



# **CITY COUNCIL**

**Monday, May 28, 2012  
5:30 PM**

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



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Office of the City Clerk

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**Agenda  
City Council  
Monday, May 28, 2012**

Open With Prayer

**Confirmation of Agenda**

**Adoption of Minutes**

Minutes of the meeting held on May 14, 2012

**Public Notice Bylaws and Related Reports**

CR12-76      CR12-76 Proposed 2012 Local Improvement Program

**Recommendation**

That the City Solicitor be directed to prepare a bylaw based on Appendix A to authorize the 2012 Local Improvement Program for consideration by City Council.

2012-37      2012-37 The Local Improvements Bylaw, 2012

**Recommendation**

Please see the Bylaw for details.

**Committee Reports**

Executive Committee

CR12-77      CR12-77 The Regina Exhibition Association Limited - Continuance as a Non-Profit Corporation controlled by the City of Regina

**Recommendation**

1. That the conversion of The Regina Exhibition Association Limited ("REAL") to a non-profit corporation under *The Non-Profit Corporations Act, 1995* (Saskatchewan) with the following attributes be approved:
  - (i) two classes of memberships (Class A-voting and Class



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## Office of the City Clerk

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- B-non voting);
  - (ii) the City's share in REAL will be converted to a Class A voting membership;
  - (iii) all other shareholders in REAL will be converted to Class B – non-voting memberships; and
  - (iv) the corporation (at the City's direction) may terminate the Class B memberships for \$10 (which is the original share price for a lifetime membership).
- 2. That the City Solicitor be authorized to finalize and file the Articles of Continuance at the Saskatchewan Corporate Registry to bring effect to the conversion of REAL as outlined in recommendation #1.
- 3. That the Deputy City Manager of Corporate Services be designated as the City's proxy for the purposes of exercising the City's voting rights in REAL in accordance with such direction as may be provided by City Council from time to time.
- 4. That following registration of the Articles of Continuance at the Saskatchewan Corporate Registry, the City Manager be authorized to direct the Deputy City Manager of Corporate Services (in his capacity as the City's proxy) to instruct REAL to terminate and cancel Class B-non-voting memberships such that the City will become the sole member of REAL.

### Motions

MN12-3      MN12-3 Supporting Improvements at the Kramer IMAX Theatre

#### **Recommendation**

That the City of Regina provide \$100,000 from the General Reserve Fund towards the purchase of the equipment, provided the Government of Saskatchewan or a Crown corporation matches the City's \$100,000 contribution.

### Bylaws and Related Reports

CR12-78      CR12-78 Residential Drainage Charges

#### **Recommendation**

- 1. That *The Sewer Services Bylaw* No. 5601 be amended to apply a consistent fixed daily charge to all residential storm drainage services equivalent to the rate applied to all properties less than 1,000 square meters.



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## Office of the City Clerk

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2. That the City Solicitor be directed to prepare the necessary amendments to *The Sewer Services Bylaw* No. 5601 to:
  - remove reference to the completed phase-in throughout the Bylaw, including in subsection 16. (2) and Schedule “D”; and,
  - amend subsection 16(1) to be in accordance with Recommendation 1.

CR12-79      CR12-79 Memo - Bylaw 2012-43

**Recommendation**

Receive and file.

2012-24      2012-24 The Sewer Service Amendment Bylaw, 2012

**Recommendation**

Please see the Bylaw for details.

2012-42      2012-42 The Mail-in Ballot Bylaw, 2012

**Recommendation**

Please see the Bylaw for details.

2012-43      2012-43 The Regina Zoning Amendment Bylaw, 2012 (No.12)

**Recommendation**

Please see the Bylaw for details.

**Adjournment**

AT REGINA, SASKATCHEWAN, MONDAY, MAY 14, 2012

AT A MEETING OF CITY COUNCIL

AT 5:30 PM

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

Present: Councillor Sharron Bryce, in the Chair  
Councillor Louis Browne  
Councillor Fred Clipsham  
Councillor John Findura  
Councillor Michael Fougere  
Councillor Terry Hincks  
Councillor Jocelyn Hutchinson  
Councillor Wade Murray  
Councillor Mike O'Donnell  
Councillor Chris Szarka

Regrets: Mayor Pat Fiacco

Also in Attendance: City Clerk, Joni Swidnicki  
City Manager, Glen Davies  
City Solicitor, Byron Werry  
Deputy City Clerk, Amber Smale  
Deputy City Manager, City Operations, Dorian Wandzura  
Deputy City Manager, Corporate Services, Brent Sjoberg  
Deputy City Manager, Community Planning & Development, Jason Carlston  
Executive Director, Governance & Strategy, Jim Nicol  
Director of Planning & Sustainability, Diana Hawryluk  
Manager, Licensing & Municipal Fines Andrea McNeil Wilson

The meeting opened with a prayer.

Approval of Agenda

**Councillor Fougere moved, seconded by Councillor Murray AND IT WAS RESOLVED, that the agenda for this meeting be approved, including the following adjustments recommended by the City Clerk and that the delegations be heard in the order they are called by the Deputy Mayor.**

**Add DE12-40: John Hopkins Regina Revitalization Initiative (RRI) Funding Proposal immediately following item DE12-38.**

Adoption of Minutes

**Councillor Chris Szarka moved, AND IT WAS RESOLVED, that the minutes of the meeting held on April 30, 2012 be adopted, as circulated.**

Advertised Bylaws and Related Reports

CR12-58      CR12-58 Application for Zoning Bylaw Amendment (11-Z-18) Ross Industrial Park Parcel Z Plan No. 83R30878 and Parcel A, Plan No. 101146542

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**Recommendation**

1. That the application to amend *Regina Zoning Bylaw No. 9250* related to Ross Industrial Park, as follows be APPROVED:
  - a. to rezone proposed Lots 1-5, and 7-17 in Block 45; and all of Block 46 and 47 from UH-Urban Holding to IB-Medium Industrial; and
  - b. to rezone Lot 6 in Block 45 as shown on the attached subject property map, from UH-Urban Holding to PS-Public Service.

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

CR12-59      CR12-59 Application for Zoning Bylaw Amendment (11-Z-19) Part of 490 Angus Road North

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**Recommendation**

1. That the application to rezone a portion of 490 Angus Road N. (Block Y2, Plan No. 66R00182) as shown on the attached proposed plan of subdivision dated December 6, 2011, from PS – Public Service to R1 – Residential Detached, be APPROVED.
2. That the City Solicitor be directed to prepare the necessary bylaw.

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

DE12-36      Kevin Reese: Application for Zoning Bylaw Amendment (12-Z-1) The Creeks Phase 4

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Pursuant to due notice the delegation was present.

The Deputy Mayor invited the delegation to come forward and be heard. The delegation answered several questions.

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR12-60, a report from the Regina Planning Commission respecting the same subject.**

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CR12-60      Application for Zoning Bylaw Amendment (12-Z-1) The Creeks Phase 4

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**Recommendation**

1. That the application to rezone the shaded 4.99 ha portion of The Creeks Concept Plan (Part of Parcel B, Plan No. 101929530 and Part of SW ¼ 11-17-19 W2M) as shown on the attached Subject Property Map, from UH – Urban Holding to R1 – Residential Detached, be APPROVED;
2. That pursuant to Section 18D.1.1 of the Zoning Bylaw, City Council waive the requirement to post a public notification sign on the subject lands, due to their remote location and the current unavailability of direct public access; and
3. That the City Solicitor be directed to prepare the necessary bylaw.

**Councillor Fougere moved, AND IT WAS RESOLVED, that the recommendations of the Regina Planning Commission contained in the report be concurred in.**

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2012-36      Bylaw 2012-36 The Regina Zoning Amendment Bylaw, 2012 (No. 9)

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2012-38      Bylaw 2012-38 The Regina Zoning Amendment Bylaw, 2012 (No. 9)

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2012-39      Bylaw 2012-39 The Regina Zoning Amendment Bylaw, 2012 (No. 9)

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**Councillor Clipsham moved, seconded by Councillor Findura, AND IT WAS RESOLVED, that Bylaw No. 2012-36, 2012-38 and 2012-39 be introduced and read a first time. Bylaws read a first time.**

No letters of objection were received pursuant to the advertising with respect to Bylaws No. 2012-36, 2012-38, and 2012-39.

The Clerk called for anyone present who wished to address City Council respecting Bylaws No. 2012-36, 2012-38 and 2012-39 to indicate their desire.

No one indicated a desire to address Council.

**Councillor Clipsham moved, seconded by Councillor Szarka, AND IT WAS RESOLVED, that Bylaw No. 2012-36, 2012-38 and 2012-39 be read a second time.**

**The motion was put and declared CARRIED. Bylaws read a second time.**

**Councillor Clipsham moved, seconded by Councillor Browne, that City Council hereby consents to Bylaws No. 2012-36, 2012-38 and 2012-39 going to third reading at this meeting.**

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

**Councillor Clipsham moved, seconded by Councillor O'Donnell, AND IT WAS RESOLVED, that Bylaws 2012-36, 2012-38 and 2012-39 be read a third time.**

**The motion was put and declared CARRIED. Bylaws read a third time.**

Public Notice Bylaws and Related Reports

CR12-61	Street Closure Application (10-CL-2) - 351 Fines Drive, Mayfair Subdivision
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**Recommendation**

That the application to permanently close the portion of Second Street, being 351 Fines Drive, and described as:

“All of Second Street, shown on Plan No. AV4844, within the City of Regina, Saskatchewan as outlined in bold dashed line on the Plan of Proposed Subdivision, prepared by W. W. Stockton, S.L.S. and dated the 7<sup>th</sup> day of May, 2010” be APPROVED.

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

2012-40	Bylaw 2012-40 The Proposed Street Closure Portion of Second Street, Plan No.AV4844, 351 Fines Drive, Mayfair Subdivision Bylaw
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**Councillor Clipsham moved, seconded by Councillor Szarka, AND IT WAS RESOLVED, that Bylaw No. 2012-40 be introduced and read a first time. Bylaws read a first time.**

**Councillor Clipsham moved, seconded by Councillor Hutchinson, AND IT WAS RESOLVED, that Bylaw No. 2012-40 be read a second time.**

No letters of objection were received pursuant to the advertising with respect to Bylaw No. 2012-40.

The Clerk called for anyone present who wished to address City Council respecting Bylaw No. 2012-40 to indicate their desire.

No one indicated a desire to address Council.

**Second reading of Bylaws No. 2012-40 was put and declared CARRIED. Bylaws read a second time.**



**Councillor Clipsham moved, seconded by Councillor Murray, that City Council hereby consents to Bylaws No. 2012-40 going to third reading at this meeting.**

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

**Councillor Clipsham moved, seconded by Councillor Findura, AND IT WAS RESOLVED, that Bylaw 2012-40 be read a third time. Bylaws read a third time.**

Delegations and Related Reports

DE12-37	Kevin Reese: Discretionary Use Application (11-DU-25 & 11-DU-26) Proposed Group of Dwellings in an R6 Zone, Hawkstone Developments
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Pursuant to due notice the delegation was present.

The Deputy Mayor invited the delegation to come forward and be heard. The delegation answered several questions.

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR12-62, a report from the Regina Planning Commission respecting the same subject.**

CR12-62	Discretionary Use Application (11-DU-25) Proposed Planned Group of Dwellings in an R6 Zone, Lot E, Corner of Rochdale Blvd & Elgaard Drive
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**Recommendation**

1. That the discretionary use application for a proposed planned group of dwellings located on the Northwest corner of Rochdale Boulevard and Elgaard Drive, being Lot E, be APPROVED, subject to the following conditions:
  - a) The use of the property shall be consistent with the attached drawings;
  - b) The use of the property shall comply with all applicable standards and regulations in *Regina Zoning Bylaw No. 9250*.
2. That pursuant to Section 18D.1.1 of the Zoning Bylaw, City Council waives the requirement to post a public sign on the subject lands, due to their remote location and the current unavailability of direct public access.

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

CR12-63      Discretionary Use Application (11-DU-26) Proposed Planned Group of Dwellings in an R6 Zone, Lot F, Corner of Rochdale Blvd & Elgaard Drive (Phase 2)

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**Recommendation**

1. That the discretionary use application for a proposed planned group of dwellings located on the northeast corner of Rochdale Boulevard and Elgaard Drive, being Lot F, be APPROVED, subject to the following conditions:
  - a) The use of the property shall be consistent with the attached drawings;
  - b) The use of the property shall comply with all applicable standards and regulations in *Regina Zoning Bylaw No. 9250*.

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

DE12-38      Chad Novak: Regina Revitalization Initiative (RRI) – Funding Proposal

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Pursuant to due notice the delegation was present.

The Deputy Mayor invited the delegation to come forward and be heard. There were no questions of the delegate.

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR12-64, a report from the Regina Planning Commission respecting the same subject.**

DE12-40      John Hopkins: Regina Revitalization Initiative (RRI) - Funding Proposal

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Pursuant to due notice the delegation was present.

The Deputy Mayor invited the delegation to come forward and be heard. The delegation answered several questions.

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR12-64, a report from the Regina Planning Commission respecting the same subject.**

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CR12-64      Regina Revitalization Initiative (RRI) – Funding Proposal

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**Recommendation**

That City Council direct Administration to continue to pursue the RRI plan, including the refinement of project details for a future City Council funding decision, as well as the funding support from RRI partners.

**Councillor Clipsham moved, AND IT WAS RESOLVED, that the recommendations of Executive Committee contained in the report be concurred in.**

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DE12-39      Lisa Koch: Renewal of the 2012 Regina Humane Society Animal Services Contract

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Pursuant to due notice the delegation was present.

The Deputy Mayor invited the delegation to come forward and be heard. The delegation answered several questions.

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR12-65, a report from the Regina Planning Commission respecting the same subject.**

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CR12-65      Renewal of the 2012 Regina Humane Society Animal Services Contract

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**Recommendation**

1. That City Council approve and grant authority to the Deputy City Manager of Community Planning and Development to negotiate and enter into a one year agreement with the Regina Humane Society Inc. (RHS) for animal control and animal impoundment services for 2012.
2. That the City Clerk be authorized to execute the necessary agreement with the RHS, as prepared by the City Solicitor.

**Councillor O'Donnell moved, AND IT WAS RESOLVED, that the recommendations of the Community and Protective Services Committee contained in the report be concurred in.**

**Councillor Clipsham moved, AND IT WAS RESOLVED, that City Council recess for five minutes.**

**Meeting Recessed at 7:55 pm  
Meeting Reconvened at 8:04 pm**

Committee Reports

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Executive Committee

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CR12-66      Regional Planning Issues

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**Recommendation**

1. That City Council endorse the work plan outlined in this report including the short and long-term actions identified in Appendix A.
2. That City Council approve funding in the amount of \$50,000 from the OCP Capital Budget for the engagement of an external consultant as project manager of the regional work plan and funding in the amount of \$300,000 from the OCP Capital Budget for the engagement of an external consultant to conduct a regional servicing study.

**Councillor Fougere moved that the recommendations of the Executive Committee contained in the report be concurred in.**

Deputy Mayor, Councillor Bryce stepped down from the chair to enter the debate.  
Councillor Clipsham took the chair.  
Councillor Bryce returned to the chair.

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

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Finance and Administration Committee

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CR12-67      Municipal Incentive Policy for the Preservation of the Heritage Properties –  
Application for Property Tax Exemption at 1504 Victoria Avenue

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**Recommendation**

1. That a tax exemption for the property located at 1504 Victoria Avenue be approved in an amount equal to the lesser of:
  - (a) Fifty percent of eligible costs as described in Appendix C;
  - (b) \$150,000; or
  - (c) An amount equivalent to the total property taxes payable for the years 2013 to 2017 inclusive.
2. That the provision of the property tax exemption be subject to the following conditions:
  - (a) Eligibility for the property tax exemption includes the requirement that the property possesses and retains its formal designation as Municipal Heritage Property in accordance with *The Heritage Property Act*.

- (b) The property owner shall submit detailed written documentation of payments made for actual costs incurred (i.e. itemized invoices and receipts) in the completion of identified conservation work, as described in Appendix C. In the event that actual costs exceed the corresponding estimates by more than 10 percent, the property owner shall provide full particulars as to the reason(s) for such cost overruns. It is understood that the City may decline to approve any cost overrun, or portion thereof, if considered not to be reasonably or necessarily incurred for eligible work.
  - (c) Any property tax exemption shall be applied in the year following the completion of the eligible work items or any portion thereof, or in the current year for any work items completed and confirmed by the City prior to December 31, and shall be limited to 50 percent of actual costs.
3. That the City Solicitor be instructed to prepare the necessary agreement and authorizing bylaw for the property tax exemption as detailed in the prepared report.

**Councillor Murray moved, AND IT WAS RESOLVED, that the recommendations of the Finance and Administration Committee contained in the report be concurred in.**

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CR12-68      Buffalo Pound Water Treatment Plant – Lease Extension Agreement

**Recommendation**

- 1. That the proposed lease extension agreement between the City of Regina (the “City”) and Her Majesty the Queen in Right of the Province of Saskatchewan as represented by the Minister of Tourism, Parks, Culture and Sport (the “Minister”), as outlined in the body of this report, be approved;
- 2. That the City Manager be authorized to resolve the final terms and conditions of the lease extension agreement as outlined in this report;
- 3. That the City Clerk be authorized to execute the lease extension agreement documents after review by the City Solicitor.

**Councillor Murray moved, AND IT WAS RESOLVED, that the recommendations of the Finance and Administration Committee contained in the report be concurred in.**

CR12-69      Federation of Canadian Municipalities (FCM) Green Municipal Fund (GMF) Grant Application for Studies Supporting the Regina Revitalization Initiative

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**Recommendation**

1. That the City Manager or designate be authorized to pursue a Green Municipal Fund (GMF) grant application to support background studies related to the Regina Revitalization Initiative;
2. If the grant application is approved, that the City Manager or designate be authorized to approve the subsequent GMF Agreement between the City of Regina and FCM; and
3. That the City Clerk be authorized to execute the FCM GMF Agreement.

**Councillor Murray moved, AND IT WAS RESOLVED, that the recommendations of the Finance and Administration Committee contained in the report be concurred in.**

CR12-70      Debt Limit

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**Recommendation**

That the Deputy City Manager & CFO make application to the Saskatchewan Municipal Board to have the City's debt limit increased to \$350 million.

**Councillor Murray moved, AND IT WAS RESOLVED, that the recommendations of the Finance and Administration Committee contained in the report be concurred in.**

CR12-71      2011 Annual Report

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**Recommendation**

1. That the 2011 Annual Report be approved.
2. That the Director of Financial Services be authorized to finalize the Annual Report, including the Financial Statements, with the auditor.

**Councillor Murray moved, AND IT WAS RESOLVED, that the recommendations of the Finance and Administration Committee contained in the report be concurred in.**

CR12-72      2011 Results - General Operating Fund

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**Recommendation**

That this report be received and filed.

**Councillor Murray moved, AND IT WAS RESOLVED, that the recommendations of the Finance and Administration Committee contained in the report be concurred in.**

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Regina Planning Commission

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CR12-73      Discretionary Use Application (12-DU-8) - Proposed Expansion of a Church, 3155 Windsor Park Road, Windsor Park

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**Recommendation**

1. That the discretionary use application for a proposed expansion of a church located at 3155 Windsor Park Road, being Block B, Plan No. 01RA13962, be APPROVED, subject to the following conditions:
  - a. The development be generally consistent with the attached site plan/landscape plan and building elevations labelled “Resurrection Church Phase 2”, and floor plan labelled “Updated Plan” and dated February 29, 2012;
  - b. Secondary access on Windsor Park Road shall be constructed as a one-way access with a maximum width of 5 m to City of Regina Construction Specification Drawing R-10B; and
  - c. The development shall comply with all applicable standards and regulations in *Regina Zoning Bylaw No. 9250*.

Councillor Fougere declared a conflict of interest and left the meeting without any further debate.

**Councillor O’Donnell moved, AND IT WAS RESOLVED, that the recommendations of the Regina Planning Commission contained in the report be concurred in.**

Councillor Fougere returned following the vote.

CR12-74      Discretionary Use Application (12-DU-3) - Proposed Dwelling Units in  
MAC Zone 302 Albert Street, Coronation Park Subdivision

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**Recommendation**

1. That the discretionary use application for four proposed dwelling units located on the second floor of 302 Albert Street, being Lots 32-40 in Block 33, Plan No. AP 5716, be APPROVED, subject to the following conditions:
  - a. The development be generally consistent with the attached site plan dated January 5, 2012 and attached floor plan dated January 2, 2012;
  - b. The development shall comply with all applicable standards and regulations in Regina Zoning Bylaw No. 9250.

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

CR12- 75      Discretionary Use Application (12-DU-7) Proposed Planned Group of  
Dwellings in an R6 Zone, 5250 & 5298 Aerodrome Road

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**Recommendation**

1. That the discretionary use application for a proposed planned group of dwellings located at 5250 and 5298 Aerodrome Road being Parcels K and L, be APPROVED, subject to the following conditions:
  - a) The development shall comply with all applicable standards and regulations in *Regina Zoning Bylaw No. 9250*;
  - b) The development shall be consistent with the plans attached to this report labelled A-1, A-2, A-3 and A-4.
2. That pursuant to Section 18 D.1.1 of the Zoning Bylaw, City Council waive the requirement to post a public notification sign on the subject lands, due to their remote location and the current unavailability of direct public access.

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



Adjournment

**Councillor Clipsham moved, seconded by Councillor Murray AND IT WAS RESOLVED, that Council adjourn.**

Meeting adjourned at 9 pm.

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Mayor

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City Clerk

May 30, 2012

To: His Worship the Mayor  
and Members of City Council

Re: Proposed 2012 Local Improvement Program

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**RECOMMENDATION OF THE PUBLIC WORKS COMMITTEE – MAY 15, 2012**

That the City Solicitor be directed to prepare a bylaw based on Appendix A to authorize the 2012 Local Improvement Program for consideration by City Council

*PUBLIC WORKS COMMITTEE – MAY 15, 2012*

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

Councillors: Louis Browne, Sharron Bryce, Fred Clipsham, John Findura and Jocelyn Hutchinson were present during consideration of this report by the Public Works Committee.

The Public Works Committee, at its meeting held on May 15, 2012, considered the following report from the Administration:

RECOMMENDATION

That the City Solicitor be directed to prepare a bylaw based on Appendix A to authorize the 2012 Local Improvement Program for consideration by City Council.

CONCLUSION

The proposed 2012 Local Improvements Program was advertised in accordance with *The Local Improvement Act, 1993* and there were no petitions received. This work is responsive to the needs of the community and is within the City's capabilities to carry out.

BACKGROUND

The City of Regina proposes a Local Improvements Program in conjunction with other annual street infrastructure rehabilitation programs to renew city infrastructure.

*The Local Improvements Act, 1993*, requires that a program, approved by City Council, be submitted to the Saskatchewan Municipal Board for approval prior to work being advertised. The proposed 2012 Local Improvements Program was prepared in compliance with *The Local Improvements Act, 1993*.

## DISCUSSION

The proposed 2012 Local Improvements Program involves the replacement of walks, curbs, gutters and alley lighting new installation. Locations are selected where, in the judgement of the City Operations Division, such replacements are necessary due to the amount of deterioration, the age of existing works, or other factors. Benefiting property owners may also submit a request to have the work undertaken.

A report dealing with the Annual Uniform Rates proposed for 2012 was approved by City Council on January 23, 2012 (Bylaw 2012-7). The proposed 2012 Local Improvements Program has been prepared using the approved 2012 Uniform Rates and a repayment term which is set at ten years.

The 2012 program was approved by City Council at the February 21, 2012 meeting (CR12-23). The Saskatchewan Municipal Board approved the program on March 15, 2012.

The Notice of Intention for locations under the 2012 Local Improvements Program was advertised March 24 and 31, 2012. The petition submission deadline was April 23, 2012.

The proposed 2012 Local Improvements Program is attached as Appendix A.

There were no petitions received against any of the proposed works for the 2012 Local Improvements Program.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

Funding is available in the 2012 Capital Budget or the 2012 Local Improvement Program.

### Environmental Implications

There is a positive environmental impact caused by the replacement of deteriorated infrastructure. The condition of the infrastructure and the overall appearance of the streets are generally returned to “like new” condition. It has been observed in previous years that these improvements encourage many residents to improve their own properties.

### Strategic Implications

The Local Improvement Program supports the City’s strategic focus of closing the gap between customer expectations and level of service for the Street Infrastructure assets.

### Other Implications

None with respect to this report.

### Accessibility Implications

On all locations where the sidewalk, curb and gutter are being replaced, pedestrian ramps will be installed at all corners.

## COMMUNICATIONS

Property owners will receive ongoing written communication to keep them updated on the planned construction activities at all local improvement locations. The Communications Branch reviews the informational packages sent to property owners.

## DELEGATED AUTHORITY

The Committee's decision on this matter requires City Council's approval.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

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

Elaine Gohlke, Secretary

2012 - WALK, CURB AND GUTTER REPLACEMENT - FULL ASSESSEMENT

BYLAW #	WORK #	STREET	SIDE	FROM	TO	LAST YEAR CONST.	WALK LENGTH (m)	CONSTR.	PROJECT COST	TOTAL PROJECT COST	CONCRETE COST	ASPHALT COST	ASSESSMENT LENGTH (m)	RATE (\$/m)	OWNER'S SHARE	CITY SHARE
13		Broad Street	West	100m South of 14th Avenue	14th Avenue	1967	1.8	110	\$90,500.00	\$90,500.00	\$49,500.00	\$31,000.00	96.0	\$351.38	\$33,732.48	\$46,767.52
14		Broad Street	West	13th Avenue	Victoria Avenue	1967	1.8	170	\$131,500.00	\$131,500.00	\$76,500.00	\$55,000.00	125.6	\$351.38	\$44,129.81	\$87,370.19
		Total					280		\$212,000.00	\$212,000.00	\$126,000.00	\$86,000.00	221.6		\$77,862.29	\$134,137.71

2012 - ALLEY LIGHTING NEW INSTALLATION

BYLAW #	WORK #	STREET	SIDE	FROM	TO	TOTAL PROJECT COST	ASSESSMENT LENGTH (m)	RATE (\$/m)	OWNER'S SHARE	CITY SHARE
15		Alley North of Angus Crescent	Both	Retallack Street	75m east of Retallack Street	\$10,468.66	75	\$74.51	\$10,468.66	\$0.00
		Total				\$10,468.66	75		\$10,468.66	\$0.00

Certified Lifetime of Concrete Walk, Curb and Gutter and Alley Lighting is 20 Years

Deputy City Manager City Operations Divisions W. Dorian Wandzura

SUMMARY

	TOTAL COST	OWNER'S SHARE	CITY SHARE
WALK, CURB AND GUTTER REPLACEMENT - FULL ASSESSMENT	\$212,000.00	\$77,862.29	\$134,137.71
ALLEY LIGHTING - NEW INSTALLATION - FULL ASSESSMENT	\$10,468.66	\$10,468.66	\$0.00
TOTAL	\$222,468.66	\$88,330.95	\$134,137.71

2012 UNIFORM ASSESSMENT RATES FOR THIS PROGRAM ARE:

WORK TYPE	LUMP SUM RATE PER LIN. METRE	ANNUAL RATE PER LIN. METRE
MONOLITHIC WALK, CURB AND GUTTER	\$351.38	\$49.43
ALLEY LIGHTING - NEW INSTALLATION	\$74.51	\$10.48

NOTES:

THE INTEREST RATE FOR 2012 IS 6.74% AND THE REPAYMENT TERM IS (10) YEARS.  
Uniform assessment rates passed by City Council January 23, 2012, CR12-15, Bylaw # 2012-7

**APPENDIX A**

**PROPOSED 2011 LOCAL IMPROVEMENT PROGRAM**

**2011 - CURB AND GUTTER REPLACEMENT - FULL ASSESSEMENT**

BYLAW WORK #	STREET	SIDE	FROM	TO	LAST YEAR CONST.	WALK WIDTH (m)	CONST (m)	TOTAL PROJECT COST	CONCRETE COST	ASPHALT COST	ACTUAL ASSESSMENT LENGTH (m)	RATE (\$/m)	OWNER'S SHARE	CITY SHARE
10	Brianwood Place	Both	Shannon Road	Shannon Road	1963	0.5	190	\$171,000.00	\$66,000.00	\$105,000.00	199.29	\$132.35	\$26,376.03	\$144,623.97
Total					190			\$171,000.00	\$66,000.00	\$105,000.00	199.29		\$26,376.03	\$144,623.97

**2011 - WALK, CURB AND GUTTER REPLACEMENT - FULL ASSESSEMENT**

BYLAW WORK #	STREET	SIDE	FROM	TO	LAST YEAR CONST.	WALK WIDTH (m)	CONST (m)	TOTAL PROJECT COST	CONCRETE COST	ASPHALT COST	ACTUAL ASSESSMENT LENGTH (m)	RATE (\$/m)	OWNER'S SHARE	CITY SHARE
11	Daniels Crescent	Both	Walden Crescent	Cambridge Avenue	1965	1.2	670	\$474,000.00	\$204,000.00	\$270,000.00	660.31	\$260.28	\$171,865.49	\$302,134.51
Total					670			\$474,000.00	\$204,000.00	\$270,000.00	660.31		\$171,865.49	\$302,134.51

Certified Lifetime of Concrete Walk, Curb and Gutter is 20 Years

General Manager of Public Works Dorian Wandzura

## SUMMARY

	TOTAL COST	OWNER'S SHARE	CITY SHARE
WALK, CURB AND GUTTER REPLACEMENT - FULL ASSESSMENT	\$171,000.00	\$26,376.03	\$144,623.97
CURB AND GUTTER REPLACEMENT - FULL ASSESSMENT	\$474,000.00	\$171,865.49	\$302,134.51
<b>TOTAL</b>	<b>\$645,000.00</b>	<b>\$198,241.52</b>	<b>\$446,758.48</b>

<b><u>2011 UNIFORM ASSESSMENT RATES FOR THIS PROGRAM ARE:</u></b>			
WORK TYPE	LUMP SUM RATE PER LIN. METRE	ANNUAL RATE PER LIN. METRE	
MONOLITHIC WALK, CURB AND GUTTER	\$260.28	\$36.14	
CURB AND GUTTER	\$132.35	\$18.38	
<b>NOTES:</b> THE INTEREST RATE FOR 2011 IS 6.46% AND THE REPAYMENT TERM IS (10) YEARS. Uniform assessment rates passed by City Council November 22, 2010, CR10-135, Bylaw # 2010-50			

BYLAW NO. 2012-37

THE LOCAL IMPROVEMENTS BYLAW, 2012

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THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

**Statutory Authority**

- 1 The authority for this Bylaw is section 3.5(1), 10 and 32 of *The Local Improvements Act, 1993*.

**Interpretation**

- 2 Words and phrases in this Bylaw have the same meaning as defined in section 2 of *The Local Improvement Act, 1993*.

**Local Improvements undertaken**

- 3 The City of Regina will undertake the works described in Schedule "A" as local improvements under the 2012 Local Improvements Program for the rates and interest rates stated therein.

**Financing**

- 4 The local improvements undertaken according to section 3 will be financed internally.

**Special Assessment**

- 5 The City Assessor shall make a special assessment roll for the 2012 Local Improvement Program according to section 32 of *The Local Improvements Act, 1993*.
- 6 The special assessment charged in section 5 of this Bylaw shall be those set in *The 2012 Local Improvements Uniform Rates Bylaw 2012, No. 2012-7*.
- 7 The maximum repayment term for property owner to pay his or her or its portion of the works described in Schedule "A" shall be ten years.

Approved as to form this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

City Solicitor

**In Force**

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

READ A FIRST TIME THIS 28<sup>th</sup> DAY OF May 2012.

READ A SECOND TIME THIS 28<sup>th</sup> DAY OF May 2012.

READ A THIRD TIME AND PASSED THIS 28<sup>th</sup> DAY OF May 2012.

\_\_\_\_\_  
Mayor

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

\_\_\_\_\_  
(SEAL)

CERTIFIED A TRUE COPY

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



**PROPOSED 2012 LOCAL IMPROVEMENT PROGRAM****APPENDIX A****2012 - WALK, CURB AND GUTTER REPLACEMENT - FULL ASSESSMENT**

BYLAW WORK #	STREET #	SIDE	FROM	TO	LAST WALK CONST. YEAR	WIDTH (m)	LENGTH (m)	TOTAL PROJECT COST	CONCRETE COST	ASPHALT COST	ACTUAL ASSESSMENT LENGTH (m)	RATE (\$/m)	OWNERS SHARE	CITY SHARE
13	Broad Street	West	100m South of 14th Avenue	14th Avenue	1967	1.8	110	\$80,500.00	\$49,500.00	\$31,000.00	96.0	\$351.38	\$33,732.48	\$46,767.52
14	Broad Street	West	13th Avenue	Victoria Avenue	1967	1.8	170	\$131,500.00	\$76,500.00	\$55,000.00	125.6	\$351.38	\$44,123.81	\$87,376.19
Total					280		280	\$212,000.00	\$126,000.00	\$86,000.00	221.6		\$77,856.29	\$134,137.71

**2012 - ALLEY LIGHTING NEW INSTALLATION**

BYLAW WORK #	STREET #	SIDE	FROM	TO	TOTAL PROJECT COST	ACTUAL ASSESSMENT LENGTH (m)	RATE (\$/m)	OWNERS SHARE	CITY SHARE
15	Alley North of Angus Crescent	Both	Redallick Street	75m east of Redallick Street	\$10,468.66	75	\$74.51	\$10,468.66	\$0.00
Total					\$10,468.66	140.5		\$10,468.66	\$0.00

Certified Lifetime of Concrete Walk, Curb and Gutter and Alley Lighting is 20 Years

Deputy City Manager City Operations Divisions W. Dorian Wandzura

**SUMMARY**

	TOTAL COST	OWNER'S SHARE	CITY SHARE
WALK, CURB AND GUTTER REPLACEMENT - FULL ASSESSMENT	\$212,000.00	\$77,852.29	\$134,137.71
ALLEY LIGHTING - NEW INSTALLATION - FULL ASSESSMENT	\$10,468.66	\$10,468.66	\$0.00
<b>TOTAL</b>	<b>\$222,468.66</b>	<b>\$88,330.95</b>	<b>\$134,137.71</b>

**2012 UNIFORM ASSESSMENT RATES FOR THIS PROGRAM ARE:**

WORK TYPE	LUMP SUM RATE PER LIN. METRE	ANNUAL RATE PER LIN. METRE
MONOLITHIC WALK, CURB AND GUTTER	\$351.38	\$49.43
ALLEY LIGHTING - NEW INSTALLATION	\$74.51	\$10.48

NOTES:  
THE INTEREST RATE FOR 2012 IS 6.74% AND THE REPAYMENT TERM IS (10) YEARS.  
Uniform assessment rates passed by City Council January 23, 2012, CR12-15, Bylaw # 2012-7

## ABSTRACT

BYLAW NO. 2012-37

### THE LOCAL IMPROVEMENTS BYLAW, 2012

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PURPOSE:	To authorize the 2012 Local Improvement Program for the City of Regina.
ABSTRACT:	Council approved the proposed 2012 Local Improvements Program on January 23, 2012 meeting (CR12-15).
STATUTORY AUTHORITY:	Section 3, 5(1), 10 and 32 of <i>The Local Improvements Act, 1993</i> .
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	N/A
PUBLIC NOTICE:	Pursuant to section 15 of <i>The Local Improvements Act, 1993</i> , notice of the proposed local improvements were published in the Leader Post on March 24, 2012 and March 31, 2012 and was delivered to the owners of every lot that will be liable to be specially assessed.
REFERENCE:	Public Works Committee, January 17, 2012, PW12-1 and Public Works Committee, May 15, 2012, PW12-9
AMENDS/REPEALS:	N/A
CLASSIFICATION:	Administrative
INITIATING DIVISION:	City Operations
INITIATING DEPARTMENT:	Roadways Preservation

May 28, 2012

To: His Worship the Mayor  
and Members of City Council

Re: The Regina Exhibition Association Limited  
Continuance as a Non-Profit Corporation controlled by the City of Regina

---

**RECOMMENDATION OF THE EXECUTIVE COMMITTEE  
- MAY 23, 2012**

1. That the conversion of The Regina Exhibition Association Limited (“REAL”) to a non-profit corporation under *The Non-Profit Corporations Act, 1995* (Saskatchewan) with the following attributes be approved:
  - (i) two classes of memberships (Class A-voting and Class B-non voting);
  - (ii) the City’s share in REAL will be converted to a Class A voting membership;
  - (iii) all other shareholders in REAL will be converted to Class B – non-voting memberships; and
  - (iv) the corporation (at the City’s direction) may terminate the Class B memberships for \$10 (which is the original share price for a lifetime membership).
2. That the City Solicitor be authorized to finalize and file the Articles of Continuance at the Saskatchewan Corporate Registry to bring effect to the conversion of REAL as outlined in recommendation #1.
3. That the Deputy City Manager of Corporate Services be designated as the City’s proxy for the purposes of exercising the City’s voting rights in REAL in accordance with such direction as may be provided by City Council from time to time.
4. That following registration of the Articles of Continuance at the Saskatchewan Corporate Registry, the City Manager be authorized to direct the Deputy City Manager of Corporate Services (in his capacity as the City’s proxy) to instruct REAL to terminate and cancel Class B-non-voting memberships such that the City will become the sole member of REAL.

*EXECUTIVE COMMITTEE – MAY 23, 2012*

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

Mayor Pat Fiacco, Councillors: Sharron Bryce, Louis Browne, Fred Clipsham, John Findura, Michael Fougere, Terry Hincks, Wade Murray, Mike O’Donnell and Chris Szarka were present during consideration of this report by the Executive Committee.

The Executive Committee, at its meeting held on May 23, 2012, considered the following report from the Administration:

RECOMMENDATIONS:

1. That the conversion of The Regina Exhibition Association Limited (“REAL”) to a non-profit corporation under *The Non-Profit Corporations Act, 1995* (Saskatchewan) with the following attributes be approved:
  - (i) two classes of memberships (Class A-voting and Class B-non voting);
  - (ii) the City’s share in REAL will be converted to a Class A voting membership;
  - (iii) all other shareholders in REAL will be converted to Class B – non-voting memberships; and
  - (iv) the corporation (at the City’s direction) may terminate the Class B memberships for \$10 (which is the original share price for a lifetime membership).
2. That the City Solicitor be authorized to finalize and file the Articles of Continuance at the Saskatchewan Corporate Registry to bring effect to the conversion of REAL as outlined in recommendation #1.
3. That the Deputy City Manager of Corporate Services be designated as the City’s proxy for the purposes of exercising the City’s voting rights in REAL in accordance with such direction as may be provided by City Council from time to time.
4. That following registration of the Articles of Continuance at the Saskatchewan Corporate Registry, the City Manager be authorized to direct the Deputy City Manager of Corporate Services (in his capacity as the City’s proxy) to instruct REAL to terminate and cancel Class B-non-voting memberships such that the City will become the sole member of REAL.

CONCLUSION

The Regina Exhibition Association Limited (“REAL”) and the City have been in discussions in relation to REAL’s intention to move to a more modern governance structure. Specifically, on May 1, 2012, REAL’s shareholders adopted a special resolution approving continuance of REAL’s corporate existence as a membership corporation pursuant to *The Non-Profit Corporations Act, 1995* (the “Non-Profit Act”) wherein the City would become the sole voting member of REAL. The ultimate effect of the special resolution adopted by the shareholders of REAL is that REAL will be transformed into a municipal corporation that is controlled by the City. This is a transition that, in the opinion of the Administration, should be welcomed as one that is overdue and one which the City supports.

The Administration sees the conversion of REAL into a municipal corporation as a way to modernize the governance structure and operation of the land and buildings located at Evraz Place into a more transparent and accountable arrangement. Also, the conversion of REAL into a municipal corporation could enable the City to streamline the operation of multiple facilities

and sites (including potentially the stadium replacement facility) into one centralized business unit.

## BACKGROUND

The City currently owns the land and buildings located at Evraz Place and the facilities are currently operated and maintained by REAL pursuant to the terms and conditions of a lease agreement that is set to expire April 30, 2013. Over the last 18 months or so, the REAL Board has been deliberating on possible changes to the governance structure of REAL that would better facilitate the strategic objectives and manage risks of both REAL and the City.

The updated governance model that is being proposed involves converting REAL into a non-profit corporation under the Non-Profit Act with the eventual result being that the City of Regina would be the sole membership holder with all voting rights and control. This structure will provide for a more modern, transparent and accountable governance structure.

### ***Corporate History of REAL:***

REAL was originally created in 1907 pursuant to the enactment of a private act by the Saskatchewan Legislative Assembly. *An Act to Incorporate The Regina Agricultural and Industrial Exhibition Association, Limited* (the “1907 Act”) received assent on April 3, 1907 (s.s. 1907 c.41). The 1907 Act declared REAL as a body corporate and granted it the ability to issue shares to individuals or corporations for a one time payment of \$10. The 1907 Act also provided REAL’s individual shareholders (currently numbering approximately 400) with the ability to determine REAL’s appointments to its Board of Directors and therefore provides shareholders the ability to direct the management of assets that are owned by the City of Regina.

At the time of its incorporation, the primary purpose of REAL was to promote and support the agricultural industries and sciences. In fact, to this day, the 1907 Act still expressly states the objects of the corporation as being the “promotion of agricultural industries and sciences generally and the organising, establishing and holding of an annual agricultural, industrial, art and other exhibition at the City of Regina...” Clearly, the scope and diversity of REAL’s current business operations have outgrown this narrow definition of its objectives as defined by its governing legislation. In fact, REAL’s current purpose and objects, in practice, might even be suggested to have very little to do directly with the agriculture industry beyond providing and operating facility spaces that serve other organizations that exist more specifically for such purpose.

Since 1907, REAL’s governing statute has seen only minor changes related primarily to the process for appointment of its directors and has not kept up with the actual changes to the business and operations of REAL. Further, the 1907 Act does not provide the proper framework for a governance structure that is current and in keeping with more sophisticated models of contemporary, transparent and accountable commercial entities.

***Current Relationship between the City and REAL:***

By way of governance, the City currently has the right to appoint two representatives to REAL's board of directors (out of 15 total directors). While these appointments allow the City a representative voice at REAL's board table, the City's appointed directors do ultimately have a legal fiduciary duty to act in the best interests of REAL and not necessarily with the wishes of the City when those interests might collide. Beyond the appointment of directors, the City is a shareholder of REAL and entitled to a single vote at meetings which does not equate to any significant right to otherwise directly control the governance of REAL.

On the business side, the principal business relationship between the City and REAL is that of landlord and tenant. The City, for nominal consideration (\$1.00), leases to REAL all of the land and buildings, traditionally known as "The Exhibition Grounds" and more recently identified as "Evraz Place". The City is also a substantial funding partner of REAL, providing annual grants other financial contributions periodically for specific operations and events. Under the current arrangement, REAL has broad powers and control over the use and operation of the property with very few rights reserved to the City.

As the value of the land and buildings leased to REAL by the City is estimated to be in excess of \$100 million, the conversion of REAL into a municipal corporation would modernize the governance structure and business operations of the land and buildings located at Evraz Place into a more transparent and accountable arrangement. Further, the conversion of REAL into a municipal corporation would enable the City to streamline the operation of multiple facilities and sites (including potentially the stadium replacement facility) into one centralized business unit.

**DISCUSSION**

***Special Resolution of REAL Shareholders:***

In order to modify the corporate structure of REAL, the Non-Profit Act requires that a 2/3 majority vote of shareholders (shareholders who are present at a special meeting) is obtained to approve the modifications. The REAL Board of Directors have initiated the process to bring forward such a resolution and on May 1, 2012, the shareholders of REAL adopted a special resolution approving continuance of REAL's corporate existence as a membership corporation pursuant to the Non-Profit Act.

As part of the special resolution approved by REAL's shareholders, the City's share was converted into a Class A voting membership and all other shareholders of REAL had their shares converted into Class B non-voting memberships that could be terminated at any time provided that:

(1) REAL pays each membership holder the same of \$10 (which was the original price that was paid for a share in REAL); and

(2) Each membership holder is provided with a notice of termination and the opportunity for a hearing to be held by REAL (as is required by the Non-Profit Act). Following the

hearing, REAL can terminate the Class B memberships.

The effect of the special resolution that has been approved by REAL's shareholders is that REAL can be converted into a non-profit corporation under the Non-Profit Act which is controlled by the City.

After continuation as a non-profit, REAL will continue to exist as a separate and distinct legal entity from the City with all contracts, collective agreements, employees and operations remaining unchanged. The only element of REAL that will be modified by the process will be its corporate ownership and governance structure.

### ***Council Approval and Designation of Proxy:***

As the shareholders of REAL have adopted a special resolution authorizing the continuance of REAL under the Non-Profit Act, City Council approval is required ratify the conversion of REAL into a municipal corporation.

City Council must also designate a proxy to represent and vote on behalf of the City at meetings of REAL. The Administration is recommending that the Deputy City Manager of Corporate Services be designated as the City's proxy for the purposes of exercising the City's voting rights in REAL in accordance with such direction as may be provided by City Council from time to time.

Following Council Approval, the City Solicitor's Office will arrange for all required documentation to be filed with the Saskatchewan Corporate Registry to bring affect to the continuance and to obtain the the approval of the Lieutenant Governor in Council. Once all steps and filings are completed, REAL will be continued under the Non-Profit Act and the City will be the controlling shareholder of REAL.

### ***Steps to be Taken Following Conversion of REAL into a Non-Profit Corporation:***

#### **1) Corporate Name Change**

In order to differentiate the newly converted municipal corporation from the previously existing REAL, the Administration is recommending that REAL's name be changed. The name change will provide an opportunity to re-brand REAL and better position the corporation for its expanded role and business scope going forward. Working jointly, the Administration and representatives from REAL will consider the desired process to determine a new corporate name and will be reporting back to Council with recommended options in the near future.

#### **2) Termination and Cancellation of Class-B Memberships**

Following registration of the Articles of Continuance at the Saskatchewan Corporate Registry, the City's share in REAL will be converted into the sole Class A voting membership. All other shareholders in REAL (approximately 400) will be converted into Class B non-voting memberships.

Although the City will have all voting control of REAL following the completion of the continuance, the presence of a large number of non-voting members can be problematic for the City. Although the risks posed by having a large number of non-voting members remaining within REAL following the continuance is relatively low, the Administration recommends that the City take steps to direct REAL terminate the Class B non-voting memberships such that the City becomes the sole member of REAL.

The Articles of Continuance (that were approved by a special resolution of REAL's shareholders on May 1, 2012) provide that the Class B memberships can be terminated at any time by REAL provided that:

- (1) REAL pays each membership holder the same of \$10 (which was the original price that was paid for a share in REAL); and
- (2) Each membership holder is provided with a notice of termination and the opportunity for a hearing to be held by REAL (as is required by the Non-Profit Act). Following the hearing, REAL can terminate the Class B memberships.

City Council is being requested to delegate authority to the Deputy City Manager of Corporate Services (in his capacity as the City's proxy of REAL) to instruct REAL to take the required steps to terminate and cancel Class B-non-voting memberships such that the City will become the sole member of REAL.

### ***Transition and Future Steps to Revise REAL's Governance***

In order to ensure a seamless transition of REAL into a municipal corporation that is controlled by the City, the Administration is recommending that the current internal governance structure and Board of Directors of REAL remain in place for an interim period. This continuity will allow REAL to conduct business and operations as usual.

Going forward, the Administration will be working with REAL's current executive management team and Board of Directors in order to develop a revised governance structure. Some of the modifications that will be considered going forward include (i) a reduction of the number of individuals on the Board of Directors, (ii) modifications to how individuals are appointed to the Board of Directors, (iii) the development of an agreement and direction from the City to REAL setting out the decision making authority of the Board of REAL and (iv) how financial reporting is completed. When all governance items are considered, the goal of the Administration and REAL will be to ensure that the structure permits REAL to continue to operate with an entrepreneurial and return on investment focus while providing increased accountability and transparency for the City.

All parties will be working on developing a revised governance structure and will be reporting back to Council with recommended options in 2013.



***Effect of Conversion of REAL into a Municipal Corporation:***

A municipal corporation is a separate legal entity from the City that operates much like a wholly-owned subsidiary and generally has the following characteristics:

- a) operates through the governance structure that is set by the City;
- b) the City would be the majority controlling shareholder;
- c) the City (through City Council) would have control over the election and make-up of the Board of Directors;
- d) would prepare separate financial statements;
- e) unless alternative sources of funding are available, would be provided grants or loans by the City to operate; and
- f) although a separate legal entity with separate financial statements, the debts of the municipal corporation will be calculated against the City's debt limit.

The use of municipal corporations allows municipalities to take a more modern and flexible approach to structuring operations while still ensuring that a sufficient level of control is maintained over shareholdings and directorship appointments. The use of municipal corporations can permit municipalities to obtain a higher level of accountability and transparency for operational matters up to the same levels that would be expected between two private entities.

The municipal corporation model has been implemented effectively in a number of Canadian municipalities. EPCOR, Winnipeg Fleet Management Agency, Enbridge and TBayTel are examples. The mandate of a municipal corporation in Saskatchewan is limited by *The Cities Act* (Saskatchewan) to operate in furtherance of a "valid municipal purpose." REAL will operate subject to those statutory limitations but will now have the ability to explore a wider range of business opportunities.

**RECOMMENDATION IMPLICATIONS**

**Financial Implications**

The conversion of REAL into a municipal corporation would enable the City to streamline the operation of multiple facilities and sites (including potentially the stadium replacement facility) into one centralized business unit, potentially resulting in operational savings. Further, with opportunities to pursue expanded business ventures, REAL could generate additional revenue that could be used towards the operation and maintenance of City facilities that could result in decreased operation and maintenance costs for the City.

**Environmental Implications**

None with respect to this report.

### Strategic Implications

The City's partnership relationship with REAL has changed over time as the facilities have changed. The move by REAL to a more contemporary governance structure aligns well with the City's strategic priorities, particularly in the area of strengthening infrastructure and managing assets.

### Other Implications

It should be noted that the City Administration is exploring a range of options for how capital work, finance and service delivery is undertaken. Traditional approaches in the context of the City's constrained fiscal capacity may not be sustainable over time. In particular, the Administration will be exploring the use of more robust utility models and the use of a municipal corporation for land development purposes, including the Regina Revitalization Initiative.

### Accessibility Implications

None with respect to this report.

### COMMUNICATIONS

Communications to date have included extensive discussions between the City of Regina and REAL. REAL has also communicated the change to its shareholders, and will also undertake communication to its staff, business partners and customers.

### DELEGATED AUTHORITY

This report must be forwarded to City Council for approval.

Respectfully submitted,

EXECUTIVE COMMITTEE



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Amber Smale, Secretary

## NOTICE OF MOTION

May 28, 2012

City Clerk  
City Hall  
Regina, SK

Dear Madam:

Please be advised that I will submit the following MOTION at the meeting of City Council on Monday, May 28, 2012.

**Re: Supporting Improvements at the Kramer IMAX Theatre**

WHEREAS the Kramer IMAX Theatre is contemplating an investment of \$400,000 to purchase 3D projectors and a screen; and

WHEREAS a private philanthropic foundation is prepared to match an investment from the public sector.

THEREFORE BE IT RESOLVED that the City of Regina provide \$100,000 from the General Reserve Fund towards the purchase of the equipment, provided the Government of Saskatchewan or a Crown corporation matches the City's \$100,000 contribution.

Respectfully submitted,



FRED CLIPSHAM,  
Councillor – Ward 3

FC/am

May 30, 2012

To: His Worship the Mayor  
and Members of City Council

Re: Residential Drainage Charges

---

**RECOMMENDATION OF THE PUBLIC WORKS COMMITTEE - MAY 15, 2012**

1. That *The Sewer Services Bylaw* No. 5601 be amended to apply a consistent fixed daily charge to all residential storm drainage services equivalent to the rate applied to all properties less than 1,000 square meters.
2. That the City Solicitor be directed to prepare the necessary amendments to *The Sewer Services Bylaw* No. 5601 to:
  - remove reference to the completed phase-in throughout the Bylaw, including in subsection 16. (2) and Schedule “D”; and,
  - amend subsection 16(1) to be in accordance with Recommendation 1.

*PUBLIC WORKS COMMITTEE – MAY 15, 2012*

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

Councillors: Louis Browne, Sharron Bryce, Fred Clipsham, John Findura and Jocelyn Hutchinson were present during consideration of this report by the Public Works Committee.

The Public Works Committee, at its meeting held on May 15, 2012, considered the following report from the Administration:

RECOMMENDATION

3. That *The Sewer Services Bylaw* No. 5601 be amended to apply a consistent fixed daily charge to all residential storm drainage services equivalent to the rate applied to all properties less than 1,000 square meters.
4. That the City Solicitor be directed to prepare the necessary amendments to *The Sewer Services Bylaw* No. 5601 to:
  - remove reference to the completed phase-in throughout the Bylaw, including in subsection 16. (2) and Schedule “D”; and,
  - amend subsection 16(1) to be in accordance with Recommendation 1.

CONCLUSION

To ensure that residential drainage charges are efficiently applied, and consistent with the impact a typical residential property has on the storm drainage system, *The Sewer Service Bylaw* No.

5601 (the “Bylaw”) requires an amendment to apply the base charge to all residential properties, regardless of the size of the property.

## BACKGROUND

The City of Regina implemented a drainage charge in 1992. At the time, the City had 52,500 premises classified as residential and 3,650 classified as commercial. The charge was initially implemented as a fixed bi-monthly charge, applied to all properties regardless of size, with a plan to phase in a charge differentiated based on the size of the property. The intent was to move to a charge based on the impervious area of the property, which reflected the impact of a given property on the overall drainage system.

Residential properties, regardless of their size, typically have a substantially lower proportion of impervious surface than multi-residential or commercial properties. In addition, residential properties normally do not have direct storm connections; instead, the drainage occurs across non-impervious surface (such as grass) and results in minimal impacts to the storm system. This distinction is not addressed in the current Bylaw, which applies the same rates to all classes of property.

At the time of initial implementation, all residential properties were established as “base” or minimum-sized properties, with no intent or effort made to identify residential properties that were larger than 1,000 square metres.

When services are established for billing, multi-residential and commercial properties are reviewed to ensure that the appropriate size category is applied. Residential properties are assumed to be 1,000 square metres or less.

Over the last several years, residential properties that were identified as larger than 1,000 square metres as a result of a replot or other review were placed into billing in the appropriate category as a multi-residential or commercial property of the same size. Presently, only five residential properties are being billed at a rate above base.

## DISCUSSION

In February 2012, as a result of information received from Property Tax and Assessment regarding replotted properties, approximately 142 properties in Dieppe, Churchill Place and Churchill Downs were identified as larger than 1,000 square metres. The account holders for these properties were notified by letter of the annual increase to the drainage rate for their properties which was to be \$138.70.

Numerous calls were received from customers expressing concern about the change to their drainage rates, especially since there had been no change to their properties. While the new charges were correct based on the Bylaw, the Administration determined that there was a need to review the original intent of the storm drainage charge and the financial impact on the affected customers and on the City.

The Administration has reviewed the Bylaw and determined that the rate structure currently outlined in the Bylaw does not support the intent of the drainage charge in regards to residential customers. The increasing rate structure is intended to be reflective of the impact of more impervious non-residential properties as they increase in size. In contrast, residential properties

place a much lower strain on the drainage system as they normally have more consistent profiles, less impervious surfaces and do not connect directly to the drainage system. While billing based on impervious surface remains a best practise for drainage services, it would not be cost effective to evaluate all residential properties with such a rate structure mechanism.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

The annual increase in revenue from the 142 properties identified in this report would have been \$19,700, based on 2012 rates. The rate for the five residential properties, currently billed above base, would be adjusted resulting in a further \$3,000 reduction of revenue based on 2012 rates.

### Environmental Implications

None with respect to this report.

### Strategic Implications

None with respect to this report.

### Other Implications

None with respect to this report.

### Accessibility Implications

None with respect to this report.

## COMMUNICATIONS

Letters have been sent to the 142 customers whose charges were changed to notify them that the changes had been placed on hold pending this report. Individual notification will be provided to any customers whose charges are affected by bylaw changes pursuant to this report.

## DELEGATED AUTHORITY

As these changes require an amendment to the Bylaw, City Council approval is required.

Respectfully submitted,

PUBLIC WORKS COMMITTEE



Elaine Gohlke, Secretary



## Memo

May 22, 2012

To: City Clerk

**Re: Bylaw 2012-43  
Proposed Zoning Bylaw Amendment (11-Z-19)**

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Bylaw No. 2012-38 was previously passed by City Council on May 14, 2012 dealing with the same matter as the attached Bylaw 2012-43.

An error was noticed in Section 3 of original Bylaw 2012-38 dealing only with the date the Bylaw comes into force. The attached Bylaw simply corrects that error. There is no substantive change to the content of the original Bylaw.

Thank you.

**“original signed by Cheryl Willoughby”**

Cheryl Willoughby  
Legal Counsel  
City Solicitor's Office

CW/jj; enclosure

BYLAW NO. 2012-24

THE SEWER SERVICE AMENDMENT BYLAW, 2012

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

- 1 Bylaw No. 5601, being *The Sewer Service Bylaw* is amended in the manner set forth in this bylaw.
- 2 Section 16 is repealed and the following substituted:
  - “16 (1) Every premise except those designated as standard residential premises for the purposes of this Bylaw, shall pay a storm drainage infrastructure levy based on a rate structure at the rates set out in Schedule “C”.
  - (2) All standard residential premises shall be charged a storm drainage infrastructure levy based on the base rate for properties less than one thousand (1,000) square meters at the rates set out for such properties in Schedule “C”.”
- 3 Schedule “D” is repealed.
- 4 This Bylaw comes into force on the day of passage.

READ A FIRST TIME THIS 28<sup>th</sup> DAY OF May 2012.

READ A SECOND TIME THIS 28<sup>th</sup> DAY OF May 2012

READ A THIRD TIME AND PASSED THIS 28<sup>th</sup> DAY OF May 2012

\_\_\_\_\_  
Mayor

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

\_\_\_\_\_  
(SEAL)

CERTIFIED A TRUE COPY

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

Approved as to form this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
City Solicitor



## ABSTRACT

BYLAW NO. 2012-24

### THE SEWER SERVICE AMENDMENT BYLAW, 2012

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PURPOSE:	To amend the storm drainage infrastructure levy in <i>The Sewer Service Bylaw</i> , No. 5601 to apply the base charge to all residential properties, regardless of the size of the property.
ABSTRACT:	The Bylaw amends the storm drainage infrastructure levy.
STATUTORY AUTHORITY:	Section 8 of <i>The Cities Act</i> .
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	N/A
PUBLIC NOTICE:	N/A
REFERENCE:	Public Works Committee, May 15, 2012, PW12-8
AMENDS/REPEALS:	Bylaw No. 5601
CLASSIFICATION:	Administrative
INITIATING DIVISION:	Corporate Services
INITIATING DEPARTMENT:	Finance Department



BYLAW NO. 2012-42

THE MAIL-IN BALLOT BYLAW, 2012

---

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

**Purpose**

- 1 The purpose of this Bylaw is to establish a mail-in ballot voting system for the purposes of receiving ballots in a City of Regina municipal election.

**Statutory authority**

- 2 The statutory authority for this Bylaw is:
- (a) section 22 and subsection 60(7) of *The Local Government Election Act*;
  - (b) section 67.6 of *The Local Government Election Regulations, 2006*; and
  - (c) clause 8(1)(a) of *The Cities Act*.

**Definitions**

- 3(1) In this Bylaw:
- (a) “**Act**” means *The Local Government Election Act*;
  - (b) “**City**” means the municipal corporation of the City of Regina;
  - (c) “**Declaration of Person Requesting Mail-in Ballot**” means the declaration in Form C, Appendix C of the Regulations;
  - (d) “**deputy returning officer**” means a deputy returning officer appointed pursuant to section 29 of the Act;
  - (e) “**elector**” means elector as defined in the Act;
  - (f) “**election official**” includes a returning officer, deputy returning officer, poll clerk, and any other supervisory officers and assistants appointed pursuant to section 29 of the Act;
  - (g) “**municipal election**” includes:
    - (i) an election held to fill a vacancy in the office of any member of council;
    - (ii) an election of members of council;

Approved as to form this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

City Solicitor

- (iii) a vote of electors or voters, as the case may be, for approval of a bylaw or resolution, or to obtain their opinion on any question or resolution submitted to them, pursuant to *The Cities Act*;
- (h) **“personal care facility”** means a personal care home licensed pursuant to *The Personal Care Homes Act*, a special-care home designated pursuant to *The Regional Health Services Act*, a residential-service facility licensed pursuant to *The Residential Services Act* or an approved home as defined in *The Mental Health Services Act*;
- (i) **“Regulations”** means *The Local Government Election Regulations, 2006*;
- (j) **“returning officer”** means a person specified or appointed as a returning officer pursuant to section 28 of the Act and includes an associate returning officer who has been delegated any duty or power imposed or conferred on returning officers pursuant to the Act;
- (k) **“special poll”** means a polling place in a hospital, personal care facility or similar institution situated within the municipality or school division at which an elector of the municipality or school division, who is receiving care in that institution, may vote in an election;
- (l) **“Voter’s Registration Form”** means Form Y, Appendix A of the Regulations as modified in accordance with this Bylaw;
- (2) Where no definition is provided for in this Bylaw, the words shall be given their ordinary meaning, except as they may be defined in the Act, the Regulations or *The Cities Act*.

#### **Eligibility to use mail-in ballot system**

- 4(1) The mail-in ballot voting system set out in this Bylaw may only be used by electors in a municipal election who are unable to attend an established polling place because they are receiving care in a hospital, personal care facility or similar institution.
- (2) The returning officer or other designated election official shall determine a person’s eligibility to use a mail-in ballot based on the elector’s submission of the documents and proof of identify in person as set out in section 5 of this Bylaw.

#### **Application process for mail-in ballot**

- 5(1) Every elector who meets the eligibility requirements set out in subsection 4(1) and wishes to vote by mail shall, no later than 10 business days before the election day, apply in person 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 elector's identity and residence consistent with sections 67.2 and 67.3 of the Regulations.
- (2) Where the following conditions are met the returning officer or other designated election official may attend at an elector'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 elector makes such a request no later than 10 business days before the election day; and
  - (b) the elector is not able to apply in person because of a physical disability or limited mobility.

**Information to be provided to Elector**

- 6 Where an elector makes a request to vote by mail-in ballot in accordance with section 5, the returning officer or other designated election official shall provide the elector with the following:
- (a) information describing the procedure to apply for a mail-in ballot;
  - (b) a copy of section 76.2 of the Act;
  - (c) a copy of section 67.2 of the Regulations;
  - (d) any other information deemed necessary by the returning officer.

**Voter's Registration Form**

- 7 The Voter's Registration Form is modified to include areas to record the following information:
- (a) the address to which a mail-in ballot is to be mailed, if different than the regular address of the elector;
  - (b) an explanation as to how the elector meets the eligibility requirements set out in section 4;
  - (c) the date when the application to vote by mail is approved;
  - (d) the date when a ballot kit is provided or will be sent to the elector;

- (e) the date ballots are required to be received by the returning officer;
- (f) any other modifications consistent with section 142 of the Act that are deemed necessary or desirable by the returning officer.

**Witness**

8 The following persons are authorized to witness the signature of an elector requesting a mail-in ballot:

- (a) the returning officer or any other designated election official;
- (b) a person authorized to administer oaths.

**Approval of mail-in ballot**

9 Where the returning officer or other designated election official reviews the application and documents submitted pursuant to section 5 and approves of the elector's request to vote by mail, the returning officer or election official shall:

- (a) affix his or her signature to the Declaration of Person Requesting Mail-in Ballot; and
- (b) note the date of approval in the appropriate area of the Voter's Registration Form which is used as the poll book.

**Provision of ballot kit to elector**

10 Where an elector's request to vote by way of mail-in ballot has been approved, the returning officer or other designated election official shall provide the elector with a ballot kit by regular mail, registered mail, courier, in person or by any other means and the ballot kit shall consist of the following:

- (a) the ballots to which the elector is entitled;
- (b) a ballot security envelope, bearing the information set out in Schedule "A" to this Bylaw;
- (c) a voter confirmation envelope, bearing the information set out in Schedule "B" to this Bylaw;
- (d) an outer envelope, addressed to the returning officer, bearing the words "Mail-in Ballot" on its face; and
- (e) the instructions for the elector to follow.

**Ballot kits**

- 11 The returning officer or other designated election official shall do the following with respect to the ballots and envelopes in the ballot kit:
- (a) ensure that all ballots issued to an elector voting by mail are identical to the ballots used at the polling stations;
  - (b) ensure the outer envelope is addressed to the returning officer at the correct postal address;
  - (c) on the voter confirmation envelope:
    - (i) print the name of the elector;
    - (ii) print the ward number; and
    - (iii) identify the ballots provided to the elector;
  - (d) place his or her initials in the box on the reverse side of the ballot or ballots provided to the elector.

**Notice of poll**

- 12 The returning officer or other designated election official shall not provide a ballot kit to an elector who is authorized to vote by mail until after the notice of poll is issued.

**Poll book**

- 13 Where a ballot kit has been provided or sent to an elector who is authorized to vote by mail the returning officer or other designated election official shall make the following entries to the Voter's Registration Form which is used as the poll book:
- (a) all entries required pursuant to section 74 of the Act;
  - (b) the date on which the ballot kit was provided or sent to the elector; and
  - (c) an indication of which of the following methods was used to provide the ballot kit to the elector:
    - (i) regular mail;
    - (ii) registered mail;
    - (iii) courier;

- (iv) in person; or
- (v) other means.

**Not eligible to vote at any poll once ballot kit provided**

- 14 Where the returning officer or other designated election official provides a ballot kit to an elector, the elector is deemed to have voted and is not entitled to vote at any other poll.

**Instructions for mail-in ballots**

- 15 Where an elector is authorized to use a mail-in ballot, he or she is required to do the following with respect to the ballots and envelopes in the ballot kit:
- (a) insert all marked ballots into the ballot security envelope;
  - (b) seal the ballot security envelope and insert it into the voter confirmation envelope;
  - (c) date and sign the voter confirmation envelope;
  - (d) seal the voter confirmation envelope and insert it into the outer envelope; and
  - (e) follow any additional instructions provided by the returning officer.

**Return of ballots**

- 16 An elector who is authorized to use a mail-in ballot may return his or her ballots in accordance with the instructions set out in this Bylaw to the returning officer by regular mail, registered mail, courier, in person or by any other means.

**Review of returned voter confirmation envelopes**

- 17 Upon receipt of the outer envelope containing a voter confirmation envelope which contains a ballot security envelope in which the ballot has been placed, the returning officer or other designated election official shall:
- (a) open the outer envelope and ensure the voter confirmation envelope is signed by the elector;
  - (b) record on the Voter's Registration Form, which is used as the poll book, the date on which the envelope was received; and
  - (c) deposit the confirmation envelope in the ballot box provided for in section 18.



**Ballot box for confirmation envelopes**

- 18 The returning officer or other designated election official shall ensure there is a secure ballot box that complies with section 63 of the Act which shall be used to contain and store all the voter confirmation envelopes received until the voter confirmation envelopes and security envelopes are examined and dealt with in accordance with section 23 of this Bylaw.

**Inclusion with special poll ballots**

- 19 To ensure the secrecy of the mail-in ballots, the mail-in ballots shall be included with and counted at the Elections Regina Office where all of the special poll ballots are counted.

**Materials required on election day**

- 20 On election day, 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 counted:
- (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 elector who was approved to vote by mail.

**Examination by candidate or agent**

- 21 On election day, any candidate or candidate's agent may examine the Voter's Registration Form and Declaration of Person Requesting Mail-in Ballot for each elector who was approved to vote by mail.

**Objection to entitlement to vote**

- 22(1) Any candidate or a candidate's agent retains the right to object to a person's entitlement to vote.
- (2) In accordance with section 76 of the Act, where a candidate or a candidate's agent objects to a person's entitlement to vote, the deputy returning officer or other designated election official shall make the necessary entries on the elector's Voter Registration Form which is used as the poll book.

**Process for examining confirmation envelopes and extracting ballots**

- 23 On election day, the deputy returning officer or other designated election official shall take the following steps:

- (a) open the ballot box provided for in section 18 in the presence of the persons authorized pursuant to section 98 of the Act;
- (b) allow those persons authorized pursuant to section 98 of the Act to review each elector's confirmation signature on each voter confirmation envelope;
- (c) examine each voter confirmation envelope and reject those envelopes where the signature of the elector is missing;
- (d) if the voter confirmation envelope is accepted, extract the ballot security envelope and examine it for tears, unauthorized markings or material other than ballots;
- (e) reject any ballot security envelopes that are torn, have unauthorized markings or contain materials other than ballots;
- (f) extract the ballots from those ballot security envelopes that have been accepted, and insert the ballots into the vote tabulator unit used for special poll ballots in accordance with the provisions of Bylaw 10197 being *The Automated Vote Counting Bylaw*.

**Ballots counted after close of polls**

- 24(1) The deputy returning officer or other designated election official shall not tabulate the final results through the vote tabulator unit until after the close of polls on election day.
- (2) After the close of polls, the deputy returning officer or other designated election official shall proceed to count the mail-in ballots using the vote tabulator unit along with the ballots in the special poll ballot boxes in accordance with sections 99 to 102 of the Act.

**Late ballots deemed spoiled**

- 25(1) Ballots received after the closing of the polls on election day are deemed to be spoiled ballots and shall remain unopened in their respective voter confirmation envelopes.
- (2) Where a ballot is deemed spoiled pursuant to subsection (1), the returning officer or other designated election official shall:
  - (a) write "deemed spoiled" on the outer envelope;
  - (b) record the date the spoiled ballot came into his or her possession;
  - (c) initial the entry;

- (d) deal with the ballot in accordance with subsection 83(2) of the Act;
- (e) ensure the spoiled ballots are retained in accordance with sections 107 and 112 of the Act.

**Materials in packets**

- 26 The deputy returning officer or other designated election official shall place all the materials used in conjunction with the mail-in ballot packets in accordance with section 106 of the Act.

**Retention of election materials**

- 27 Ballots and other forms used in conjunction with voting by mail shall be retained and destroyed in the same way as other election materials in accordance with section 112 of the Act.

**Coming into force**

- 28 This Bylaw comes into force on the day of passage.

READ A FIRST TIME THIS 28th DAY OF May 2012.

READ A SECOND TIME THIS 28th DAY OF May 2012.

READ A THIRD TIME AND PASSED THIS 28th DAY OF May 2012.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk (SEAL)

CERTIFIED A TRUE COPY

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

## **Schedule “A”**

### **Required Wording for Ballot Security Envelope**

The following wording shall be printed on each ballot security envelope for mail-in ballots:

BALLOT(S) ONLY

The ballot(s) contained within this envelope will be rejected if this envelope:

- (a) is torn;
- (b) bears any unauthorized markings;
- (c) contains material other than ballots.

**Schedule “B”****Required Wording for Voter Confirmation Envelope**

The following wording shall be printed on each voter confirmation envelope for mail-in ballots:

Name of Elector: \_\_\_\_\_

Ballot(s) included:

- ☐ Office of Mayor;
- ☐ Office of Councillor for Ward \_\_\_\_\_;
- ☐ Office of Trustee, \_\_\_\_\_ School Division;

To be completed by the Elector named above:

**Insert sealed ballot envelope in this envelope, seal and complete the following certificate:**

I certify that I am entitled to vote in this election pursuant to *The Local Government Election Act* and that enclosed in this envelope is a ballot envelope that contains the ballot(s) received by me and marked by me.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Signature of Elector

## ABSTRACT

## BYLAW NO. 2012-42

THE MAIL-IN BALLOT BYLAW, 2012

---

**PURPOSE:** The purpose of this Bylaw is to establish a mail-in ballot voting system for the purposes of receiving ballots in a City of Regina municipal election.

**ABSTRACT:** This Bylaw allows for electors to use a mail-in ballot system where the elector is unable to attend an established polling place because they are receiving care in a hospital, personal care facility or similar institution. This Bylaw sets out what documents are required to be submitted in order to apply to use a mail-in ballot and provides that the elector must establish their proof of identity. This Bylaw sets out what is to be contained in a ballot kit sent out to an elector who is authorized to vote using a mail-in ballot as well as the instructions that an elector must follow. Because it is anticipated that there will be only a small number of mail-in ballots used, these ballots will be sent from the elector to the polling station where the special poll ballots are counted and will be counted with these ballots. This maintains the secrecy of the ballots. This Bylaw also sets out the process to be followed to check the mail-in ballots as they are returned and the process for depositing the mail-in ballots with the other special poll ballots for the purposes of counting them at the close of the polls. The Bylaw also sets out when a ballot is deemed spoiled and sets out that the same process for counting ballots, recording the results, and retaining and destroying the mail-in ballots and other related forms and materials will be used as is used for regular ballots.

**STATUTORY  
AUTHORITY:** Section 22 and subsection 60(7) of *The Local Government Election Act*; section 67.6 of *The Local Government Election Regulations, 2006*; and clause 8(1)(a) of *The Cities Act*.

**MINISTER'S APPROVAL:** N/A

PUBLIC HEARING: N/A  
PUBLIC NOTICE: N/A

REFERENCE: Report CR12-7 from the January 23, 2012 City Council Meeting

AMENDS/REPEALS: New bylaw

CLASSIFICATION: Regulatory and administrative

INITIATING DIVISION: City Manager's Office

INITIATING DEPARTMENT: City Clerk's Office

BYLAW NO. 2012-43  
THE REGINA ZONING AMENDMENT BYLAW, 2012 (No. 12)

---

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

- 1 The Regina Zoning Amendment Bylaw, 2012 (No. 10) No. 2012-38 is repealed.
- 2 *Regina Zoning Bylaw No. 9250* is amended in the manner set forth in this Bylaw.
- 3 Chapter 19 - Zoning Maps (Map No. 2692) is amended by rezoning the lands in Regina, Saskatchewan, as outlined on the map attached as Appendix "A", legally described as:

**Land Description:** Part of Block Y2, Plan No. 66R00182, Extension 0

**Civic Address:** 490 Angus Road North

**Current Zoning:** PS – Public Service

**Proposed Zoning:** R1 – Residential Detached

- 4 This Bylaw comes into force upon the date of passage.

READ A FIRST TIME THIS 28<sup>th</sup> DAY OF MAY 2012

READ A SECOND TIME THIS 28<sup>th</sup> DAY OF MAY 2012

READ A THIRD TIME AND PASSED THIS 28<sup>th</sup> DAY OF MAY 2012

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk (SEAL)

CERTIFIED A TRUE COPY

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

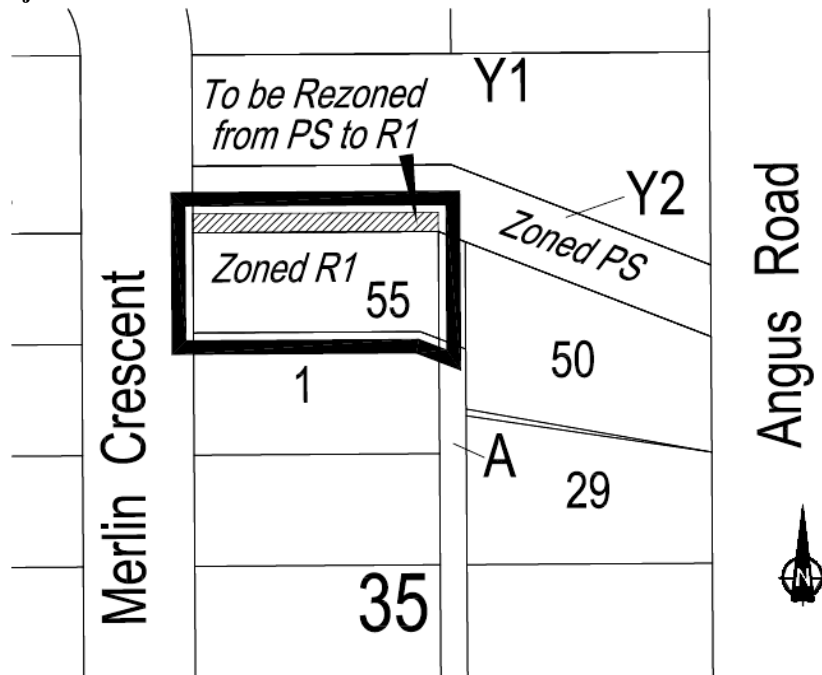
Approved as to form this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
City Solicitor



Appendix "A"

Project: 11-Z-19



ABSTRACT  
BYLAW NO. 2012-43

THE REGINA ZONING AMENDMENT BYLAW, 2012 (No. 12)

---

PURPOSE:	To amend <i>Regina Zoning Bylaw No. 9250</i> .
ABSTRACT:	The proposed Zoning Map amendments will allow for the partial rezoning of Block Y2 from PS – Public Service to R1 – Residential Detached to accommodate the consolidation of the lands with the adjacent property (Lot 55) and the sale of the subject property to the owner of Lot 55.
STATUTORY AUTHORITY:	Section 69 of <i>The Planning and Development Act, 2007</i>
MINISTER’S APPROVAL:	N/A
PUBLIC HEARING:	Required, pursuant to section 207 of <i>The Planning and Development Act, 2007</i>
PUBLIC NOTICE:	Required, pursuant to section 207 of <i>The Planning and Development Act, 2007</i>
REFERENCE:	Regina Planning Commission Meeting April 18, 2012 RPC12-22
AMENDS/REPEALS:	Amends <i>Regina Zoning Bylaw No. 9250</i>
CLASSIFICATION:	Regulatory
ORIGINATING DEPARTMENT:	Planning and Sustainability Department Community Planning and Development