



Priorities and Planning Committee

**Monday, July 6, 2020
2:30 PM**

Henry Baker Hall, Main Floor, City Hall



OFFICE OF THE CITY CLERK

**Special Agenda
Priorities and Planning Committee
Monday, July 6, 2020**

Approval of Public Agenda**Adoption of Minutes**

Minutes of the meeting of June 17, 2020

Tabled Administration Report

PPC20-11 Transit Master Plan

Recommendation

The Priorities and Planning Committee recommends that City Council:

1. Approve funding of \$440,000 for the development of a Transit Master Plan as follows:
 - a) \$100,000 from the approved 2020 Operating Budget; and
 - b) \$340,000 from the 2021 Operating Budget.
2. Remove PP20-2 from the List of Outstanding Items for the Priorities and Planning Committee.
3. Approve this recommendation at its June 24, 2020 meeting.

Tabled Communication

PPC20-12 Economic and Preliminary 2021 Budget Development Update

Recommendation

That the Priorities and Planning Committee receive and file this communication.

Resolution for Private Session

AT REGINA, SASKATCHEWAN, WEDNESDAY, JUNE 17, 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 (Videoconference)
Councillor Sharron Bryce (Videoconference)
Councillor John Findura (Videoconference)
Councillor Jerry Flegel
Councillor Bob Hawkins (Videoconference)
Councillor Joel Murray (Videoconference)
Councillor Jason Mancinelli (Videoconference)
Councillor Mike O'Donnell (Videoconference)
Councillor Andrew Stevens (Videoconference)
Councillor Barbara Young (Videoconference)

Also in Attendance: City Clerk, Jim Nicol
Deputy City Clerk, Amber Ackerman
City Manager, Chris Holden
City Solicitor, Byron Werry (Videoconference)
Executive Director, Citizen Experience, Innovation & Performance, Louise Folk
Executive Director, Citizen Services, Kim Onrait
Executive Director, City Planning & Community Development, Diana Hawryluk
Executive Director, Financial Strategy & Sustainability, Barry Lacey
Director, Parks, Recreation & Cultural Services, Laurie Shalley (Videoconference)
Director, Technology & Digital Innovation, Carole Tink (Videoconference)

APPROVAL OF PUBLIC AGENDA

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

ADOPTION OF MINUTES

Councillor Bob Hawkins moved, AND IT WAS RESOLVED, that the minutes for the meetings held on March 18, 2020 and May 19, 2020 be adopted, as circulated.

ADMINISTRATION REPORTS

PPC20-9 Energy & Sustainability Framework Update

Recommendation

The Priorities and Planning Committee recommends that City Council:

1. Direct Administration not to proceed with an Energy and Sustainability Conference;
2. Direct Administration to develop an Energy and Sustainability Framework as outlined in this report;
3. Direct Administration to bring forward an Energy and Sustainability Framework in 2021 that focuses on:
 - a. increasing the City's renewable energy capacity where possible; and
 - b. where the City is tied to external sources of energy delivery (such as the provincial power grid), reducing non-renewable energy demands and greenhouse gas emissions;
4. Update the return date for items *MN18-11*, *MN18-1* and *MN18-4* to 2021 on the List of Outstanding Items of City Council; and
5. Approve these recommendations at its meeting on July 29, 2020.

The following addressed the Committee:

- Yvette Crane, representing Regina Blue Dot movement;
- Emily Eaton;
- Brett Dolter;
- Erwin Heuck, representing Distributed Energy Association;
- Robbi Humble;
- Mac Findlay, representing Friday's For Future Regina;
- Katie Wilson, representing Mother Earth Justice Advocates;
- Taya Triffo;
- Pat Schumann;
- Shanon Zachidniak, representing Enviro Collective and Rob Deglau;
- Laura Stewart;
- Josh Campbell, representing Wascana Solar Co-operative; and
- William Ingenthron, representing Wascana Solar Co-operative and Saskatchewan Electric Vehicle Association (SEVA).

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 4:10 p.m.
The meeting reconvened at 4:25 p.m.

Councillor Bob Hawkins moved that the recommendation contained in the report be concurred in.

Councillor Mancinelli moved, in amendment, that recommendation #3 be amended to indicate that the framework include the following:

- 1. It will adopt a strong and clear definition of sustainability that recognizes social, ecological and economic connections, and that will be capable of guiding long-term decision-making;**
- 2. It will adhere to the full scope and possibilities of the 5-milestone framework offered through the Partners in Climate Protection Program, which clearly encourages municipalities to develop community-wide emissions targets;**
- 3. It will be collaboration-focused and clearly define the role of the city as one partner among many driving towards 100% renewable energy goal. Collaboration will prioritize early and regular partnership with Indigenous communities, youth, people of colour, and address barriers to inclusion through centering their leadership and decision from the outset; and**
- 4. It will include a change leadership plan that will support internal capacity to work across issues, including identifying internal champions and supporting cross-departmental collaborations.**

Councillor Mancinelli withdrew his amending motion.

Councillor Bob Hawkins moved that this matter be referred back to the Administration to return to the Priorities and Planning Committee meeting on September 23, 2020 with the following:

- 1. A plan for a forum to be held in Q1 2021 with space for youth and local community engagement;**
- 2. Report back to Council by September 30, 2020 on the implementation of Motion 18-1 (autonomous vehicles report due January 20, 2018/Q3 2020) and Motion 18-4 (solar panels report due April 30, 2018/Q3 2020);**

3. Report on engagement with SaskPower or a plan to move forward without them – what generation potential does the City have through wind, solar and other renewable sources?
4. Report on engagement with other cities on best practices from their experience; and
5. A project plan to build an Energy and Sustainability Framework that includes the following elements:
 - Details on how City and municipal wide action plans, with specific and aggressive timelines, could forward the commitment of a transition towards a 100% community-wide renewable Regina by 2050;
 - Details on how building codes, new subdivision design and green building design like LEED standards could be built into the Sustainability Framework;
 - Details on how planning policies, financial policy, taxation policy and other incentives such as project approval criteria and grants, and other regulatory mechanisms could be built into the Sustainability Framework;
 - Details on how infrastructure including transportation infrastructure, public transit and other public vehicles, waste management, the new water treatment plant and park and urban forest could be built into the Sustainability Framework;
 - Details on how platforms for community and resident engagement including engagement by marginalized communities, Indigenous communities, advocacy and neighbourhood planning committees can be built into the Sustainability Framework;
 - Details on how platforms for effective monitoring of the city's environment and environmental programs could be included in the Sustainability Framework;
 - Other specifics that this debate has suggested for inclusion in the Sustainability Framework, including a definition of sustainability and a review of equity and collaborative partnerships; and
 - A preliminary estimate of financial and any other implications associated with this initiative.

Councillor Bob Hawkins	Yes
Councillor Barbara Young	Yes
Councillor Andrew Stevens	Yes
Councillor Lori Bresciani	Yes

Councillor John Findura	No
Councillor Joel Murray	Yes
Councillor Sharron Bryce	Yes
Councillor Mike O'Donnell	Yes
Councillor Jason Mancinelli	Yes
Councillor Jerry Flegel	Yes
Mayor Michael Fougere	No

The motion was put and declared CARRIED.

PPC20-10 Events Conventions and Tradeshows

Recommendation

The Priorities & Planning Committee recommends that City Council:

1. Approve the Events Conventions and Tradeshows policy outlined in Appendix A and its Event Evaluation framework also outlined in Appendix A.
2. Delegate authority to the City Manager or designate to approve changes to the Events Conventions and Tradeshows policy as may be required from time to time.
3. Delegate authority to the City Manager to approve contributions to major events and to negotiate and approve contribution agreements to host major events in accordance with the Events Conventions and Tradeshows Policy and within the budget approved by Council.
4. Approve in principle an annual investment of \$325,000 to support the attraction of Events Conventions and Tradeshows to Regina. Final approval of the investment referred to above to be confirmed once it has been considered within the context of City Council's 2021 General Operating Budget deliberations, the date of which has yet to be determined.
5. Make the changes to the terms of reference for the Community Investment Grants Reserve as outlined in Appendix C.
6. Instruct the City Solicitor to prepare the necessary bylaw amendments to delegate authority to the City Manager as described in recommendation 3 and amend the Community Investment Grants Reserve as described in recommendation 5.
7. Approve these recommendations at its July 29, 2020 meeting.

The following addressed the Committee:

- John Lee, representing Economic Development Regina;
- Tim Reid, representing Regina Exhibition Association Ltd.; and
- Tracy Fahlman, representing Regina Hotels Association.

Councillor Mike O'Donnell moved that the recommendation contained in the report be concurred in.

Councillor Jason Mancinelli moved, in amendment, that Option 1 - Partial Delegation of Authority to the City Manager or designate up to a threshold of up to \$50,000 per event investment opportunity be approved.

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

The motion was put and declared CARRIED.

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

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

PPC20-11 Transit Master Plan

Recommendation

The Priorities and Planning Committee recommends that City Council:

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

- b) \$340,000 from the 2021 Operating Budget.
2. Remove PP20-2 from the List of Outstanding Items for the Priorities and Planning Committee.
 3. Approve this recommendation at its June 24, 2020 meeting.

MacKenzie Kotylak, representing Regina Citizens Public Transit Coalition (RCPTC), addressed the Committee.

Councillor Bob Hawkins moved that the meeting adjourn.

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

The motion was put and declared CARRIED.

The meeting adjourned at 6:38 p.m.

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

PPC20-11 Transit Master Plan

PPC20-12 Economic and Preliminary 2021 Budget Development Update

Chairperson

Secretary

Transit Master Plan

Date	July 6, 2020
To	Priorities and Planning Committee
From	Citizen Services
Service Area	Transit & Fleet
Item No.	PPC20-11

RECOMMENDATION

The Priorities and Planning Committee recommends that City Council:

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 - a) \$100,000 from the approved 2020 Operating Budget; and
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3. Approve this recommendation at its June 24, 2020 meeting.

ISSUE

City Council directed Administration to bring recommendations that align a proposed downtown transit hub with the Downtown Neighbourhood Plan and Transportation Master Plan.

The downtown is the busiest location for transit ridership in the city. Any changes that are contemplated to routing or location of transit in the downtown should be considered as part of a broader transit strategy. Changes in the downtown will impact customers, businesses, transit operations, and traffic flow so careful planning is required to ensure all factors are considered. This report outlines the need for a Transit Master Plan to begin in 2020 to develop a comprehensive 25-year vision for Regina's transit system, which will guide what futures service will look like including service to the downtown.

IMPACTS

Accessibility Impact

When Administration undertakes work that impacts transit service, accessibility is always considered. An accessibility assessment would be completed as part of this work to ensure transit service is accessible for all. This could include items such as waiting areas, signage, and wayfinding. Consultation with the public on accessibility will be a key component of the plan development.

Financial Impact

To proceed with the Transit Master Plan, the cost will be approximately \$440,000. Administration will fund \$100,000 in 2020 through the approved Operating Budget. The remaining \$340,000 will be funded through inclusion in the 2021 Budget.

Policy/Strategy Impact

Transit has a number of City documents that guide planning and investment in Transit services. They include:

- The Official Community Plan (OCP)
- The Downtown Neighbourhood Plan
- The Transportation Master Plan
- The Downtown Transportation Study
- Transit Service Standards

Although these plans contain many policies for transit, a Transit Master Plan will ensure alignment of transit activities and develop specific action plans and investments to make transit a transportation mode of choice for residents in Regina.

OTHER OPTIONS

The Transit Master Plan could be deferred to start in 2021 as originally planned. However, starting a Transit Master Plan in 2020 will set the framework of how Transit should operate as a whole in the City of Regina. Advancing this plan in 2020 will help the design and build of various construction projects along major transit corridors.

COMMUNICATIONS

If the Transit Master Plan is approved, Administration, in conjunction with a consultant, will develop a plan for public consultation. This consultation will help identify important aspects of a transit system, not only for current riders, but for potential future riders.

DISCUSSION

A Transit Master Plan will evaluate both conventional and Paratransit services. Some of the goals of the Transit Master Plan will be:

- Develop short term route improvements that could be implemented immediately to increase ridership
- Identify and prioritize initial corridors and the possibility for higher order transit as part of the overall transit network including bus rapid transit and associated transit priority measures
- Determine levels of coverage required based on demographics, land use and ridership figures
- Develop long term route network taking into account known growth areas of the City. Ensuring the new proposed route network meets the needs of new development areas that currently have minimal or no bus service
- Explore and assess trip generating opportunities and alternative routing strategies with the objective of increasing ridership including but not limited to on demand service, flex routing or co-mingling. Specific attention to the first mile/last mile as part of the overall solution will be explored
- An updated set of service standards that reflect the recommended route structure and service delivery methods
- Determine terminal requirements to support the existing and future transit network
- Review fare collection methods and fare structure and recommend future fare capture technology and strategies
- Identify any technologies that would improve customer access and experience on the transit system
- A comprehensive review of the paratransit service a whole and possible strategies to amalgamate paratransit and conventional service to be an accessible system to all

The plan will cost an estimated \$440,000 and would include the use of a transit consultant that specializes in transit master plan development. The plan will also ensure Transit investments are aligned with the Transportation Master Plan, the Official Community Plan, and the Downtown Neighbourhood Plan. It will detail short-term improvements and long-term plans, for how the transit system can grow as the community grows over the next 25 years. The length of time to complete the plan would be 12 to 14 months. Included as part of this work, a peer review with other Canadian cities would be completed to determine best practices within the transit industry that could be applied to Regina.

DECISION HISTORY

There are three council approved documents that have guided transit strategy and policies. These include the following:

Official Community Plan – City Council at its meeting held on December 16, 2013 approved item CR13-112 Proposed Official Community Plan (OCP);

Downtown Transportation Study – City Council its meeting held on April 14, 2014 approved item CR14-40 Downtown Transportation Study (PTS) Phases two and three and Direction for Downtown Transit in Regina;

Transportation Master Plan- City Council it meeting held on May 29, 2017 approved item CR17-52 Transportation Master Plan.

Respectfully submitted,



Brad Bells, Director, Transit & Fleet

5/28/2020

Respectfully submitted,



Kim Conrae, Executive Director, Citizen Services

6/12/2020

Prepared by: Nathan Luhning, Manager, Administration



Memo

June 17, 2020

To: Members,
Priorities and Planning Committee

Re: Economic and Preliminary 2021 Budget Development Update

RECOMMENDATION

That the Priorities and Planning Committee receive and file this communication.

BACKGROUND

Administration will provide an economic update and information on the 2021 Budget Development. The update will have four key components:

- 1) An economic update. Awareness of the economic environment in which the City budget is developed provides context in the development of the budget. The 2021 Budget is being developed in the midst of unprecedented circumstances. The Canadian economy is in the midst of its worst downturn in decades. Life in cities across the country have been significantly altered by the COVID-19 pandemic and the public health measures being taken to address it.
- 2) An overview of the Official Community Plan's (OCP) community priority of achieving long-term financial viability and how it interacts with the development of an annual budget. Long-term financial viability and service sustainability is a key challenge facing the City due to numerous contributing factors including the economic environment, increased demand for services beyond those traditionally provided, aging infrastructure, and constraints on revenue growth. While some of these challenges are not unique to Regina, they will continue to require strong financial management, decision-making and understanding of community priorities to achieve long-term financial viability, service level sustainability and achievement of the long-term objectives of the OCP.

- 3) A preliminary review of 2021 budget development and the opportunities and challenges that exist in the development of the budget. Excluding the financial impact of COVID-19, the general increases in the cost of providing services are outstripping general or natural increases in City revenues. The expenditure pressures faced by the City are compounded by the inability to quickly and easily generate new revenue. Property taxes are the primary sources of revenue for the City with the balance of revenues coming from fees and charges, and grants from other levels of government. The ability to access other forms of taxation is limited by legislation and has resulted in the City generating a larger portion of its overall revenue from property taxes.

This creates challenges as Administration attempts to balance the increasing costs of providing services with the desire to keep property taxes affordable. Over the past three years, Administration has achieved operational efficiencies of more than \$15 million. To achieve long-term financial viability, the City must continuously improve, be innovative, and look for ways to do things differently while continuing to effectively provide services to Regina's residents.

In addition to the above challenges, it is expected that COVID-19 will continue to have a net negative impact on City finances in 2021 and 2022. Administration continues to analyze the ongoing financial impacts, among which include projected losses in revenue from reduced transit ridership, use of recreational facilities, etc.

- 4) An overview of the 2021 budget timelines and public engagement in the development of the budget. While in-person public engagement is likely not possible within the 2021 budget planning period due to physical distancing guidelines, Administration is planning to leverage enhanced opportunities for participation online over the coming months through the Be Heard Regina platform.

Respectfully submitted,



Barry Lacey, Exec. Director, Financial Strategy & Sustainability 6/12/2020