



PUBLIC WORKS COMMITTEE

**Tuesday, December 11, 2012
4:00 PM**

Henry Baker Hall, Main Floor, City Hall



**Public Agenda
Public Works Committee
Tuesday, December 11, 2012**

Appointment of Chairperson and Vice-Chairperson

Approval of Public Agenda

Minutes of the meeting held on September 6, 2012.

Administration Reports

PW12-16 Proposed Uniform Assessment Rates - 2013 Local Improvement Program

Recommendation

1. That the following uniform assessment rates for the 2013 Local Improvement Program be approved:

Type of Construction	Prepaid Rate (\$) (\$ per Front Metre	Annual Rate (\$ per Front Metre
Water Main	244.63	34.14
Storm Sewer	342.49	47.80
Sanitary Sewers	208.98	29.17
Combined Works	631.15	88.08
Residential Pavement (8.5m traffic width)	378.30	52.80
Residential Pavement (10.36m traffic width)	453.95	63.35
Commercial Pavement (11.00m traffic width)	675.38	94.26
Curb and Gutter	196.54	27.43
Concrete Walk (up to 1.83m width)	190.00	26.52
Concrete Walk (each additional 0.61m width)	91.74	12.80
Monolithic Walk, Curb and Gutter (up to 1.83m width)	386.52	53.94
Alley Upgrades	Prepaid Rate (\$ per Rear Metre	Annual Rate (\$ per Front Metre
Alley Paving (residential)	324.29	45.26
Alley Paving (commercial)	378.53	52.83
Alley Lighting Installation (incl. Fixtures, poles & power source)	77.86	10.87
Alley Lighting Installation (Fixtures Only)	49.70	6.94

Note: Annual rate is based on 6.57% interest rate.



Office of the City Clerk

2. That the City Solicitor be requested to prepare the required uniform rates bylaw for the 2013 uniform rates using the rates and information provided for in this report.
3. That the City Solicitor be requested to amend the annual interest rate in section 5 of *The 2012 Local Improvement Uniform Rates Bylaw No. 2012-7*, from 6.74% to 6.57%, which is lower than the rate established in 2012.

PW12-17 Consideration of Meeting Dates and Times for 2013

Recommendation

1. That 2013 meetings of the Public Works Committee be held on Thursdays at 4:00 p.m. on the following dates:

January 22 (previously approved)	July 11
February 14	August 8
March 7	September 5
April 11	October 3
May 9	November 7
June 13	December 5

2. That the first meeting of the Public Works Committee in 2014 be held on Thursday, January 9, at 4:00 p.m.

PW12-18 Review of Outstanding Items

Recommendation

1. That the following item be deleted from the list of outstanding items for the Public Works Committee:

<u>Item</u>	<u>Committee</u>	<u>Subject</u>
PW11-5	Public Works Committee	Residential Rear Alley Garbage Collection - Cart Conversion Service Change

2. That the updated List of Outstanding Items be forwarded to the Executive Committee for information.

Adjournment

AT REGINA, SASKATCHEWAN, THURSDAY, SEPTEMBER 6, 2012

AT A MEETING OF THE PUBLIC WORKS COMMITTEE
HELD IN PUBLIC SESSION

AT 4:00 PM

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

Present: Councillor Sharron Bryce
Councillor Fred Clipsham
Councillor John Findura
Councillor Jocelyn Hutchinson

Regrets: Councillor Louis Browne

Also in Attendance: Committee Assistant, Elaine Gohlke
Solicitor, Jayne Krueger
Deputy City Manager, City Operations, Dorian Wandzura
Director of Development Engineering, Kelly Wyatt
Senior Engineer, Jeffrey Holland

APPROVAL OF PUBLIC AGENDA

Councillor Hutchinson moved, AND IT WAS RESOLVED, that the agenda for this meeting be approved, as submitted.

ADOPTION OF MINUTES

Councillor Findura moved, AND IT WAS RESOLVED, that the minutes for the meeting held on July 17, 2012 be adopted.

ADMINISTRATION REPORTS

PW12-14 2013 Alley Maintenance Strategy and Special Tax Levy Funding Options

Recommendation

That the City Solicitor be instructed to prepare the appropriate bylaw for alley maintenance in 2013, which includes the following levies, proposed revenues, and estimated costs:

Paved Alleys **\$3.56** per assessable foot
Gravel Alleys **\$2.33** per assessable foot

The proposed revenues and estimated costs for maintenance of alleys in 2013 are:	
Paved Alleys	\$2,816,700
Gravel Alleys	<u>\$1,427,600</u>
TOTAL	\$4,244,300

Councillor Hutchinson moved, AND IT WAS RESOLVED, that the recommendation contained in the report be concurred in.

PW12-15 2013 Servicing Agreement Fee Rates & Development Levy Bylaw

Recommendation

1. That the 2013 Servicing Agreement Fee (SAF) Rate of \$241,958 per hectare (ha) be approved to come into effect January 1, 2013.
2. That the 2013 Development Levy Bylaw Rate of \$241,958 per hectare (ha) be approved to come into effect January 1, 2013.
3. That the City Solicitor be instructed to prepare the necessary amendment to Bylaw 2011-16 being *The Development Levy Bylaw, 2011* to include the new development levy rate.
4. That this report be forwarded to the October 9, 2012 City Council meeting to allow for sufficient time for public notice of the amendments to *The Development Levy Bylaw*.

Councillor Clipsham moved, AND IT WAS RESOLVED, that the recommendation contained in the report be concurred in.

ADJOURNMENT

Councillor Clipsham moved, AND IT WAS RESOLVED, that the meeting adjourn.

The meeting adjourned at 4:11 p.m.

Chairperson

Secretary

December 11, 2012

To: Members,
Public Works Committee

Re: Proposed Uniform Assessment Rates - 2013 Local Improvement Program

RECOMMENDATION

1. That the following uniform assessment rates for the 2013 Local Improvement Program be approved:

Type of Construction	Prepaid Rate (\$) per Front Metre	Annual Rate (\$) per Front Metre
Water Main	244.63	34.14
Storm Sewer	342.49	47.80
Sanitary Sewers	208.98	29.17
Combined Works	631.15	88.08
Residential Pavement (8.5m traffic width)	378.30	52.80
Residential Pavement (10.36m traffic width)	453.95	63.35
Commercial Pavement (11.00m traffic width)	675.38	94.26
Curb and Gutter	196.54	27.43
Concrete Walk (up to 1.83m width)	190.00	26.52
Concrete Walk (each additional 0.61m width)	91.74	12.80
Monolithic Walk, Curb and Gutter (up to 1.83m width)	386.52	53.94
Alley Upgrades	Prepaid Rate (\$) per Rear Metre	Annual Rate (\$) per Front Metre
Alley Paving (residential)	324.29	45.26
Alley Paving (commercial)	378.53	52.83
Alley Lighting Installation (incl. Fixtures, poles & power source)	77.86	10.87
Alley Lighting Installation (Fixtures Only)	49.70	6.94

Note: Annual rate is based on 6.57% interest rate.

2. That the City Solicitor be requested to prepare the required uniform rates bylaw for the 2013 uniform rates using the rates and information provided for in this report.

3. That the City Solicitor be requested to amend the annual interest rate in section 5 of *The 2012 Local Improvement Uniform Rates Bylaw No. 2012-7*, from 6.74% to 6.57%, which is lower than the rate established in 2012.

CONCLUSION

New uniform assessment rates are required for the 2013 Local Improvement Program (LIP). The 2013 Uniform Assessment Rates proposed in this report were calculated based on actual construction costs for both surface works and underground works in new areas. Data regarding costing was obtained from engineering consultants working with private sector contractors on new subdivision construction in Regina in 2012. This data has been evaluated in combination with comparable 2012 City contract prices to set new uniform rates. The construction cost analysis determined that costs for all types of concrete and asphalt work have increased by 10 percent over last year. Costs for water main, storm and sanitary sewer work have also increased by 10 percent. The rates for Alley Lighting Installation (Fixtures Only) have increased by 22 percent. Alley Lighting Installation (incl. Fixtures, poles & power source) costs have increased by 4.5 percent based on private sector 2012 construction cost.

BACKGROUND

All City of Regina local improvements are done in accordance with provincial legislation called the *Local Improvements Act, 1993*. This legislation allows municipalities to specially assess the property for work or services from which the property benefits. City of Regina has used LIP to partially finance necessary improvements to municipal infrastructure. In recent years, LIP allowed the City to replace some sidewalks, curbs and gutters after the original infrastructure reached the end of its life.

The current practice is that LIP is applied when a block of a street requires more than 50 percent of the sidewalk, curb and gutter to be replaced in order to rehabilitate the existing road. If 50 percent or less of the concrete infrastructure replacement is required, the cost of that work is borne by the City.

City Council may declare, by resolution, that certain works are continuous or interlocking and are therefore a single project. For example, if the City planned to replace a sidewalk, curb and gutter for eight continuous blocks on a street, a resolution could be passed under Section 4 of *The Local Improvements Act, 1993* declaring the entire eight blocks as a single project. Construction is more efficient and cost effective when longer sections are constructed at the same time.

The LIP applies to all classifications of roadways, which include arterials, collectors, industrial/commercial and residential. At present, there is no charge to the property owners for the removal of the existing sidewalks, curb and gutters, pavement rehabilitation or any other work related to roadway reconstruction, such as renewal or replacement of the underground utilities done in conjunction with this program.

As part of this program, property owners may petition to have their location to be included in the local improvements program. They also can petition against local improvement work identified by the Administration, and if successful (majority of the property owners petition against it), the location would be removed from the program.

The LIP requires City Council approval of the following three steps process to be completed in order to execute the construction projects under this program:

1. **Uniform Rates Approval** (which is the purpose of this report; typically provided in November or December) – Approval for setting the rates that will be applied to customers for the upcoming year under the Local Improvement Program.
2. **Program Locations Approval** (January/February) – Approval of the project locations where the City of Regina would like to utilize the Local Improvement Program.
3. **Program Approval** (March/April) – Approval to execute the projects under LIP.

In preparation for the 2013 Local Improvement Program, it is necessary to review construction and material costs, interest rates and economic trends in order to establish new uniform assessment rates. Uniform assessment rates include the portion of the cost of the work that is paid by benefiting property owners. The proposed 2013 uniform assessment rates are prepared in compliance with *The Local Improvements Act, 1993*.

DISCUSSION

Assessment rates are calculated and revised annually based on the following policies previously approved by City Council:

1. Uniform assessment rates for water main, sidewalk, curb and gutter replacement in older developed areas are based on the cost of construction being carried out in new residential areas. Additional costs of removing existing infrastructure and pavement repair are borne by the City. Costs born by the benefiting property owners are approximately 60 percent of the total cost of sidewalks, curbs and gutters.
2. In certain pre-designated areas, commonly known as Neighbourhood Improvement Areas, Neighbourhood Improvement Program and Community Service Areas, an assessment reduction of 50 percent is applied thereby reducing the cost to the benefiting owner to approximately 30 percent for sidewalk, curb and gutter replacement.
3. The annual Local Improvement Program involves sidewalk, curb and gutter replacement. The cost of any other maintenance work undertaken at the same time, such as replacement or repair of sanitary and storm sewers and pavement renewal, is not assessed to the benefiting property owners.
4. The uniform assessment rate for back alley paving is based on total program cost with 100 percent being assessed to the benefiting property owners.
5. The uniform assessment rate for alley lighting is based on total program cost with 100 percent being assessed to the benefiting property owners. Two components make up the total program cost consisting of the supply and installation of street lights by SaskPower Corporation and the annual energy and maintenance charges paid to SaskPower Corporation for the alley lights. A large majority of the cost is for the energy component.

There are two types of alley lighting programs:

- a) Alley Lighting Installation (incl. Fixtures, poles & power source): for alleys that do not presently have poles for mounting alley lights, or do not have a power service. Costs for this type of installation are substantially higher due to the need to install new poles and power lines. Energy and maintenance costs are added to the installation costs.
 - b) Alley Lighting Installation (Fixtures Only): for alleys with existing poles, and a secondary power source already in place. The cost is lower as it only includes the installation of the fixtures. Energy and maintenance costs are added to the installation cost.
6. In accordance with City Policy, the term of repayment for Local Improvement charges is ten years.
7. The majority of the construction carried out under the Local Improvement Program is walk, curb and gutter replacement. However, uniform rates are established for other types of improvement to accommodate specific projects such as residential or commercial developments.

The 2013 uniform assessment rates proposed in this report were calculated based on actual 2012 construction costs for both surface works and underground works in new areas. Data regarding the costing was obtained from engineering consultants overseeing the work of private sector contractors on new subdivision construction in Regina in 2012.

Surface Works

In new subdivisions, the cost of concrete sidewalks, curb, gutter and asphalt increased by 10 percent from 2011 to 2012.

Sewer and Water main

In new subdivisions, water main, storm and sanitary sewer construction costs increased by 10 percent from 2011 to 2012.

Back Alley Lighting

The cost for back alley lighting upgrade installation increased by 22 percent, and back alley lighting new installation increased by 4.5 percent from 2011 to 2012, based on the private sector construction cost.

Financing

City Council sets the uniform assessment rates each year. The Finance Department proposes an interest rate for 2013, which is the average of the 10-year closed mortgage rates posted by CIBC, TD Canada Trust, Royal Bank, Bank of Montreal and Scotia Bank effective October 22, 2012. The average of the five banks was chosen in order to create a level of fairness, as some of the banks posted a different rate for the 10-year period.

City Council's policy is to adjust the previous year's uniform assessment rates on any works from other years that have not been completed if the interest rate in the year of construction is lower than the interest rate that existed when the uniform rates were established. A review of interest rates has been completed for 2013. The interest rate proposed for 2013 is 6.57 percent, which is lower than the rate established in 2012. Therefore an adjustment is required to the rates for 2012 work carried over to 2013. There was one location carried forward from 2012 to 2013 program.

A comparison of the revised 2012 and the proposed 2013 uniform assessment rates is shown in Appendix A.

RECOMMENDATION IMPLICATIONS

Financial Implications

The Local Improvement Program is funded through the Street Infrastructure Renewal Program. The uniform assessment rates applied against benefiting property owners form an integral part of the 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

None with respect to this report.

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

The uniform assessment rates for the 2013 Local Improvement Program will be used to estimate the property owner's share of the cost. The estimated cost per property and the uniform assessment rates will be included in the mail out informational package that will be sent to all property owners affected by the 2013 Local Improvement Program.

DELEGATED AUTHORITY

The recommendation of this report requires City Council approval.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Nigora'.

Nigora Yulyakshieva, Manager
Roadway Preservation

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'DWandzura'.

W. Dorian Wandzura, Deputy City Manager and COO
City Operations

APPENDIX A

Comparison of 2012 and 2013 Uniform Assessment Rates for Local Improvements

Types of Construction	2012 Rates			2013 Rates	
	Prepaid Rate (\$) Per Front Metre	Annual Rate * (\$) Per Front Metre	Revised Annual Rate ** (\$) Per Front Metre	Prepaid Rate (\$) Per Front Metre	Annual Rate *** (\$) Per Front Metre
Water Mains	222.39	31.28	31.04	244.63	34.14
Storm Sewer	311.35	43.80	43.45	342.49	47.80
Sanitary Sewers	189.98	26.72	26.51	208.98	29.17
Combined Works	573.77	80.71	80.08	631.15	88.08
Residential Pavement (8.5m traffic width)	343.91	48.38	48.00	378.30	52.80
Residential Pavement (10.36m traffic width)	412.68	58.05	57.59	453.95	63.35
Commercial Pavement (11.0m traffic width)	613.98	86.37	85.69	675.38	94.26
Curb and Gutter	178.67	25.13	24.94	196.54	27.43
Concrete Walk (up to 1.83m width)	172.73	24.30	24.11	190.00	26.52
Concrete Walk (each additional 0.61m)	83.40	11.73	11.64	91.74	12.80
Monolithic Walk, Curb & Gutter (up to 1.83m width)	351.38	49.43	49.04	386.52	53.94
Alley Upgrades	Prepaid Rate (\$) Per Rear Lot Metre	Annual Rate* (\$) Per Rear Lot Metre	Revised Annual Rate** (\$) Per Rear Lot Metre	Prepaid Rate (\$) Per Rear Lot Metre	Annual Rate *** (\$) per Rear Lot Metre
Alley Paving (Residential)	294.81	41.47	41.14	324.29	45.26
Alley Paving (Commercial)	344.12	48.41	48.03	378.53	52.83
Alley Lighting New Installation	74.51	10.48	10.40	77.86	10.87
Alley Lighting Upgrade Installation	40.74	5.73	5.69	49.70	6.94

* The 2012 annual rate was based on an interest rate of 6.74%

** The 2012 revised annual rate is based on an interest rate of 6.57%

*** The 2013 annual rate is based on an interest rate of 6.57%

December 11, 2012

To: Members,
Public Works Committee

Re: Consideration of Meeting Dates and Times for 2013

RECOMMENDATION

1. That 2013 meetings of the Public Works Committee be held on Thursdays at 4:00 p.m. on the following dates:

January 22 (previously approved)	July 11
February 14	August 8
March 7	September 5
April 11	October 3
May 9	November 7
June 13	December 5

2. That the first meeting of the Public Works Committee in 2014 be held on Thursday, January 9, at 4:00 p.m.

CONCLUSION

The Committee should review the information contained within this report and confirm the proposed meeting dates for 2013.

BACKGROUND

City Council, at its meeting held on November 19, 2012, approved the meeting schedule for regular Council and Executive Committee meetings for 2013. A calendar which lists approved meeting dates for City Council and the Executive Committee is attached as Appendix "A". Their schedule is set each year in accordance with the provisions of *The Procedure Bylaw, 9004*. Committees of City Council are then asked to establish regular meeting dates and times. The purpose of this report is to facilitate the establishment of 2013 regular meeting dates for the Public Works Committee.

DISCUSSION

The Public Works Committee should establish its regular meeting schedule for 2013, with the dates selected:

- to allow timely submission of reports to City Council or other committees
- to avoid conflict with other scheduled meetings, such as the Executive Committee
- to fit the schedules of Committee members.

Based on the above, and after consultation with committee members and a review of last year's Public Works Committee meeting dates, it is proposed that regular meetings now be held on Thursdays, rather than on Tuesdays, as in previous years. This is being suggested to avoid conflict with Finance and Administration meetings that are also scheduled on Tuesdays, as well as not scheduling meetings for the week prior to City Council meetings to allow more time for delegations to prepare presentations to City Council.

It is proposed that regular meetings for 2013 be held on the following Thursdays at 4:00 p.m.:

January 22 (previously approved)	July 11
February 14	August 8
March 7	September 5
April 11	October 3
May 9	November 7
June 13	December 5

It is also proposed that the Public Works Committee select a date for its first meeting in January 2014. Based on this year's meeting schedule, it is proposed the committee hold its first meeting of 2014 on Thursday, January 9, 2014 at 4:00 p.m.

RECOMMENDATION IMPLICATIONS

Financial Implications

None with respect to this report.

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

Once all the committees and boards have set their meeting dates for 2013, a calendar will be circulated which includes the meeting dates of City Council and all committees. This calendar will be provided to the local media and any other interested parties who request the information.

DELEGATED AUTHORITY

The Public Works Committee has the authority to establish a meeting schedule.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "J. Swidnick".

Joni Swidnick
City Clerk

2013 COUNCIL AND COMMITTEE MEETINGS

APPENDIX A

JANUARY

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY

S	M	T	W	T	F	S
SUMA Feb 3 - 6						
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

MARCH

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

APRIL

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE

S	M	T	W	T	F	S
FCM May 31 - June 3						
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

◆ Holiday

MONDAY

C City Council
(5:30 p.m.)

C Crime Prevention Advisory Committee
(12:15 p.m.)

M Municipal Heritage Advisory
Committee (12:15 p.m.)

R Regina Appeal Board
(5:30 p.m.)

TUESDAY

D Development Appeals Board
(5:30 p.m.)

F Finance & Administration
Committee (4:00 p.m.)

P Public Works Committee
(4:00 p.m.)

C Community Services
Advisory Committee (5:30 p.m.)

Y Youth Advisory Committee (5:30 p.m.)

WEDNESDAY

B Board of Police Commissioners (9:00 a.m.)

E Executive Committee (11:45 a.m.)

C Community and Protective Services
Committee (4:00 p.m.)

R Regina Planning Commission (4:00 p.m.)

A Accessibility Advisory
Committee (5:30 p.m.)

THURSDAY

A Arts Advisory Committee (5:30 p.m.)

E Environment Advisory
Committee (5:30 p.m.)

FOR FURTHER INFORMATION
CONTACT THE CITY CLERKS
OFFICE AT 777-17262

CITY CLERKS PURPOSES ONLY
NOT AN OFFICIAL CITY
CALENDAR

2013 COUNCIL AND COMMITTEE MEETINGS

JULY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

◆ Holiday

MONDAY

C City Council
(5:30 p.m.)

C Crime Prevention Advisory Committee
(12:15 p.m.)

M Municipal Heritage Advisory
Committee (12:15 p.m.)

R Regina Appeal Board
(5:30 p.m.)

TUESDAY

D Development Appeals Board
(5:30 p.m.)

F Finance & Administration
Committee (4:00 p.m.)

P Public Works Committee
(4:00 p.m.)

C Community Services
Advisory Committee (5:30 p.m.)

WEDNESDAY

B Board of Police Commissioners (9:00 a.m.)

E Executive Committee (11:45 a.m.)

C Community and Protective Services
Committee (4:00 p.m.)

R Regina Planning Commission (4:00 p.m.)

THURSDAY

A Arts Advisory Committee (5:30 p.m.)

E Environment Advisory
Committee (5:30 p.m.)

FOR FURTHER INFORMATION
CONTACT THE CITY CLERKS
OFFICE AT 777-7262

CITY CLERKS PURPOSES ONLY
NOT AN OFFICIAL CITY
CALENDAR

December 11, 2012

To: Members,
Public Works Committee

Re: Review of Outstanding Items

RECOMMENDATION

1. That the following item be deleted from the list of outstanding items for the Public Works Committee:

<u>Item</u>	<u>Committee</u>	<u>Subject</u>
PW11-5	Public Works Committee	Residential Rear Alley Garbage Collection - Cart Conversion Service Change

2. That the updated List of Outstanding Items be forwarded to the Executive Committee for information.

CONCLUSION

This report reviews the status of outstanding items that have been referred to the Administration for reports to Public Works Committee. The Public Works Committee should review the items and provide instructions on the need for any changes to priorities.

BACKGROUND

Subsection 35(2) of City Council's Procedure Bylaw requires the City Clerk to provide a report to the Executive Committee annually which lists all items and the priority of the items that have been tabled or referred by City Council or one of its committees. The purpose of this report is to provide a list of the outstanding items for the Public Works Committee as at December 7, 2012.

DISCUSSION

Lists of Outstanding Items are maintained for City Council and its main committees. Items on the list may originate from:

- a recommendation in a report which indicates that another report will be forthcoming;
- a motion adopted to refer an item back to the Administration or to request a report on a related matter;
- a motion adopted by City Council or another committee requesting the Administration to prepare a report.

The Office of the City Clerk is responsible for maintaining and updating the lists. Items remain on the list until a report or the committee recommends their removal. The list is updated with additions and deletions, as meetings are held and after review by the Executive Committee. The last review of outstanding items as at December 31, 2011, was considered by Executive Committee on January 18, 2012.

The following steps were taken to facilitate the annual review of the outstanding items:

- the list of outstanding items as at October 30, 2012 was circulated to departments for comments;
- the comments and lists were returned to the Office of the City Clerk for consolidation.

In 2012, the outstanding items report is first being circulated to the affected Committees prior to Executive Committee consideration. This process allows committees to have more detailed discussions of each item with the Administration and among themselves to determine priorities for Council consideration.

Attached to this report as Appendix "A" is a list of the outstanding public session items before the Public Works Committee. To assist the Committee, the list has been updated by deleting any items which were removed by resolution of committee during 2012.

RECOMMENDATION IMPLICATIONS

Financial Implications

None with respect to this report.

Environmental Implications

None with respect to this report.

Strategic Implications

Regular review of outstanding items provides both Council and the City Administration an opportunity to review and refocus priorities and resources as required based on current initiatives, needs of the community and corporate strategy.

Other Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

No specific public communication is required in relation to outstanding items. This report will be posted to the City of Regina website for public viewing.

DELEGATED AUTHORITY

Executive Committee is required to provide direction to the City Manager in relation to items on the outstanding items list for City Council or any of its committees along with directing any changes in priority.

Respectfully submitted,



Joni Swidnicki
City Clerk

**PUBLIC WORKS COMMITTEE
LIST OF OUTSTANDING ITEMS
AS AT DECEMBER 7, 2012**

OPEN ITEMS

REPORT #:	WU06-51
DATE TABLED/REFERRED:	October 10, 2006
SUBJECT:	Parking Ticket Administration and Enforcement
MOTION:	<p>The Administration prepare a report for the Works and Utilities Committee, to address the following two recommendations from Regina Downtown:</p> <ul style="list-style-type: none"> • reducing the hours of enforcement on parking meters to 9:00 am to 5:00 pm • determining if there is any surplus revenue from the modernization and applying that surplus directly to parking improvements for the downtown area
DIVISION:	Community Planning & Development – Parking Services
COMMENT:	<p>Status: Pending outcome of the Corporate Parking Study</p> <p>Return Date: 2nd Quarter 2013</p>

REPORT #:	WU07-29
DATE TABLED/REFERRED:	July 17, 2007
SUBJECT:	Revisions to the Clean Property Bylaw #9881 with Respect to Snow Removal
MOTION:	<p>4. The Administration be requested to submit a report to a meeting of the Works and Utilities Committee prior to the 2008-2009 winter season on options for removing properties which are exempted from falling under the obligations of The Clean Property Bylaw.</p>
DIVISION:	City Operations – Roadway Operations
COMMENT:	<p>Status: Additional information is needed from this winter season to confirm options.</p> <p>Return Date: 3rd Quarter of 2013</p>

REPORT #:	MN09-3
DATE TABLED/REFERRED:	April 6, 2009
SUBJECT:	Regina Road Network Plan
MOTION:	<ul style="list-style-type: none"> • The Administration be directed to review the Regina Road Network Plan to ensure that the planned roadway network improvement projects for growth areas are appropriate in terms of their scope and timing relative to the expected pace of development; and • The Administration also review the Regina Road Network Plan for growth areas to identify other potential improvements, including travel demand management options such as carpool lanes, express transit, bikeways, and clean bikeways that could further reduce congestion during peak commuting times.
DIVISION:	Community Planning & Development – Construction Compliance
COMMENT:	<p>Status: Included in both the Transportation Master Plan and Official Community Plan.</p> <p>Return date: 2013</p>

REPORT #:	PW10-11
DATE TABLED/REFERRED:	May 18, 2010
SUBJECT:	Superannuated Teachers of Saskatchewan: Street Signs in Regina
MOTION:	That this communication be referred to the Administration for a review, in partnership with business associations, to see if there is a need to replace traffic signs in Regina.
DIVISION:	City Operations - Transportation & Material Services
COMMENT:	Return Date: December 2013

REPORT #:	MN10-13
DATE TABLED/REFERRED:	December 20, 2010
SUBJECT:	Section 68(2) of The Traffic Bylaw No. 9900
MOTION:	The Administration review Section 68(2) of The Traffic Bylaw and provide recommendations to the Public Works Committee on how Section 68(2) can be amended or enhanced to ensure public safety while considering the use of the parking lane during the winter months.
DIVISION:	City Operations - Transportation & Material Services Community Planning & Development - Bylaw & Licensing
COMMENT:	Status: During the winter of 2011/12 an evaluation will be undertaken to monitor the number and type of bylaw infractions, as well as begin engagement with stakeholders to provide appropriate policy advice to City Council. Return Date: January 2013

REPORT #:	MN11-1
DATE TABLED/REFERRED:	February 28, 2011
SUBJECT:	Wastewater Treatment Facilities
MOTION:	<ol style="list-style-type: none"> 1. That the Administration undertake a review of the technologies available that treat waste as a valuable commodity and reuse water in productive fashion; and 2. That the Administration report back to the Public Works Committee and City Council by the first quarter of 2012 and advise on any application suitable for our community.
DIVISION:	City Operations – Environmental Engineering
COMMENT:	Return Date: 2 nd Quarter 2013

REPORT #:	PW11-7
DATE TABLED/REFERRED:	March 22, 2011
SUBJECT:	Environment Advisory Committee: Car Sharing Initiatives - Work Group Report
MOTION:	That the Administration, in consultation with the Regina Car Share Co-operative and Regina Downtown, prepare a report for a future meeting of the Public Works Committee that: <ul style="list-style-type: none"> • identifies one or more available dedicated parking spaces in the downtown area for the Regina Car Share Co-operative; • provide information on the merits of car sharing (either as a profit or not-for-profit program); • suggest ways the City of Regina can encourage promotion of car sharing; and • the costs associated with the suggested actions.
DIVISION:	Community Planning & Development – Sustainable Communities
COMMENT:	Return Date: March 2013

REPORT #:	CPS11-16
DATE TABLED/REFERRED:	June 22, 2011
SUBJECT:	Status of Pesticide-free Park Spaces
MOTION:	4. That a status report on the pesticide-free park initiative be provided in the second quarter of 2012.
DIVISION:	Community Planning & Development - Community Development, Recreation and Parks
COMMENT:	Return Date: Transferred from the CPS List of Outstanding Items. Will be addressed in conjunction with the Pesticide Reduction report. 1 st Quarter 2013

REPORT #:	PW11-15
DATE TABLED/REFERRED:	October 11, 2011
SUBJECT:	Residential Rear Alley Garbage Collection - Cart Conversion Service Change
MOTION:	That the Administration prepare a report to a meeting of the Public Works Committee in the first quarter of 2012 regarding a policy to guide conversion which would address properties which are not residential but which may not require commercial service.
DIVISION:	City Operations – Environmental Engineering
COMMENT:	Return Date: Addressed through PW12-10 on June 19, 2012. Remove from list.

REPORT #:	PW12-6
DATE TABLED/REFERRED:	March 20, 2012
SUBJECT:	Measuring the City of Regina's Sustainability
MOTION:	2. That the review of options and recommendations related to external sustainability monitoring programs be provided to Public Works Committee after the review in the fourth quarter of 2013.
DIVISION:	Community & Planning Development – Planning & Sustainability
COMMENT:	Return Date: 4 th Quarter 2013

REPORT #:	PW12-13
DATE TABLED/REFERRED:	July 17, 2012
SUBJECT:	Pesticide Reduction – Draft Revised Recommendation
MOTION:	<p>That this matter be referred to the Administration for a report to a special Public Works meeting to be scheduled in late November 2012, that provides further information on the recommendations made by the Environment Advisory Committee, in particular, adopting a policy of avoiding herbicides, including the following:</p> <ol style="list-style-type: none"> 1. Budgetary implications; 2. Information on the precautionary approach and how it applies here; 3. Information on the former Integrated Pest Management Advisory Committee; 4. That Administration contact open space managers at Wascana Centre Authority, the Public School Board and the Catholic School Board for information on their present weed regimes; 5. That Administration seeks further information on the partnership between the Saskatchewan Environmental Society and the City of Saskatoon with respect to their use of social marketing for pesticide reduction; 6. That Administration contact Regina Qu'Appelle Health Region, the Provincial Health Officer, the College of Physicians and Surgeons of Saskatchewan, and the Saskatchewan Watershed Authority for their opinion on the use of pesticides; 7. Discussion on how the City's use of pesticides is communicated; and 8. That Administration request information from the Pest Management Regulatory Agency regarding scientific information on pesticides.
DIVISION:	City Operations – Open Spaces & Environment
COMMENT:	Return Date: 1 st Quarter 2013