing bulk food items or bulk hardware items;

(e) transporting live fish;

(f) covering clothes immediately following professional laundering or dry cleaning;

(g) covering newspapers or other printed materials intended to be left at the customer’s residence or place of business;

(h) carrying prescription drugs received from a pharmacy;

(i) carrying fresh or frozen meat, poultry, fish or frozen foods whether pre-packaged or not;
(j) protecting linens, bedding or other similar large items that cannot easily fit in a reusable container;

(k) protecting tires that cannot easily fit in a reusable bag; or

(l) using at the customer’s residence or place of business, provided such plastic bags are pre-packaged and sold in packages of multiple bags.

Inspection
5 The City Manager or a Bylaw Enforcement Officer may enter any retail business, food service business or service business to make such examinations, investigations and inquiries as required to determine compliance with this Bylaw in accordance with the requirements of The Cities Act.

Offences
6 A person commits an offence and is subject to the penalties imposed by this Bylaw if a person contravenes or fails to comply with a provision of this Bylaw.

7 Each instance that a contravention of a provision of this Bylaw occurs and continues shall constitute a separate offence.

Notices of Violation
8(1) When the City Manager or a Bylaw Enforcement Officer has reason to believe that a person has contravened any provision of this Bylaw, the City Manager or a Bylaw Enforcement Officer may issue a Notice of Violation to the person in contravention.

(2) A Notice of Violation issued pursuant to subsection (1) shall contain a voluntary payment amount, determined by the nature of the contravention and the number of times a Notice of Violation has been issued for a contravention as follows:

<table>
<thead>
<tr>
<th></th>
<th>First Offence</th>
<th>Second Offence</th>
</tr>
</thead>
<tbody>
<tr>
<td>For an Individual</td>
<td>$75.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>For a Corporation</td>
<td>$375.00</td>
<td>$750.00</td>
</tr>
</tbody>
</table>

(3) Where a Notice of Violation is issued, a person may make voluntary payment of the amount shown on the Notice of Violation, if the person does so before the date specified as the payment date set out in the Notice of Violation.

(4) A Notice of Violation shall be served by any method available to the City pursuant to section 347 of The Cities Act.
(5) Where the City receives a voluntary payment of the prescribed amount in section 8(2) before a court summons is issued, the person receiving the Notice of Violation shall not be liable to prosecution for the contravention.

(6) Payment of a voluntary payment amount specified in a Notice of Violation does not relieve the owner of the property from compliance with this Bylaw.

**General Penalty Provision**

9 Every person who contravenes any provision of this Bylaw is guilty of an offence and liable on summary conviction to a fine in the amount set out in sections 10 or 11.

10 In the case of an Individual:

   (a) for the first offence, of not less than $100.00;
   (b) for the second offence, of not less than $200.00; and
   (c) for a third or subsequent offence, of not less than $200.00 and not more than $500.00 to be determined by a court upon conviction.

11 In the case of a Corporation:

   (a) for the first offence, of not less than $500.00;
   (b) for the second offence, of not less than $1,000.00; and
   (c) for the third or subsequent offence, of not less than $1,000.00 and not more than $10,000.00 to be determined by a court upon conviction.

12 For the purpose of determining the applicable fine required by this Bylaw, the number of offences shall be determined by the number of Notices of Violation, that are not the subject of an appeal, imposed in relation to that particular individual or corporation.

13 Nothing in this Bylaw relieves a person from complying with any federal or provincial law or regulation, other bylaw or any requirements of any lawful permit, order, consent or other direction.
This Bylaw comes into force August 1, 2021.

READ A FIRST TIME THIS 29th DAY OF July 2020.
READ A SECOND TIME THIS 29th DAY OF July 2020.
READ A THIRD TIME AND PASSED THIS 29th DAY OF July 2020.

Mayor

City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk
ABSTRACT
BYLAW NO. 2020-49
THE PLASTIC CHECKOUT BAG BAN BYLAW, 2020

PURPOSE: The purpose of the Bylaw is to prohibit retail business, food service business or service business from providing, distributing, selling plastic bags or plastic checkout bags for the purpose of transporting items purchased or received by the customer from the business except in the limited circumstances identified in the Bylaw.

ABSTRACT: The purpose of the Bylaw is to prohibit retail business, food service business or service business from providing, distributing, selling or using plastic bags or plastic checkout bags, except in the limited circumstances identified in the Bylaw. The Bylaw permits plastic bags in limited circumstances such as for certain foods, items that do not easily fit in a reusable container, covering clothes immediately following professional laundering or dry cleaning, carrying prescription drugs received from a pharmacy and plastic bags for use at the customer’s residence or place of business, provided such plastic bags are prepackaged and sold in packages of multiple bags.

STATUTORY AUTHORITY: The Cities Act

MINISTER’S APPROVAL: N/A

PUBLIC HEARING: N/A

PUBLIC NOTICE: N/A

REFERENCE: Motion May 27, 2020, MN20-3, Motion, May 27, 2019, MN19-6 and Motion October 28, 2019, MN19-18
AMENDS/REPEALS: New Bylaw

CLASSIFICATION: Regulatory

INITIATING DIVISION: Citizen Services

INITIATING DEPARTMENT: Water, Waste & Environment
1378 Hamilton Street - Discretionary Use - PL202000049

<table>
<thead>
<tr>
<th>Date</th>
<th>July 29, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>To</td>
<td>His Worship the Mayor and Members of City Council</td>
</tr>
<tr>
<td>From</td>
<td>Regina Planning Commission</td>
</tr>
<tr>
<td>Service Area</td>
<td>Planning &amp; Development Services</td>
</tr>
<tr>
<td>Item #</td>
<td>CR20-71</td>
</tr>
</tbody>
</table>

RECOMMENDATION

That City Council:

1. Approve the discretionary use application for the following proposed uses located at 1378 Hamilton Street, being Lots 21-24, Block 181, Plan No. OLD33, in Warehouse District: Food and Beverage, Restaurant; Retail, Trade; Institution, Training; Wholesale Trade, Indoor; Food & Beverage, Lounge; Service Trade, Clinic; Service Trade, Light; Service Trade, Personal.

2. Direct the Development Officer to issue a development permit subject to the following conditions:

   a. The development shall be generally consistent with the plans attached to this report as Appendix A-3.1 to A-3.2 inclusive, prepared by Alton Tangedal Architect Ltd., dated January 27, 2017.

   b. Future development must comply with City of Regina's Design Standards Manual and Standard for Drainage from Building Site and Parking Lot Development in order to obtain a building permit."

   c. Installation or removal of any concrete and/or asphalt works on City of Regina rights of way required for the development may only be undertaken pursuant to a 3-Way Surface Works Agreement to be entered into between the owner/developer and the City.

   d. The development shall comply with all applicable standards and regulations in
At the July 8, 2020 meeting of Regina Planning Commission, the Commission considered the attached report RPC20-22 from the City Planning & Development Division.

The Commission adopted a resolution to concur in the recommendation contained in the report.

Recommendation #3 does not need City Council approval.

Respectfully submitted,
REGINA PLANNING COMMISSION

Elaine Gohlike, Secretary 7/16/2020

ATTACHMENTS
RPC20-22 - PL202000049 - Discretionary Use - 1378 Hamilton Street.pdf
Appendix A-1
Appendix A-2
Appendix A-3.1
Appendix A-3.2
PL202000049 Appendix B
1378 Hamilton Street - Discretionary Use - PL202000049 -

Date | July 8, 2020
To | Regina Planning Commission
From | City Planning & Community Development
Service Area | Planning & Development Services
Item No. | RPC20-22

RECOMMENDATION

Regina Planning Commission recommends that City Council:

1. Approve the discretionary use application for the following proposed uses located at 1378 Hamilton Street, being Lots 21-24, Block 181, Plan No. OLD33, in Warehouse District: Food and Beverage, Restaurant; Retail, Trade; Institution, Training; Wholesale Trade, Indoor; Food & Beverage, Lounge; Service Trade, Clinic; Service Trade, Light; Service Trade, Personal.

2. Direct the Development Officer to issue a development permit subject to the following conditions:
   a. The development shall be generally consistent with the plans attached to this report as Appendix A-3.1 to A-3.2 inclusive, prepared by Alton Tangedal Architect Ltd., dated January 27, 2017.
   
   b. Future development must comply with City of Regina's Design Standards Manual and Standard for Drainage from Building Site and Parking Lot Development in order to obtain a building permit."
   
   c. Installation or removal of any concrete and/or asphalt works on City of Regina rights of way required for the development may only be undertaken pursuant to a 3-Way Surface Works Agreement to be entered into between the owner/developer and the City.
   
   d. The development shall comply with all applicable standards and regulations in Regina Zoning Bylaw 2019-19.
3. Approve these recommendations at its July 29, 2020 meeting.

ISSUE

Alton Tangedal Architect Ltd. (Applicant), on behalf of Warehouse Properties Ltd. (Owner), proposes to develop one of eight potential uses (proposed development) at 1378 Hamilton Street (subject property), which is located in the Warehouse District. The subject property is zoned IL – Light Industrial Zone under Regina Zoning Bylaw No. 2019-19 (Zoning Bylaw). The proposed development is being reviewed as a Discretionary Use, as the floor area exceeds 300 square metres in size.

A similar proposed development, for the subject property, received Discretionary Use approval in 2016. That approval expired in 2018; therefore, a new approval is being sought with more potential uses being proposed by the applicant to accommodate flexibility in reuse of the building.

This application is being considered pursuant to the Planning and Development Act, 2007 (Act); Design Regina: The Official Community Plan Bylaw No. 2013-48 (OCP); the Warehouse District Neighbourhood Plan and the Zoning Bylaw, including suitability based on the prescribed evaluation criteria for discretionary uses established in Part IE.3. The proposal has been assessed and is deemed to comply with all applicable policies, regulations and standards.

Pursuant to subsection 56(3) of the Planning & Development Act, 2007 (Act). City Council may establish conditions for discretionary uses based on the nature of the proposal (e.g. site, size, shape arrangement of buildings) and aspects of site design (e.g. landscaping, site access, parking, loading), but not including architectural details.

IMPACTS

Financial Impacts
The subject area currently receives a full range of municipal services, including water, sewer and storm drainage. The applicant will be responsible for the cost of any new, or changes to existing, infrastructure that may be required to directly or indirectly support any proposed development that may follow, in accordance with City standards and applicable legal requirements.

Policy/Strategic Impact
The proposed development does not conflict with any OCP policies and is consistent with the following OCP goals/policies:

- Section C, Goal 1, Policy 2.2: Direct future growth as either intensification on or expansion into lands designated to accommodate a population of approximately 300,000, in accordance with Map 1 – Growth Plan.

The subject property is within the City Centre area and is being targeted for an additional 2,500 residents; therefore, the proposed development will provide services for existing and
future residents.

- Section C, Goal 2, Policy 2.4: *Make use of residual capacity of infrastructure in existing urban areas.*

The proposed development will make use of existing infrastructure, unless the need for upgrades are identified at building permit stage.

- Section C, Goal 3, Policy 2.8: *Require intensification in BUILT OR APPROVED NEIGHBOURHOODS to be compatible with the existing built form and servicing capacity.*

- Section D5, Goal 1, Policy 7.1.4: *Require that built neighbourhoods are developed to include opportunities for daily life needs, such as services, convenience shopping, and recreation.*

- Section D5, Goal 2, Policy 7.7.5: *Supporting HISTORIC PLACES, cultural and civic resources and events.*

The proposed development is an adaptive re-use of an existing building that reflects traditional architectural style within Warehouse District. The proposal supports further redevelopment of the Warehouse District including positive contribution to the recent market establishment and adaptive reuse at the Weston Bakery building across the street.

The subject property is located within Sub Area 3 (Small Business Commercial Core) of the Warehouse District Neighbourhood Plan (OCP Part B.13). The proposal is consistent with land use policy in the plan.

**OTHER OPTIONS**

Alternative options would be:

1. Approve the application subject to specific amendments to the plan.

2. Refer the proposal back to Administration. If City Council has specific concerns with the proposal it may refer it back to Administration for further review. Referral of the report back to Administration will delay approval of the development until requested information has been gathered or changes to the proposal have been made.

3. Deny the application.

**COMMUNICATIONS**

The applicant and other interested parties will receive a copy of the report and notification of their right to appear as a delegation at the Council meeting when the application will be considered. The Applicant will receive written notification of City Council's decision in accordance with *The Planning and Development Act, 2007.*
DISCUSSION

The applicant proposes to develop one of eight potential uses within an existing building located at 1378 Hamilton Street, which is located within the Warehouse District. The proposed development will include the following features:

- A 373 square metre unit within an existing building as shown in Appendix A-3.1 to A-3.2 containing either a
  - Food and Beverage, Restaurant
  - Retail, Trade
  - Institution, Training
  - Wholesale Trade, Indoor
  - Food & Beverage, Lounge
  - Service Trade, Clinic
  - Service Trade, Light; or
  - Service Trade, Personal
- Nineteen parking spaces.
- Landscaping improvements.

The land use and zoning related details of the proposal are summarized in the following table:

<table>
<thead>
<tr>
<th>Land Use Details</th>
<th>Existing</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zoning</td>
<td>IL – Light Industrial</td>
<td>IL – Light Industrial</td>
</tr>
<tr>
<td>Land Use</td>
<td>Vacant</td>
<td>Various</td>
</tr>
<tr>
<td>Building Area</td>
<td>373 m²</td>
<td>373 m²</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Zoning Analysis</th>
<th>Required</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Parking Stalls</td>
<td>3</td>
<td>19 stalls</td>
</tr>
<tr>
<td>Min. Lot Area (m²)</td>
<td>200 m²</td>
<td>1161 m²</td>
</tr>
<tr>
<td>Min. Lot Frontage (m)</td>
<td>30 m</td>
<td>38 m</td>
</tr>
<tr>
<td>Max. Building Height (m)</td>
<td>15 m</td>
<td>5.4 m</td>
</tr>
<tr>
<td>Max. Floor Area Ratio</td>
<td>1.5</td>
<td>0.32</td>
</tr>
<tr>
<td>Max. Coverage (%)</td>
<td>75%</td>
<td>32%</td>
</tr>
</tbody>
</table>

The proposed development is in compliance with the Zoning Bylaw, including minimum required parking. Every proposed use has identical parking standards due to the parking regulation change with the new Zoning Bylaw being based on floor area. This development is proposed for an existing building and should have minimal impact on neighbouring properties. While there are parking concerns in the neighbourhood, the applicant is providing parking in excess of the minimum requirement.

The applicant is requesting for up to eight uses to be approved on this site. While there is only space for one tenant, the applicant has requested for flexibility in approved uses to have flexibility in attracting a tenant under current market conditions and to support expedited tenant transitions in the future.

The subject property is situated adjacent to commercial and industrial developments. This
area is experiencing transition, as former warehouse and industrial buildings are converted to commercial or residential properties. This proposed development, therefore, aligns with the current development trend and supply for the renewal of the Warehouse District.

The proposed development is located within a building that dates to the early period of the Warehouse District and that reflects architectural elements common in Warehouse District (e.g. brick; warehouse style) and is a good example of adaptive re-use of a building. This building has been chronically vacant and allowing commercial uses helps contribute to the vitality of the Warehouse District.

This development is across the street from Local Market (the former Weston Bakery) and, as indicated, contributes positively to renewal within the Warehouse District and OCP policy objectives for development.

In accordance with the public notice requirements of The Planning and Development Act, 2007, neighbouring property owners within 75 metres of the proposed development received written notice of the application and a sign was posted on the subject site. Regina’s Warehouse District was contacted but did not respond. Comments from neighbouring properties are captured in Appendix B.

**DECISION HISTORY**

This property previously received a similar Discretionary Use approval on April 25, 2016 (CR16-48).

City Council’s approval is required pursuant to Part V of The Planning and Development Act, 2007.

Respectfully Submitted,

Prepared by: Michael Sliva, City Planner II

**ATTACHMENTS**

Appendix A-1
Appendix A-2
Appendix A-3.1
Appendix A-3.2
PL202000049 Appendix B
## Public Notice Comments

<table>
<thead>
<tr>
<th>Response</th>
<th>Number of Responses</th>
<th>Issues Identified</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completely opposed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accept if many features were different</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accept if one or two features were different</td>
<td>2</td>
<td>- Parking concerns</td>
</tr>
<tr>
<td>I support this proposal</td>
<td>2</td>
<td>- This type of development adds life to the area</td>
</tr>
</tbody>
</table>

1. **Parking**

   *Administration’s Response:*
   The Zoning Bylaw requires three parking stalls for this development. The applicant is providing nineteen parking stalls. The on-site parking and availability of on-street parking should relieve parking concerns.

   Each of the eight proposed uses has identical parking requirements.
NOTICE OF MOTION

July 21, 2020

City Clerk
City Hall
Regina, Saskatchewan

Dear Sir:

Please be advised that we will submit the following NOTICE of MOTION at the July 29, 2020 meeting of City Council and that we will seek unanimous consent that this Motion be heard as a matter of urgent business at the same meeting:

Re: Enforcement Plan – Noxious Weed Control

WHEREAS noxious weeds, including thistle and foxtail, have posed significant problems over the past several years in many areas of Regina including along boulevards, in vacant lots, in unkept homeowner and developer properties and on school lands, especially in new subdivisions such as Harbour Landing;

WHEREAS noxious weeds pose a health hazard to residents with allergies, to pets who ingest those weeds, and generally because of increased rodent and insect populations that live in weed beds;

WHEREAS noxious weeds destroy the appearance of neighbourhoods and undermine the efforts of civic minded residents who maintain attractive properties;

WHEREAS weed complaints have proven a serious, ongoing problem as evidenced by the number of complaints received by Service Regina (832 to date this year; over 5,900 from 2017) and by complaints to City Councillors and Administration;

WHEREAS despite Regina City Council’s action in 2018 to strengthen The Regina Community Standards Bylaw, Bylaw No. 2016-2, it has become apparent that there is a need to further improve the bylaw to better define offences and to reinforce measures meant to deter offenders and deal with repeat offenders;

WHEREAS some offenders are treating low fines and weak enforcement as a license to continue to allow weeds to grow on their properties;

WHEREAS bylaw enforcement dealing with weed control has proven inadequate in particular due to an overreliance on reactive as opposed to proactive enforcement and to overly long warning periods, inadequate fine provisions, a failure to use all avenues of enforcement available, a reluctance to prosecute offenders and a general failure to enforce seasonal violations in a timely manner;
WHEREAS enforcement measures such as summary offence ticketing, provincial court summonses, and charging property tax bills with the full cost of property clean-up, are not being used or are being used ineffectively or with lengthy delay;

WHEREAS better and more timely communication is necessary so that city residents can clearly understand their legal responsibilities with respect to yard maintenance and the consequences of violating those obligations;

WHEREAS the need for effective bylaw enforcement arises in the context of noxious weed control, it is also of concern for the enforcement of other property maintenance bylaw provisions as in the cases of snow removal and the removal of junk vehicles and litter; and

WHEREAS this motion is a matter of urgency given that the weed problem is causing immediate anguish for residents, that summer of 2020 is well advanced, and that there is a pressing need for enforcement to prevent weeds going to seed and creating greater problems next spring;

THEREFORE BE IT RESOLVED that Regina City Council:

1. Direct the City Administration to prepare an aggressive weed control enforcement plan for consideration by Regina City Council at its regularly scheduled meeting on August 26, 2020;

2. That the said plan includes the necessary bylaw amendment provisions and strengthened enforcement measures and protocols including, but not limited to, summary conviction ticketing, summary conviction summonses, city-initiated clean-up charges on property tax bills and tightened timelines; and

3. That the said plan make provision for a timely, robust public education campaign to inform Regina residents of their obligations under yard maintenance and weed control bylaws and the legal consequences of violation.

Respectfully submitted,

Bob Hawkins
Councillor - Ward 2

Barbara Young
Councillor – Ward 1

Andrew Stevens
Councillor – Ward 3

Lori Bresciani
Councillor – Ward 4

John Findura
Councillor – Ward 5

Joel Murray
Councillor – Ward 6
NOTICE OF MOTION

July 29, 2020

City Clerk
City Hall
Regina, Saskatchewan

Dear Sir:

Please be advised that I will submit the following NOTICE of MOTION at the July 29, 2020 meeting of City Council:

Re: A Review of “Unwanted Guests”

WHEREAS the City of Regina is committed to be “Canada’s most vibrant, inclusive, attractive, sustainable community, where people live in harmony and thrive in opportunity”;

WHEREAS the City of Regina has committed to building a Community Wellbeing and Public Safety strategy as a means of addressing the root causes of crime;

WHEREAS the Trespass to Property Initiative (also known as the “Unwanted Guest” initiative) (in accordance with Section 3-1 of The Trespass to Property Act) was introduced in 2015 “to allow businesses to ban individuals who repeatedly cause problems on their property by being intoxicated, harassing customers, shoplifting, panhandling, etc.”

WHEREAS on January 18, 2010 City Council repealed The Tag Day Bylaw, Bylaw No. 9001 in response to unconstitutional panhandling targeting Regina’s most marginalized populations;

WHEREAS on June 28, 2010 Regina City Council considered item CR10-79 Regulation of Street Use and Panhandling and approved that the City not enact a panhandling regulation bylaw, but rather amend The Traffic Bylaw, Bylaw No. 9900 to define the word “solicit”, prohibit pedestrians entering onto the roadway to solicit donations or offer services (such as windshield cleaning) to passengers in vehicles stopped in traffic, prohibit the use of medians or other traffic control devices as a base of solicitation, and prescribe a fine for failing to comply;

WHEREAS the “Initiative” is a program advanced by the Regina Police Service based on a provincial statute;

WHEREAS since 2015 the Regina Police Service (RPS) has received over 800 “ban notifications” from businesses related to the “Initiative”;

WHEREAS 114 charges under the “Initiative” have been laid since 2016;
WHEREAS in 2018 one person was charged 23 times under the “Initiative”;

WHEREAS data related to race and economic status is not collected by the RPS in the enforcement of this “Initiative”;

BE IT RESOLVED that Administration conduct a review of the “Initiative”, in consultation with the Regina Downtown Business Improvement District Board (RDBID), Regina Anti-Poverty Ministry, Reconciliation Regina, and other community based organizations, and provide a report to Council by Q2 of 2021 that:

1. Addresses the implications of the “Initiative” for poor and vulnerable populations in Regina;

2. Addresses the implications associated with collecting race-based data in the course of enforcing the “Initiative”;

3. Recommends alternative mechanisms of responding to associated calls for service that are sensitive to the needs of marginalized populations that might be targeted by the “Initiative”;

4. Provides Council with policy recommendations that it can then advance to the provincial government and the Regina Board of Police Commissioners.

Respectfully submitted,

________________
Andrew Stevens
Councillor - Ward 3
NOTICE OF MOTION

July 29, 2020

City Clerk
City Hall
Regina, Saskatchewan

Dear Sir:

Please be advised that I will submit the following NOTICE of MOTION at the July 29, 2020 meeting of City Council:

Re: Sidewalks

WHEREAS sidewalks are the primary means of transportation within the city;

WHEREAS COVID-19 has shown the importance of walking as a primary means of transporting those who may have short or long-term accessibility issues;

WHEREAS living in an age friendly city requires that sidewalks be a primary means of transporting those who may have short or long-term accessibility issues;

WHEREAS serious medical issues e.g. broken bones, and concussions have resulted from sidewalk falls in the city in the past month; and

WHEREAS sidewalk cracks and other issues are on a waiting list that can take weeks to inspect and months to be remediated

THEREFORE BE IT RESOLVED that Administration prepare a report for the 2021 budget discussions that will outline the resources necessary to shorten or eliminate the wait list for remediating sidewalk cracks and other forms of sidewalk repair to reach the goal of making walking a safer means of transportation in the City of Regina.

Respectfully submitted,

______________________________

Barbara Young
Councillor – Ward 1
NOTICE OF MOTION

July 29, 2020

City Clerk
City Hall
Regina, Saskatchewan

Dear Sir:

Please be advised that I will submit the following NOTICE of MOTION at the July 29, 2020 meeting of City Council:

Re: Temporary Parking Lot Policy

WHEREAS the Official Community Plan (OCP) section D5, Goal 2, Policy 7.7 states Collaborate with stakeholders to enhance the CITY CENTRE, as depicted on Map 1 – Growth Plan, by 7.7.7 Implementing the Regina Downtown Neighbourhood Plan;

WHEREAS the OCP Part B.4 – Regina Downtown Neighbourhood Plan section 4.4.8 Parking, states no new surface parking lots will be allowed in the Downtown that are not screened by storefront or active uses along the street;

WHEREAS the OCP Part B.4, Policy 34 directs that the City of Regina will incorporate parking standards and restrictions in The Regina Zoning Bylaw, Bylaw No. 2019-19;

WHEREAS The Regina Zoning Bylaw, Bylaw No. 2019-19 Part 6A DCD-D states that Transportation, Parking Lot is not a permitted land use in the Downtown District;

WHEREAS the Downtown Deferred Revenue Account (DDRA) funds are to be used for the purpose of acquiring or supporting public parking or transit, or other public amenities or services within the boundaries of Downtown Regina; and

WHEREAS external stakeholders such as the Regina Downtown Business Improvement District Board (RDBID), commercial property investors/agents, developers and landlords have expressed interest in a temporary parking lot policy to further enhance opportunities for current vacancy rates and parking;

THEREFORE BE IT RESOLVED that the Administration:

1. Conduct a review of surface parking lot restrictions as outlined in the Regina Downtown Neighbourhood Plan and in The Regina Zoning Bylaw, Bylaw No. 2019-19 and prepare a report on a temporary parking lot policy, that includes the following and any associated implications:
• Temporary suspension of parking lot restrictions be limited to 3-5 years, upon which there would be an assessment;

• Consult with the RDBID, Commercial Property Investors/agents, Developers and Property Owners to determine what standards and safety measures should be put in place for a temporary parking lot policy, such as light, maintenance, fencing, landscaping, drainage, surface coverage, etc;

• A decommission process for the removal of a temporary parking lot;

• A provision for an annual per stall contribution to the Downtown Deferred Revenue Account (DDRA); and


Respectfully submitted,

________________

Jerry Flegel
Councillor - Ward 10
NOTICE OF MOTION

July 29, 2020

City Clerk
City Hall
Regina, Saskatchewan

Dear Sir:

Please be advised that I will submit the following NOTICE OF MOTION at the July 29, 2020 meeting of Regina City Council:

Re: Drainage and Lot Grading Regulation

WHEREAS Council considered item MN19-10 Drainage and Lot Grading Regulation and directed Administration to prepare a report for the Public Works and Infrastructure Committee by Q2 of 2020, that included the following:

1. Regulatory options for drainage and lot grading, including enforcement options, costs, and implications; and
2. Consultation for best practices and processes be undertaken with Regina & Region Home Builders’ Association (RRHBA) and other municipalities such as Saskatoon, Calgary and Edmonton.

WHEREAS property owners are not adhering to grade levels which cause drainage problems such as surface ponding, basement dampness and flooding to adjacent neighbours, which is an increasing issue causing undue hardship; and

WHEREAS the preparation of the report referenced in item MN19-10 to be brought forward to the Public Works and Infrastructure Committee in 2021, including regulatory options for drainage and lot grading has been deferred due to the operational impacts and revised priorities as a consequence of COVID-19;

THEREFORE BE IT RESOLVED that City Council direct Administration to:

1. Prepare a report as outlined in MN19-10 for the Public Works and Infrastructure Committee by no later than December 2, 2020; and
2. Include any associated costs and implications for the implementation of such a regulation as part of the 2021 budget considerations.

Respectfully submitted,

Lori Bresciani
Councillor – Ward 4
NOTICE OF MOTION

July 29, 2020

City Clerk
City Hall
Regina, Saskatchewan

Dear Sir:

Please be advised that we will submit the following NOTICE of MOTION at the July 29, 2020 meeting of City Council:

Re: Public Disclosure of Toxic Spills and Leaks

WHEREAS Goal 4 under Section D2 of the “Environment Section” of the Official Community Plan aspires to improve the City’s stewardship of the environment;

WHEREAS a hydrocarbon leak was detected in May 2020 by City of Regina and EPCOR staff and not made public because it was deemed “low risk”;

WHEREAS the provincial regulatory bodies made no effort to publicly announce the incident until the matter was covered by the media;

WHEREAS hundreds of thousands of litres of fuel have been reported as “spilled” in Regina since 2016, according to the Government of Saskatchewan’s public spills registry, leading to an underdetermined contamination of soil, ground water, and potential seepage into the sewer system, aquifers, and Wascana Creek; and

WHEREAS spills and leaks can cause damage to the City’s sewer treatment facility and potentially result in effluent being discharged into Wascana Creek;

THEREFORE BE IT RESOLVED that Administration:

1. Review existing fines and costs associated with polluting spills and leaks affecting land and waterways within Regina to ensure that those costs and fines are sufficient to repair all resulting damage, and to deter future incidents, with a report being brought to Council in Q2 of 2021;

2. Commit to making public all spills and leaks (along with the source, costs, consequences, and remediated actions) that could compromise our treatment facility, infrastructure, or effluent quality, regardless of the level of risk to the surrounding water system;

3. Develop regulations that would require the City to give public notification within 24 hours of all spills and leaks affecting land and waterways within Regina that might pose any risk to the public or to the environment;

4. Commit to making public the quality of effluent released by the Waste Water Treatment Facility into the water system;
5. Develop regulations that would require the City to make public all waste and water agreements that it enters into, along with the implications of those agreements for City infrastructure, the public, and water safety;

6. Immediately request the provincial and federal ministries and regulators to do the following:
   a. Report all spills publicly and promptly in a searchable database that is barrier free for the public to access;
   b. Make transparent its process for assessing and imposing fines on industry in the case of leaks; and
   c. Make public the number of fines, and their amount, along with the polluter receiving the fine.

Respectfully submitted,

Andrew Stevens
Councillor – Ward 3

Bob Hawkins
Councillor – Ward 2
NOTICE OF MOTION

July 29, 2020

City Clerk
City Hall
Regina, Saskatchewan

Dear Sir:

Please be advised that we will submit the following NOTICE of MOTION at the July 29, 2020 meeting of City Council:

Re: Stunting, Racing and Excessive Vehicular Noise within City Limits

WHEREAS vehicular noise continues to grow as a community concern with Regina’s increasing density and population;

WHEREAS the City of Regina Bylaw No. 6980 “A bylaw to prohibit, eliminate and abate, loud, unusual and unnecessary noise, or noises which annoy, disturb, injure or endanger the comfort, repose, health, peace or safety of others within the City of Regina” does not specify a decibel reading level;

WHEREAS the City of Saskatoon Noise Bylaw, 2003, Bylaw No. 8244 specifies decibel reading level of 92 dB and the City of Edmonton Community Standards Bylaw, Bylaw No. 14600 specifies a decibel reading level of 85 dB;

WHEREAS Exposure to night-time noise and racing causes sleep disturbance which has a multitude of negative effects on health;

WHEREAS Regina City Police has launched the traffic enforcement Initiative “Project Speed” to provide education and enforcement in an effort to decrease speeding and excess vehicle noise on Regina roadways, as residents have noticed an increase; and

WHEREAS excessive vehicle noise decreases quality of life and research identifies its negative impact on healthy communities;

THEREFORE BE IT RESOLVED that Administration consult with the Regina Police Service (RPS) and report back to the Community and Protective Services Committee by Q1 of 2021 on the following but not limited to:

1. Reducing Vehicular Noise:
   a. Modify the current bylaws to provide police the means to enforce the law, increased fines for night-time hours (10pm – 7pm);
b. Establish noise thresholds measured by sound levels in decibels similar to other cities;
c. Establish vehicle equipment standards for mufflers and tailpipes;
d. Increase enforcement authority to Bylaw Officers to investigate similar to the cities of Edmonton and Toronto;
e. Develop a communication strategy for education and enforcement;
f. Engage with other municipalities respecting efforts they have taken to reduce vehicular noise; and
g. Identify any associated implications or costs for equipment that would be required for testing;

2. Reducing Stunting and speeding within city limits
   a. Engage with other municipalities respecting traffic calming strategies to reduce racing and stunting; and
   b. Adopt the use of temporary speed bumps or other mechanisms.

Respectfully submitted,

Lori Bresciani
Councillor – Ward 4

Andrew Stevens
Councillor – Ward 3
NOTICE OF MOTION

July 29, 2020

City Clerk
City Hall
Regina, Saskatchewan

Dear Sir:

Please be advised that I will submit the following NOTICE of MOTION at the July 29, 2020 meeting of City Council:

Re: Renaming of the City Square Plaza on 12th Ave. – Pat Fiacco Plaza

WHEREAS the City of Regina recognizes persons who have made a special contribution to the community through service in voluntary capacities on boards and committees and/or who have served as an elected representative to municipal, provincial or federal government;

WHEREAS Pat Fiacco served four terms as Regina’s Mayor from 2000 to 2012;

WHEREAS his tenure as Mayor included several initiatives to acknowledge and increase civic pride;

WHEREAS Pat Fiacco displayed a strong commitment to revitalizing Regina’s downtown and inner city by playing an integral role in the creation of the Downtown Neighbourhood Plan, which resulted in the construction of the City Square Plaza;

WHEREAS Pat Fiacco led the planning process behind the Regina Revitalization Initiative, which includes the construction of the new Mosaic Stadium, the redevelopment of the Railyard Lands north of downtown, and the redevelopment of the former Mosaic Stadium; and

WHEREAS Pat Fiacco has a long history of volunteering in Regina’s boxing community, representing the city and Canada throughout the world;
THEREFORE BE IT RESOLVED that

1. The City Square Plaza on 12th Avenue be renamed “Pat Fiacco Plaza”; and

2. The Administration shall ensure appropriate signage is erected to commemorate the naming of this amenity.

Respectfully submitted,

Michael Fougere
Mayor

Barbara Young
Councillor - Ward 1

Bob Hawkins
Councillor – Ward 2

Lori Bresciani
Councillor – Ward 4

John Findura
Councillor – Ward 5

Joel Murray
Councillor – Ward 6

Sharron Bryce
Councillor – Ward 7

Mike O’Donnell
Councillor – Ward 8

Jerry Flegel
Councillor – Ward 10
Executive Committee: Election Report - Covid-19 Contingency Planning

Date | July 29, 2020
---|---
To | His Worship the Mayor and Members of City Council
From | Executive Committee
Service Area | Office of the City Clerk
Item # | CR20-72

RECOMMENDATION

That City Council:

1. Approve amendments to *The Mail-In Ballot Bylaw, Bylaw No. 2012-42* as follows:

   (a) to allow for voters to apply for a mail-in ballot by mail, fax or other means of electronic transmission where the following conditions are met:

   i. the voter’s signature on the Declaration of Person Requesting Mail-in Ballot and Voter’s Registration forms is witnessed by a person that falls within the list of prescribed persons outlined in Appendix A;

   ii. the voter provides proof of their identity to the witness in the form of Government issued identification that includes the voter’s photograph, name, address and signature as outlined in Appendix A so that the witness can be satisfied that the voter’s identity has been established;

   iii. the voter provides copies of their Government issued identification that includes the voter’s photograph, name, address and signature as outlined in Appendix A to the deputy returning officer or other designated election official as part of their mail-in ballot application;
(b) to allow anyone who is unable to attend at an established polling place to apply for a mail-in ballot and to expand the ability of election officials to attend at a voter’s residence to accept their mail-in ballot application where the voter is not able to apply in person because of an illness, a compromised immune system or has increased risk factors that could lead to illness if exposed to a communicable disease.

(c) to update outdated legislative references;

2. Approve both *The Mail-In Ballot Bylaw*, Bylaw 2012-42 and *The Automated Vote Counting Bylaw*, Bylaw 101097, that would allow the mail-in ballots to be inserted into a voting machine the next business day after the close of the advance poll dates if 100 or more mail-in ballots are received prior to the advance poll dates;

3. Approve COVID-19 contingency plans and associated costs for the 2020 Municipal/School Board Election as outlined in Appendix A;

4. Approve the revised polling location numbering as outlined in Appendix C;

5. Direct the City Solicitor to prepare the necessary bylaw to amend *The Mail-In Ballot Bylaw*, Bylaw No. 2012-42 and *The Automated Vote Counting Bylaw*, Bylaw No. 10197; and

**HISTORY**

At the July 8, 2020 meeting of the Executive Committee, the Committee considered the attached EX20-24 report from the Office of the City Clerk.

The Committee adopted a resolution to concur in the recommendation contained in the report. Recommendation #6 does not require City Council approval.

Respectfully submitted,

EXECUTIVE COMMITTEE

Jim Nicoll, City Clerk
7/24/2020

**ATTACHMENTS**

EX20-24 - Election Report - COVID-19 Contingency Planning
Appendix A - Electronic Mail-In Ballot Application Process
Appendix B - Special Poll Mail-In Ballot Process
Appendix C - Amended - Appendix D from CR20-5 2020 Municipal Election Report
The Executive Committee recommends that City Council:

1. Approve amendments to *The Mail-In Ballot Bylaw, Bylaw No. 2012-42* as follows:

   (a) to allow for voters to apply for a mail-in ballot by mail, fax or other means of electronic transmission where the following conditions are met:

   i. the voter’s signature on the Declaration of Person Requesting Mail-in Ballot and Voter’s Registration forms is witnessed by a person that falls within the list of prescribed persons outlined in Appendix A;

   ii. the voter provides proof of their identity to the witness in the form of Government issued identification that includes the voter’s photograph, name, address and signature as outlined in Appendix A so that the witness can be satisfied that the voter’s identity has been established;

   iii. the voter provides copies of their Government issued identification that includes the voter’s photograph, name, address and signature as outlined in Appendix A to the deputy returning officer or other designated election official as part of their mail-in ballot application;
(b) to allow anyone who is unable to attend at an established polling place to apply for a mail-in ballot and to expand the ability of election officials to attend at a voter’s residence to accept their mail-in ballot application where the voter is not able to apply in person because of an illness, a compromised immune system or has increased risk factors that could lead to illness if exposed to a communicable disease.

(c) to update outdated legislative references;

2. Approve both *The Mail-In Ballot Bylaw*, Bylaw 2012-42 and *The Automated Vote Counting Bylaw*, Bylaw 101097, that would allow the mail-in ballots to be inserted into a voting machine the next business day after the close of the advance poll dates if 100 or more mail-in ballots are received prior to the advance poll dates;

3. Approve COVID-19 contingency plans and associated costs for the 2020 Municipal/School Board Election as outlined in Appendix A;

4. Approve the revised polling location numbering as outlined in Appendix C;

5. Direct the City Solicitor to prepare the necessary bylaw to amend *The Mail-In Ballot Bylaw, Bylaw No. 2012-42* and *The Automated Vote Counting Bylaw, Bylaw No. 10197*; and

6. Approve these recommendations at its July 29, 2020 meeting.

**ISSUE**

Elections Regina has been monitoring the COVID-19 pandemic and its level of impact on the 2020 Municipal/School Board Election. We have been working closely with Government Relations, Elections Saskatchewan and other municipalities across Saskatchewan to develop processes and address changes that will be required to facilitate the election while protecting the health and safety of election workers and voters.

This report is to provide Council and Administration with an overview of the processes that are being proposed and the updates to the associated Bylaws that would be required. The information is based on current restrictions in place to protect the health of residents, it is unknown what risk factors will remain present at the time the writ is dropped.

The COVID-19 pandemic may affect voter turnout in the 2020 Municipal/School Board Election as some voters may not feel safe attending a polling station in person. To address this and increase voter participation, Elections Regina proposes some changes to election processes and election bylaws to provide voters with additional ways to safely exercise their right to vote. This report outlines these proposed changes.
IMPACTS

Accessibility Impact

Planning for the 2020 Municipal/School Board Election is based on recent reopening safety protocols suggested by the Saskatchewan Health Authority (SHA) through Public Health Orders and the Province’s Reopen Saskatchewan Plan. The safety of election workers and voters is a priority and Elections Regina wants to ensure voters needs are met. In addition to traditional voting, the following is proposed to ensure all voters have the ability to exercise their right to vote in the upcoming election:

Mail-in Ballot (Electronic Application Submission)
The proposed changes provide the ability for voters to apply for mail-in ballots by mail, fax or other means of electronic submission where the voter submits copies of the identification outlined in Appendix A and their mail-in ballot forms are witnessed and identification checked by a prescribed witness (see Appendix A).

Safety Measures
1. All Regular and Advance Polls will encourage proper social distancing measures with floor decals and voters will be directed through the poll in a streamlined fashion.
2. All Election Workers will be provided with personal protective equipment (PPE) and sanitization products.
3. Each poll will be assigned door greeters and hall monitors.
4. Each poll location will be provided with custodial staff.
5. Special Polls will be given the opportunity to have an in-person poll or to take part in the mail-in ballot process.

Financial Impact

The advance poll locations and regular polling locations approved by City Council in relation to item CR20-5 2020 Municipal Election Report on January 29, 2020 will be utilized in the upcoming fall election. Staffing levels at the polls have been reduced at all locations to ensure safe social distancing. The reduction in staffing levels will allow funds to be reallocated to cover the necessary costs of running the election with proper precautions in place.

Policy/Strategic Impact

With each election, the goal is to improve the fairness and effectiveness of existing systems while creating consistency for the public. This election year will see many changes due to the pandemic; the goal is to continue to provide voters with every available option to exercise their right to vote in the fall. Elections Regina is collaborating with municipalities across Saskatchewan on a regular basis to collectively improve processes and address challenges with COVID-19.
Legal Impact

The Local Government Election Act, 2015 and Regulations allow a municipality, by bylaw, to appoint persons other than the returning officer to witness the forms and check the voter’s identification for the purposes of a mail-in ballot. In order to ensure the integrity of the election process, the returning officer is proposing to limit the witnesses to certain people and to require copies of the voter’s identification.

There are no environmental, other implications or considerations.

OTHER OPTIONS

1. Council could decide not to approve the proposed mail-in ballot bylaw changes. This would mean that voters would have to apply in person to an election official or someone who administers oaths in order to complete their mail-in ballot application and provide proof of their identity. This would also mean that the use of mail-in ballots would be limited to those who are absent from the city on election day or are receiving care in a hospital or personal care facility; and

2. Not approve the changes to allow mail-in ballots to be inserted into a voting machine the next business day after the close of the advance polls. This would mean that all mail-in ballots would have to be inserted after the close of polls on election night, which could result in an extend period of time before the results can be announced.

COMMUNICATIONS

Elections Regina is working closely with Communications to ensure consistent messaging to the public around COVID-19. Proper signage will be posted at all Advance and Regular Polls to ensure voters are aware of safe distancing protocols and sanitization measures in place. The website, Regina.ca/elections, will be continuously updated to reflect the message of the Public Health Orders put in place by the Saskatchewan Health Authority (SHA). Mail-in ballots will be promoted and encouraged as a main method of voting to reduce the amount of in-person voting at the polls this fall. This should assist in preventing large gatherings at each poll to help stop the spread of COVID-19.

DISCUSSION

Elections Regina has been working on proposed changes to a number of election processes and bylaws to provide voters with additional ways to safely exercise their right to vote. The following outlines these proposed changes.

Mail-in Ballots
Due to the COVID-19 pandemic, research and observations have shown that many voters will be leaning towards the use of mail-in ballots. Using mail-in ballots allows people to
avoid some personal contact as it allows people to apply for and submit their ballot by mail thereby avoiding attending a polling location where there are a number of other people. However, The Local Government Elections Regulations, 2015 requires some personal contact for witnessing the voter’s signature on the mail-in ballot application form and for checking the voter’s identity. Currently, The Mail-in Ballot Bylaw requires voters to apply in person to an election official or someone who administers oaths in order to complete their mail-in ballot application and provide proof of their identity.

To provide more flexibility with this, bylaw changes are proposed that would allow a broader range of approved witnesses for the Voter’s Registration Form and Poll Book/Declaration of Person Requesting Mail-in Ballot and to check the voter’s identity. The list of prescribed witnesses and required forms of identification is set out in Appendix A. Further, changes are proposed that would allow the voter to send in their forms and copies of their identification by mail, fax or other means of electronic transmission to avoid more personal contact. The election officials would review the voter’s signature in their identification against the mail-in ballot forms to ensure that the signatures of the voter match. Where there is some discrepancy or the forms are illegible or incomplete, the voter would be required to apply in person to an election official. Administration has been in contact with the City of Saskatoon and have collaborated together on this process; they are proposing to use a similar approach to what has been outlined in terms of the witnesses and identification requirements.

In addition, bylaw changes are proposed to expand the use of the mail-in ballot to any person who is unable to attend a polling location during the advance polls or on election day. This would allow people to use this option if they are unable to vote in person for any reason, including COVID-19. Currently, the mail-in ballot bylaw option is limited to those voters who are not in the city during the advance polls or on election day, or to voters who cannot attend a polling location because they are receiving care in a hospital, personal care facility or similar institution.

Further, bylaw changes are being recommended that would also expand election officials’ ability to go out to a voter’s residence to accept a mail-in ballot application and check identity where the voter is not able to apply in person because of an illness, a compromised immune system or has increased risk factors that could lead to becoming severely ill if exposed to a communicable disease. Currently, the bylaw only provides this option where the voter is not able to apply in person because of a physical disability or limited mobility.

Finally, bylaw changes are proposed that would allow for the mail-in ballots to be inserted into a voting machine for those ballots on the next business day after the close of the advance polls. This would only be done if 100 or more mail-in ballots were received prior to the close advance polls. Otherwise, the mail-in ballots are inserted into the machine after the close of polls on election day. The reason for this change is that it is anticipated that there will be a significant increase in mail-in ballots and it would delay the reporting of results on the night of the election if a significant amount of mail-in ballots had to be inserted into the voting machines after the close of polls on election night.
In-Person Application Process for Mail-in Ballots
Along with the above changes, election officials will also be looking at ways to offer the in-person mail-in ballot application process at many City facilities for example, leisure centres, community centres, libraries etc. This provides a more accessible and available option for voters who would prefer to apply in-person or who cannot meet the requirements to apply by mail, fax or other means of electronic transmission, it will reduce the number of people coming to the Elections Office to apply and make it easier for voters to apply for a mail-in ballot.

Regular and Advance Polls
All Regular and Advance Polls will be provided with proper social distancing measures in accordance with the suggested safety protocols provided by the Saskatchewan Health Authority. Floor markers and directional arrows will be placed at each polling location to assist with social distancing and guide voters through the polls in a streamlined fashion.

To ensure the safety of workers at each poll, we have reduced the number of staff that will be working and only have one election official per table. We will have door greeters at the entrance of the poll; some will be assigned to monitor voters coming into the poll and ensure social distancing measures are being followed and one will screen each voter as they enter the location to ensure they aren’t experiencing any symptoms. The door greeters will also monitor the number of voters in the polling station at a time if size of gatherings is limited.

Elections Regina has arranged to share plexiglass screens with the staff at the Elections Saskatchewan office in the event they procure screens to use at the polls. There is a large cost in having these screens created for a single use, so the preference would be to borrow or rent the screens from Elections Saskatchewan to offset the cost.

Personal Protective Gear for Workers
All Election workers will be provided with personal protective equipment (PPE) and sanitization products:
1. Masks and gloves provided to all election workers
2. Custodial staff on-site at polling stations to clean supplies and surfaces routinely and ensure election workers are trained in proper sanitization techniques
3. Hand sanitizer and sanitizing wipes will be provided for election workers
4. Implement physical distancing lines and arrows on the floors to maintain safe distance between people in the polling station
5. Consider having designated times for higher risk electors at polling stations. E.g. first two hours of the poll
6. Candidates and scrutineers would be required to wear appropriate PPE at the poll
7. Signage to take extra precautions if voters are symptomatic

Special Polls
The Elections Regina team has been following the Policies and Guidelines issued by the
SHA closely and the impact they would have on hosting polls at care homes, hospitals and senior facilities in Regina. Our team reached out to the Special Poll locations to better understand their specific policies, situations and requirements and how we can work with them to accommodate their residents with voting in the fall election. Because many of the locations are not allowing people from outside their facility in, unless absolutely necessary, we have decided to take a hybrid approach to facilitating their votes. Special Polls will be given the opportunity to have an in-person poll or to take part in the mail-in ballot process. This approach has been well received by all facilities.

The mail-in ballot bylaw changes identified above will make the voting possible at these locations and will require very little additional work from the Administrators and staff. Please see Appendix B for an outline of the Special Poll Mail-in Ballot Process.

For the facilities wanting to take part in the In-Person Voting Option, we will conduct our polls as we have done in past years and be incorporating a similar approach as we have the Regular and Advance Polls for social distancing measures, providing proper PPE, and having sanitization processes in place.

**Correction to Poll Location Numbers**
Revisions have been made to some of the polling location numbers that were approved in report CR20-5 2020 Municipal Election Report, the revised list is attached in Appendix C to this report. These revised lists reflect the updated poll numbers due to an oversight in the initial report that was presented to City Council for approval on January 29, 2020. In addition to this, it should be noted that Milton Heights estimated voting population will be included in Ward 1 and not Ward 6 as previously indicated in report CR20-05.

**DECISION HISTORY**

Respectfully Submitted, Respectfully Submitted,

Amber Ackerman, Deputy City Clerk 7/2/2020 Jim Nicol, City Clerk 7/2/2020

Prepared by: Kristina Gentile, Business Performance Consultant

**ATTACHMENTS**
Appendix A - Electronic Mail-In Ballot Application Process
Appendix B - Special Poll Mail-In Ballot Process
Appendix C - Amended - Appendix D from CR20-5 2020 Municipal Election Report
Electronic Mail-in Ballot Application Process

The following are the recommended list of persons who would be authorized to witness the voter’s signature on the Voter’s Registration Form and Poll Book/Declaration of Person Requesting Mail-in Ballot form and who would be authorized to check the voter’s identification:

- A family member providing that:
  - They are an eligible voter for the 2020 municipal election
  - They have known you for at least 2 years or more

A family member is defined in Appendix D Table 2, Vouching in The Local Government Elections Regulations, 2015 as follows:

1-1 spouse & 1-12 brother-in-law
1-2 father & 1-13 sister-in-law
1-3 mother & 1-14 son
1-4 grandfather & 1-15 daughter
1-5 grandmother & 1-16 stepson
1-6 stepfather & 1-17 stepdaughter
1-7 stepmother & 1-18 son-in-law
1-8 father-in-law & 1-19 daughter-in-law
1-9 mother-in-law & 1-20 grandson
1-10 brother & 1-21 granddaughter
1-11 sister

- Anyone living at the same address as the voter provided that:
  - They are an eligible voter for the 2020 municipal election
  - They have known the voter for at least 2 years or more

An eligible voter is defined as:
- a Canadian citizen
- at least 18 years old
- a resident of the City of Regina, or on land now in the city, for at least three consecutive months immediately preceding Election Day
- the owner of assessible land in the City of Regina, or on land now situated in the city for at least three consecutive months immediately preceding Election Day
- a resident of the Province of Saskatchewan for at least six consecutive months immediately preceding Election Day

- In addition to the family members and people who reside with the voter, the witness may also be an occupation-based witness outlined below as long as they’re:
  - registered/licensed with the appropriate local authority to practice their profession
  - currently working in that field
    - judge
    - dentist
    - pharmacist
    - veterinarian
    - police officer
    - notary public
Electronic Mail-in Ballot Application Process

- lawyer/notary
- medical doctor
- dean/head of university or college
- signing officer of a:
  - bank or trust company
  - financial institution that offer a full range of banking services (cash withdrawals, deposits and savings)

- In addition to the above the witness may also be any Saskatchewan Health Authority employee currently employed in a hospital, rehabilitation centre, senior assisted living facility, long term care facility, or care home governed by or affiliated with the Saskatchewan Health Authority

The online application would also be required to have a photocopy of government issued PHOTO ID (drivers license, passport, etc.) which shows a graphical signature and verifies the name and address of the voter applying. The signature would be verified against the signature on the Voter Registration/Mail-In Ballot Form. If a voter were to submit an application without photo ID, they would be contacted to apply in person.

A high-level overview of the Non-In-Person Mail-in Ballot application:

Step 1: Eligible Voter will download the Voter’s Registration Form and Poll Book/Declaration of Person Requesting Mail-in Ballot form from regina.ca/elections and complete the form.

They will have their form witnessed by someone who meets the eligibility requirements as listed on the Approved List of Eligible Witnesses. The witness will review the identification outlined above to satisfy themselves that the voter’s identity has been established. The witness will be required to provide their signature on the voter registration form, as well as print their first and last name under the signature line.

The voter will submit their completed form and a copy of their Government issued Photo ID via email to elections@regina.ca:

Driver’s License OR Passport and a bill with their name and address

*The photo ID will be a requirement and require having ID that has a signature on it so that it can be verified against the signature on the Voter Registration Form.*

Step 2: Once the application is received the forms and ID will be printed. The staff will ensure the form is complete and witnessed, verify the form against the government issued photo ID provided and compare the signatures. If all requirements are met, the staff will email the applicant to advise that their application has been accepted and the kits will be mailed out in October.

*If the voter does not have the required Government issued photo ID, the forms are incomplete or illegible, they will be contacted to apply for a mail-in ballot in person.*
Electronic Mail-in Ballot Application Process

Step 3: The voter’s information will be added to a tracking spreadsheet, the mail-in ballot kit will be prepared and the date the mail-in ballot application is received will be written on the registration form. The kit will be placed in order with the other mail-in ballot requests received.

Step 4: Once the ballots are printed, the ballots will be placed in the mail-in ballot kits to be mailed out to the voters. Each kit will be sent to its respective address through Registered Mail. The staff will mark the date on the voter registration form, that the kit was mailed out.

Step 5: Once the Mail-in Ballot is received back from the voter, the staff will open the envelope and mark the date the ballot was received on the voter registration form and then place the ballot (still concealed in the smallest envelope) into the sealed ballot box designated for mail-in ballots.

Step 6: If 100 or more mail-in ballots are received by the close of Advance Polls, those ballots will be opened, audited and inserted into the assigned vote tabulating machine on the next business day after the close of the advance poll dates. The USB media will be stored in a secure location similar to the Advance Poll USB media until the close of poll on election day, and the results will be not be transmitted until that time. Candidates and Agents will be invited to observe this process. Any mail-in ballots received after this date will be placed in a sealed ballot box and inserted into the vote tabulator machine at the close of poll on Election Day.
Special Poll Mail-in Ballot Process

This is a high-level look at our Special Poll Mail-In Ballot process:

**Step 1:** Office Administrator will fill out the *Certification of Identity and Residence – Multi* form.

**Step 2:** The residents will be provided with a *Voter’s Registration Form and Poll Book/Declaration of Person Requesting Mail-in Ballot*. The residents will fill out their form and have it witnessed by someone one who meets the eligibility requirements on the Approved List of Eligible Witnesses. The witness will be required to provide their signature on the voter registration form, as well as print their first and last name under the signature line.

The Administrative Staff at each special poll location will then put all completed forms and identification requirements together and have them ready for the Elections Regina Office to pick up at a designated time booked by the special poll coordinator.

**Step 2:** Once the applications have been picked up, the staff will ensure the form is complete and witnessed, verify the form against the government issued photo ID or *Certification of Identity and Residence – Multi* form provided and compare the signatures. If all requirements are met, the staff will email the facility to advise that their applications have been accepted and the kits will be mailed out on October 26 or 27, 2020.

The Elections Regina Office will prepare a mail-in ballot kit for each voter within the residence/facility and send the kits and a sealed ballot box to each facility via Courier or designated team.

*This will allow time for these locations to leave the mail sit for 2 days before it is distributed to the residents if required.*

The facility staff will distribute mail in ballot kits to each resident as marked on the envelope.

The facility staff will collect the completed mail-in ballot kits into the sealed ballot box.

**Step 3:** Special Poll Staff will arrange to pick up the ballot boxes on November 2 (during the Advance Poll Dates).

**Step 4:** The Elections Regina staff will open the ballot box and mark the date the ballot was received on the voter registration form and then place the ballot (still concealed in the smallest envelope) into the sealed ballot box designated for mail-in ballots.

**Step 5:** If 100 or more mail-in ballots are received by the close of Advance Polls, those ballots will be opened, audited and inserted into the assigned vote tabulating machine on the next business day, prior to Election Day. The USB media will be stored in a secure location similar to the Advance Poll USB media until the close of poll on election day, and the results will be not be transmitted until that time. Candidates and Agents will be invited to observe this process. Any mail-in ballots received after this date will be placed in a sealed ballot box and inserted into the vote tabulator machine at the close of poll on Election Day.
Appendix D

2020 Municipal Election Poll Hours - Revised

Regular Poll

For the purpose of taking the votes of qualified electors of the City of Regina, regular polling places shall be open from 9 am to 8 pm on the day of the Election, Monday, November 9, 2020.

Special Poll

The criteria applied in determining special polls are outlined in Appendix `A`.

For the purpose of taking the votes of qualified electors of the City of Regina, the Special polling places noted below shall be open during a specified time and date. The dates and times will be coordinated with each special poll location to take place during the following dates and times:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, November 2</td>
<td>9 am – 7 pm</td>
</tr>
<tr>
<td>Tuesday, November 3</td>
<td>9 am – 7 pm</td>
</tr>
<tr>
<td>Wednesday, November 4</td>
<td>9 am – 7 pm</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Poll</th>
<th>Poll Name</th>
<th>Poll Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>33A</td>
<td>Broadway Terrace</td>
<td>1150 Broadway Avenue</td>
</tr>
<tr>
<td>33B</td>
<td>Cedar Wood Manor</td>
<td>1510 Broadway Avenue</td>
</tr>
<tr>
<td>33C</td>
<td>College Park II Retirement Residence</td>
<td>1601 Badham Boulevard</td>
</tr>
<tr>
<td>33D</td>
<td>Marian Chateau</td>
<td>3651 Albert Street</td>
</tr>
<tr>
<td>33E</td>
<td>Martin Luther Manor</td>
<td>2536 Parliament Avenue</td>
</tr>
<tr>
<td>33F</td>
<td>Qu'Appelle House</td>
<td>1425 College Avenue</td>
</tr>
<tr>
<td>33G</td>
<td>Selo Gardens/Personal Care</td>
<td>1100 McNiven Avenue</td>
</tr>
<tr>
<td>33H</td>
<td>The Bentley</td>
<td>3105 Hillsdale Street</td>
</tr>
<tr>
<td>33I</td>
<td>Wascana Rehabilitation</td>
<td>2180 - 23rd Avenue</td>
</tr>
<tr>
<td>33J</td>
<td>Santa Maria Senior Citizens Home</td>
<td>4215 Regina Avenue</td>
</tr>
<tr>
<td>33K</td>
<td>College Park Retirement Residence</td>
<td>1535 Anson Road</td>
</tr>
<tr>
<td>33L</td>
<td>Elmview Extendicare</td>
<td>4125 Rae Street</td>
</tr>
<tr>
<td>33M</td>
<td>Parkside Extendicare</td>
<td>4540 Rae Street</td>
</tr>
<tr>
<td>33N</td>
<td>Harbour Landing Village</td>
<td>4000 James Hill Road</td>
</tr>
<tr>
<td>33O</td>
<td>Sunset Extendicare</td>
<td>260 Sunset Drive</td>
</tr>
<tr>
<td>33P</td>
<td>Wintergreen Estates</td>
<td>4950 Pasqua Street</td>
</tr>
<tr>
<td>33Q</td>
<td>The Williston</td>
<td>5501 Parliament Avenue</td>
</tr>
<tr>
<td>33R</td>
<td>Cornwall Village</td>
<td>2141 Cornwall Street</td>
</tr>
<tr>
<td>33S</td>
<td>Lovering Place</td>
<td>1319 Rae Street</td>
</tr>
<tr>
<td>33T</td>
<td>Davis Mews</td>
<td>2060 Cameron Street</td>
</tr>
<tr>
<td>33U</td>
<td>First Baptist Place</td>
<td>2153 Smith Street</td>
</tr>
<tr>
<td>33V</td>
<td>Pasqua Hospital</td>
<td>4101 Dewdney Avenue</td>
</tr>
<tr>
<td>33W</td>
<td>Hamilton Plaza</td>
<td>2243 Hamilton Street</td>
</tr>
<tr>
<td>33X</td>
<td>Mary Helen Herchmer Place</td>
<td>2121 Rose Street</td>
</tr>
<tr>
<td>33Y</td>
<td>Palliser Place</td>
<td>1740 Hamilton Street</td>
</tr>
<tr>
<td>33Z</td>
<td>Prairie Place</td>
<td>2242 McIntyre Street</td>
</tr>
</tbody>
</table>
The following Special polling places shall be open on the day of the Election, Monday, November 9, 2020 during the hours noted below:

<table>
<thead>
<tr>
<th>Time</th>
<th>Poll</th>
<th>Poll Name</th>
<th>Poll Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 am – 7 pm</td>
<td>33Z</td>
<td>Regina General Hospital</td>
<td>1440 14th Avenue</td>
</tr>
<tr>
<td>9 am – 7 pm</td>
<td>33LL</td>
<td>Pasqua Hospital</td>
<td>4101 Dewdney Avenue</td>
</tr>
<tr>
<td>11 am – 7 pm</td>
<td>33J</td>
<td>Wascana Rehabilitation</td>
<td>2180 - 23rd Avenue</td>
</tr>
</tbody>
</table>
Appendix D

2020 Municipal Election Poll Hours - Revised

**Mobile Poll**

Section 30 of *The Act* authorizes Council to provide a mobile poll for voters:

(a) with a physical disability or limited mobility who are unable to attend an established polling place to vote; or

(b) are a resident caregiver and the care required for the elector with the physical disability or limited mobility does not allow them to attend an established polling place to vote.

The mobile poll service involves an election official going out to the home of the voter to take their vote. Voters at special care facilities that are too small to warrant establishing a special poll at their facility for the required two hour minimum time frame would also be eligible for this service. In the 2020 Election we will be encouraging the mail-in ballot system for the eligible electors, however the mobile poll option will also be provided through an application process.

For the Purpose of taking the votes of qualified electors in the City of Regina, Mobile Poll shall be held on the same day as the Advance Poll at the discretion of the Returning Officer.

<table>
<thead>
<tr>
<th>Poll</th>
<th>Address</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>34</td>
<td>N/A</td>
<td>Monday, November 2</td>
<td>As Required</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tuesday, November 3</td>
<td>As Required</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Wednesday, November 4</td>
<td>As Required</td>
</tr>
</tbody>
</table>

**Mail-In Ballot**

Section 92 of *The Act* authorizes Council to establish a mail-in ballot voting system for the purpose of receiving ballots in an election. The City has established a mail-in ballot system pursuant to Bylaw No. 2012-42, *The Mail-in Ballot Bylaw, 2012*.

<table>
<thead>
<tr>
<th>Poll</th>
<th>Address</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>36</td>
<td>100 – 637 Solomon Crescent</td>
<td>Monday, November 9</td>
<td>As Required</td>
</tr>
</tbody>
</table>
Appendix D

2020 Municipal Election Poll Hours - Revised

Advance Poll

Section 83 of The Act authorizes Council to establish an advance poll for voters at least three days and not more than 15 days before the day of the election. In an effort to raise awareness, encourage voter turnout and provide opportunities for voting while people are active in the community, it is recommended that the advance polls be conducted during the week prior to the election.

For the purpose of taking the votes of qualified electors in the City of Regina, Advance Polls shall be held at the following locations and during the hours noted below:

<table>
<thead>
<tr>
<th>Poll</th>
<th>Name</th>
<th>Address</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>35A</td>
<td>City Hall &amp; City Hall Drive Thru</td>
<td>2476 Victoria Avenue Smith Street</td>
<td>Monday, November 2</td>
<td>7 am – 6 pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Tuesday, November 3</td>
<td>7 am – 6 pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Wednesday, November 4</td>
<td>7 am – 6 pm</td>
</tr>
<tr>
<td>35B</td>
<td>Northgate Mall</td>
<td>489 Albert Street</td>
<td>Monday, November 2</td>
<td>10 am – 6 pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Tuesday, November 3</td>
<td>10 am – 6 pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Wednesday, November 4</td>
<td>10 am – 8 pm</td>
</tr>
<tr>
<td>35C</td>
<td>North West Leisure Centre</td>
<td>1127 Arnason Street</td>
<td>Monday, November 2</td>
<td>10 am – 8 pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Tuesday, November 3</td>
<td>10 am – 8 pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Wednesday, November 4</td>
<td>10 am – 8 pm</td>
</tr>
<tr>
<td>35D</td>
<td>South Leisure Centre</td>
<td>170 Sunset Drive</td>
<td>Monday, November 2</td>
<td>10 am – 8 pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Tuesday, November 3</td>
<td>10 am – 8 pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Wednesday, November 4</td>
<td>10 am – 8 pm</td>
</tr>
<tr>
<td>35E</td>
<td>Victoria Square Mall</td>
<td>2223 E Victoria Avenue</td>
<td>Monday, November 2</td>
<td>10 am – 6 pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Tuesday, November 3</td>
<td>10 am – 6 pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Wednesday, November 4</td>
<td>10 am – 8 pm</td>
</tr>
</tbody>
</table>
BYLAW NO. 2020-51

THE TAXI AMENDMENT BYLAW, 2020

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

1 The purpose of this Bylaw is to amend Bylaw No. 9635, The Taxi Bylaw, 1994 related to processes, technology and fees.

2 The authority for this Bylaw is section 8 of The Cities Act.

3 Bylaw No. 9635, being The Taxi Bylaw, 1994, is amended in the manner set forth in this Bylaw.

4 In section 2, the following definition is added after the definition “Accessible Taxicab”:

““approved pre-arranged service” means taxi services that are exempted from the maximum fares set out in this Bylaw in accordance with sections 29.4 and 29.5 of this Bylaw;”

5 In section 2, the following definition is added after the definition “Board”:

““certificate of approval” means certificate of approval as described in section 3.1 of this Bylaw.”

6 In section 2, the definition “Licence Inspector” is repealed and the following substituted:

““Licence Inspector” means any person employed with the City of Regina in the following positions:

(a) Manager, Licensing & Parking Services;

(b) Licensing Co-ordinator, Licensing & Parking Services; and

(c) Licensing Officer;”

7 In section 2, the following definition is added after the definition “Licence Inspector”:

““mobile application” means an online enabled application, a digital platform, a software program, a website or other system or technology platform offered, used or facilitated to enable a person to obtain taxi services;”
In section 2, the following definitions are added after the definition “Non-ambulatory”:

“passenger” means a person who uses a taxi service and includes a person who attempts to hire a taxi for an approved pre-arranged service;

“sealed” means physical or digital tamper proof mechanism applied to the taximeter by the Licence Inspector;

In section 2, the definition “Taximeter” is repealed and the following substituted:

“taximeter” means a mechanical, electronic or digital device which is used to calculate and display a charge for transportation in a taxicab;

Clause 3(1)(e) is repealed and the following substituted:

“(e) the Chief of Police provides a valid certificate of approval respecting the applicant;”

The following section 3.1 is added after section 3:

“3.1(1) Every taxi driver shall be required to hold a valid certificate of approval issued by the Chief of Police in accordance with the policy of the Regina Police Service.

(2) A certificate of approval may include a full enquiry into the applicant’s suitability for a licence in the opinion of the Chief of Police, which may include, but is not limited to: background checks determined to be appropriate by the Chief of Police, eligibility to work in Canada, circumstances of offences, involvement in criminal activity relevant to operation of a taxi and compliance with the requirements of The Vehicle for Hire Act and Regulations.

(3) Any decision to deny, suspend or revoke a certificate of approval may be appealed by the applicant to the Regina Police Service Taxi and Tow Licence Review Board, or such other body as may replace the Board, in writing in a form approved by the Chief of Police including the reasons for the appeal. The Regina Police Service Taxi and Tow Licence Review Board shall provide its decision in writing to the applicant.
(4) Notwithstanding anything contained herein, the Chief of Police is authorized to carry out a review, suspend or revoke any certificate of approval at any time. Should a certificate of approval be denied, suspended or revoked, the Chief of Police shall notify the licensee and the Licence Inspector immediately.”

12 Subsection 4(2) is repealed.

13 Subsection 6(3) is repealed and the following substituted:

“(3) keep or cause to be kept a trip record for each taxicab showing:

(i) the current Provincial motor vehicle licence number of the taxicab;
(ii) the date and time of the trip;
(iii) the number and identification number of the taxicab driver;
(iv) the location at which each passenger is picked up and the address at which each passenger is discharged;
(v) whether the taxicab is hired on an hourly or daily basis;
(vi) whether the trip transports a passenger who is ambulatory or a passenger who is non-ambulatory for accessible taxicabs; and

(3.1) retain the records required by this section for a period of one year from the date the record was made;

(3.2) provide the trip record required by this section to the Licence Inspector upon request of the Licence Inspector;

(3.3) ensure that, within 24 hours of a trip being provided, all trips provided by the driver are recorded in the computer aided dispatch system of the taxicab broker;

(3.4) not offer or provide any trips unless and until the driver is duly recorded as actively operating under the computer aided dispatch system of the taxicab broker with which the driver is associated;”

14 Subsection 6(5) is repealed and the following substituted:

“(5) at all times while the taxicab is in operation for the carriage of passengers for hire, but not otherwise, have the meter in a recording position, except when the taxicab is being operated for an approved pre-arranged service as defined by this Bylaw or on “Special Trips” as referred to in Schedule “A”;”

15 Subsection 6(12.1) is repealed and the following substituted:
“(12.1) accept payment of fares by way of an electronic payment system;”

16 Clause 9(e) is repealed.

17 Clause 9(f) is amended by striking out “as of April 1, 2013”.

18 Clause 9(g) is amended by striking out “as of May 1, 2014”.

19 Clause 9(h) is amended by striking out “as of May 1, 2015”.

20 Subsection 13(2.1) is repealed and the following substituted:

“(2.1) display on the vehicle exterior at all times the following:

(a) a sign on top of the vehicle;

(b) on both sides and the rear of the vehicle, the name of the taxicab broker with which the taxicab is affiliated and an identifying number assigned by the taxicab broker with which the taxicab is affiliated in numbers contrasting with the colour of the vehicle at least 75 mm in height;”

21 Subsection 13(9) is repealed and the following substituted:

“(9) ensure the dial of the taximeter will be illuminated adequately at all times when the taxicab is under hire except when providing an approved pre-arranged service as defined by this Bylaw or on “Special Trips” as referred to in Schedule “A”;”

22 Subsection 13(11) is amended by striking out “as of May 1, 2014”.

23 Subsection 13(12) is amended by striking out “as of May 1, 2015”.

24 Section 14 is repealed and the following substituted:

“14(1) For the purpose of this Bylaw, the licence period for a seasonal taxicab owner’s licence commences on October 1 of one year and ends on April 30 of the following year.

(2) The Licence Inspector may issue a portion of the City’s seasonal taxicab owner’s licenses to each licensed taxicab broker based on the following formula:
SL = 37% x (TL + RL)

Where SL is the amount of seasonal taxicab owner’s licences to be issued to that taxicab broker;

TL is the number of temporary taxicab owner’s licences affiliated with that taxicab broker as of 30 days prior to the start of that seasonal licence period;

RL is the number of regular taxicab owner’s licences that are affiliated with that taxicab broker as of 30 days prior to the start of that seasonal licence period.

(3) In applying any of the calculations or formulas set out in this section, the amount resulting from the calculation is to be rounded:

(a) to the nearest whole number; or

(b) where the result is equidistant from two consecutive whole numbers, to the higher of them.

(4) When determining the current number of regular and temporary owner’s licences for the purposes of this section, the Licence Inspector shall make the determination 30 days prior to the start of that seasonal licence period and shall not include those licences that are revoked.

(5) Where a taxicab broker fails to pick up the number of seasonal taxicab owner’s licences allocated to that broker within 30 days after the start of the seasonal licence period set out in subsection (1) or where a seasonal taxicab licence is revoked or returned for any reason, the Licence Inspector may reallocate the licence to another broker.

(6) If a seasonal taxicab owner licensee dies, the licence is revoked and it shall be returned immediately to the Licence Inspector.”

25 Clause 15(e) is repealed.

26 Clause 15(g) is amended by striking out “as of May 1, 2014”.

27 Clause 15(h) is amended by striking out “as of May 1, 2015”.

28 Subsection 19(2.1) is repealed and the following substituted:

“(2.1) display on the vehicle exterior at all times the following:
(a) a sign on top of the vehicle;

(b) on both sides and the rear of the vehicle, the name of the taxicab broker with which the taxicab is affiliated and an identifying number assigned by the taxicab broker with which the taxicab is affiliated in numbers contrasting with the colour of the vehicle at least 75 mm in height;”

29 Subsection 19(9) is repealed and the following substituted:

“(9) ensure that the dial of the taximeter will be illuminated adequately at all times when the taxicab is under hire except when providing an approved pre-arranged service as defined by this Bylaw or on “Special Trips” as referred to in Schedule “A”,”

30 Subsection 19(11) is amended by striking out “as of May 1, 2014”.

31 Subsection 19(12) is amended by striking out “as of May 1, 2015”.

32 Clause 21.6(1)(g) is repealed.

33 Clause 21.6(1)(h) is amended by striking out “as of December 1, 2014,”.

34 Clause 21.6(1)(i) is amended by striking out “as of December 1, 2015,”.

35 Clause 21.6(1)(j) is amended by striking out “as of December 1, 2016,”.

36 Subsection 21.6(2) is repealed.

37 Subsection 21.6(3) is repealed.

38 Subsection 21.8(2.01) is repealed and the following substituted:

“(2.01) display on the vehicle exterior at all times the following:

(a) a sign on top of the vehicle;

(b) on both sides and the rear of the vehicle, the name of the taxicab broker with which the taxicab is affiliated and an identifying number assigned by the taxicab broker with which the taxicab is affiliated in numbers contrasting with the colour of the vehicle at least 75mm in height;”
Subsection 21.8(8) is repealed and the following substituted:

“(8) ensure that the dial of the taximeter will be illuminated adequately at all times when the taxicab is under hire except when providing an approved pre-arranged service as defined by this Bylaw or on “Special Trips” as referred to in Schedule “A”;”

Subsection 21.8(8.1) is amended by striking out “as of December 1, 2014,”.

Subsection 21.8(8.2) is amended by striking out “as of December 1, 2015,”.

Subsection 21.8(8.3) is amended by striking out “as of December 1, 2016,”.

Section 21.8.1 is repealed.

Clause 22(c) is repealed and the following substituted:

“(c) the applicant provides evidence satisfactory to the Licence Inspector that the brokerage is equipped with computer aided dispatch technology unless exempt pursuant to section 24.2;”

Clause 22(d) is repealed and the following substituted:

“(d) the applicant provides evidence satisfactory to the Licence Inspector that all taxicabs affiliated with that brokerage are equipped with a global positioning system and mobile data terminal technology that is able to receive taxi dispatches from a computer aided dispatch system unless exempt pursuant to section 24.2.”

Section 24.2 is repealed and the following substituted:

“24.2(1) Each licenced taxicab broker shall use computer aided dispatch technology to dispatch calls to all taxicabs operating under regular, temporary, seasonal and accessible taxicab owner’s licences that are affiliated with that broker.

(2) The computer-aided dispatch system must be capable of recording in an electronic format the information required to be provided to the City pursuant to section 24.3 and must be archived in a form approved by the Licence Inspector for a minimum of one year after the date the data is recorded.”
(3) An accessible taxicab brokerage with no greater than one vehicle in its fleet may apply annually to the Licence Inspector for an exemption from the technology requirements in (2) and (3) provided that:

(a) the accessible taxicab broker maintains the records required by this Bylaw in paper format and is otherwise able to comply with the recording and retention requirements;

(b) the Licence Inspector is satisfied that the accessible taxicab broker’s recording system is a sufficient substitute for an electronic system; and

(c) the accessible taxicab broker pays the required annual fee.

(4) The Licence Inspector may refuse to approve or may suspend or revoke the approval given in subsection (3) should at any time the applicant fail to maintain sufficient paper records, data retention or pay the required fee.

47 Clause 24.2.1(1)(a) is amended by adding the following after subclause ix.:-

“x. whether or not the trip was an approved pre-arranged service and if so, whether payment was processed through the mobile application or made to the driver.”

48 Subsection 25.1(3) is repealed and the following substituted:

“(3) Subsection (2) does not limit the Chief of Police from refusing to issue, suspending or revoking a certificate of approval required by this Bylaw.”

49 Clause 26(2)(a) is repealed and the following substituted:

“(a) a certificate of approval is required and the Chief of Police denies, suspends or revokes the certificate of approval for the applicant or licensee;”

50 Clause 26(9)(a) is repealed and the following substituted:

“(a) the Chief of Police denies, suspends or revokes the person’s certificate of approval; or”

51 Subsection 29(1) is repealed and following substituted:
Bylaw No. 2020-51

“29(1) Subject to sections 29.1, 29.2, 29.3, 29.4 and 29.5, no broker, owner or driver shall charge or demand a fee any more than the amount calculated in accordance with the Tariff of Fees set in Schedule “A”.”

The following sections are added after subsection 29.2:

“29.3 Where a taxicab driver, owner or broker is charged a transportation fee per trip by the Regina Airport Authority for passenger pick-up or drop-off at the airport, the taxicab licence owner or taxicab driver may add a fee equal to or less than the fee charged by the Regina Airport Authority to the total fare paid.

29.4(1) A taxicab broker may provide pre-arranged service at fares other than the maximum charges set out in section 2 of the Tariff of Fees provided that the taxi broker:

(a) submits an application to the Licence Inspector for approval, in the form prescribed by the Licence Inspector;

(b) provides evidence satisfactory to the Licence Inspector that the taxicab broker uses a mobile application that meets the requirement of this Bylaw;

(c) is approved by the Licence Inspector for the provision of pre-arranged service and that approval is not subsequently suspended or revoked; and

(d) uses its mobile application to dispatch and accept requests for the trip in accordance with all of the requirements of section 29.5.

29.4(2) Notwithstanding subsection (1), the Licence Inspector may suspend or revoke any approval granted pursuant to subsection (1) should it be determined by the Licence Inspector that the taxicab broker failed to comply with any of the requirements of this section in the provision of pre-arranged service or if the mobile application does not meet the requirements of this Bylaw.

29.5 Every taxi broker providing approved pre-arranged service shall:

(a) provide the following information to a passenger, through its mobile application, in a clear and unambiguous manner at the time of the passenger’s request for a trip and prior to initiation of the trip:
i. the applicable rate to be charged for the trip, including how the rate is calculated;

ii. any extra charges as permitted by section 3 of the Tariff of Fees;

iii. any variable or surge pricing for the trip;

iv. an estimate of the total cost of the trip;

v. an estimated time of pick-up;

vi. the vehicle number assigned to the taxicab;

(b) provide real-time GPS tracking visible to the passenger showing the location of the vehicle while en route to pick up the passenger and for the duration of the trip;

(c) at the conclusion of the trip, immediately provide to the customer a receipt, which may be provided electronically, containing:

i. the total amount paid;

ii. the date, time and duration of the taxi service;

iii. the pick-up and drop-off locations;

iv. the taxi badge number of the driver;

v. the vehicle number of the taxi cab;

vi. the name of the taxicab broker;

(d) provide a mechanism, through the mobile application, to submit feedback regarding the taxi service to the taxicab broker;

(e) have a written privacy policy regarding the collection of personal information through its mobile application, must provide instructions of how to obtain a copy of its privacy policy or a link to its privacy policy in a location accessible to passengers using the mobile application and shall provide a copy of its privacy policy to any person upon request;
(f) include a process in its mobile application by which a passenger accepts or refuses the taxi service prior to the trip being initiated and keep a record of such acceptance or refusal;

(g) ensure that any calculations relating to distance, time or cost shall be accurate and completed in a manner so as not to be misleading or deceptive;

(h) ensure that no charges other than those disclosed pursuant to this section are charged to the passenger for the taxi services requested by the passenger.

29.6 Payment for approved pre-arranged services may be made through a secure payment mechanism facilitated by the mobile application or to the driver of the taxicab.”

53 Schedule “A” is repealed and the attached Schedule “A” is substituted.

54 Clause 1(c) of Schedule “B” is repealed and the following substituted:

“1(c) except where exempted by Saskatchewan Government Insurance, the vehicle must be equipped with either a spare tire and jack that is ready for use or an inflatable spare tire kit with sealant;”

55 Schedule “C” is repealed.
This Bylaw comes into force on the day of passage.

READ A FIRST TIME THIS 29th DAY OF July 2020.
READ A SECOND TIME THIS 29th DAY OF July 2020.
READ A THIRD TIME AND PASSED THIS 29th DAY OF July 2020.

Mayor

City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk
SCHEDULE "A"

1. The following Table sets out the fees that are required to be paid by Applicants and Licensees pursuant to this Bylaw.

<table>
<thead>
<tr>
<th>Type of Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxicab Broker Annual Licence Fee</td>
<td>$375.00</td>
</tr>
<tr>
<td>Taxicab Broker Annual Licence Fee – City data entry (CAD/GPS exempt)</td>
<td>$475.00</td>
</tr>
<tr>
<td>Regular, Temporary, Seasonal and Accessible Taxicab Owner’s Annual Licence Fee</td>
<td>$375.00</td>
</tr>
<tr>
<td>Taxicab Driver Annual Licence Fee New Licence</td>
<td>$50.00</td>
</tr>
<tr>
<td>Taxicab Driver Annual Licence Fee Renewal Licence</td>
<td>$25.00</td>
</tr>
<tr>
<td>Taxicab Driver Annual Licence Fee Duplicate Licence</td>
<td>$25.00</td>
</tr>
<tr>
<td>Transfer Fee</td>
<td></td>
</tr>
<tr>
<td>Brokerage Transfer Fee (same vehicle- switching brokerages)</td>
<td>$35.00</td>
</tr>
<tr>
<td>Transfer Fee</td>
<td></td>
</tr>
<tr>
<td>Regular Taxicab Owner Licence Transfer Fee (transfer of decal with or without vehicle)</td>
<td>$35.00</td>
</tr>
<tr>
<td>Inspection/Re-inspection Fee Meter seal/Meter Check Fee</td>
<td>$50.00</td>
</tr>
<tr>
<td>Inspection/Re-inspection Fee Without Meter Check (sealed meter- new and existing vehicle)</td>
<td>$30.00</td>
</tr>
<tr>
<td>Missed or Late Appointment Fee</td>
<td>$25.00</td>
</tr>
<tr>
<td>Lottery Entry Fee</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

TARIFF OF FEES

2. Subject to section 29(1) every person operating any class of taxicab shall charge or collect no more than the following:

(a) for the hire of a taxicab for the first 120 meters or part thereof $4.00

(b) for each additional 138 meters or part thereof $0.25

(c) for waiting time while under engagement; after the first five minutes, for each additional 25 seconds and shall include: $0.25
2

Bylaw No. 2020-51

(i) the time during which the taxicab is not in motion, beginning five minutes after its reported arrival at the place at which the trip is to commence; and

(ii) the time consumed while standing at the direction of the passenger.

(d) for the hire of taxicabs by the hour:

(i) per hour, up to a travel limit of 10 kms $36.00

(ii) a further charge per km for trips in excess of 10 kms $0.80

(iii) for charges from the commencement of a trip, fractions of hours and mileages to be pro-rated, the minimum charge for any trip $2.15

(e) for special trips outside the City limits $1.72 per km

3. No person providing taxi service shall charge greater than the following fees for the described service:

(a) for any number of grocery parcels $ .55

(b) for each trunk .30

(c) hand luggage no charge

(d) wheelchairs or mobility equipment no charge

(e) a fee of $1.00 or less where the passenger pays using an electronic payment system

(f) cleaning fee where passenger soils vehicle by vomit or bodily fluid up to $100

(g) a fee equal to the amount per trip charged to the taxi driver by the Regina Airport Authority for any trips originating or terminating at the Regina Airport.
4. No charge shall be made for the time lost through defects or inefficiency of the taxicab or incompetency of its driver's premature arrival of the taxicab in answer to a call.

5. All fees charged pursuant to this Bylaw are deemed to include Goods and Services Tax, and no fee or charge shall be collected in addition to the fees stated herein for the Goods and Services Tax.
ABSTRACT

BYLAW NO. 2020-51

THE TAXI AMENDMENT BYLAW, 2020

PURPOSE: The purpose of this Bylaw is to make various amendments to The Taxi Bylaw arising out of a review of the bylaw.

ABSTRACT: The Taxi Bylaw is amended to adjust requirements, fees and processes and to enable the use of technology to provide trips outside of the Fee Tariff.

STATUTORY AUTHORITY: Section 8 of The Cities Act.

MINISTER’S APPROVAL: N/A

PUBLIC HEARING: N/A

PUBLIC NOTICE: N/A

REFERENCE: Community and Protective Services Committee, February 6, 2020, CPS20-6 and City Council June 30, 2020, CPS20-16.

AMENDS/REPEALS: Amends Bylaw 9635

CLASSIFICATION: Regulatory

INITIATING DIVISION: Office of the City Solicitor

INITIATING DEPARTMENT: Licensing & Parking Services
BYLAW NO. 2020-52

THE ELECTION AMENDMENT BYLAW, 2020

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

1 The purpose of this Bylaw is to amend Bylaw 2012-42, being The Mail-in Ballot Bylaw, 2012 and Bylaw 10197, being The Automated Vote Counting Bylaw, to do the following:

(a) reduce in-person contact by allowing for voters to submit their application for a mail-in ballot by mail, fax or other means of electronic transmission on the conditions that:

(i) the voter’s signature on the Declaration of Person Requesting Mail-in Ballot and Voter’s Registration is witnessed by a person that falls within the list of prescribed persons;

(ii) the voter provides proof of their identity to the witness in the form of government issued identification that includes the voter’s photograph, name, address and signature so that the witness can be satisfied that the voter’s identity has been established;

(iii) the voter provides copies of their government issued identification that includes the voter’s photograph, name, address and signature to the deputy returning officer or other designated election official as part of the mail-in ballot application;

(b) allow anyone who is unable to attend at an established polling place to apply for a mail-in ballot and to expand the ability of election officials to attend at a voter’s residence to accept their mail-in ballot application where the voter is not able to apply in person because of an illness, a compromised immune system or has increased risk factors that could lead to illness if exposed to a communicable disease;

(c) allow mail-in ballots to be inserted into voting machines the next business day after the close of the advance poll dates if 100 or more ballots are received by the advance poll dates;

(d) update outdated legislative references.

2 The authority for this Bylaw is section 9.1, clause 29(1)(b), section 90 and section 92 of The Local Government Election Act, 2015 and Part III and IV of The Local Government Election Regulations, 2015.
Bylaw No. 2020-52

3 Bylaw 2012-42, being *The Mail-in Ballot Bylaw, 2012* is amended in the manner set forth in sections 4 to 15 of this Bylaw.

4 Clause 3(1)(h) is repealed and the following substituted:

“(h) *personal care facility*’ means a facility designated pursuant to *The Provincial Health Authority Act* that has five or more patient or resident beds and includes any free-standing facility that is a mental health centre within the meaning of *The Mental Health Services Act* and that:

(a) serves persons who are patients pursuant to that Act; and

(b) has five or more patient beds;”

5 Clause 4(1)(a) is repealed and the following substituted:

“(a) voters who are unable to attend an established polling place during the advance poll or on election day; or”

6 Subsection 4(2) is amended by striking out “in person”.

7 Subsection 5 is repealed and the following substituted:

**Application process for mail-in ballot**

5(1) Every voter who meets the eligibility requirements set out in subsection 4(1) and wishes to apply for a mail-in ballot shall apply to the returning officer or other designated election official at a location designated by the returning officer by:

(a) submitting a Voter’s Registration Form and Declaration of Person Requesting Mail-in Ballot Form; and

(b) providing proof of the voter’s identity in accordance with this section.

(2) Where the following conditions are met, the returning officer or other designated election official may attend at a voter’s residence or at a hospital, personal care facility or similar institution in order to accept the documents required pursuant to subsection (1) and to check the proof of identity in accordance with subsection (1):

(a) the voter makes such a request; and

(b) the voter is not able to apply in person because of a physical disability, limited mobility, illness, a compromised immune system or has
increased risk factors that could lead to becoming severely ill if exposed to a communicable disease.

(3) Subject to subsection (5), an application pursuant to subsection (1) or (2) is required to be made in person, either with the applicant voter attending a location designated by the returning officer to fill out the forms and provide proof of identity, or the returning officer or designated election official attending at the applicant voter’s residence in accordance with subsection (2) to accept the forms and review the proof of identity.

(4) Where a voter applies for a mail-in ballot in person or an election official attends at a voter’s residence or at a hospital, personal care home or similar institution pursuant to subsection (2) to accept the documents in subsection (1), the following conditions must be met:

(a) the returning officer or any other designated election official is required to witness the signature of the voter on the Voter’s Registration Form and Declaration of Person Requesting Mail-in Ballot Form; and

(b) a voter is required to provide proof of the voter’s identity by providing the documents or information set out in section 110 of the Act and the Regulations.

(5) Notwithstanding subsection (3), a voter may apply for a mail-in ballot by mail, fax or other means of electronic transmission if all of the following conditions are met:

(a) the applicant voter submits a Voter’s Registration Form and Declaration of Person Requesting Mail-in Ballot Form which includes the applicant voter’s signature on both documents;

(b) the applicant voter’s signature on the Voter’s Registration Form and Declaration of Person Requesting Mail-in Ballot Form is witnessed by one of the following prescribed persons:

(i) an eligible voter as defined in the Act and Regulations who is related to the applicant voter in one of the ways set out in Table 2 of Appendix D of the Regulations and who has known the applicant voter for two years or more;

(ii) an eligible voter as defined in the Act and Regulations who lives at the same address as the applicant voter and who has known the applicant voter for two years or more;
(iii) a person who is 18 years of age or older who is registered or licensed to practice with the applicable governing body in one of the following professions:

(A) judge;

(B) dentist;

(C) pharmacist;

(D) veterinarian;

(E) police officer;

(F) notary public;

(G) lawyer/notary;

(H) medical doctor;

(I) dean/head of university or college;

(J) signing officer of a:

(I) bank or trust company; or

(II) financial institution that offers a full range of banking services (cash withdrawals, deposits and savings);

(iv) a Saskatchewan Health Authority employee who is 18 years of age or older and works in the hospital, rehabilitation centre, senior assisted living facility, long-term care facility, or care home governed by or affiliated with the Saskatchewan Health Authority where the voter resides;

(c) the person who witnesses the applicant voter’s signature on the Voter’s Registration Form and Declaration of Person Requesting Mail-in Ballot Form reviews the following forms of the applicant voter’s identification and confirms that they are satisfied that the voter’s identity has been established:

(i) one piece of identification issued by the Government of Canada, the Government of Saskatchewan, a municipality or
a government agency that contains a photograph of the applicant voter, the applicant voter’s name and address and the applicant voter’s signature; or

(ii) one piece of identification issued by the Government of Canada, the Government of Saskatchewan, a municipality or a government agency that contains a photograph of the applicant voter and the applicant voter’s name and signature and a second piece of identification prescribed in the Regulations that contains the applicant voter’s name and address;

(d) the applicant voter provides the deputy returning officer or other designated election official copies of the following forms of identification:

(i) one piece of identification issued by the Government of Canada, the Government of Saskatchewan, a municipality or a government agency that contains a photograph of the applicant voter, the applicant voter’s name and address and the applicant voter’s signature; or

(ii) one piece of identification issued by the Government of Canada, the Government of Saskatchewan, a municipality or a government agency that contains a photograph of the applicant voter and the applicant voter’s name and signature and a second piece of identification prescribed in the Regulations that contains the applicant voter’s name and address;

(6) Where an applicant voter applies for a mail-in ballot by mail, fax or other means of electronic transmission and does not meet one or more of the following requirements to the satisfaction of the deputy returning officer or other designated election official reviewing the application, the voter will be required to apply in person for a mail-in ballot in accordance with subsections (3) and (4):

(a) the Voter’s Registration Form or Declaration of Person Requesting Mail-in Ballot Form is not signed or witnessed in accordance with this section;

(b) the Voter’s Registration Form or Declaration of Person Requesting Mail-in Ballot Form is incomplete or is not legible;
the copies of the identification do not comply with the identification requirements in clause (d), or the copies are not provided or are not provided in a clear or legible form;

(d) the signature on the identification does not match the voter’s signature on the Voter’s Registration Form or Declaration of Person Requesting Mail-in Ballot Form.

(7) Notwithstanding subsection (5), no candidate or candidate’s agent shall witness the applicant voter’s signature on the Voter’s Registration Form or Declaration of Person Requesting Mail-in Ballot Form.”

8 The following section is added after section 7:

“Declaration of Person Requesting Mail-in Ballot Form

7.1 The Declaration of Person Requesting Mail-in Ballot Form is modified to include areas to record the following information:

(a) the printed name, address, telephone number and e-mail address (if the witness has an e-mail address) of the person who witnessed the voter’s signature on the Declaration of Person Requesting Mail-in Ballot Form;

(b) where the witness is a witness outlined in clauses 5(b)(i) or (ii) an oath or affirmation from the witness stating that the witness is an eligible voter as defined in the Act and Regulations and has reviewed the identification of the applicant voter and is satisfied that their identity has been established and believes that the matters sworn or affirmed are true in substance and in fact;

(c) where the witness is a witness outlined in clauses 5(b)(iii) or (iv) an oath or affirmation from the witness stating that the witness is 18 years of age or older and has reviewed the identification of the applicant voter and is satisfied that their identity has been established and believes that the matters sworn or affirmed are true in substance and in fact.”

9 Section 8 is repealed.

10 Clause 9(a) is repealed and the following substituted:

“(a) affix his or her signature to the Declaration of Person Requesting Mail-in Ballot, where the voter applies in person; and”
Section 19 is repealed and the following substituted:

**“Inclusion with ballots at advance poll”**

19(1) Subject to subsection (4), the deputy returning officer or other designated election official shall set aside voting machines at the Elections Regina Office that will exclusively be used to count mail-in ballots.

(2) Where 100 or more mail-in ballots are received prior to the advance poll dates, the deputy returning officer or other designated election official may insert these mail-in ballots into voting machines set up for the mail-in ballots the next business day after the close of the advance poll dates in accordance with the provisions of this Bylaw and Bylaw 10197, being *The Automated Vote Counting Bylaw*.

(3) Where mail-in ballots have been dealt with at the advance poll dates in accordance with subsection (2), any ballots received after the advance poll dates shall be included with and counted at the Elections Regina Office through the voting machines used for mail-in ballots that were used in subsection (2).

(4) Where less than 100 mail-in ballots are received in total, the mail-in ballots shall be included with and counted with the special poll ballots.”

Section 20 is repealed and the following substituted:

**“Materials required on advance poll day or election day”**

20 On election day or the advance poll dates in the case of mail-in ballots dealt with in accordance with subsection 19(2), the following materials are required to be provided to the deputy returning officer or other designated election official at the polling station where the mail-in ballots will be inserted into the voting machines:

(a) any voter confirmation envelopes that have been returned but have not yet been placed in the ballot box provided for in section 18;

(b) the ballot box provided for in section 18 which contains the voter confirmation envelopes; and

(c) the Voter’s Registration Form and Declaration of Person Requesting Mail-in Ballot for each voter who was approved to vote by mail.”

Section 21 is amended by striking out “On election day” and substituting “On election day or the advance poll dates in the case of mail-in ballots dealt with in accordance with subsection 19(2),”.
Bylaw No. 2020-52

14 Section 23 is amended:

(a) by striking out “On election day” and substituting “On election day or the advance poll dates in the case of mail-in ballots dealt with in accordance with subsection 19(2),”;

(b) by striking out 23(f) and substituting the following:

“(f) extract the ballots from those ballot security envelopes that have been accepted and insert the ballots into the voting machines in accordance with the provisions of Bylaw 10197, being The Automated Vote Counting Bylaw.”

15 Section 24 is repealed and the following substituted:

“Results tabulated after close of polls
24 The deputy returning officer or other designated election official shall not tabulate the final results through the voting machines until after the close of polls on election day.”

16 Bylaw 10197, being The Automated Vote Counting Bylaw is amended in the manner set forth in sections 17 and 18 of this Bylaw.

17 Section 9.1(2) is repealed and the following substituted:

“(2) After following the procedures outlined in subsection (1), the election official shall insert the ballots into the voting machine used for:

(a) special poll ballots where there are less than 100 mail-in ballots in total; or

(b) mail-in ballots where there are 100 or more mail-in ballots.

(3) The mail-in ballots shall be inserted into the voting machines in accordance with subsection 10(2) of this Bylaw.

(4) Where mail-in ballots are inserted into the voting machines the next business day after the advance poll dates, the register tape shall not be printed and the results for the poll shall not be reported until the close of polls on election day.”

18 Subsection 10(2) is amended by striking out “After the poll is closed on election day, if” and substituting “If”.
19 This Bylaw comes into force on the day of passage.


Mayor

City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk
ABSTRACT

BYLAW NO. 2020-52

THE ELECTION AMENDMENT BYLAW, 2020

PURPOSE:
The purpose of this Bylaw is to make it easier for voters to apply for a mail-in ballot remotely. It allows for voters to apply for a mail-in ballot by mail, fax or other means of electronic transmission where the voter can satisfy the identification requirements through providing copies of identification and having their forms witnessed by a person set out in a prescribed list of witnesses. Further, this Bylaw allows for some flexibility to election officials to insert the mail-in ballots into voting machines the next business day after the close of the advance polls. The Bylaw also updates some outdated legislative references.

ABSTRACT:
This Bylaw allows voters to apply for a mail-in ballot by mail, fax or other means of electronic transmission on the conditions that they provide copies of prescribed identification and have their Declaration of Person Requesting Mail-in Ballot and Voter’s Registration forms witnessed by a person that falls within the list of prescribed persons in the Bylaw. These changes are being made to accommodate people who are not able to attend at an established polling place for various reasons including the pandemic. This Bylaw also allows mail-in ballots to be inserted into voting machines on the next business day after the close of the advance polls if 100 or more ballots are received by the advance poll dates. This will assist election officials so that they do not have to insert all of the mail-in ballots after the close of polls on the election day. This Bylaw also updates outdated legislative references.

STATUTORY AUTHORITY:
The authority for this Bylaw is section 9.1, clause 29(1)(b), section 90 and section 92 of The Local Government Election Act, 2015 and Part III and IV of The Local Government Election Regulations, 2015.

MINISTER’S APPROVAL: Minister’s approval is not required, but matters falling under a general election bylaw such as changes relating to the use of
voting machines must be passed at least 90 days before the general election. Assuming this Bylaw is passed on July 29, 2020, it will be passed more than 90 days prior to the November 9, 2020 election.

PUBLIC HEARING: N/A

PUBLIC NOTICE: N/A

REFERENCE: Report EX20-24 from the July 8, 2020 Executive Committee meeting

AMENDS/REPEALS: Amends Bylaw 2012-42 and Bylaw 10197

CLASSIFICATION: Regulatory and Administrative

INITIATING DIVISION: City Manager
INITIATING DEPARTMENT: City Clerk’s Office