



Priorities and Planning Committee

**Tuesday, May 19, 2020
2:00 PM**

Henry Baker Hall, Main Floor, City Hall



OFFICE OF THE CITY CLERK

**Revised Public Agenda
Priorities and Planning Committee
Tuesday, May 19, 2020**

Approval of Public Agenda**Adoption of Minutes**

Priorities and Planning Committee - Public - Feb 19, 2020 2:00 PM

Administration Reports and Communication

PPC20-8 Jim Elliott: Community Safety and Wellbeing

Recommendation

That this communication be received and filed.

PPC20-5 Community Safety and Wellbeing (Tabled March 18, 2020)

Recommendation

Priorities and Planning Committee recommends that City Council:

1. Direct Administration to develop a Community Safety and Wellbeing Plan for Council consideration and approval in Q2 of 2021 based on the approach outlined in this report.
2. Approve this recommendation at its April 29, 2020 meeting.

PPC20-6 Recreation/Culture 2020 Capital Plan

Recommendation

Priorities and Planning Committee recommends that City Council:

1. Approve the 2020 project plan.
2. Approve the following projects and associated expenses from the Recreation/Culture Capital Program and the Recreation Infrastructure Program:
 - Courtney Street Pathway Project - \$250,000 (Recreation/Culture Capital Program);
 - Prince of Wales Drive Pedestrian Connectivity - \$550,000



OFFICE OF THE CITY CLERK

- (Recreation Infrastructure Program); and
- Wascana Pool Playground and Spraypad - \$666,000 in 2020 (both funding streams) and \$834,000 in 2021.

3. Approve these recommendations at its June 24, 2020 meeting.

PPC20-7 Proposed Amendments to the Public Notice Bylaw 2003-8, The Subdivision Bylaw No. 7748, and The Zoning Bylaw, 2019-19

Recommendation

Priorities and Planning Committee recommends that City Council:

1. Approve a new Public Notice Policy Bylaw generally in the form of the draft bylaw set out in Appendix A, to consolidate and establish minimum public notice requirements pursuant to *The Cities Act* and *The Planning and Development Act, 2007*.
2. Direct the City Solicitor to prepare the necessary Bylaw.
3. Approve an amendment to Appendix A of *The Development Application Fee Bylaw, 2008* by replacing the existing “Advertising Fee” with a “Per Advertisement” amount based on current Leader Post pricing.
4. Remove EX14-25 from the List of Outstanding Items for Executive Committee.
5. Approve these recommendations at its June 24, 2020 meeting and thereafter consider the related bylaw and conduct the required public hearing at its July 29, 2020 meeting, after advertising the required public notice.

Resolution for Private Session

AT REGINA, SASKATCHEWAN, WEDNESDAY, FEBRUARY 19, 2020

AT A MEETING OF PRIORITIES AND PLANNING COMMITTEE
HELD IN PUBLIC SESSION

AT 2:00 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: Mayor Michael Fougere, in the Chair
Councillor Lori Bresciani (Teleconference)
Councillor Sharron Bryce
Councillor John Findura
Councillor Jerry Flegel (Teleconference)
Councillor Bob Hawkins
Councillor Jason Mancinelli
Councillor Mike O'Donnell
Councillor Barbara Young

Regrets: Councillor Joel Murray
Councillor Andrew Stevens

Also in Attendance: City Clerk, Jim Nicol
Deputy City Clerk, Amber Ackerman
City Manager, Chris Holden
A/City Solicitor, Cheryl Willoughby
Executive Director, Citizen Experience, Innovation & Performance, Louise Folk
Executive Director, Citizen Services, Kim Onrait
Executive Director, City Planning & Community Development, Diana Hawryluk
A/Executive Director, Financial Strategy & Sustainability, Shauna Bzdel
Senior Communications Strategist, Joanne Kozlowski
Director, Parks, Recreation & Cultural Services, Laurie Shalley
Director, Water, Waste & Environmental Services, Pat Wilson
Specialist, Waste Minimization, Dr. Juanita Elford
Manager, Environmental Services, Greg Kuntz
Manager, Planning & Partnerships, Janine Daradich
Manager, Waste Diversion, Janet Aird

APPROVAL OF PUBLIC AGENDA

(The meeting commenced in the absence of Councillor Flegel.)

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

ADOPTION OF MINUTES

Councillor Barbara Young moved, AND IT WAS RESOLVED, that the minutes for the meeting held on January 22, 2020 be adopted, as circulated.

TABLED REPORT

PPC19-15 Recreation Facility/Amenity Partnership Framework (Tabled from November 20, 2019 and January 22, 2020)

Recommendation

1. That the Recreation Facility/Amenity Partnership Framework included in Appendix A be adopted.
2. That this report be forwarded to the December 16, 2019 meeting of City Council for approval.

Janine Daradich, Manager, Partnership & Planning and Laurie Shalley, Director, Parks, Recreation & Cultural Services made a PowerPoint presentation, a copy is on file in the office of the City Clerk.

Councillor Sharron Bryce moved, AND IT WAS RESOLVED, that

- 1. The Recreation Facility/Amenity Partnership Framework included in Appendix A be adopted.**
- 2. This report be forwarded to the March 25, 2020 meeting of City Council for approval.**

ADMINISTRATION REPORTS

PPC20-3 Regina Exhibition Association Limited - 2020 to 2035 Strategic Plan

Recommendation

The Priorities and Planning Committee recommends that this report be received and filed.

Tim Reid, Sandra Masters, and Roberta Engel representing Regina Exhibition Association Limited, made a PowerPoint presentation, a copy of which is on file in the Office of the City Clerk.

(Councillor Flegel joined the meeting.)
(Councillor Bresciani left the meeting.)

The following addressed the Committee:

- Judith Veresuk, representing Regina Downtown Business Improvement District, addressed the Committee; and
- Leasa Gibbons, representing, Regina Warehouse Business Improvement District.

Councillor Barbara Young moved, AND IT WAS RESOLVED, that this report be received and filed.

PPC20-4 Waste Update 2019

Recommendation

The Priorities and Planning Committee recommends that this report be received and filed.

Dr. Juanita Elford, Specialist, Waste Minimization, Pat Wilson, Director, Water, Waste & Environmental Services, and Janet Aird, Manager, Program Development & Delivery, made a PowerPoint presentation, a copy of which is on file in the Office of the City Clerk.

(Councillor Bryce left the meeting.)

RECESS

Pursuant to the provisions of Section 34 (13.1) of City Council's Procedure Bylaw No. 9004, a 15-minute recess was called.

The Committee recessed at 4:15 p.m.
The meeting reconvened at 4:30 p.m.

(The meeting reconvened in the absence of Councillor Findura.)
(Councillor Findura returned to the meeting.)

(Councillor Hawkins left the meeting.)

Councillor Mike O'Donnell moved, AND IT WAS RESOLVED, that the Committee recess for 10 minutes.

The Committee recessed at 5:02 p.m.
The Committee reconvened at 5:12 p.m.

Councillor Jason Mancinelli moved, AND IT WAS RESOLVED, that this report be received and filed.

ADJOURNMENT

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

The meeting adjourned at 5:12 p.m.

Chairperson

Secretary

Tuesday, May 19, 2020

Dear Members of the Priorities & Planning Committee,

Re: PPC20-05 – Community Safety and Well-Being

I am writing to you to express some significant concerns around the safety and well-being framework presented before you today in response to the motion put to Council on November of 2019.

My concerns centre around the nature of its approach to safety and well-being proposed. It follows what I would consider a sickness, intervention and fix-it model rather than a wellness, prevention and resilience model.

This model, like our current Medicare model in some cases, simply fixes the problem but doesn't fundamentally resolve the chances of that same problem happening again. We incarcerate people for their crimes sending them back into the same somewhat dysfunctional community hoping they won't offend again. In the same way that we need to restore community, we have to put in place functions and infrastructure that will make that community and its residents resilient enough to withstand the next time problems arise. And in time, the problems don't reappear as often as they did.

This current pandemic has in a lot of ways removed the shroud over the problems our society has and we should now look at doing things differently going forward rather than being in the same place a few years from now dealing with these same systemic problems.

Fifteen years ago, a number of organizations including the school boards, the YMCA and the City of Regina had a strength and social capital building model from the Search Institute (www.search-institute.org) within this city and was using it in their planning. It built on the premise that children if given enough social assets necessary for a strong, good life, they would be statistically shown to have better social attributes, be less likely to do risky behaviors and do better in school and in the community.

In 2012, the Canadian Index of Wellbeing (<https://uwaterloo.ca/canadian-index-wellbeing/>) was developed and covers eight areas of life in Canada: our standard of living, our health, the vitality of our communities, our education, the way we use our time, our participation in the democratic process, the state of our leisure and culture, and the quality of our environment. These areas were chosen based on the values of Canadians, through an in-depth public consultation process across Canada.

The social determinants of health are the conditions in which people are born, grow, live, work and age¹ as well as the complex, interrelated social structures and economic systems that shape these conditions.² Social determinants of health include aspects of the social environment (e.g., discrimination, income, education level, marital status), the physical environment (e.g., place of residence, crowding conditions, built environment [i.e., buildings, spaces, transportation systems, and products that are created or modified by people]), and health services (e.g., access to and quality of care, insurance status).²

Social determinants of health are linked to a lack of opportunity and to a lack of resources to protect, improve, and maintain health,² and taken together, these factors are mostly responsible for health inequities—the unfair and avoidable differences in health status seen within and between populations.¹ NCHHSTP is committed to promoting awareness, engagement, and action on the many factors that can affect the health of all persons, and to addressing these factors in our policy, practice, research, and partnership activities.²

We don't need to hire another consultant. We know what to do. When you have someone hungry, you feed them. When you have homelessness, you provide housing. We just have to begin to place rebuilding this community's social capital higher on our priority list.

Respectfully submitted,

Jim Elliott,
2108 Reynolds Street,
Regina, SK S4N 3N1

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1. ¹ [WHO: About social determinants of healthexternal icon](#)
 2. [NCHHSTP: Establishing a Holistic Framework to Reduce Inequities in HIV, Viral Hepatitis, STDs, and Tuberculosis in the United States pdf icon\[PDF – 3 MB, 32 pages\]](#)

Community Safety and Wellbeing (Tabled March 18, 2020)

Date	May 19, 2020
To	Priorities and Planning Committee
From	City Planning & Community Development
Service Area	Parks, Recreation & Cultural Services
Item No.	PPC20-5

RECOMMENDATION

Priorities and Planning Committee recommends that City Council:

1. Direct Administration to develop a Community Safety and Wellbeing Plan for Council consideration and approval in Q2 of 2021 based on the approach outlined in this report.
2. Approve this recommendation at its April 29, 2020 meeting.

ISSUE

In November 2019, City Council brought forward a motion regarding Community Safety and Wellbeing (MN19-21, Appendix A), directing Administration to return to Council in Q1 of 2020 with a proposed approach to a Community Safety and Wellbeing Plan (CSWB Plan) for Regina.

MN19-21 outlines the need for a CSWB Plan in Regina, linking the municipality's current level of crime and violence to a variety of underlying social issues such as poverty, addictions, mental health, and inequality within vulnerable populations. Across Canada, CSWB Plans provide a strategy to align the work and resources of diverse sectors and agencies, ensuring coordinated prioritization of issues and interventions, and improving the effectiveness of the response.

This report outlines Administration's proposed approach to develop a CSWB Plan, highlighting a collaborative process that includes community leadership, data collection, engagement with stakeholders and individuals with "lived experience", and collaborative

planning.

IMPACTS

Accessibility Impact:

Accessibility and inclusion will remain at the forefront of the proposed approach to ensure the strategy and plan will meet the diverse needs of our community.

Financial Impact:

The development of the plan will be funded through the Strategic Innovation Fund. Administration is utilizing this fund as the innovation of this plan is an investment into the health and safety of our community. The allocation of \$50,000 will allow Administration to contract a facilitator that will lead City of Regina (City) staff and partners through a process of developing a plan to address City Council's motion. The funding requirement is based on similar initiatives in Canada, where cities have hired experts to lead development of a CSWB Plan.

Through organizational restructuring that took place in 2019, Administration is well positioned to assign in-kind resources (staff) to development of the CSWB Plan. Recommendations for new investment or reallocation of resources by the City or other levels of government may be identified through the development process and can be considered by Council when the completed plan is brought back in 2021.

Policy/Strategic Impact:

Design Regina: The Official Community Plan Bylaw No 2013-48 (OCP) recognizes that over the years, the social and economic gap between residents and communities has widened, creating social challenges such as poverty, food insecurity, homelessness, and other issues relating to inequality. As the development of a CSWB Plan in Regina progresses, the OCP Social Development policy provides direction and guidance.

Specifically, the OCP includes a range of policies and direction relating to long-term solutions to social challenges in our community. The development of a CSWB Plan for Regina will have strategic outcomes relating to section D11 - Social Development of the OCP, including social sustainability, food security, community safety and security, vulnerable and marginalized populations, and overall social inclusion. Addressing these focus areas is vital within a comprehensive CSWB Plan.

OTHER OPTIONS

An alternative approach is to not approve funding or proceed with the development of a CSWB Plan (status quo):

Under this option, Administration will continue to make incremental improvements to its programming, granting, and capacity building efforts to target the root causes of crime and inequity in Regina. The opportunity to engage in an inter-sectoral approach where clear priorities are informed by data and consultation could be lost.

COMMUNICATIONS

There are no specific communications requirements for this report.

DISCUSSION

CSWB Planning:

CSWB Plans study local social issues and identify solutions through a collaborative, multidisciplinary approach, with an emphasis on integrating human services, sharing data, and continued evaluation and measurement. While it is common for municipalities to play a leadership role in the creation of CSWB Plans, involvement of leadership in health, social services, justice, child and youth, corrections, education and local non-profit organizations is key for success.

CSWB planning takes a holistic, social determinant approach, which strategically focuses on areas such as early childhood education, food security, and access to quality housing. By doing this, local partners can collaboratively address social issues relating to wellbeing, and prevention and reduction of crime, ultimately leading to healthier, safer, and more socially inclusive communities.

As first introduced by the Province of Ontario, The Community Safety and Well-Being Framework (Appendix B) provides the guidance to support establishment of local plans. In a multidisciplinary approach, four main priority areas ensure the local plans are efficient and effective, addressing a full continuum of services within community. The priority areas are:

- Social Development:
 - o Collaborative, long-term social determinant approaches in addressing complex social and community issues. This could include programs that address community health, graduation rates, and youth employment opportunities.
- Prevention:
 - o Addressing and eliminating locally-identified priority risk. This could include the establishment of safe and inclusive programming spaces that increases community engagement and belonging for our diverse community members.
- Intervention:
 - o Mitigating and intervening in elevated situations of threat and risk. This includes situation and hub tables, including the Violent Threat Risk Assessment Protocol, which is a multi-sectoral collaborative approach to reducing risk and violence.

- Incident Response:
 - o Immediate response to critical incidents. This is the traditional response to crime and safety, such as police, fire, and other emergency services.

In applying the framework to CSWB planning, communities acknowledge that an effective response to crime and community safety goes beyond policing or other immediate and reactive solutions. Partners working collaboratively can identify their individual role within the framework and how it complements the work of others. Ultimately communities are working to align their response across the priority areas in a way that meets the needs of their community and begins to address underlying social issues.

Roles:

To be most effective, CSWB planning prioritizes a collaborative and multi-sectoral approach, focusing on public engagement, community mapping, and the mobilization of key stakeholders with authority to make decisions within their respective systems. As discussed, these include sectors that are critical to community safety and wellbeing including health, social services, justice, child and youth, corrections, and education, among others.

The following highlights current resources that will be vital during the process of developing a CSWB Plan in Regina:

- Community Leadership: Regina Human Services Partnership (RHSP)

The Regina Human Services Partnership was established to collaborate on human service initiatives in Regina. Currently co-chaired by the Chief of Police, and Director of Education with Regina Public Schools, member organizations include Regina Police Service, School Boards, University of Regina, Saskatchewan Indian Institute of Technologies (SIIT), Ministries of Social Services and Justice, Saskatchewan Health Authority, Regina Treaty Status Indian Services (RT/SIS), the United Way, Regina Public Library, and Regina Open Door Society. The City is also a member of this Partnership group and is represented by the Director of Parks, Recreation & Cultural Services and the Fire Chief.

This group has had several successes in guiding and advising on projects and initiatives relating to community safety and wellbeing, including guidance and support for:

- TRiP; a program that focuses on coordinated service support, and reduction of barriers to pro-social activities for the under 11 and over 12 age populations.
- VTRA (Violent Threat Risk Assessment); a multisectoral collaborative approach to reducing violence and risk, and prevention of traumatic events

- Grade Level Reading, Attendance Matters Campaign; Supports students to be at a grade level or above in reading, writing, and math
- Regina Region Local Immigration Partnership (RRLIP); Aims to strengthen the community's ability to welcome, settle, and integrate Newcomers by providing information, education, and connection to services

To ensure a collaborative approach in design and development, and a successful implementation of a CSWB Plan in Regina, Administration has met with the groups' co-chairs, who are supportive of an approach that would involve the RHSP in the development of the CWSB plan.

- Project Management: City of Regina Administration

Through a recent corporate reorganization, Administration developed the Social and Cultural Development Branch within the Parks, Recreation, and Cultural Services Department. The purpose of this move was to group related services in one branch to enable the strategic alignment of work with broader social and cultural development objectives, as outlined with the OCP, and other strategic plans. The branch now encompasses a more diverse focus, including social inclusion, housing and homelessness, cultural development and heritage preservation, and overall community wellbeing.

Through this change, Administration is better situated to play a role related to social development, prevention, and intervention initiatives through our inclusive sport, culture and recreation programming and services. Within the Social and Cultural Development Branch, the Community Wellbeing and Inclusion unit takes a community development approach to building capacity within social development agencies, through grants, consultation services, and policy development. The unit also delivers inclusive recreation programs for children and youth aimed at fostering skills and healthy relationships. A Regina CSWB Plan will be a key document to guide the work of the Community Wellbeing and Inclusion unit.

Other Administration support will be identified through the initial stages of the planning, but should include other branches within the Parks, Recreation, and Cultural Services Department, and other City Departments such as Fire and Protective Services (F&PS). F&PS currently play a vital role in community safety, particularly through their comprehensive public education programs that provide relevant fire and life safety education and awareness to the community. Further, F&PS operates an all-hazards emergency preparedness program that coordinates multi-agency response plans designed to protect the community from large scale emergencies and major disasters. The role of F&PS will be vital in development of the CSWB Plan.

Proposed Approach and Deliverables:

Administration will initiate a Request for Proposal (RFP) to hire an expert with

experience in CSWB that can facilitate a process of developing a plan to address City Council's motion. This process would be a collaborative approach, leveraging the experience and expertise of the successful facilitator, the leadership of the RHSP, and building champions and a framework that will support implementation of a CSWB Plan in Regina.

Selection will be based on expertise and experience in facilitating the development of CSWB Plans through collaborative processes that engage local stakeholders, public, and community-based organizations. Further, the facilitator will be able to identify and respond to unique local issues through evidence-based solutions.

Key elements to the proposed approach for Regina include:

- Data Collection
 - o Assessments of local data. For example, this could include police and health data, and Statistics Canada information relating to crime and violent incident trends
- Systems Mapping
 - o Mapping of current community systems, programs, services, and community resources to identify gaps and areas for potential growth
- Community Engagement
 - o Engage community-based organizations that currently work with vulnerable populations, as well as people with lived experience.
- Collaborative Planning
 - o Development of solutions in response to the gaps and opportunities identified through research and consultation phases.

The proposed CSWB Plan will provide overarching direction to the City and other agencies on priorities and roles, including a framework that will guide and support a collaborative approach to enhancing community wellbeing, health and safety, and social inclusion in Regina over the next five years.

Specific deliverables include:

- A data resource that advises on the current environment in Regina (i.e. crime and health statistics) and assists in understanding the community's diverse social needs, and current areas of risk.
- A community asset map that outlines multi-sectoral programs and services, identifying gaps, strengths, weaknesses, and priorities to ensure future alignment across the system
- A summary of engagement with community-based organizations, residents with lived experiences, and other service providers
- A framework for future communication and collaboration amongst other levels of government, service providers, community-based organizations, Regina

- Police Service, and City of Regina
- Recommendations on how to restructure existing resources or identify new investments to better respond to social needs within the community
 - A plan for strategic program and service delivery that responds to local conditions and applies social development, prevention, intervention, and incident/crisis response approaches.

DECISION HISTORY

In November 2019, City Council directed Administration to return to Council in Q1 of 2020 with a proposed approach to a CSWB Plan for Regina (MN19-21, Community Safety and Wellbeing).

Respectfully submitted,



Laurie Shalley, Director, Parks, Recreation & Cultural Services

Respectfully submitted,



3/9/2020

Diana Hawryluk, Executive Director, City Planning & Community Dev.

3/11/2020

Prepared by: Dave Slater, Coordinator, Social Inclusion

ATTACHMENTS

Appendix A Motion

Appendix B CSWB Framework

MOTION

November 25, 2019

City Clerk
City Hall
Regina, Saskatchewan

Dear Sir:

Re: Community Safety and Wellbeing

WHEREAS the Official Community Plan recognizes that “Health and safety are key elements in ensuring that Regina remains a city of choice in which to live, work, and raise a family”;

WHEREAS Regina, along with other prairie cities, routinely rank as experiencing the highest crime severity index and rates in Canada;

WHEREAS the Police Chiefs in Saskatoon and Regina acknowledge that we cannot arrest or police our way out of the root causes of crime, but they are nonetheless shouldered with the responsibility of reacting to these problems;

WHEREAS community safety and wellbeing is a City and community issue, not just the responsibility of the Regina Police Service;

WHEREAS crime in our city can be attributed to social issues like poverty, homelessness, inequality, addictions, mental health issues, among other factors;

WHEREAS a harm reduction and social determinant approach is required to address the causes of crime in our community; and

WHEREAS many neighbourhoods throughout the city have witnessed an increase in crime, thus impacting safety in our community;

THEREFORE BE IT RESOLVED THAT Administration return to the Priorities and Planning Committee in Q4 of 2020 with a Community Safety and Wellbeing Report, which:

1. Identifies the roles and responsibilities of all three levels of government;
2. Identifies ways in which the City of Regina can take a leadership role in making communities safer;

3. Identifies the role of harm reduction, anti-gang, anti-poverty, employment and other strategies in addressing the underlying causes of crime in our communities;
4. Explores opportunities to partner with policing, crime, and harm reduction experts, community-based organizations, and community associations;
5. Identifies the value of, and potential terms of reference for a Community Safety and Wellbeing Advisory Committee;
6. Includes a framework for information sharing and collaboration between community groups and associations, the Regina Police Service, and the City of Regina; and
7. Identifies potential short and long-term action items.

Respectfully submitted,



Andrew Stevens
Councillor – Ward 3



Bob Hawkins
Councillor - Ward 2



Lori Bresciani
Councillor – Ward 4



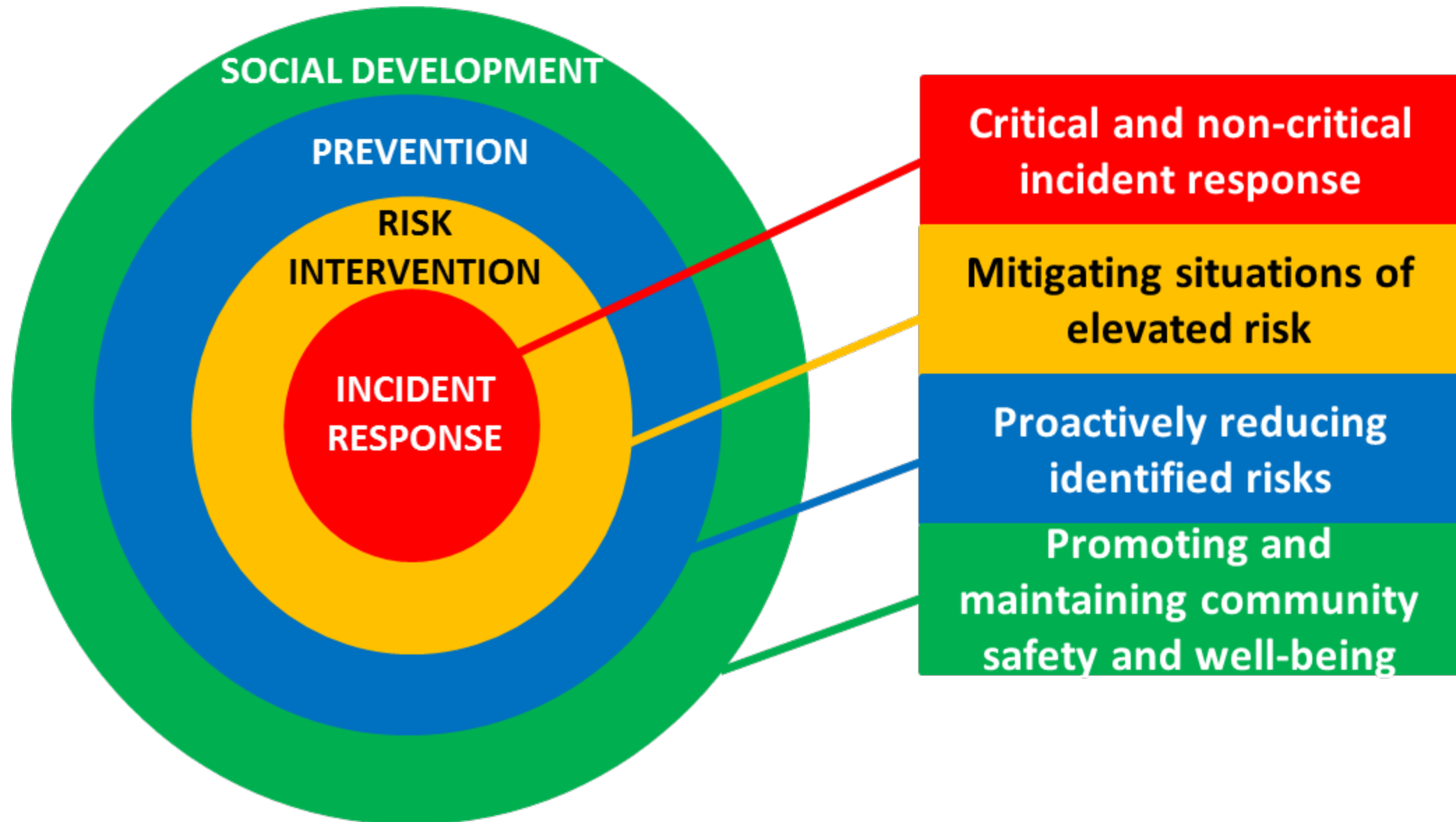
John Findura
Councillor – Ward 5



Jason Mancinelli
Councillor – Ward 9



Jerry Flegel
Councillor – Ward 10



Recreation/Culture 2020 Capital Plan

Date	May 19, 2020
To	Priorities and Planning Committee
From	City Planning & Community Development
Service Area	Parks, Recreation & Cultural Services
Item No.	PPC20-6

RECOMMENDATION

Priorities and Planning Committee recommends that City Council:

1. Approve the 2020 project plan.
2. Approve the following projects and associated expenses from the Recreation/Culture Capital Program and the Recreation Infrastructure Program:
 - Courtney Street Pathway Project - \$250,000 (Recreation/Culture Capital Program);
 - Prince of Wales Drive Pedestrian Connectivity - \$550,000 (Recreation Infrastructure Program); and
 - Wascana Pool Playground and Spraypad - \$666,000 in 2020 (both funding streams) and \$834,000 in 2021.
3. Approve these recommendations at its June 24, 2020 meeting.

ISSUE

Through the 2020 budget process, Council approved two new capital funding programs:

- A stream of funding, called the Recreation Infrastructure Program, was established through a dedicated annual mill rate increase of 0.5% from 2020 to 2024; and
- A Recreation/Culture Capital Program of \$3 million per annum was established through cost savings.

The purpose of these two programs is to advance the Recreation Master Plan and the Regina Cultural Plan. Administration is currently working on a long-term capital investment program to address the highest priorities in these masterplans.

As a result of the global pandemic, Council and Administration are currently focused on time sensitive priorities. As such, the long-term capital investment program will be brought to Council for consideration in Q1, 2021. The purpose of this report is to seek approval for 2020 projects that have not been previously approved.

IMPACTS

Financial Impacts

The total funding available for the two programs, which includes available Servicing Agreement Funds, is \$4.336 million. If approval is granted by the Finance & Administration Committee and Council to fund the Globe Theatre Commitment through the Recreation & Culture Capital Program and if approval is granted for the Courtney Street Pathway, Pedestrian Connectivity and the Wacana Pool Playgrounds and Spraypad projects, all 2020 funding will be allocated, per the attached table in Appendix A.

This report also includes approval of an additional \$834,000 in 2021 to complete the Wascana Pool Spray Pad & Playground project (total project cost of \$1.5 million). Council approval of the full project will allow this multi-year project to begin in 2020 and be completed in 2021. Approval also enables the City of Regina (City) to commit the total cost of the project from tendering through to the completion.

Accessibility Impacts

Accessibility will be assessed on a project by project basis and will be a priority.

Policy Impacts

The recommendation(s) in this report supports the following policies:

Design Regina: The Official Community Plan Bylaw 2013-48 (OCP):

Section D7 – Parks Recreation and Open Space

- Goal 1 – Open Space and Recreation Principles: Maintain, enhance and extend an interconnected and accessible open space system.
- Goal 2 – Access to Recreation Programs and Services: Ensure access to a variety of recreation programs and services in all neighbourhoods.

Recreation Master Plan:

Outcomes

- Goal #1: Enhancing the Wellbeing of All Citizens
- Goal #2: Enhancing Community Health & Wellness
- Goal #3: Providing Healthy Indoor and Outdoor Environments

Recommendations

- #3: Incorporate recreation facility and space lifecycle allocations in operational budgeting.
- #4: Use the amenity prioritization system and priorities outlined to guide future investment in recreation amenities and revisit it as new information becomes available.
- #8: Collaborate with other groups wherever possible in the implementation of this Master Plan and other aspects of recreation service delivery.
- #11: Provide support to stakeholders and partners to build capacity and strengthen the recreation delivery system.
- #12: Partner, where possible and appropriate, in the delivery of recreation services, facilities, and spaces under the guidance of the Partnership Policy and Framework.

OTHER OPTIONS

Although the plans being presented are supported by the Recreation Master Plan and the Regina Cultural Plan, Council may choose not to proceed with projects on the list that have not already been approved.

COMMUNICATIONS

In response to COVID-19, the City is focusing on the delivery of essential services and prioritizing its services and investments.

Once final decisions are made, communications and engagement approaches will be confirmed. Consistent with regular practice, specific communications and engagement approaches will be developed for each affected project, considering the impacted stakeholders as well as residents.

DISCUSSION

Through the 2020 budget process, Council approved two new capital funding programs, the Recreation/Culture Program (\$3 million per year) and a dedicated mill rate increase over five years (\$1.26 million in 2020). These programs were put in place to advance the priorities in the Recreation Master Plan and Regina Cultural Plan. Administration is currently working on a long-term capital investment program built around these funds. This program will be presented to Council in Q1, 2021.

Regarding 2020 priorities, the following projects have been previously approved by Council with funding from the Recreation/Culture Capital Program and the Recreation Infrastructure Program, as outlined in Appendix A.

- Maple Leaf Pool (CR20-16) (Recreation/Culture Capital Program)
- Harding Park Dog Park (CM18-15) (Recreation Infrastructure Program)
- Public Art Program (CR19-110) (Recreation/Culture Capital Program)

In addition, Council approved a reallocation of \$300,000 from Recreation/Culture Capital Program for COVID-19 relief (CM-20-8). There is also a report to consider funding the City's Globe Theatre financial commitment from the Recreation/Culture Capital Program. This report will be further considered by the Finance and Administration Committee on June 10, 2020.

Administration is now seeking approval for the following priority projects planned for 2020:

- Courtney Street Pathway Project (Recreation/Culture Capital Program)
- Prince of Wales Drive Pedestrian Connectivity (Recreation Infrastructure Program)
- Wascana Pool Playground and Spraypad (both funding streams)

These projects listed are supported through the recommendations in the Recreation Master Plan. Approval of these additional projects will allow for construction to begin this year. A description of each project listed above is included in Appendix B.

DECISION HISTORY

- When the General and Utility Operating Budget and 2019 - 2023 General and Utility Capital Plan - CM19-15 was taken forward to Council the following was approved:
 - \$3 million for the establishment of an ongoing Recreation/Culture Capital Program that will in 2020 fund investments to spray pads and accessible playground hubs, multi-use pathways and a Public Art Program.
 - A dedicated annual mill rate increase of 0.5% from 2020 to 2024 to fund implementation of the Recreation Master Plan.
- When Civic Art & Cultural Collection Policy - CR19-110 was considered by Council on December 3, 2019. At that meeting of City Council, a decision was made that Administration be directed to include a capital funding proposal for acquisition and maintenance of the City's civic art and cultural collections within the 2020 budget process. That was done and \$150,000 in funding from the Recreation/Culture Capital Program was approved for 2020 as part of report CM18-15.
- On February 26, Maple Leaf Pool Construction Update - CR20-16 was considered by City Council. At that meeting a motion was approved to provide an additional \$880,000 in funding for the Maple Leaf Pool project from the Recreation/Culture Capital Program.
- On April 19, Administration provided Council with a financial update related to COVID-19. As part of report CM-20-8, City Council approved that \$300,000 of

unallocated funding in the Recreation/Culture Capital Program be deferred to offset the projected financial operating impacts of COVID-19.

Respectfully submitted,



Laurie Shalley, Director, Parks, Recreation & Cultural Services

Respectfully submitted,



Diana Hawryluk, Executive Director, City Planning & Community Dev.

Prepared by: Janine Daradich, Manager, Planning & Partnerships

ATTACHMENTS

Appendix A - Source of Funds

Appendix B - Project Descriptions

Appendix A

Source of Funds

2020 Recreation & Cultural Capital Plan Projects (see Note 1 below)	Total Expenditures	Recreation\Culture Capital Program	Recreation Infrastructure Program	Servicing Agreement Fees	Current Contribution to Capital
Project Cost					
Maple Leaf Pool (see Note 2 below)	880,000	880,000	0	0	0
Wascana Pool Spray Pad & Playground (see Note 3 below)	666,000	100,000	566,000	0	0
Globe Theatre (See Note 4 below)	1,320,000	1,320,000	0	0	0
Public Art Program	150,000	150,000	0	0	0
Pathways					
Courtney Street Pathway	250,000	250,000	0	0	0
Prince of Wales Pedestrian Connectivity	550,000	0	550,000	0	0
Harding Park Dog Park	220,000	0	144,000	66,000	10,000
COVID-19 Relief	300,000	300,000	0	0	0
Totals	4,336,000	3,000,000	1,260,000	66,000	10,000

Note 1

The expenditures and funding sources utilized in the table above represents only those specific projects that will be initiated in 2020. Planned project spending and funding sources for 2021 and beyond will be brought forward for City Council's review and approval in 2021

Note 2

In response to the Negotiated Request For Proposal submission coming in over the \$4.5 million allocated for Maple Leaf Pool. Council approved an additional \$880,000.

Note 3

The total cost of the Wascana Pool Spray Pad & Playground project is \$1.5 million. The project will begin in 2020 and be completed in 2021.

2020	666,000
2021	834,000
	<u>1,500,000</u>

Note 4

The City's total commitment to the Globe Theatre project is \$6.6 million beginning in 2020 and ending in 2023. Funding the Globe Theatre through this source of funds is pending a decision by the Finance & Administration Committee and Council in June, 2020.

2020	1,320,000
2021	1,760,000
2022	1,760,000
2023	<u>1,760,000</u>
Total	<u>6,600,000</u>

Appendix B

PROJECT DESCRIPTIONS

Maple Leaf Pool

In 2019, Administration developed a detailed design for the replacement of Maple Leaf Pool, which incorporated feedback received from the community as well as sustainable design principles. The highest ranked proponent's cost resulting from the negotiated Request for Proposals was higher than the projected \$4.5 million that City Council approved through the 2020 capital budget. In response, Council approved an additional \$880,000 to be funded from the Recreation/Culture Program (CR20-16).

Harding Park Dog Park (previously approved through CM18-15)

Through the 2020 budget process, a municipal level dog park was approved for Harding Park. Municipal level dog parks are city-wide sites, with off-street parking, a 6' fence and trees, pathways and site furnishings appropriate for the size of the park. Engagement has begun on this project and has been limited to residents that back the site and the adjacent church.

To date, representatives from the 25 neighbouring properties have been invited to attend meetings with Administration. The feedback has been mixed, with approximately 8 of 25 properties not in support of the current plan. Administration has addressed some concerns by making changes to the design and ensuring that the park is set back from the adjacent properties. Specific concerns remain related to potential impacts on property values, traffic, and concerns about a potential unsightly and untidy site.

Administration is also in negotiations with the adjacent church regarding access to a parking lot for the dog park. Although an agreement has been reached in principle, it will take time to work through the details of an access agreement. If negotiations stall or an agreement cannot be reached, Administration will update Council and consider other potential options. Once negotiations are complete, consultation will be done with the wider community.

Public Art Program (previously approved through CR19-110)

This fund was approved by Council to be dedicated to renewing and expanding the City's Civic Art Collection, with a focus on public art. Public art activates public spaces, contributes to the beautification of streetscapes, and allows for shared cultural experiences among all residents and visitors. Funding will address both new acquisitions that fill gaps in the collection, and major rehabilitation of existing pieces, and decisions will be made in alignment with the Civic Art and Cultural Collections Policy. A Sector Reference Group will be established to provide advice on priorities and planning of the program.

Covid-19 relief

In response to Covid-19 financial impacts, a decision was made by Council to reduce the Recreation Infrastructure Program in 2020 by \$300,000 (CM-20-8).

Courtney Street Pathway Project (Previously approved CR19-86)

Installation of a new multi-use pathway along Courtney Street from Rink Avenue to Whelan Drive will be completed in 2020. When this project was shared with Council, a request was made to replace the existing crusher dust pathway from Whelan Drive to Mapelford Gate to a permanent paved surface. Funding from the Recreation/Culture program will be used to fund this portion of the work in conjunction with the new pathway construction.

Prince of Wales Drive Pedestrian Connectivity

Across the city there are a number of locations where sidewalks or pedestrian connections do not exist. This may be as a result of previous development standards, decision making processes or other changes to surrounding infrastructure that did not warrant installation at the time. The Pedestrian Connectivity Program was developed to address the infrastructure gap and accelerate addressing the need for sidewalks, by installing sidewalks or pathways on streets that have transit routes. The pedestrian connectivity projects being funded through this program include:

1. Prince of Wales Drive from Victoria Avenue to Eastgate Drive (east side of road only). Currently there is no pedestrian infrastructure on this section of road.
2. Prince of Wales Drive from Arens Road to Quance Street. This would be upgrading the existing gravel pathway to a paved asphalt multi-use pathway.

These projects will not only increase pedestrian connectivity related to transit routes but will also improve connectivity to the Sandra Schmirler Leisure Centre.

Wascana Pool Playground and Spraypad

Through the 2020 budget process Council approved funding for the renewal of Wascana Pool (CM18-15). Located just outside the fence of the former pool is an area where a playground used to be located. This play area was installed a number of years ago and over time play elements have been removed as they were in a state of disrepair. As part of the Wascana Pool Renewal, community feedback has been used to design a facility that is inclusive and will encourage residents to spend a day in the park. In order to build on this location as one that would encourage people to spend time at the park, Administration is seeking approval to construct an accessible playground and spraypad in the location of the former playground. This area will complement the work being done at Wascana Pool and will take advantage of cost savings, due to the close proximity to the pool construction. The space will also be designed in such a way that it can be connected to a proposed multi-purpose room and concession space. This will allow potential use of these spaces outside of the pool season. The total cost of this project is \$1.5 million, which if approved, would be funded over two years with \$100,000 being accessed from the Recreation/Culture Capital Program and \$566,000 from the Recreation Infrastructure Program in 2020 and \$834,000 in 2021.

Proposed Amendments to the Public Notice Bylaw 2003-8, The Subdivision Bylaw No. 7748, and The Zoning Bylaw, 2019-19

Date	May 19, 2020
To	Priorities and Planning Committee
From	City Planning & Community Development
Service Area	Planning & Development Services
Item No.	PPC20-7

RECOMMENDATION

Priorities and Planning Committee recommends that City Council:

1. Approve a new Public Notice Policy Bylaw generally in the form of the draft bylaw set out in Appendix A, to consolidate and establish minimum public notice requirements pursuant to *The Cities Act* and *The Planning and Development Act, 2007*.
2. Direct the City Solicitor to prepare the necessary Bylaw.
3. Approve an amendment to Appendix A of *The Development Application Fee Bylaw, 2008* by replacing the existing "Advertising Fee" with a "Per Advertisement" amount based on current Leader Post pricing.
4. Remove EX14-25 from the List of Outstanding Items for Executive Committee.
5. Approve these recommendations at its June 24, 2020 meeting and thereafter consider the related bylaw and conduct the required public hearing at its July 29, 2020 meeting, after advertising the required public notice.

ISSUE

Administration is recommending approval of a new Public Notice Policy Bylaw to replace the City's existing Bylaw 2003-8. The new Bylaw will consolidate and establish minimum public notice requirements to be followed with respect to any matters for which public notice is required to be given pursuant to both *The Cities Act* and *The Planning and Development*

Act, 2007 (the Act). Adoption of a public notice policy bylaw is a statutory requirement of Council pursuant to *The Cities Act*. Although the Act also allows Council, as an approving authority, to adopt its own minimum requirements for planning related matters, the existing Bylaw only addresses those matters requiring public notice pursuant to *The Cities Act*. Accordingly, for planning matters, Council is currently bound to strictly comply with the statutory requirements of the Act and is unable to rely on certain other provisions of the Act which require a public notice policy bylaw.

Updating the City's Public Notice Policy Bylaw provides the opportunity to create the City's own minimum requirements that consider costs and effectiveness of notification to intended audiences as well as enables the consolidation of our multiple public notice processes into a single document. Expanding the current Public Notice Policy Bylaw to include planning and development-related matters also confirms City Council's authority to adopt Concept Plans and amendments by resolution. The purpose of establishing minimum public notice requirements is for transparency and to ensure that the public is aware of decisions being made on development matters that may have an impact. The proposed notice changes related to newspaper ads would have an impact on development application fees; as such, an amendment to The Development Application Fees Bylaw is also recommended.

Given the delay since the original report was presented to Executive Committee in 2014, this report is intended to replace that submission and respond to the concerns that arose from the discussion. At that time, questions were raised about the impact of proposed changes to minimum notification requirements and how consultation would occur on a project by project basis. This report addresses the impact of the proposed changes while engagement, such as consultation, has been identified as out of scope for this Bylaw discussion. The City's Citizen Experience Department guides engagement activities corporately and these activities are not regulated by the Act.

IMPACTS

Financial

The overall financial implications to the City are relatively minor with the proposed bylaw. The proposed changes (summarized in Appendix B) and their cost implications are outlined as follows:

- Where newspaper ads are required by the Act as a minimum method for notification, the minimum requirements are proposed for each matter.
 - Each ad is approximately \$750.
 - The number of ads proposed for each matter are outlined below.
 - Official Community Plan (OCP) and Zoning Bylaw Amendments and Repeals are proposed to change from requiring two ads to one.
 - In the last three years, over 50 items related to amendments were identified. Amendments generally occur as part of a development application and as such, it would impact future application fees. Changes to application fees are recommended to be made

- concurrent to the approval of this proposed Bylaw through amendments to the Development Application Fee Bylaw.
- OCP and Zoning Bylaw Adoptions are recommended to continue to have a minimum requirement for two ads, as is the current requirement.
 - Development Levy Bylaw Adoption, Amendments and Repeals and Sale of Buffer Strip or Municipal Reserve are proposed to change from requiring two ads to one.
 - Savings to the City would mostly relate to these matters (i.e. a total of 9 items were brought forward over the last three years).
 - It is noted that the level of activity over the last three years was above normal as it included multiple incremental changes to the Development Levy Bylaw to accommodate work identified through the 2015 Servicing Agreement Fee and Development Levy Review. If the proposed bylaw had applied and it is assumed that all matters were led by the City, the savings from newspaper ads would be about \$6,750.
 - Voiding a Contract Zone is recommended to continue to require one ad, as is required currently.
 - Concept Plan Adoptions or Amendments are proposed to change from requiring two ads to one.
 - This change would largely impact the applicant. As such, changes to application fees are recommended to be made concurrent to the approval of this proposed Bylaw through amendments to the Development Application Fee Bylaw.
- For matters that relate to a specific location, a mailout to surrounding property owners has been proposed as a minimum requirement in response to reducing the number of ads.
 - Costs associated with mailouts to print, address and mail letters are minimal.
 - This change would apply to Zoning Bylaw Amendments and Repeals.
 - Discretionary Use Applications are proposed to continue to have mailouts as a minimum requirement.
 - Posting a public notification sign at the site is proposed to be added as a minimum requirement in response to reducing the number of newspaper ads from two to one.
 - Costs for posting a sign are minor and are the responsibility of the permit applicant.
 - This change would apply to Sale of Buffer Strip or Municipal Reserve.
 - Zoning Bylaw Amendments, Discretionary Use Applications, and Concept Plan Adoptions or Amendments are proposed to continue to have public notification signs as a minimum requirement.
 - Posting all matters on the City's website under a new "Public Notice" section.
 - This tactic would be undertaken for all matters with existing resources and results in no additional costs or savings.

- Posting all matters on the main floor of City Hall on the public notice board.
 - This tactic would be undertaken for all matters with existing resources and results in no additional costs or savings.

The notification requirements proposed in the Bylaw, as well as identified in The Act, are minimums. As such, if a project was identified as being particularly sensitive or impactful to the community, additional notification measures would be executed, such as use of social media (e.g. Facebook), as is done today. As well, additional engagement measures such as open houses, public meetings, or meetings with key stakeholders, would to be considered. These measures may have additional costs that would be charged to the applicant or covered by the City, depending on who was leading the matter.

Policy/Strategic

Design Regina: The Official Community Plan Bylaw 2013-48 directs the City to “engage the public in planning and other City matters, in accordance with established procedures (Policy 14.14). The proposed Public Notice Policy Bylaw supports this direction by providing the minimum requirements to provide notice for planning and development matters while providing flexibility to incorporate additional tactics as may required, depending on the nature and impacts of the matter being discussed.

This is also supported by the Corporate Strategic Plan to improve Internal and External Communication to work towards the outcome that residents trust the City by being informed and engaged.

OTHER OPTIONS

Administration recommends the following after consideration of the following alternatives.

Recommended Option: Adopt minimum public notice requirements that are appropriate for the City of Regina but still consistent with the requirements of the Act and supplemented by additional methods of notice to align with tactics that are consistent with community preferences for finding information and are reasonable from a financial perspective. This option is described in the proposed Public Notice Policy Bylaw (Appendix A).

Option 1: Replicate minimum public notice requirements from the Act directly into the Public Notice Policy Bylaw.

- This option would maintain the status quo in terms of minimum public notice provisions and still enable City Council to rely on other provisions of the Act that require an approving authority to adopt its own public notice policy bylaw.
- It does not allow the creation of minimum requirements that are best aligned with how residents prefer to find information these days, such as online, nor does it consider costs associated with these methods to ensure cost effectiveness.

Option 2: Replicate methods and minimum frequency of public notice requirements from the Act in the Public Notice Policy Bylaw but reduce the amount of required detail contained in the notice and direct readers to find information on the City's website.

- This would reduce the size of the ads, particularly in the newspaper, which would reduce costs and direct people to where more information can be found.
- The challenge with this option is that it assumes that everyone has access to information on the City's webpage and can easily find it. As well, it effectively requires a two-step process by providing only limited information in the initial notice, requiring one to pursue the website for further information. This is inefficient and ineffective in ensuring comprehensive notification by citizens.

COMMUNICATIONS

Like the current requirements identified in the Act that the City currently follows, the requirements for public notice recommended in the proposed Public Notice Policy Bylaw (Appendix A) would be minimums. These requirements would ensure a consistent process is followed to notify the community when there are planning and development decisions being contemplated that could have an impact. All matters would continue to be reviewed and assessed to determine if actions beyond the minimum requirements are needed in terms of notification and/or community consultation, depending on the topic and interest of the community.

Council is required to give public notice of its intention to consider the bylaws proposed by this report and to hold a public hearing between first and second readings of the proposed bylaws. Accordingly, if Council approves the recommendations, public notice of Council's intention to consider the proposed bylaws and hold the public hearing at the June meeting of City Council will be given in accordance with *The Planning and Development Act, 2007*. Notice will also be posted at City Hall and online at Regina.ca.

DISCUSSION

Administration is recommending approval of a new Public Notice Policy Bylaw. The new Bylaw will consolidate and establish minimum public notice requirements to be followed with respect to any matters for which public notice is required to be given pursuant to both *The Cities Act* and *The Planning and Development Act, 2007* (the Act) in a way that is current with modern-day technologies and ways residents receive information.

Adoption of a Public Notice Policy Bylaw is a statutory requirement of Council pursuant to *The Cities Act*. Although the Act also allows Council, as an approving authority, to adopt its own minimum requirements for planning related matters, the existing Bylaw only addresses those matters requiring public notice pursuant to *The Cities Act*. Accordingly, for planning matters, Council is currently bound to strictly comply with the statutory requirements of the

Act and is unable to rely on certain other provisions of the Act which require a public notice policy bylaw.

When a planning or development application is received by the City, typical steps involve circulating the application to internal and external stakeholders to solicit comments to consider in developing a recommendation. This would include local organization such as community associations, organizations and groups. There may also be consultation with the community, such as through an Open House. Neither of these steps are regulated, nor are they being proposed to be changed. Only the final step, when the matter is to be reviewed by Council is formal public notification legally required. It is this step that the Public Notice Policy Bylaw and the minimum requirements established therein in relation to timing and method of notice would regulate. The purpose of establishing minimum public notice requirements is for compliance with the applicable statutory regimes and for transparency and to ensure that the public is aware of decisions being made on development matters that may impact them.

Without a Public Notice Policy Bylaw passed pursuant to the authority of the Act, the City is subject to follow the requirements in the Act (as outlined in Appendix B under 'Current Practice') which define the methods for giving notice and the required content of the notice. The recommended bylaw would consolidate all notification requirements, including those required by *The Cities Act*, into a single bylaw.

The Act requires municipalities to provide public participation in planning processes. Municipalities, like the City of Regina, that have been declared an approving authority are authorized to adopt their own minimum requirements through public notice bylaw respecting all or any of the following matters:

- a) the adoption, amendment or repeal of a bylaw for an official community plan, district plan or zoning bylaw;
- b) the adoption, amendment or repeal of a bylaw of a development levy bylaw;
- c) an application for discretionary use pursuant to section 55;
- d) the adoption, amendment or repeal of a bylaw authorizing the sale of a buffer strip or municipal reserve;
- e) the voiding of an agreement pursuant to section 69 respecting the rezoning of land;
- f) the adoption, amendment, or repeal of an interim development control bylaw;
- g) the passing of a resolution to adopt or amend a concept plan.

These matters have been addressed within the proposed Public Notice Policy Bylaw (Appendix A). No changes to the content or timing of when the notification would otherwise be required to be given pursuant to the Act are being proposed. The only proposed changes are to the number of publications and method of notice used for some types of applications to reduce costs to the City and applicants as well as diversify the tactics to broaden the reach.

For example, the statutory provision for public notice of a proposed zoning bylaw amendment requires it be advertised once each week for two consecutive weeks with the

first ad running no less than two weeks prior to the public hearing. Under the proposed bylaw, public notice would require the notice be advertised only once at least two weeks prior to the public hearing, but in lieu of a second ad, written notice be sent by mail directly to the assessed owners of properties within a 75 metre proximity of the property being considered for re-zoning.

The proposed approach intends to improve notice to the community. The proposed changes include reducing the number of newspaper ads and complementing that tactic with more targeted measures such as a mailout and/or site-specific signage where the matter is location-based and those in the immediate vicinity are likely to be most impacted. As such, substantial amount of notice would occur prior to the newspaper ad being posted, which also typically follows consideration of the matter by the Regina Planning Commission. Furthermore, website updates on Regina.ca and notification on the City Hall Public Notice Board are proposed as minimum requirements for all matters. These changes are recommended as a result of recent trends.

In particular, readership of the local newspaper has been declining. Over the 2008-2014 period, subscriptions for *The Leader-Post* dropped by 28 per cent. In 2015, print of the local newspaper moved to Saskatoon and Post Media cited that print circulation was on a decline across several municipalities. Since then, the City Communications Department has continued to monitor analytics and industry trends, which are showing a decline in readership of print materials and increase in online versions. Weekly *Leader-Post* readership from Winter 2019 to Winter 2020 shows a decline of four per cent.

A continual increase in traffic on the City's website is observed, which is consistent with the popular trend of "online." Most content and services have been slowly moving digitally, thus reiterating the importance of creating a "Public Notice" section on the City's website that is easily accessible and provides transparency.

Still, there continues to be avid newspaper subscribers and anyone that has a subscription has access to the e-paper which is an exact replica of paper; however, it does not show up on leaderpost.com for non-subscribers. As such, the minimum requirements in the proposed Public Notice Policy Bylaw include newspaper ads that are complemented by other tools. This approach is consistent with other cities, including Saskatoon, Winnipeg, Calgary and Edmonton.

Like most major cities, the City has a Public Engagement Framework that uses the International Association of Public Participation (IAP2) principles as a base to guide when and how the City engages the community. The City acknowledges the importance of public participation in the city-building process. However, engagement in this context is different from minimum notification requirements.

Generally, public consultation beyond the minimum requirements is undertaken when proposals are of interest to the public, the impact to the neighbourhood is high, and the subject matter is of a sensitive nature (e.g. proposed high density infill residential

development in a lower density neighbourhood, a proposed new greenfield community, a change of use of an existing building that may have off-site impacts). Open houses or public meetings are often used in these circumstances along with other communication tactics.

DECISION HISTORY

A related report, EX14-25 was brought forward in 2014 and was referred to Administration by Executive Committee to outline implications of concerns that were noted by the Committee about the recommended changes to the minimum public notice requirements. The recommendations contained in this report require City Council approval.

Respectfully submitted,



Fred Scarle, Director, Planning & Development Services

Respectfully submitted,



5/7/2020

Diana Hawryluk, Executive Director, City Planning & Community Dev.

5/13/2020

Prepared by: Kim Sare, Senior City Planner

ATTACHMENTS

Appendix A - Recommended Bylaw

Appendix B - Comparing Approaches

APPENDIX A
Recommended Public Notice Policy Bylaw

BYLAW NO. 2020-28

THE PUBLIC NOTICE POLICY BYLAW, 2020

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

PART I
PURPOSE AND STATUTORY AUTHORITY

Purpose

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

Authority

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

PART II
INTERPRETATION

Definitions

- 3 In this Bylaw:
“Council” means the council of the City of Regina; and
“development officer” means development officer as defined in *The Planning and Development Act, 2007*.

Calculation of Time

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

PART III

THE CITIES ACT

Adoption of Public Notice Policy – Cities Act

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

Public Notice Requirements

- 6(1) Public notice of a matter required by this Part shall be given at least seven days before the date of the Council meeting at which the matter is to be initially considered by way of:
- (a) publishing the notice in a local newspaper with at least weekly circulation in the city of Regina;
 - (b) posting the notice at City Hall; and
 - (c) posting the notice on the City's website.
- (2) The notice required by subsection (1) shall include a general description of the matter to be considered and the date, time and place of the Council meeting at which the matter will be considered.

No Notice of Subsequent Meetings

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

PART IV

THE PLANNING AND DEVELOPMENT ACT, 2007

Application of Act

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

Matters for Which Public Notice Must Be Given

- 9 Public notice of the following matters requiring public notice be given pursuant to *The Planning and Development Act, 2007* shall be given in accordance with this Part:
- (a) the adoption, amendment or repeal of a bylaw for an official community plan or zoning bylaw;
 - (b) the adoption, amendment or repeal of a development levy bylaw;

- (c) the application for discretionary use approval;
- (d) the adoption, amendment or repeal of a bylaw authorizing the sale of a buffer strip to the exchange or sale of a municipal reserve;
- (e) the voiding of a contract zoning agreement respecting the rezoning of land;
- (f) the adoption, amendment or repeal of an interim development control bylaw; and
- (g) the passing of a resolution to adopt or amend a concept plan.

Matters For Which a Public Hearing Must Be Held

- 10(1) For those matters mentioned in clauses 9(a), 9(b) and 9(d), after the first reading of the bylaw and before the second reading of the bylaw, Council shall hold a public hearing.
- (2) At the public hearing mention in subsection (1), Council:
- (a) shall ensure that all persons who wish to make representations relevant to the proposed bylaw are heard or provided the opportunity to have written submissions read into the record;
 - (b) shall ensure that minutes of the public hearing are recorded;
 - (c) may receive all representations on the same day or, if it considers it advisable, adjourn the hearing until all representations are received.
- (3) If a hearing is adjourned pursuant to clause (2)(c), Council may subsequently sit and receive the representations on the date fixed for the reconvened hearing.

Method and Contents of Notice

- 11 As required in accordance with the specific provisions of this Part, Council shall give notice of its intention to consider any matter set out in section 9 by one or more of the following methods:
- (a) sign posting, which for the purposes of this Part, means that notice of the matter shall be posted on one or more public notification signs installed on the property which is the subject of the matter to be considered, unless:
 - (i) in the opinion of the development officer, the subject property is in a remote location or the site conditions render the property inaccessible;
 - (ii) in the case of a discretionary use application, the unit is entirely within a building that is not directly accessible from the outside; or
 - (iii) Council has exempted the matter from sign posting; and

such notice shall:

- (iv) contain a description of the matter or change being proposed and where additional information may be obtained;
 - (v) remain on the subject property during the application review process and until a decision or determination of the matter has been made;
- (b) advertisement, which for the purpose of this Part means that notice of the matter shall be published in a local newspaper with at least weekly circulation in the city of Regina, and such notice shall:
- (i) contain a description of the proposed bylaw or resolution and the reasons for the same;
 - (ii) describe the affected area by:
 - (A) civic address, legal description, or by including a map; or
 - (B) in the case of a matter or bylaw of general application, the type of property affected but not the specific location of each property affected;
 - (iii) indicate where and when any proposed bylaw may be examined;
 - (iv) set out the date, time, and place at which a public hearing will be held or, if no public hearing is required, the date, time and place of the Council meeting at which the matter will be considered; and
 - (v) outline the procedure by any required public hearing will be conducted.
- (c) written notice, which for the purpose of this Part means that notice of the matter shall be sent by regular mail:
- (i) to each assessed owner of property within a 75 metre radius of the boundary of the property which is the subject of the matter to be considered; and
 - (ii) to the assessed owner of the subject property, but only if such owner is not the applicant;

and such notice shall:

- (iii) in the case of any matter subject to advertisement, contain the same information as is required to be included for that purpose; or
- (iv) in the case of any matter not subject to advertisement, contain:
 - (A) a description of the matter to be considered;

- (B) an outline of the approval process under which Council is considering the matter;
 - (C) the date, time and place of the Council meeting at which the matter will be considered; and
 - (D) details regarding when, where and how comments on the matter may be submitted; and
- (v) be deemed to be given on the date the notice is postmarked;
- (d) City Hall notice board and website posting, which for the purpose of this Part means that notice of the matter shall be posted in the display in the City Hall foyer and published on the City's website until determination of the matter by Council and such notice shall:
 - (i) in the case of any matter subject to advertisement, contain the same information as is required to be included for that purpose; or
 - (ii) in the case of any matter not subject to advertisement, contain:
 - (A) a description of the matter to be considered;
 - (B) an outline of the approval process under which Council is considering the matter;
 - (C) the date, time and place of the Council meeting at which the matter will be considered; and
 - (D) details regarding when, where and how comments on the matter may be submitted;

Public Notice Requirements – Official Community Plan

- 12(1) Public notice of Council's intention to consider a bylaw amending or repealing an official community plan bylaw shall be given at least 14 days before the date of the required public hearing by way of:
- (a) advertisement; and
 - (b) City Hall notice board and website posting.
- (2) Public notice of Council's intention to consider a bylaw adopting an official community plan bylaw shall be given by way of:

- (a) advertisement, published twice, each at least seven days apart, with the first such advertisement occurring at least 28 days before the date of the required public hearing; and
- (b) City Hall notice board and website posting at least 28 days before the date of the required public hearing.

Public Notice Requirements – Zoning Bylaw

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

- (a) sign posting;
- (b) advertisement;
- (c) written notice; and
- (d) City Hall notice board and website posting;

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

- (2) Public notice of Council's intention to consider a bylaw adopting a zoning bylaw shall be given by way of:
- (a) advertisement, published twice, each at least seven days apart, with the first such advertisement occurring at least 28 days before the date of the required public hearing; and
 - (b) City Hall notice board and website posting at least 28 days before the date of the required public hearing.

Public Notice Requirements – Development Levy Bylaw

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

- (a) advertisement; and
- (b) City Hall notice board and website posting.

Public Notice Requirements – Discretionary Use Application

- 15 Public notice of Council's consideration of an application for discretionary use shall be given at least 14 days before the date of the Council meeting at which the matter is to be initially considered by way of:
- (a) sign posting;
 - (b) written notice; and
 - (c) City Hall notice board and website posting.

Public Notice Requirements – Buffer Strip and Municipal Reserve

- 16 Public notice of Council's intention to consider a bylaw adopting, amending or repealing a bylaw authorizing the sale of all or any part of a buffer strip or the exchange or sale of all or any part of a municipal reserve shall be given at least 14 days before the date of the required public hearing by way of:
- (a) sign posting;
 - (b) advertisement; and
 - (c) City Hall notice board and website posting.

Public Notice Requirements – Voiding Contract Zone

- 17 Public notice of Council's intention to declare a contract zone agreement void shall be given at least 14 days before the date of the Council meeting at which the matter is to be initially considered by way of:
- (a) advertisement; and
 - (b) City Hall notice board and website posting.

Public Notice Requirements – Interim Development Control Bylaw

- 18 No notice or public hearing is required before the passing of an interim development control bylaw, but Council shall, within 30 days after the date that such a bylaw is adopted, amended or repealed, give notice of the bylaw:
- (a) in a local newspaper with at least weekly circulation in the city of Regina at least once; and
 - (b) on the City Hall notice board and City website for a period of no less than 7 consecutive days.

Public Notice Requirements – Concept Plan

- 19 Public notice of Council’s intention to consider the passing of a resolution to adopt or amend a concept plan shall be given at least 14 days before the date of the Council meeting at which the matter is to be initially considered by way of:
- (a) sign posting;
 - (b) advertisement; and
 - (c) City Hall notice board and website posting.

No Notice of Subsequent Meetings

- 20 Notice will be given in accordance with this Part only when Council initially considers a matter or holds a public hearing, as the case may be. Unless otherwise directed by Council, no notice will be given of any subsequent meeting at which the matter will be considered.

Alteration of Bylaws

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

PART VI TRANSITIONAL

Bylaw 2019-19

- 22 Upon the coming into force of this bylaw, Part 1.G of Bylaw No. 2019-19, being *The Regina Zoning Bylaw, 2019* is amended as follows:
- (a) by striking out the title “**PUBLIC NOTICE SIGNAGE**” and substituting the title “**PUBLIC NOTICE REQUIREMENTS**”; and
 - (b) by repealing section 1G.1 in its entirety and substituting the following:

“1G.1 PUBLIC NOTICE

1.1 APPLICATION OF PUBLIC NOTICE POLICY BYLAW

Unless explicitly stated otherwise in this Bylaw, public notice of all development matters or applications requiring public notice will be given in accordance with Bylaw 2020-28, being *The Public Notice Policy Bylaw, 2020*.

1.2 PUBLIC NOTICE COSTS

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

Bylaw 7748

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

Bylaw 2003-8

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

Effective Date

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

Appendix B

Comparison: Current Minimum Public Notice Requirements with Proposed Requirements

Matters Requiring Public Notice	# of Items sent to Council over last 3 years	Notification Tactics									
		Sign Posting at Site		Newspaper Advertising		Mail Notice (to property owners within 75 meters, minimum)		Regina.ca Posting		City Hall (main floor) Public Notice Board	
		Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed
As per The Cities Act											
Permanent Street Closure	6	-	-	1 ad	1 ad	-	-	✓	✓	✓	✓
As per The P&D Act											
Zoning Bylaw Amendments* (e.g. rezoning land from RL to RU)	45	✓	✓	2 ads	1 ad	-	✓	-	✓	-	✓
OCP Amendments*	12	-	-	2 ads	1 ads	-	-	-	✓	-	✓
OCP and Zoning Bylaw Adoption and Repeal*	6	-	-	2 ads	2 ads	-	-	-	✓	-	✓
Development Levy Bylaw Adoption, Amendment or Repeal	9	-	-	2 ads	1 ad	-	-	-	✓	-	✓
Discretionary Use	54	✓	✓	-	-	✓	✓	-	✓	-	✓
Sale of Buffer Strip or Municipal Reserve	0	--	✓	2 ads	1 ad	-	-	-	✓	-	✓
Voiding Contract Zone	0	-	-	1 ad	1 ad	-	-	-	✓	-	✓
Interim Development Bylaw	0	-	-	2 ads	1 ad	-	-	-	✓	-	✓
Concept Plan Adoptions or Amendments	10	✓	✓	2 ads	1 ad	-	-	-	✓	-	✓

* The proposed bylaw recommends that OCP and Zoning Bylaw Amendments and Repeals have the same minimum requirements for public notice. As such, future OCP Bylaw Repeals would have same public notice requirements as OCP Amendments and future Zoning Bylaw Repeals would have the same notice as Zoning Bylaw Amendments.

NOTES: The boxes are highlighted in dark grey where there is a proposed change between the current and recommended public notice approach,

Main changes are to:

- reduce newspaper advertising;
- increase distribution of direct mail notices to surrounding properties that would be most impacted by a matter; and
- post all matters on the City's website and in the foyer at City Hall.