



# **EXECUTIVE COMMITTEE**

**Wednesday, October 5, 2016  
11:45 AM**

**Henry Baker Hall, Main Floor, City Hall**



**Public Agenda  
Executive Committee  
Wednesday, October 5, 2016**

**Approval of Public Agenda**

**Minutes of the meeting held on September 14, 2016**

**Administration Reports**

EX16-28      RFF #2713 – Value Increase for Engineering Services for Residential Road Renewal Program – Package #1

**Recommendation**

That this report be forwarded to the October 17, 2016 meeting of City Council for information.

EX16-29      Capital Improvement Partnership Agreement – Saskatchewan Ministry of Highways and Infrastructure and City of Regina

**Recommendation**

1. That the Executive Director of Transportation & Utilities, or designate, be authorized to prepare, negotiate, review and approve that the City of Regina (City) enter into a 5 year Capital Improvement Partnership Agreement (Agreement) with the Ministry of Highways and Infrastructure (Ministry), based upon the following scope:
  - a. The Ministry is responsible for the full costs associate with the installation of the signals, the full annual maintenance and operating costs of the signals and will fully cover costs associated with any major malfunction, major repairs or required upgrades.
  - b. The Executive Director of Transportation & Utilities, or designate, be authorized to amend, extend, or terminate the Agreement as may be required throughout the term of the Agreement;
  - c. The Executive Director of Transportation & Utilities be authorized to prepare, negotiate, review, amend, and approve any other ancillary documents related to the Agreement that are necessary to give full effect to the Agreement.
2. That the City Clerk be authorized to execute the Agreement and any such ancillary documents to the Agreement, after review by the City Solicitor.
3. That this report be forwarded to the October 17, 2016 meeting of City Council for approval.

**Resolution for Private Session**

AT REGINA, SASKATCHEWAN, WEDNESDAY, SEPTEMBER 14, 2016

AT A MEETING OF THE EXECUTIVE COMMITTEE

HELD IN PUBLIC SESSION

AT 11:45 AM

**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: Councillor Shawn Fraser, in the Chair  
Mayor Michael Fougere  
Councillor Sharron Bryce  
Councillor Bryon Burnett  
Councillor John Findura  
Councillor Jerry Flegel  
Councillor Bob Hawkins  
Councillor Terry Hincks  
Councillor Wade Murray  
Councillor Mike O'Donnell  
Councillor Barbara Young

Also in Attendance: City Clerk, Jim Nicol  
Deputy City Clerk, Erna Hall  
A/City Manager, Ian Rea  
Executive Director, Legal & Risk, Byron Werry  
Executive Director, City Planning & Development, Diana Hawryluk  
Executive Director, City Services, Kim Onrait  
Executive Director, Human Resources, Pat Gartner  
Executive Director, Transportation & Utilities, Karen Gasmol  
Director, Community Services, Laurie Shalley  
A/Director, Communications, Alan Clay

#### APPROVAL OF PUBLIC AGENDA

**Councillor Sharron Bryce moved, AND IT WAS RESOLVED, that the agenda for this meeting be approved, as submitted, and that the delegations be heard in the order they are called by the Chairperson.**

#### ADOPTION OF MINUTES

**Councillor Bob Hawkins moved, AND IT WAS RESOLVED, that the minutes for the meeting held on August 10, 2016 be adopted, as circulated.**

ADMINISTRATION REPORTS

EX16-21 Saskatchewan First Nations Summer Games

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**Recommendation**

- 1 That the City of Regina provide a total of \$100,000 in support of the File Hills Qu'Appelle Tribal Council 2017 Saskatchewan First Nations Summer Games. This support will consist of City services of up to \$30,000 and a cash grant of up to \$70,000.
- 2 That the Executive Director City Services be delegated the authority to negotiate and approve the terms of the Contribution Agreement between the City of Regina and FHQTC 2017 Sask First Nations Summer Games Inc. as outlined in this report.
- 3 That the Executive Director City Services be delegated the authority to negotiate and approve the terms of the Venue Agreement between the City of Regina and FHQTC 2017 Sask First Nations Summer Games Inc. as outlined in this report.
- 4 That the City Clerk be authorized to execute the Contribution Agreement and the Venue Agreement on behalf of the City of Regina after review by the City Solicitor.
- 5 That this report be forwarded to the September 26, 2016 meeting of City Council for approval.

Elaine Chicoose and Elmer Eashappie, representing File Hills Qu'Appelle Tribal Council addressed the Committee.

**Mayor Michael Fougere moved, AND IT WAS RESOLVED, that the recommendations contained in the report be concurred in.**

EX16-22 Support to Host the 2017 Pinty's Grand Slam of Curling – Tour Challenge

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**Recommendation**

1. That the City of Regina indicate support in principle for the 2017 Pinty's Grand Slam of Curling – Tour Challenge with a cash grant in the amount of \$25,000 subject to the following conditions:
  - a. The bid to host the 2017 Pinty's Grand Slam of Curling – Tour Challenge is successful;
  - b. The City's funding is conditional upon the 2017 Pinty's Grand Slam of Curling – Tour Challenge Host Committee securing an additional \$125,000 in funding from other community partners such as the Regina Hotel Association, Tourism Saskatchewan, and Curl Regina;

- c. The 2017 Pinty's Grand Slam of Curling – Tour Challenge Host Committee demonstrates the ability to plan and host the event through a plan which outlines the proposed organizational structure, human resource plan, operations and financial plan, evaluation plan, and risk management plan. Administration believes this is a critical component;
  - d. Completion of a funding agreement with the Host Committee outlining relationships, accountabilities, roles, and responsibilities of the City as funder and the Host Committee as event organizer;
  - e. Recognition that the City accepts no obligations for deficits, loans, or guarantees for the 2017 Pinty's Grand Slam of Curling – Tour Challenge;
  - f. A commitment by the 2017 Pinty's Grand Slam of Curling – Tour Challenge Host Committee to provide a follow up report that identifies how the City's funding was utilized in the hosting of the event.
2. That this report be forwarded to the September 26, 2016 meeting of City Council for approval.

John Lee, Bernadette McIntyre, and Kendra Richards, representing Economic Development Regina Inc., addressed the Committee.

(Councillor Hincks left the meeting.)

**Councillor Mike O'Donnell moved, AND IT WAS RESOLVED, that the recommendations contained in the report be concurred in.**

EX16-23      Support to Host the 2018 Tim Hortons Brier

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**Recommendation**

1. That the City of Regina indicate support in principle for the 2018 Tim Hortons Brier in the amount of \$150,000, consisting of a \$100,000 cash grant and the provision of City services valued up to \$50,000 subject to the following conditions:
  - a. The bid to host the 2018 Tim Hortons Brier is successful;
  - b. The City's funding is conditional upon the 2018 Tim Hortons Brier Host Committee securing an additional \$700,000 in funding from other community partners such as Tourism Saskatchewan, Regina Hotel Association, Evraz Place, Tourism Regina, and Events Regina;
  - c. The 2018 Tim Hortons Brier Host Committee demonstrates the ability to plan and host the event through a plan which outlines the proposed organizational structure, human resource plan, operations and financial plan, evaluation plan, and risk management plan. Administration believes this is a critical component;

- d. Completion of a funding agreement with the Host Committee outlining relationships, accountabilities, roles, and responsibilities of the City as funder and the Host Committee as event organizer;
  - e. Recognition that the City accepts no obligations for deficits, loans, or guarantees for the 2018 Tim Hortons Brier;
  - f. A commitment by the 2018 Tim Hortons Brier Host Committee to provide a follow up report that identifies how the City's funding was utilized in the hosting of the event.
2. That this report be forwarded to the September 26, 2016 meeting of City Council for approval.

John Lee, Bernadette McIntyre, and Kendra Richards, representing Economic Development Regina Inc., addressed the Committee.

**Councillor Sharron Bryce moved, AND IT WAS RESOLVED, that the recommendations contained in the report be concurred in.**

EX16-24      Support to Host the 2017 Skate Canada International

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**Recommendation**

1. That the City of Regina indicate support in principle for the 2017 Skate Canada International with a cash grant in the amount of \$50,000, subject to the following conditions:
  - a. The bid to host the 2017 Skate Canada International is successful;
  - b. The City's funding is conditional upon the 2017 Skate Canada International Local Organizing Committee securing an additional \$200,000, in funding from other community partners such as the Regina Hotel Association, Tourism Saskatchewan, and Sport Canada;
  - c. The 2017 Skate Canada International Local Organizing Committee demonstrates the ability to plan and host the event through a plan which outlines the proposed organizational structure, human resource plan, operations and financial plan, evaluation plan, and risk management plan. Administration believes this is a critical component;
  - d. Completion of a funding agreement with the Local Organizing Committee outlining relationships, accountabilities, roles and responsibilities of the City as a funder, and the Local Organizing Committee as event organizer;

- e. Recognition that the City accepts no obligations for deficits, loans, or guarantees for the 2017 Skate Canada International; and,
  - f. A commitment by the 2017 Skate Canada International Local Organizing Committee to provide a follow up report that identifies how the City's funding was utilized in the hosting of the event.
2. That this report be forwarded to the September 26, 2016 meeting of City Council for approval.

John Lee, representing Economic Development Regina Inc., and Daniel Shaw, representing Skate Canada International addressed the Committee.

**Councillor Flegel moved, AND IT WAS RESOLVED, that the recommendations contained in the report be concurred in.**

EX16-25      Building Canada Fund (BCF), Provincial-Territorial Infrastructure Component (PTIC), National Regional Projects (NRP), Transit Fleet Maintenance Facility (TFMF) Contribution Agreement

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**Recommendation**

1. That City Council delegate authority to the City Manager or his designate to approve and enter into a Contribution Agreement for the Building Canada Fund (BCF) Provincial-Territorial (PTIC), National Regional Projects (NRP), Transit Fleet Maintenance Facility (TFMF) Contribution Agreement.
2. That the City Clerk be authorized to execute the Contribution Agreement after review by the City Solicitor.
3. That item EX15-2 be removed from the list of outstanding items for the Executive Committee.
4. That this report be forwarded to the September 26, 2016 meeting of City Council for approval.

Chad Novak, representing Saskatchewan Taxpayers Advocacy Group addressed the Committee.

**Mayor Michael Fougere moved, AND IT WAS RESOLVED, that the recommendations contained in the report be concurred in.**

MOTIONS

(Councillor John Findura declared a conflict prior to consideration of item EX16-26, citing his involvement as the Vice-President of the Regina Multicultural Association, abstained from discussion and voting and temporarily left the meeting)

EX16-26 Councillor Jerry Flegel: Glockenspiel

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The following address the Committee:

- Chad Novak, representing Saskatchewan Taxpayers Advocacy Group
- Alvin Knoll, representing Regina German Club Harmonie

**Pursuant to due notice, Councillor Jerry Flegel moved, AND IT WAS RESOLVED, that the Administration consult with the community to find a location for the Glockenspiel and provide a report to the December 14, 2016 meeting of this Committee with a proposed location, costs and funding source.**

EX16-27 Councillor John Findura: Noise Attenuation

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**Pursuant to due notice, Councillor John Findura moved, AND IT WAS RESOLVED, that:**

- 1. Review the City of Regina's current Noise Attenuation Policy to ensure that it meets current standards and that those standards are being complied with.**
- 2. Provide the results of the Noise Monitoring Study that was conducted in 2012.**
- 3. Report back to the Public Works and Infrastructure Committee in Q4 of 2017 with the findings of the review of the policy, the Noise Monitoring Study and recommendations on any changes and associated costs.**

RESOLUTION FOR PRIVATE SESSION

**Councillor Sharron Bryce moved, AND IT WAS RESOLVED, that in the interest of the public, the remainder of the items on the agenda be considered in private.**

RECESS

**Councillor Wade Murray moved, AND IT WAS RESOLVED, that the meeting recess for seven minutes.**

The meeting recessed at 1:25 p.m.

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Chairperson

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Secretary



October 5, 2016

To: Members,  
Executive Committee

Re: RFP #2713 - Value Increase for Engineering Services for Residential Road Renewal  
Program - Package #1

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### RECOMMENDATION

That this report be forwarded to the October 17, 2016 meeting of City Council for information.

### CONCLUSION

On September 22, 2015, the City of Regina (City) awarded Associated Engineering (Sask) Ltd. (AE) a contract to provide professional engineering services for the Residential Road Renewal Program (RRRP), Package #1 for a total of \$450,000 excluding GST plus a contingency of \$40,000. The scope of the work included site investigation, preliminary and detailed design for the rehabilitation of road, curb & gutter and sidewalk structures, tendering and project management for this package.

As a part of the scope of work, AE reviewed and evaluated improvement options from preliminary design and tested this for efficiency and cost effectiveness. This led to AE recommending some changes in the field which will require additional time to ensure that a consistent level of service was provided. Due to these changes, AE has requested an increase in fees in the amount of \$45,000, excluding GST, to cover this additional work to deliver the program. The existing contingency of \$40,000 is not sufficient to cover the cost of the additional services for the project.

Adjustments to AE's engineering fees are being made to accommodate the proposed residential work. The adjustments have increased the engineering services upset fee to \$535,000 from the original upset fee of \$450,000 excluding GST, plus \$40,000 contingency.

As per the City's Purchasing Policy, *The Regina Administration Bylaw No. 2003-69*, and the Purchasing Procedure Manual – Appendix C – Delegation of Authority and Authorization Levels, Page C-3, if the amendment to a contract for consulting or professional services increases the value of the contract in excess of \$500,000, an informational report must be taken to Council to describe the circumstances for the increase.

### BACKGROUND

The long term RRRP was established in 2014 and is funded by a 1% dedicated mill rate increase per year until 2019 and 25% from the Street Infrastructure Renewal Program. Allocation of this fund is based on analysis that determines the most effective and efficient delivery of the program to gradually improve the condition of residential roadways in the most responsible and cost efficient manner.

Locations for this program are selected each year by the City of Regina's Roadways Preservation Branch for rehabilitation under the RRRP. 38 locations were identified for rehabilitation for the RRRP - Package #1 for 2017.

The scope of work for these locations consists of the following:

- Localized repair and/or reconstruction of surface works such as pavement, sidewalks, curbs, gutters and landscaping where required; and
- Repair and/or reconstruction of underground services such as catch basins and man-holes impacted by surface works.

## DISCUSSION

Through a public notification process as per *The Regina Administration Bylaw No. 2003-69, Schedule D – Purchasing Policy, Part V – Consulting and Professional Services, Public Notification Process*, RFP #2713 was posted to SaskTenders to request proposals from qualified firms to provide engineering services to meet the goals of the RRRP.

A selection committee was formed to review the submitted RFP's and their recommendation was that AE be awarded this contract.

The work leading up to construction for RRRP – Package #1 involved a significant amount of collaboration and discussion. Options and thresholds have been reviewed and tested for efficiency and cost effectiveness. Though the majority of the large decisions were made in the design stages of the project, the ongoing changes in the field upon commencement of construction have required additional time for the Consultant to ensure that a consistent level of service is provided.

To this end, the Consultant, AE, requested an increase in fees in the amount of \$45,000 including GST to cover the additional work required to deliver the Program. The existing contingency of \$40,000 is insufficient.

The approval memo to increase the value of the contract from \$490,000 to \$535,000 excluding GST to provide engineering services for Package #1 of the RRRP to AE was signed on July 22, 2016.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

There is sufficient funding in the RRRP to cover this increase in fees.

### Environmental Implications

There is a positive environmental impact caused by the replacement of deteriorated infrastructure. Well-maintained roads help to reduce fuel consumption and wear on vehicles. Fuel consumption directly impacts the emission of greenhouse gases.

### Policy and/or Strategic Implications

The recommended strategy, including a dedicated mill rate allocation, is consistent with the Community Priority of *Long Term Financial Viability*, as outlined in *Design Regina: The Official Community Plan Bylaw No. 2013-48*, (OCP) and consistent with the corporate strategic plan as it relates to asset management. The Residential Road Renewal Program supports the City's strategic focus to improve the development and maintenance of liveable neighbourhoods, and will improve the residential road infrastructure condition to a level and quality that is sustainable.

### Other Implications

An improved residential road network will provide residents in these areas with improved quality of life due to reductions in frustration, travel delays, fuel consumption and vehicle repairs/maintenance.

### Accessibility Implications

On intersection corners where the sidewalks are not accessible, pedestrian ramps will be installed.

### COMMUNICATIONS

A full communication plan has been developed for this project to ensure the public is adequately informed of the upcoming construction work.

### DELEGATED AUTHORITY

As per the City's Purchasing Policy, *The Regina Administration Bylaw No. 2003-69*, if the amendment to a contract for consulting or professional services increases the value of the contract in excess of \$500,000, an informational report must be taken to Council to describe the circumstances for the increase.

Respectfully submitted,



Norman Kyle, Director  
Roadways & Transportation

Respectfully submitted,



Karen Gasmu, P.Eng., Executive Director  
Transportation & Utilities

Report prepared by:

Nigora Yulyakshieva, P. Eng., Manager, Roadways Preservation  
Jared Hagen, P.Eng., Project Engineer, Roadways Preservation

October 5, 2016

To: Members,  
Executive Committee

Re: Capital Improvement Partnership Agreement – Saskatchewan Ministry of Highways and  
Infrastructure and City of Regina

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RECOMMENDATION

1. That the Executive Director of Transportation & Utilities, or designate, be authorized to prepare, negotiate, review and approve that the City of Regina (City) enter into a 5 year Capital Improvement Partnership Agreement (Agreement) with the Ministry of Highways and Infrastructure (Ministry), based upon the following scope:
  - a. The Ministry is responsible for the full costs associate with the installation of the signals, the full annual maintenance and operating costs of the signals and will fully cover costs associated with any major malfunction, major repairs or required upgrades.
  - b. The Executive Director of Transportation & Utilities, or designate, be authorized to amend, extend, or terminate the Agreement as may be required throughout the term of the Agreement;
  - c. The Executive Director of Transportation & Utilities be authorized to prepare, negotiate, review, amend, and approve any other ancillary documents related to the Agreement that are necessary to give full effect to the Agreement.
2. That the City Clerk be authorized to execute the Agreement and any such ancillary documents to the Agreement, after review by the City Solicitor.
3. That this report be forwarded to the October 17, 2016 meeting of City Council for approval.

CONCLUSION

The Ministry has approached the City to design, construct and maintain two sets of traffic signals north of the City on Highway 6 and the intersection with Armour Road and Industrial Drive in 2017. The City has the construction expertise and the resource capacity to deliver the requested services to the Ministry and has entered into similar agreements such as this for signals located at Highway 1 and Memorial Gardens. Entering into this Agreement will be mutually beneficial for both the City and Ministry as signals at these locations will improve the safety and functionality of these two major intersections near the City limits that have experience several serious and often fatal collisions in the last number of years. The agreement entered into by the Ministry and the City will be revenue neutral with the Ministry covering the full costs associate with this work.

## BACKGROUND

Ministry officials approached the City to determine the City's willingness and operational capacity to design, construct and maintain two sets of traffic signals at intersections under the ownership and authority of the Ministry. The scope of work would include the design, construction and maintenance of two sets of traffic signals located at Highway 6 at Armour Road and Highway 6 at Industrial Drive to the north of the city. The Ministry is seeking one signal construction prior to January 2017 and the other prior to May 2017. The Ministry is also requesting a service agreement whereby the City would perform annual routine traffic signal operations and maintenance services.

The City has entered into similar construction, operational, and maintenance services agreements with the Ministry previously and currently provides operations and maintenance services for Ministry for signals close to the city.

## DISCUSSION

The Traffic Engineering Branch of the City has the expertise and operational capacity to perform the services requested by the Ministry. The services requested, are for the construction of two traffic signals and the annual day-to-day operations and maintenance response to the signals, on a cost recovery basis. The City anticipates the capital cost of the design and installation to be approximately \$500,000. The estimated annual fee for the day to day operations and maintenance is \$2,000 per traffic signal. Through the agreement between the Ministry and the City the Ministry will pay both the capital cost and the ongoing operation and maintenance costs. Should either traffic signal experience a major malfunction or require major repairs or upgrades, the Ministry would provide additional funds to perform the necessary major work to return the signals to an in service operational condition.

The agreement would have a period of performance of five years.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

This agreement is revenue neutral and the conditions of this agreement will be such that the Ministry covers the full costs associated with installation, maintenance and operations of the signals.

### Environmental Implications

None with respect to this report

### Policy and/or Strategic Implications

This work provides a platform for collaboration with the Ministry.

### Other Implications

None with respect to this report

Accessibility Implications

None with respect to this report

COMMUNICATIONS

Communications is aware of this work. Additional communications relating to the actual work will be coordinated with the Ministry.

DELEGATED AUTHORITY

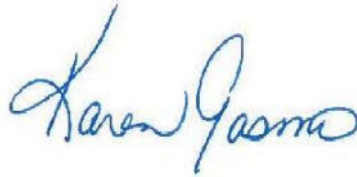
The recommendations contained in this report require City Council approval as set out in Section 35 of *The Regina Administration Bylaw, No. 2003-69*.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'N. Kyle', written in a cursive style.

Norman Kyle, Director  
Roadways & Transportation

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Karen Gasmu', written in a cursive style.

Karen Gasmu, Executive Director Transportation &  
Utilities

Report prepared by:  
Ralph Hessian, Manager, Traffic Engineering