



# **CITY COUNCIL**

**Monday, March 24, 2014  
5:30 PM**

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



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Office of the City Clerk

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**Agenda  
City Council  
Monday, March 24, 2014**

Open With Prayer

**Confirmation of Agenda**

**Minutes of the Meetings held on February 24 and 27, 2014.**

**Advertised Bylaws, Public Notices, Communication and Related Reports**

CR14-22      Mayors Housing Commission: Application for Zoning Bylaw Amendment (13-Z-18) Laneway Suites Pilot Project in Harbour Landing McCaughey Street and James Hill Road (Tabled February 27, 2014)

**Recommendation**

That the criteria used in evaluation, as set out in Communication MHC14-3 which is attached to this report as Appendix "A", serve as baseline criteria for future pilot project criteria, and that the Administration be given flexibility on future pilot project evaluation on a case-by-case basis.

CP14-2      Mark Davis: Regina Planning Commission: Application for Zoning Bylaw Amendment (13-Z-21) - 2251 Heseltine Road, Riverbend Subdivision

CR14-26      Regina Planning Commission: Application for Zoning Bylaw Amendment (13-Z-21) - 2251 Heseltine Road, Riverbend Subdivision

**Recommendation**

1. That the application to rezone Part of Parcel A, Plan No. 101550406, SW 1/4 22-17-19 W2M located at 2251 Heseltine Road from UH-Urban Holding to R6-Residential Multiple Housing, be APPROVED.
2. That the City Solicitor be directed to prepare the necessary bylaw to authorize the respective Zoning Bylaw amendment.



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CR14-27      Executive Committee: City Administration Reorganization and Bylaw Amendments

**Recommendation**

That the City Solicitor be instructed to prepare the necessary changes to *The Regina Administration Bylaw* to give effect to the organizational changes contained in the body of this report.

2014-4      The Regina Zoning Amendment Bylaw, 2014 (No. 2)

2014-19      The Regina Zoning Amendment Bylaw, 2014 (No. 7)

2014-27      *The Regina Administration Amendment Bylaw, 2014*

2014-28      The Regina Revitalization Initiative Debenture Amendment Bylaw, 2014

### **Bylaws, Delegations, Communications and Related Reports**

DE14-32      Linda McKenzie: Edward Street Sewer and Drainage Recommendations PW13-14

DE14-33      Wanda Silzer: Edward Street Sewer and Drainage Recommendations PW13-14

CR14-28      Public Works Committee: Edward Street Sewer and Drainage Recommendations PW13-14

**Recommendation**

1. That the scope of pre-design work planned for Drainage Area #14 in the 2014 Utility Capital Budget be adjusted to remove the lower priority Area #14A and add the adjacent Area #11, (see Appendix A) which includes the study area evaluated in this report;
2. That a decision regarding drainage system improvements on Edward Street be deferred until this pre-design work is complete in late 2014;
3. That a decision regarding wastewater system improvements be deferred by eight months to complete the calibration of the wastewater system model to determine the most effective overall system solution;
4. That a Sanitary Sewer Backup Prevention Subsidy Program (“pilot program”) to subsidize backup prevention solutions be implemented as outlined in Appendix B for pre-identified residents within the study area who have experienced sewer backups which may be due to overloaded sanitary sewer lines, up to a maximum pilot program cost of \$105,000.
5. That item PW13-14 be removed from the list of outstanding items.



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DE14-34      Leasa Gibbons: Addition to *The Clean Property Bylaw No. 9881*. – Schedule ‘K’ Mobile Food Vending Regulations

CR14-29      Public Works Committee: Addition to *The Clean Property Bylaw No. 9881*. – Schedule ‘K’ Mobile Food Vending Regulations

### **Recommendation**

1. That Schedule “K” *with respect to mobile food vending regulations* be added to *The Clean Property Bylaw No. 9881* as referenced in Appendix A attached.
2. That the City Solicitor be instructed to prepare the necessary Bylaw amendments to reflect the changes as outlined in this report.

DE14-35      Curtis West: Waste Plan Regina – Phase 2: Multi-Family Recycling

CR14-30      Public Works Committee: Waste Plan Regina – Phase 2: Multi-Family Recycling

### **Recommendation**

1. That the City adopt a multi-family property recycling program that will:
  - Require all multi-family properties not currently receiving recycling service from the City to provide their residents with an on-site recycling program;
  - Require these properties to provide on-site storage facilities for recyclable materials and an arrangement for collection and disposal of the recyclable materials to a materials recovery facility;
  - Stipulate recyclable materials to be at minimum the same as available through the single-family curbside recycling program;
  - Require the on-site service be managed by the property owner using a private sector service provider, and
  - Take effect January 1, 2015.
2. That the City Solicitor amend The Waste Management Bylaw, 2012, No. 2012-63 (the “Bylaw”) to:
  - a. Require all residential non-designated properties to have a waste management plan that includes recycling service;
  - b. Require such waste management plan be in place and operational on or before January 1, 2015;
  - c. Require all residential non-designated properties to have recyclable material storage facilities, separate from garbage storage facilities, sufficient in size to store all recyclable materials generated at the non-designated property considering the volume of recyclable material generated on the non-designated property;





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- d. Define the recyclable material to be collected as part of the waste management plan to be, at minimum that as set out in the Bylaw;
  - e. Require an arrangement for regular removal of the recyclable material to a materials recovery facility;
  - f. Require all residential non-designated properties to remove recyclable materials from the property in the same manner and frequency that the recyclable material storage area meets the same requirements as waste storage, as set out in the Bylaw;
  - g. Require every owner of a non-designated property to provide the Bylaw Enforcement Officer with a copy of the owner's waste management plan; and
  - h. Require any contracts and/or invoices related to a waste management plan upon be provided to a Bylaw Enforcement Officer upon a request from a Bylaw Enforcement Officer.
3. That Administration brings forward a report in the fall of 2015, reviewing the Big Blue Bin (BBB) program and its relevance alongside a fully-implemented City-wide residential recycling program.

CP14-3      Saskatchewan Roughriders Football Club Inc: Annual Property Tax Exemptions – 2014

DE14-36      Chad Novak: Annual Property Tax Exemptions – 2014

CR14-31      Finance and Administration Committee: Annual Property Tax Exemptions – 2014

### **Recommendation**

1. That City Council approve the property tax exemptions outlined in Appendix A.
2. That the City Solicitor be instructed to bring forward the necessary bylaw to provide for the property tax exemptions listed in Appendix A.

DE14-37      Dr. Greg Argue: Committee Structure Review

CR14-32      Executive Committee: Committee Structure Review

### **Recommendation**

1. That no changes be made to the existing structure, membership or mandate of the following Main Committees of Council, as outlined in Bylaw No. 2009-40, Section 5(1):
  - a. Community and Protective Services Committee;
  - b. Emergency Measures Committee;
  - c. Executive Committee;



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- d. Finance and Administration Committee;
  - e. Mayor's Housing Commission
  - f. Public Works Committee
  - g. Regina Planning Commission
- 2. That notwithstanding recommendation (1), that the Public Works Committee be renamed Public Works and Infrastructure Committee.
  - 3. That Administration undertake a review of items being submitted for committee consideration to ensure that the item is placed on the appropriate committee agenda and provide a report back to Executive Committee by March 31, 2015.
  - 4. That no changes be made at this time to the existing structure, membership or mandate of the following Secondary Committees of Council, as outlined in Bylaw 2009-40, Section 17(1):
    - a. Accessibility Advisory Committee
    - b. Arts Advisory Committee
    - c. Community Leaders' Advisory Committee
    - d. Community Services Advisory Committee
    - e. Environment Advisory Committee
    - f. Municipal Heritage Advisory Committee
    - g. School Board/City Council Liaison Committee
    - h. Youth Advisory Committee
  - 5. That members of Secondary Committees of Council whose terms have expired remain as members of the committee until such time as they are either re-appointed or a successor is appointed by Council.
  - 6. That notwithstanding recommendation (3), that the Administration prepare a report outlining leading practices, inter-jurisdictional comparisons and options respecting civic engagement practices that could enhance, complement or replace the existing committee structure and related practices and return to Executive Committee in Q3 2014.
  - 7. That the City Solicitor prepare the necessary bylaw changes respecting recommendations (2) and (5).



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CP14-4 Brent Moore: Application for Concept Plan Amendment (13-CP-08)  
Portion of Hawkstone Concept Plan

CR14-33 Regina Planning Commission: Application for Concept Plan Amendment  
(13-CP-08) Portion of Hawkstone Concept Plan

**Recommendation**

1. That the application to amend the Hawkstone Concept Plan, as depicted on the attached Appendix A-3.2, be APPROVED.
2. That the extension of Argyle Street, from the limits of Argyle Park Subdivision to Rochdale Boulevard, be included in the first phase of subdivision.

DE14-38 Ryley Balon: Homelessness Partnering Strategy 2014-2019

CR14-35 Executive Committee: Homelessness Partnering Strategy 2014-2019

**Recommendation**

1. That Council endorse, in principle, the Homelessness Partnering Strategy and Housing First by continuing to complement the work of the federal government through existing City programs.
2. That the Administration continue to provide regular updates, including any financial implications, to the Mayor's Housing Commission and Council on the Homelessness Partnering Strategy, Housing First and other homelessness issues.

DE14-39 Jim Elliott: Bylaw No. 2014-21, *The Procedure Amendment Bylaw, 2014*

2014-21 *The Procedure Amendment Bylaw, 2014*

2014-22 *The Waste Management Amendment Bylaw, 2014*

2014-24 The Clean Property Amendment Bylaw, 2014

2014-25 The Committee Amendment Bylaw, 2014

2014-26 The Properties Exempt from Taxation Bylaw, 2014

2014-29 The Regina Traffic Amendment Bylaw, 2014 (No. 2)



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### Committee Reports

#### Community and Protective Services Committee

##### CR14-34 Regina Rugby Clubhouse Agreement

#### **Recommendation**

1. That City Council authorize the Executive Director, Community Planning and Development to negotiate and approve an agreement between the City of Regina and Regina Rugby Union Inc.
2. That City Council authorize the City Solicitor's Office to prepare an agreement containing the terms negotiated by the Administration.
3. That the City Clerk be authorized to execute the agreement on behalf of the City of Regina.

#### Executive Committee

##### CR14-36 Organizational Appointments to Committees 2014

#### **Recommendation**

1. That the nominees of the organizational representatives on the remaining committees outlined in the attached chart be appointed for terms of office effective April 1 to December 31, 2014 unless otherwise noted.
2. That the members appointed continue, upon the expiration of their terms, to hold office until their successors are appointed.

#### Regina Planning Commission

##### CR14-37 Application for Discretionary Use (13-DU-32) Proposed Vocational School, 2110 E. Redbear Avenue

#### **Recommendation**

1. That the discretionary use application for a proposed Vocational School located at 2110 E. Redbear Avenue, being Lot 7 in Block 47, Plan No 102110533 Ext. 3, Ross Industrial subdivision be APPROVED, and that a Development Permit be issued subject to the following conditions:
  - a) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.4 inclusive, prepared by BBK Structural Engineers, dated December 2013; and
  - b) The development shall comply with all applicable standards and regulations in Regina Zoning Bylaw No. 9250.



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CR14-38      Application for Discretionary Use (13-DU-35)- Proposed House Form Commercial 2321 Rose Street

**Recommendation**

That the discretionary use application for a proposed House Form Commercial located at 2321 Rose Street, being Lot 27 in Block 463, Plan No. 101187312, OLD 33 subdivision be APPROVED, and that a Development Permit be issued subject to the following conditions:

- a)    The development shall be consistent with the plan attached to this report as Appendix A-3 inclusive, prepared by Zhao Cho Hua and dated February 12, 2014; and
- b)    The development shall comply with all applicable standards and regulations in Regina Zoning Bylaw No. 9250.

### **Informational Reports**

IR14-4      New Building Canada Fund (NBCF)

**Recommendation**

That this report be received and filed.

IR14-5      Executive Committee: Regina Revitalization Initiative (RRI) Stadium Project – Notification of Preferred Proponent

**Recommendation**

That this report be received and filed.

### **Adjournment**

AT REGINA, SASKATCHEWAN, MONDAY, FEBRUARY 24, 2014

AT A MEETING OF CITY COUNCIL

AT 5:30 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 Sharron Bryce  
Councillor Bryon Burnett  
Councillor Shawn Fraser  
Councillor Jerry Flegel  
Councillor Bob Hawkins  
Councillor John Findura  
Councillor Terry Hincks  
Councillor Wade Murray  
Councillor Mike O'Donnell  
Councillor Barbara Young

Also in Attendance: Chief Legislative Office & City Clerk, Jim Nicol  
A/Deputy City Clerk, Erna Hall  
City Manager & CAO, Glen B. Davies  
Executive Director of Legal & Risk, Byron Werry  
Deputy City Manager & COO, Brent Sjoborg  
A/CFO, Pat Gartner  
A/Executive Director, City Operations, Neil Vandendort  
Executive Director, Planning, Jason Carlston  
Director, Community Development, Recreation & Parks, Chris Holden  
Director, Development Engineering, Kelly Scherr  
Director, Facilities Management Services, Karen Gasmo  
Director, Water Works Services, Pat Wilson  
Director, Finance, Chuck McDonald  
Director, Transit Services, Brad Bells

The meeting opened with a prayer.

CONFIRMATION OF AGENDA

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

DELEGATIONS BYLAWS AND RELATED REPORTS

CR14-6 Regina Police Service 2014 Operating and Capital Budget

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**Recommendation**

1. That the 2014 Regina Police Service Operating and Capital Budget, which includes estimated gross operating expenditures of \$73,046,900 and revenues of \$8,266,200, resulting in a Net Operating Budget of \$64,780,700, be approved.
2. That the 2014 Capital Budget of \$3,884,700, with capital funding to be determined by Regina City Council, be approved.

Deputy Chief Bob Morin was present and answered a number of questions.

**Councillor Wade Murray moved, seconded by Councillor Terry Hincks that the recommendation contained in the report be concurred in.**

**Mayor Michael Fougere stepped down to enter the debate.**

**Councillor Shawn Fraser took the chair.**

**Mayor Michael Fougere returned to the chair prior to the vote.**

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

DE14-1 Joanne Havelock - Friends of the Regina Public Library: Regina Public Library Budget 2014

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Joanne Havelock, representing the Friends of the Regina Public Library answered a number of questions.**

**The Mayor invited Jeff Barber, Executive Director, Regina Public Library to come forward and answer a number of questions of the Committee.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-7, a report from the Executive Committee respecting the same subject.**

CR14-7 Regina Public Library Budget 2014

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**Recommendation**

That the Regina Public Library 2014 Budget be approved.

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

DE14-2 James Korpan - Regina Optimist Swim Club: Lawson Aquatic Centre (LAC) Review

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. James Korpan answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-8, a report from the Executive Committee respecting the same subject.**

CR14-8 Lawson Aquatic Centre (LAC) Review

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**Recommendation**

1. Implement the recommended upgrades to the Lawson Aquatic Centre (LAC), on an expedited completion schedule, targeting September 1, 2014. (Option 1).
2. Approve the allocation of up to \$1.5 million in funding from the Asset Revitalization Reserve (ARR) to proceed with the LAC improvements be approved. (Option 4 – Financial Implications Section)
3. That Administration prepare a report for the Executive Committee outlining a new model for user fees for approval and implementation in 2015.

**Councillor Shawn Fraser moved that the recommendations contained in the report be concurred in.**

**Mayor Michael Fougere stepped down to enter the debate.**

**Councillor Shawn Fraser took the chair.**

**Mayor Michael Fougere returned to the chair prior to the vote.**

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



DE14-3          Jim Holmes: 2014 Water and Sewer Utility Budget

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Jim Holmes, representing Regina Water Watch answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-9, a report respecting the same subject.**

DE14-4          Jim Elliott: 2014 Water and Sewer Utility Budget

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Jim Elliott, representing himself answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-9, a report respecting the same subject.**

CR14-9          2014 Water and Sewer Utility Budget

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**Recommendation**

1. That City Council approve the 2014 Water and Sewer Utility Operating Budget, as outlined in the attached 2014 Water and Sewer Utility Budget document.
2. That City Council approve the 2014 Water and Sewer Utility Capital Budget, as outlined in the attached 2014 Water and Sewer Utility Budget document.
3. That City Council approve the 2014 – 2015 water rates as detailed in the following table.

**Water Rates**

	<b>Previously</b>		
	<b><u>Approved Rate</u></b>	<b><u>Proposed Rate Schedule</u></b>	
	<b>2013 (\$)</b>	<b>2014 (\$)</b>	<b>2015 (\$)</b>
<b>Daily Base Fee:</b>			
15 mm/18 mm water meter	0.62	<b>0.67</b>	0.72
25 mm water meter	0.87	<b>0.94</b>	1.01
40 mm water meter	1.12	<b>1.21</b>	1.30
50 mm water meter	1.80	<b>1.94</b>	2.09
75 mm water meter	6.82	<b>7.37</b>	7.92
100 mm water meter	8.68	<b>9.37</b>	10.08
150 mm water meter	13.02	<b>14.06</b>	15.12
200 mm water meter	17.98	<b>19.42</b>	20.88
<b>Volume Charge:</b>			
Charge per m <sup>3</sup>	1.47	<b>1.59</b>	1.71

4. That City Council approve the 2014 – 2015 wastewater rates as detailed in the following table.

**Wastewater Rates**

	<b>Previously</b>		
	<b><u>Approved Rate</u></b>	<b><u>Proposed Rate Schedule</u></b>	
	<b>2013 (\$)</b>	<b>2014 (\$)</b>	<b>2015 (\$)</b>
<b>Daily Base Fee:</b>			
15 mm/18 mm water meter	0.48	<b>0.52</b>	0.56
25 mm water meter	0.67	<b>0.73</b>	0.78
40 mm water meter	0.86	<b>0.93</b>	1.01
50 mm water meter	1.39	<b>1.50</b>	1.62
75 mm water meter	5.28	<b>5.70</b>	6.16
100 mm water meter	6.72	<b>7.26</b>	7.84
150 mm water meter	10.08	<b>10.89</b>	11.76
200 mm water meter	13.92	<b>15.03</b>	16.24
<b>Volume Charge:</b>			
Charge per m <sup>3</sup>	1.32	<b>1.43</b>	1.54

5. That City Council approve the 2014 – 2015 storm drainage rates as detailed in the following table.

**Storm Drainage Rates**

<b>Daily Base Fee</b>	<b>Previously Approved Rate</b>	<b>Proposed Rate Schedule</b>	
	<b>2013 (\$)</b>	<b>2014 (\$)</b>	<b>2015 (\$)</b>
0 to 1,000 m <sup>2</sup>	0.41	<b>0.44</b>	0.48
1,001 to 3,000 m <sup>2</sup>	0.82	<b>0.89</b>	0.96
3,001 to 5,000 m <sup>2</sup>	1.64	<b>1.77</b>	1.92
5,001 to 7,000 m <sup>2</sup>	2.46	<b>2.66</b>	2.88
7,001 to 9,000 m <sup>2</sup>	3.28	<b>3.54</b>	3.84
9,001 to 11,000 m <sup>2</sup>	4.10	<b>4.43</b>	4.80
11,001 to 13,000 m <sup>2</sup>	4.92	<b>5.31</b>	5.76
13,001 to 15,000 m <sup>2</sup>	5.74	<b>6.20</b>	6.72
15,001 to 17,000 m <sup>2</sup>	6.56	<b>7.08</b>	7.68
17,001 to 19,000 m <sup>2</sup>	7.38	<b>7.97</b>	8.64
19,001 to 21,000 m <sup>2</sup>	8.20	<b>8.86</b>	9.60
21,001 to 23,000 m <sup>2</sup>	9.02	<b>9.74</b>	10.56
23,001 to 25,000 m <sup>2</sup>	9.84	<b>10.63</b>	11.52
25,001 to 27,000 m <sup>2</sup>	10.66	<b>11.51</b>	12.48
27,001 to 29,000 m <sup>2</sup>	11.48	<b>12.40</b>	13.44
29,001 to 31,000 m <sup>2</sup>	12.30	<b>13.28</b>	14.40
Over 31,000 m <sup>2</sup>	13.12	<b>14.17</b>	15.36

6. That these rates be effective April 1, 2014 and all City of Regina Water and Sewer Utility charges be prorated based on the effective date.
7. That the City Solicitor be instructed to bring forward the necessary bylaw to establish the utility rates for 2014 to 2015.
8. That pages 10 and 11 of the 2014 Proposed Water and Sewer Utility Budget document be replaced with pages 10 and 11 per Appendix A of this report in order to correct a typographical error.

**Councillor Shawn Fraser moved, seconded by Councillor Sharron Bryce that the recommendations in the report be concurred in.**

**Mayor Michael Fougere stepped down to enter the debate.**

**Councillor Shawn Fraser took the chair.**

**Mayor Michael Fougere returned to the chair prior to the vote.**

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

DE14-5 Fred Clipsham: 2014-2018 General Operating Budget

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Fred Clipsham, representing himself answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-10, a report respecting the same subject.**

DE14-6 John Hopkins: 2014-2018 General Operating Budget

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. John Hopkins, representing the Regina and District Chamber of Commerce answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-10, a report respecting the same subject.**

DE14-7 Gord Archibald: Association of Regina Realtors – 2014 General Operating Budget

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Gord Archibald and Tim Otitoju, representing Association of Regina Realtors answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-10, a report respecting the same subject.**

DE14-8 Marilyn Braun-Pollon: Canadian Federation of Independent Business: 2014 General Operating Budget

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Marilyn Braun-Pollon, representing Canadian Federation for Independent Business answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-10, a report respecting the same subject.**

DE14-9          Colin Stewart: 2014 General Operating Budget

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Colin Stewart, representing himself answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-10, a report respecting the same subject.**

DE14-10          Chad Novak: 2014 General Operating Budget

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Chad Novak and Arden Balon, representing the Taxpayers Advocacy Group.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-10, a report respecting the same subject.**

**RECESS**

**Councillor Wade Murray moved, seconded by Councillor Terry Hincks, AND IT WAS RESOLVED that Council take a five minute recess.**

**Meeting recessed at 9:20 pm**

**Meeting reconvened at 9:30 pm**

DE14-11          Jim Elliott: 2014 General Operating Budget

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Jim Elliott, representing himself.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-10, a report respecting the same subject.**

DE14-12      Brent Kramer: 2014 General Operating Budget

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Brent Kramer, representing himself answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-10, a report respecting the same subject.**

DE14-13      Sara Maria Daubisse - Bike Regina: 2014 General Operating Budget

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Sara Maria Daubisse, Luke Nichols and Anna Torgunrud representing Bike Regina answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-10, a report respecting the same subject.**

DE14-14      David Vanderberg: 2014 General Operating Budget

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. David Vanderberg and Brooke Paterson, representing themselves answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-10, a report respecting the same subject.**

DE14-15      Jonathan Neher: 2014 General Operating Budget

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Jonathan Neher, representing himself answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-10, a report respecting the same subject.**

DE14-16 Marie Schultz: 2014 General Operating Budget

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Marie Schultz, representing herself answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-10 a report respecting the same subject.**

DE14-17 John Klein: 2014 General Operating Budget

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. John Klein, representing himself answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-10, a report respecting the same subject.**

DE14-18 Jim Elliott: 2014 General Capital Budget

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Jim Elliott, representing himself answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-10, a report respecting the same subject.**

CR14-10 2014-2018 General Operating Budget

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**Recommendation**

1. That the 2014 General Operating Budget detailed in the attached 2014 General Operating Budget document be approved;
2. That the 2014 Costing Fund Budget as detailed in the attached 2014 General Operating Budget document be approved; and
3. That a municipal mill rate of 9.0312 for 2014, representing an increase from 2013 of 6.0% plus an additional 1% dedicated to the rehabilitation of local roads, be approved.

4. That City Council approve the proposed parking rates as shown in the following table.

Section	Description	Previously Approved Fee	Proposed Fee Effective April 7, 2014
37	Loading Zone Parking Meters	\$0.50/15 minutes	\$1.00/15 minutes
	All Other Parking Meters	\$1.00/hour	\$2.00/hour
	City Parking Permit: Health or Social Service Organization; Justice Official	\$130/vehicle/year	\$260/vehicle/year
58	City Parking Permit: Government Agency or Crown Corporation; Non- Government Organization; Press/Media	\$260/vehicle/year	\$520/vehicle/year
	City Parking Permit: Any other person	\$520/vehicle/year	\$1,040/vehicle/year
61	Convention Parking Permit	\$7.50/vehicle/day	\$15.00/vehicle/day
62	Parking Permit for Persons with Disabilities	\$6.25/vehicle/month	\$12.50/vehicle/month
63	Reserved Parking Meter Permit	\$20.00/meter/day	\$40.00/meter/day
63.1	Business Motor Vehicle Parking Permit	\$65.00/vehicle/year	\$130.00/vehicle/year
65	Temporary Street Use Permit		
	• Metered Parking	\$0.45/m <sup>2</sup> /day	\$0.90/m <sup>2</sup> /day

5. That these parking rates be effective April 7, 2014.
6. That the City Solicitor be instructed to amend Schedule “J” of *The Regina Traffic Bylaw, 9900* be amended to reflect the parking rates proposed above.
7. That all other Fees and Charges per Schedule “J” of *The Regina Traffic Bylaw, 9900* remain unchanged.
8. That the Administration be directed to provide a report to Council early in the second quarter of 2014 recommending the framework, fee structure and necessary bylaw amendments to implement a Commercial Business License Program during 20

**Councillor Shawn Fraser moved, seconded by Councillor Bob Hawkins, AND IT WAS RESOLVED, that the recommendations contained in the report be concurred in.**

**Councillor Barbara Young moved, in amendment, seconded by Councillor Terry Hincks, AND IT WAS RESOLVED, that the proposed Bylaw Review, stemming from the Official Community Plan (OCP), be deferred to 2015 and the resulting \$400,000 cost savings be applied to the 2014 Budget to reduce the 2014 mill rate.**

**Mayor Michael Fougere stepped down to enter the debate.**

**Councillor Shawn Fraser took the chair.**

**Mayor Michael Fougere returned to the chair prior to the vote.**



**The amendment was put and declared CARRIED.**

**Councillor Sharron Bryce moved, in amendment, seconded by Councillor Bob Hawkins, AND IT WAS RESOLVED, that one half of the projected 2013 surplus or \$1,000,000, whichever is greater, be applied to the 2014 Budget to reduce the 2014 mill rate.**

**Mayor Michael Fougere stepped down to enter the debate.**

**Councillor Shawn Fraser took the chair.**

**Mayor Michael Fougere returned to the chair prior to the vote.**

**The amendment was put and declared CARRIED.**

**Councillor Bob Hawkins moved, in amendment, seconded by Councillor Terry Hincks, AND IT WAS RESOLVED, that Administration reduce the Professional and External Services budget allocation by \$500,000 and the funds be applied to the 2014 Budget to reduce the 2014 mill rate.**

**The amendment was put and declared CARRIED.**

**Councillor Terry Hincks moved, in amendment, seconded by Councillor Barbara Young that the proposed Commercial Business License Review be deferred to the 2015 Budget Process.**

**Councillor Terry Hinks withdrew his motion.**

**Councillor Terry Hincks moved, in amendment, seconded by Councillor Wade Murray, AND IT WAS RESOLVED, that the development of a Commercial Business License be referred to Administration to consult with the business community and other stakeholders, and provide a report regarding the consultation to a future meeting of City Council in quarter 4 of 2014.**

**Mayor Michael Fougere stepped down to enter the debate.**

**Councillor Shawn Fraser took the chair.**

**Mayor Michael Fougere returned to the chair prior to the vote.**

**Councillor Fraser moved, seconded by Councillor Murray, that an additional \$182,000 be included in the 2014 Operating Budget, reflecting the associated capital and operating costs, to purchase one new paratransit bus, contingent on the Government of Saskatchewan providing operating and capital funding to support a further two new paratransit buses.**

**Mayor Michael Fougere stepped down to enter the debate.**

**Councillor Shawn Fraser took the chair.**

**Mayor Michael Fougere returned to the chair prior to the vote.**

**The amendment was put and declared DEFEATED.**

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

CR14-11      2014 General Capital Budget

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**Recommendation**

That the 2014 Capital Expenditures as outlined in the attached 2014 – 2018 General Capital Budget document be approved.

**Councillor Shawn Fraser moved, seconded by Councillor John Findura, AND IT WAS RESOLVED, that the recommendations of the in the report be concurred in.**

2014-15      The Regina Traffic Amendment Bylaw, 2014

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2014-17      The Sewer Service Amendment Bylaw, 2014

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2014-18      The Regina Water Amendment Bylaw, 2014

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**Councillor Shawn Fraser moved, seconded by Councillor Sharron Bryce, AND IT WAS RESOLVED, that Bylaws 2014-17 and 2014-18 be tabled to the February 27, 2014 meeting of City Council.**

**Councillor Shawn Fraser moved, seconded by Councillor Mike O'Donnell, AND IT WAS RESOLVED, that Bylaw No.2014-15 be introduced and read a first time. Bylaw 2014-15 was read a first time.**

**Councillor Shawn Fraser moved, seconded by Councillor Terry Hincks, AND IT WAS RESOLVED, that Bylaw No.2014-15 be read a second time. Second reading of Bylaw No.2014-15 was put and declared CARRIED. Bylaw 2014-15 was read a second time.**

**Councillor Shawn Fraser moved, seconded by Councillor Bob Hawkins, that City Council hereby consents to Bylaw 2014-15 going to third reading at this meeting. Third reading of Bylaw No.2014-15 was put and declared CARRIED.**

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

**Councillor Shawn Fraser moved, seconded by Councillor John Findura, AND IT WAS RESOLVED, that Bylaws 2014-15 be read a third time. Bylaws read a third time.**

**INFORMATIONAL REPORTS**

IR14-1      Follow-up to EX14-5: *Operational Efficiencies at the City of Regina*

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**Recommendation**

That this report be received and filed.

**Councillor Sharron Bryce moved, seconded by Councillor Jerry Flegel, AND IT WAS RESOLVED, that this report be received and filed.**

ADMINISTRATIONS REPORT

CM14-5      Option to Acquire Medical & Dental Benefits

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**Recommendation**

1. That members of City Council be provided with the option of acquiring medical and dental benefits, comparable to the current benefits of City out-of-scope staff.
2. That should members of City Council elect to receive medical and dental benefits, the associated annual costs of \$1,054 for medical benefits (100% employer funded) and up to \$410 for dental benefits (\$820 cost-shared 50/50) be funded from the Mayor's Office Budget and Council Office Budget, respectively.
3. That the City Solicitor be instructed to amend the Regina City Council Remuneration Bylaw to include the option for members of Council to elect to receive these benefits.

**Councillor Wade Murray moved, seconded by Councillor Jerry Flegel , AND IT WAS RESOLVED, that the recommendations in the report be concurred in.**

ADJOURNMENT

**Councillor Sharron Bryce moved, seconded by Councillor Wade Murray, AND IT WAS RESOLVED, that the meeting adjourn.**

**The meeting adjourned at 12:30 a.m.**

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Mayor

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City Clerk

AT REGINA, SASKATCHEWAN, THURSDAY, FEBRUARY 27, 2014

AT A MEETING OF CITY COUNCIL

AT 5:30 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 Sharron Bryce  
Councillor Bryon Burnett  
Councillor John Findura  
Councillor Jerry Flegel  
Councillor Shawn Fraser  
Councillor Terry Hincks  
Councillor Wade Murray  
Councillor Mike O'Donnell  
Councillor Barbara Young

Regrets: Councillor Bob Hawkins

Also in Attendance: Chief Legislative Office & City Clerk, Jim Nicol  
A/Deputy City Clerk, Erna Hall  
City Manager & CAO, Glen B. Davies  
Deputy City Manager & COO, Brent Sjoberg  
A/CFO, Pat Gartner  
Executive Director, Planning, Jason Carlston  
A/Executive Director, City Operations, Adam Homes  
Legal Counsel, Cheryl Willoughby  
Director, Community Development, Recreation & Parks, Chris Holden  
Director, Development Engineering, Kelly Scherr  
Manager, Bylaw & Licensing, Lorne Chow  
Manager, Current Planning, Fred Searle

The meeting opened with a prayer.

PRESENTATIONS

2014 Municipal Heritage Awards

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Councillor John Findura rose to introduce the following 2014 Municipal Heritage Award recipients:

New Design - Addition: Walter Scott Building – Front Entrance Vestibule Addition.

Education: Regina's Warehouse District Bricks and Mortar, Pride and Passion.

CONFIRMATION OF AGENDA

**Councillor Sharron Bryce moved, seconded by Councillor Terry Hincks AND IT WAS RESOLVED, that the agenda for this meeting be approved, after tabling report CR14-22 - Mayor's Housing Commission: Application for Zoning Bylaw Amendment (13-Z-18) Laneway Suites Pilot Project in Harbour Landing McCaughey Street and James Hill Road and Bylaw 2014-4 to the next meeting of City Council, and that the delegations listed on the agenda be heard when called forward by the Mayor.**

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

MINUTES OF THE MEETING HELD ON JANUARY 27, 2014

**Councillor Mike O'Donnell moved, seconded by Councillor Barbara Young, AND IT WAS RESOLVED, that the minutes from the January 27, 2014 meeting be approved, as circulated.**

ADVERTISED BYLAWS, PUBLIC NOTICE, DELEGATIONS AND RELATED REPORTS

DE14-19      Arloe Scott: Adult Entertainment Establishments

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Arloe Scott, representing the Bottoms Up Burlesque Club answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-12, a report from the Regina Planning Commission respecting the same subject.**

CR14-12      Regina Planning Commission: Adult Entertainment Establishments

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**Recommendation**

That the Administration be directed to prepare the necessary Zoning Bylaw Amendments for advertisement as per the public notice requirements in *The Planning and Development Act, 2007*, to adopt the recommended Option 1 as listed below:

- a. The removal of the "Adult Cabaret" and "Adult Theatre" definitions;
- b. The introduction of a definition for "Adult Entertainment" and "Adult Entertainment Establishment";
- c. The replacement of the term "Adult Cabaret" and "Adult Theatre" wherever they appear in the Zoning Bylaw with "Adult Entertainment Establishment"; and
- d. The amendment of the definition of Night Club to exclude adult entertainment.

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

**Councillor Jerry Flegel moved, in amendment, seconded by Councillor Terry Hinkes, AND IT WAS RESOLVED, that an additional recommendation e) be added as follows:**

**e. That Administration return with a report within three months respecting Saskatoon's adoption of allowing existing Night Clubs to offer live adult entertainment twice per month.**

**The amendment was put and declared CARRIED.**

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

DE14-20      Rob Ruda: Applications for Zoning Bylaw Amendment (13-Z-02),  
Concept Plan Amendment (13-CP-02) and Discretionary Use (13-DU-06) –  
510 University Park Drive, Gardiner Park Addition

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Rob Ruda, representing the Toscana Place Condominium Corporation answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-13, a report from the Regina Planning Commission respecting the same subject.**

DE14-21      Jim Friesen: Applications for Zoning Bylaw Amendment (13-Z-02),  
Concept Plan Amendment (13-CP-02) and Discretionary Use (13-DU-06) –  
510 University Park Drive, Gardiner Park Addition

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Beckie Salib, on behalf of Jim Friesen, answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-13, a report from the Regina Planning Commission respecting the same subject.**

DE14-22      Kent Coleman: Applications for Zoning Bylaw Amendment (13-Z-02),  
Concept Plan Amendment (13-CP-02) and Discretionary Use (13-DU-06) –  
510 University Park Drive, Gardiner Park Addition

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Kent Coleman, representing himself answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-13, a report from the Regina Planning Commission respecting the same subject.**

DE14-23      Jody Wright: Applications for Zoning Bylaw Amendment (13-Z-02),  
Concept Plan Amendment (13-CP-02) and Discretionary Use (13-DU-06) –  
510 University Park Drive, Gardiner Park Addition

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Jody Wright, representing Broadstreet Properties Ltd. answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-13, a report from the Regina Planning Commission respecting the same subject**

DE14-24      Sean Roy: Applications for Zoning Bylaw Amendment (13-Z-02), Concept  
Plan Amendment (13-CP-02) and Discretionary Use (13-DU-06) – 510  
University Park Drive, Gardiner Park Addition

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Sean Roy, representing Broadstreet Properties and Seymour Pacific Developments answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-13, a report from the Regina Planning Commission respecting the same subject**

DE14-32      David Merriman: Applications for Zoning Bylaw Amendment (13-Z-02),  
Concept Plan Amendment (13-CP-02) and Discretionary Use (13-DU-06) –  
510 University Park Drive, Gardiner Park Addition

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. David Merriman, representing himself answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-13, a report from the Regina Planning Commission respecting the same subject.**

CR14-13 Regina Planning Commission: Applications for Zoning Bylaw Amendment (13-Z-02), Concept Plan Amendment (13-CP-02) and Discretionary Use (13-DU-06) – 510 University Park Drive, Gardiner Park Addition

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**Recommendation**

No recommendation is being made to City Council by the Regina Planning Commission.

**Councillor Mike O'Donnell moved that the Development at 510 University Park Drive, Gardiner Park Addition be DENIED.**

**The motion was put and declared LOST.**

**Councillor Mike O'Donnell moved that the recommendation contained in the report from the Regina Planning Commission contained in the report be concurred in.**

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

DE14-33 Rob Whitten - NewRock - Applications for Zoning Bylaw Amendment (13-Z-28) and Discretionary Use (13-DU-28) – Proposed Planned Group of Dwellings (Townhouses) – 3440 Avonhurst Drive

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Rob Whitten, representing NewRock answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-14, a report from the Regina Planning Commission respecting the same subject.**

CR14-14 Regina Planning Commission: Applications for Zoning Bylaw Amendment (13-Z-28) and Discretionary Use (13-DU-28) – Proposed Planned Group of Dwellings (Townhouses) – 3440 Avonhurst Drive

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**Recommendation**

1. That the application to amend *Regina Zoning Bylaw No. 9250*, with respect to Lot B, Block 13, Plan No. 59R10220, in the Regent Park Subdivision, from R1- Residential Detached to R5- Residential Medium Density be APPROVED;
2. That the discretionary use application for a proposed planned group of townhouse dwellings located at 3440 Avonhurst Drive, being Lot B, Block 13, Plan No. 59R10220 be APPROVED, subject to the following conditions:
  - a. The development shall comply with all applicable standards and regulations in *Regina Zoning Bylaw No. 9250*;



- b. The development shall be consistent with the plans prepared by New Rock Developments Ltd., and attached to this report as Appendix A-3.1 to A-3.3b;
  - c. The property owner/developer shall enter into a Shared Access Agreement with the City of Regina to protect existing infrastructure under the proposed site access, being Lot A, Block 12, Plan No. 59R16609, and Lot A, Block 13, Plan 59R10220; and
  - d. That break-away bollards be installed to restrict access onto Argyle Street to emergency vehicles only as shown on Appendix A-3.1.
3. That City Council authorize the initiation of a minor variance application to reduce the side yard setback on the north property line to 2.25 m;
  4. That the City Solicitor be directed to prepare the associated Zoning Bylaw amendment.

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

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2014-8            Bylaw No. 2014-8 The Regina Zoning Amendment Bylaw, 2014 (No. 4)

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2014-11            Bylaw No. 2014-11 – The Regina Zoning Amendment Bylaw, 2014(No. 5)

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2014-12            Bylaw No. 2014-12 – The Regina Zoning Amendment Bylaw, 2014(No. 6)

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**Councillor Shawn Fraser moved, seconded by Councillor Mike O'Donnell, AND IT WAS RESOLVED, that Bylaws No. 2014-8, Bylaw No. 2014-11 and Bylaw No. 2014-12 be introduced and read a first time. Bylaws were read a first time.**

**(Councillor Hincks temporarily left the meeting)**

**Councillor Shawn Fraser moved, seconded by Councillor John Findura, AND IT WAS RESOLVED, that Bylaw No. 2014-8, Bylaw No. 2014-11 and Bylaw No. 2014-12 be read a second time.**

**No letters of objection were received pursuant to the advertising with respect to Bylaw No. 2014-8, Bylaw No. 2014-11 and Bylaw No. 2014-12.**

**The Clerk called for anyone present who wished to address City Council respecting Bylaw No. 2014-8, Bylaw No. 2014-11 and Bylaw No. 2014-12 to indicate their desire. No one indicated a desire to address Council.**

**(Councillor Hincks returned to the meeting)**

**Second reading of Bylaw No. 2014-8, Bylaw No. 2014-11 and Bylaw No. 2014-12 was put and declared CARRIED. Bylaws were read a second time.**

**Councillor Shawn Fraser moved, seconded by Councillor John Findura that City Council hereby consent to Bylaw 2014-8, Bylaw No. 2014-11 and Bylaw No. 2014-12 going to third reading at this meeting.**

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

**Councillor Shawn Fraser moved, seconded by Councillor Sharron Bryce, AND IT WAS RESOLVED, that Bylaw 2014-8, Bylaw No. 2014-11 and Bylaw No. 2014-12 be read a third time. Bylaws were read a third time.**

### **RECESS**

**Councillor Jerry Flegel moved, seconded by Councillor Sharron Bryce, AND IT WAS RESOLVED that Council take a recess for 10 minutes.**

**Meeting recessed at 8:45 pm**

**Meeting reconvened at 8:55 pm**

### **BYLAWS, DELEGATIONS AND RELATED REPORTS**

DE14-25      Jamie McKenzie: Taxicab Bylaw Changes

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Jamie McKenzie, representing himself answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-15, a report from the Regina Planning Commission respecting the same subject.**

DE14-26      Jennifer Cohen: Taxicab Bylaw Changes

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Jennifer Cohen, representing Accessibility Advisory Committee answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-15, a report from the Regina Planning Commission respecting the same subject**

DE14-27      Mellisa Northe: Taxicab Bylaw Changes

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**Councillor Sharron Bryce seconded, seconded by Councillor Jerry Flegel, AND IT WAS RESOLVED, that this communication be received and filed.**

DE14-28      Andy Livingston: Taxicab Bylaw Changes

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Andy Livingston, representing the Regina Human Rights Commission answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-15, a report from the Regina Planning Commission respecting the same subject.**

DE14-29      Terri Sleeva: Taxicab Bylaw Changes

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Terry Sleeva, representing the Regina Citizens Public Transit Coalition answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-15, a report from the Regina Planning Commission respecting the same subject.**

DE14-30      Sandy Archibald - Regina Cabs: Taxicab Bylaw Changes

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Sandy Archibald, representing Regina Cabs answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-15, a report from the Regina Planning Commission respecting the same subject.**

CR14-15      Community and Protective Services Committee: Taxicabs Bylaw Changes

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**Recommendation**

1. That a drop rate of \$4.00 be implemented for all taxicabs, including those operating under accessible, regular, seasonal, and temporary licences effective March 11, 2014.
2. That a per metre rate of \$0.10 per 57 metres be implemented for all taxicabs, including those operating under accessible, regular, seasonal, and temporary licences effective March 11, 2014.
3. That the additional charge of \$3.00 for transporting two non-ambulatory passengers from the same location be repealed.
4. That six additional accessible taxicab owner's licences be issued in 2014 through a lottery system, to be further reviewed by the Community and Protective Services Committee in June 2015.

5. That a lottery system be adopted for the issuance of accessible taxicab owner's licences.
6. That the City implement an accessible taxicab to population ratio of one for every 11,000 residents.
7. That all taxicabs (accessible, regular, seasonal, and temporary) be required to accommodate, at no additional charge, service animals accompanying passengers with disabilities.
8. That the City mandate the following technological requirements in accordance with the same three-year implementation strategy that is currently mandated for regular, seasonal, and temporary taxicabs:
  - a. electronic payment system technologies installed in accessible taxicabs by December 1, 2014;
  - b. GPS and computer-aided dispatching technologies installed in accessible taxicabs by December 1, 2015; and,
  - c. security cameras installed in all accessible taxicabs by December 1, 2016.
9. That the City mandate vehicle age requirements for accessible taxicabs following the same requirements that are currently mandated for regular, seasonal, and temporary taxicabs.
10. That the amendments to Bylaw No. 9635, *The Taxi Bylaw, 1994*, as identified in this report, be approved.
11. That the City Solicitor be instructed to prepare the required amending bylaw based on the changes outlined in this report.

**Councillor Shawn Fraser moved, AND IT WAS RESOLVED, that the recommendations Community & Protective Services Committee contained in the report be concurred in.**

DE14-31      Lisa Koch: Regina Humane Society Request on a New Animal Control and Shelter Centre

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**Pursuant to due notice the delegation was present.**

**The Mayor invited the delegation to come forward and be heard. Lisa Koch and Steve Battistolo, representing the Regina Humane Society answered a number of questions.**

**Pursuant to the provisions of Section 16(11)(c) of City Council's Procedure Bylaw 9004, this brief was tabled until after consideration of CR14-16, a report from the Regina Planning Commission respecting the same subject.**

CR14-16      Executive Committee: Regina Humane Society Request on a New Animal Control and Shelter Centre

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**Recommendation**

1. That the Executive Director of Community Planning & Development be authorized to negotiate and approve an agreement with the Regina Humane Society for the City's contribution towards planning and scoping of the project.
2. That the Executive Director of Community Planning & Development

be authorized to negotiate and approve an extension of the City's current service agreement with the Regina Humane Society to extend that agreement for one year.

3. That the City Clerk be authorized to execute the agreements described in this report on behalf of the City.
4. That the Administration be directed to evaluate alternatives to the delivery of animal control and shelter services to residents.
5. That a report be brought back to Council in 2014 with recommendations regarding the delivery of animal control and shelter services to residents, including the implications of contributing to the Regina Humane Society proposed project by the end of June, 2014.

**Councillor Shawn Fraser moved that the recommendations of the Community & Protective Services Committee in the report be concurred in.**

**Councillor Mike O'Donnell moved, in amendment, seconded by Councillor Wade Murray, AND IT WAS RESOLVED, that the City of Regina undertake to develop a regional partnership with all stakeholders using the service, including the Province and the partnership be a pay for service agreement.**

**The amendment was put and declared CARRIED.**

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

2014-1            The Taxi Amendment Bylaw, 2014

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**Councillor Shawn Fraser moved, seconded by Councillor Barbara Young, AND IT WAS RESOLVED, that Bylaw No. 2014-1 be introduced and read a first time. Bylaw were read a first time.**

**Councillor Shawn Fraser moved, seconded by Councillor Wade Murray, AND IT WAS RESOLVED, that Bylaw No. 2014-1 be read a second time.**

**Second reading of Bylaw No. 2014-1 was put and declared CARRIED. Bylaw was read a second time.**

**Councillor Shawn Fraser moved, seconded by Councillor Jerry Flegel that City Council hereby consent to Bylaw 2014-1 going to third reading at this meeting.**

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

**Councillor Shawn Fraser moved, seconded by Councillor Bryon Burnett, AND IT WAS RESOLVED, that Bylaw 2014-1 be read a third time. Bylaw was read a third time.**

COMMITTEE REPORTS

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Community and Protective Services Committee

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CR14-17      2013 Youth Forum - i's Open Evaluation Report

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**Recommendation**

That this report be received and filed.

**Councillor Shawn Fraser moved, AND IT WAS RESOLVED, that this report be received and filed.**

CR14-18      2014 Youth Advisory Committee Forum

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**Recommendation**

That the plans for the 2014 Youth Forum as outlined in the body of this report be approved.

**Conrad Hewitt, Chairperson of the Youth Advisory Committee was invited to answer a number of questions.**

**Councillor Shawn Fraser moved, AND IT WAS RESOLVED, that the recommendations of the Community & Protective Services Committee contained in the report be concurred in.**

CR14-19      Renewal of Atoskata Alley Litter Collection Contract

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**Recommendation**

1. That Council approve and grant the authority to the Administration to negotiate and enter into a two-year agreement with Regina Treaty Status Indian Services Inc. commencing January 1, 2014 and terminating on December 31, 2015.
2. That the City Clerk be authorized to execute the necessary agreement with Regina Treaty Status Indian Services Inc. as prepared by the City Solicitor.

**Councillor Shawn Fraser moved, AND IT WAS RESOLVED, that the recommendations of the Community & Protective Services Committee contained in the report be concurred in.**

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Executive Committee

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CR14-20      Out-of-Scope 2014 General Wage Increase

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**Recommendation**

That Out-of-Scope employees receive a 3.00% general wage increase effective January 1, 2014.

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

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CR14-21      Appointment to Municipal Wards Commission Members

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**Recommendation**

1. That Justice Darin C. Chow, Mr. David Button and Mr. Jim Nicol be appointed to the Municipal Wards Commission with the terms of office to expire upon completion of a ward boundary review and filing of the required report with City Council.
2. That Justice Darin C. Chow serve as Chair of the Municipal Wards Commission.

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

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Regina Planning Commission

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CR14-23      Proposed Renaming of Portion of "Little Pine Loop" in Skyview Subdivision (12-SN-30)

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**Recommendation**

That the request to rename all of "Skyview Road" to "Little Pine Loop" be APPROVED.

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

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Informational Reports

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CP14-1      Supplemental communication: 2014 Municipal Heritage Awards - Awards Selection Working Group Report

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**Recommendation**

That this communication be received and filed.

**Councillor Sharron Bryce moved, seconded by Councillor Terry Hincks, AND IT WAS RESOLVED, that this communication be received and filed.**

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IR14-2      Municipal Heritage Advisory Committee: 2014 Municipal Heritage Awards - Awards Selection Working Group

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**Recommendation**

That this report be received and filed.

**Councillor Shawn Fraser moved, seconded by Councillor Terry Hincks, AND IT WAS RESOLVED, that this report be received and filed.**

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IR14-3      2013 Semi-Annual Review of Closed Executive Committee Items

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**Recommendation**

That this report be received and filed.

**Councillor Shawn Fraser moved, AND IT WAS RESOLVED, that this be received and filed.**

**BYLAWS AND RELATED REPORTS**

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CR14-24      Regina Planning Commission: Condominium Policy Bylaw and Policy Update

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**Recommendation**

1. That *The City of Regina Condominium Policy Bylaw, 2012* (Bylaw No. 2012-14) be amended to:
  - a. Revise Section 7 to define a vacant property as a property where 100% of the building's units are vacant for a 12 month period, and clarify that eviction may not be used to vacate a building for the purpose of conversion;
  - b. Clarify that a two-unit building and a laneway suite are not eligible for conversion to condominium ownership.
2. That the City Solicitor be directed to prepare the necessary bylaw to authorize the amendments, as described above.

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

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CR14-25      Community and Protective Services Committee: Changes to the Regina Property Maintenance Bylaw

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**Recommendation**

1. That the amendments to the *Regina Property Maintenance Bylaw No. 2008-48*, as contained in Appendix A of this report, be approved.
2. That the City Solicitor be instructed to prepare the required amending bylaw based on the changes outlined in this report.

**Councillor Shawn Fraser moved, AND IT WAS RESOLVED, that the recommendations of the Community & Protective Services Committee contained in the report be concurred in.**

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2014-10      The Regina Trades and Skills Centre Inc. Tax Exemption Bylaw, 2014

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2014-13      The Regina Property Maintenance Amendment Bylaw, 2014

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2014-16      The City of Regina Condominium Policy Amendment Bylaw, 2014

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2014-17      The Sewer Service Amendment Bylaw, 2014

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2014-18      The Regina Water Amendment Bylaw, 2014

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2014-20      City Council Remuneration Amendment Bylaw

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**Councillor Shawn Fraser moved, seconded by Councillor Mike O'Donnell, AND IT WAS RESOLVED, that Bylaws No. 2014-10, Bylaw No. 2014-13, Bylaw No. 2014-16, Bylaw No. 2014-17, Bylaw No. 2014-18 and Bylaw No. 2014-20 be introduced and read a first time. Bylaws were read a first time.**

**Councillor Shawn Fraser moved, seconded by Councillor Terry Hincks, AND IT WAS RESOLVED, that No. 2014-10, Bylaw No. 2014-13, Bylaw No. 2014-16, Bylaw No. 2014-17, Bylaw No. 2014-18 and Bylaw No. 2014-20 be read a second time.**

**Second reading of No. 2014-10, Bylaw No. 2014-13, Bylaw No. 2014-16, Bylaw No. 2014-17, Bylaw No. 2014-18 and Bylaw No. 2014-20 was put and declared CARRIED. Bylaws were read a second time.**

**Councillor Shawn Fraser moved, seconded by Councillor John Findura that City Council hereby consent to No. 2014-10, Bylaw No. 2014-13, Bylaw No. 2014-16, Bylaw No. 2014-17, Bylaw No. 2014-18 and Bylaw No. 2014-20 going to third reading at this meeting.**

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

**Councillor Shawn Fraser moved, seconded by Councillor Sharron Bryce, AND IT WAS RESOLVED, that No. 2014-10, Bylaw No. 2014-13, 2014-16, 2014-17, 2014-18 and 2014-20 be read a third time. Bylaws were read a third time.**

**ADJOURNMENT**

**Councillor Wade Murray moved, seconded by Councillor Sharron Bryce, AND IT WAS RESOLVED, that Council Adjourn. Council adjourned at 10:24 p.m.**

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Mayor

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City Clerk

February 27, 2014

To: His Worship the Mayor  
and Members of City Council

Re: Application for Zoning Bylaw Amendment (13-Z-18) Laneway Suites Pilot Project in  
Harbour Landing McCaughey Street and James Hill Road

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**RECOMMENDATION OF THE MAYOR'S HOUSING COMMISSION  
- FEBRUARY 10, 2014**

That the criteria used in evaluation, as set out in Communication MHC14-3 which is attached to this report as Appendix "A", serve as baseline criteria for future pilot project criteria, and that the Administration be given flexibility on future pilot project evaluation on a case-by-case basis.

*MAYOR'S HOUSING COMMISSION – FEBRUARY 10, 2014*

To assist in providing input into pilot project criteria development as directed by City Council, the Mayor's Housing Commission considered the information provided by Administration in Communication MHC14-3 (Appendix "A") and after discussion, the following motion was made:

That the matter of pilot projects for laneway suite and carriage housing design be referred to Administration for development of a detailed plan for comprehensive pilot project criteria which will:

1. Be transparent and fair.
2. Open to all who can meet standards to participate.
3. Have defined criteria in sufficient detail so that they can be meaningfully applied.
4. Be appropriately publicized.
5. Set out conditions under which the pilot is to be conducted and evaluated.
6. Undertaken in a timely manner.
7. Contain any other terms that planners feel will contribute to a successful experiment.

A vote was taken and the motion was DEFEATED. A subsequent motion to receive and file Communication MHC14-3 (Appendix "A") was adopted.

After consideration of this report, as referred by City Council on January 27, 2014, and further discussion, the Commission adopted the following resolution:

That the criteria used in evaluation, as set out in Communication MHC14-3, serve as baseline criteria for future pilot project criteria, and that the Administration be given flexibility on future pilot project evaluation on a case-by-case basis.

Further, the Mayor's Housing Commission requested that Communication MHC14-3 (Appendix "A") be attached to this report for the information of City Council.

Mayor Fougere; Councillors: Burnett and Hawkins; Robert Byers, Terry Canning, Blair Forster, Tim Gross and Malcolm Neill were present during consideration of this report by the Mayor's Housing Commission.

The Mayor's Housing Commission, at its meeting held on February 10, 2014, considered the following report from City Council:

#### RECOMMENDATION OF CITY COUNCIL - JANUARY 27, 2014

That this report be referred to the Mayor's Housing Commission for input into pilot project criteria development.

#### *CITY COUNCIL – JANUARY 27, 2014*

City Council adopted the following resolution:

That this report be referred to the Mayor's Housing Commission for input into pilot project criteria development.

Mayor Michael Fougere, Councillors: Bryon Burnett, John Findura, Shawn Fraser, Bob Hawkins, Terry Hincks, Mike O'Donnell and Barbara Young were present during consideration of this report.

City Council, at its meeting held on January 27, 2014, considered the following report from the Regina Planning Commission:

#### RECOMMENDATION OF THE REGINA PLANNING COMMISSION - DECEMBER 4, 2013

1. That the application to rezone Lots 1-7, 29, 31, 63, and 35-37 in Block 62; and Lots 1-7 in Block 63; Plan No. (TBD) in the Harbour Landing Subdivision, McCaughey Street and James Hill Road, from DCD-12 to DCD-14, be APPROVED.
2. That Appendix B replace Chapter 9, Section 3.20 in *Regina Zoning Bylaw No. 9250*.
3. That the City Solicitor be directed to prepare the necessary bylaw to authorize the respective Zoning Bylaw amendment.
4. That pursuant to Section 18D.1.1 of the Zoning Bylaw, City Council waive the requirement to post a public notification sign on the subject lands, due to their remote location and the current unavailability of direct public access.

*REGINA PLANNING COMMISSION - DECEMBER 4, 2013*

- Ben Mario, City Planner, made a presentation, a copy of which is on file in the City Clerk's Office

The Commission adopted a resolution to concur in the recommendation contained in the report after amending recommendation #1 and Appendix B 3.20(1) Establishment (a) ii be amended to delete reference to Block 33 and replace it with Block 63 and that the date in recommendation #4 be amended from December 16, 2013 to January 27, 2014.

Recommendation #4 does not require City Council approval.

Councillors: Jerry Flegel, Shawn Fraser and Mike O'Donnell; Commissioners: David Edwards, Phil Evans, Ron Okumura, Phil Selenski, Laureen Snook and Sherry Wolf were present during consideration of this report by the Regina Planning Commission.

The Regina Planning Commission, at its meeting held on December 4, 2013, considered the following report from the Administration:

RECOMMENDATION

1. That the application to rezone Lots 1-7, 29, 31, 63, and 35-37 in Block 62; and Lots 1-7 in Block 33; Plan No. (TBD) in the Harbour Landing Subdivision, McCaughey Street and James Hill Road, from DCD-12 to DCD-14, be APPROVED.
2. That Appendix B replace Chapter 9, Section 3.20 in *Regina Zoning Bylaw No. 9250*.
3. That the City Solicitor be directed to prepare the necessary bylaw to authorize the respective Zoning Bylaw amendment.
4. That this report be forwarded to the December 16, 2013 City Council meeting, which will allow sufficient time for advertising of the required public notices for the respective bylaws.
5. That pursuant to Section 18D.1.1 of the Zoning Bylaw, City Council waive the requirement to post a public notification sign on the subject lands, due to their remote location and the current unavailability of direct public access.

CONCLUSION

The following is a summary of the applicant's proposal and Administration's review:

- The subject property is located within Harbour Landing Subdivision.
- The applicant proposes to rezone 20 lots to accommodate laneway suites.
- The rezoning is a second phase of a pilot program to evaluate the impacts of laneway suites in neighbourhoods, and their potential to be accommodated elsewhere in the city.
- A new direct control district is proposed to accommodate the development.

## BACKGROUND

A Zoning Bylaw amendment application has been submitted concerning the property within phase 8-2 of the Harbour Landing Subdivision. The lands were rezoned to accommodate residential development on September 17, 2012 (CR12-128).

This application is being considered pursuant to *Regina Zoning Bylaw No. 9250*, *Regina Development Plan Bylaw No. 7877 (Official Community Plan -OCP)*, and *The Planning and Development Act, 2007*.

## DISCUSSION

### Comprehensive Housing Strategy

The Comprehensive Housing Strategy considered by Council on April 29, 2013 contains several recommendations, two of which are to “Foster the creation of secondary suites” and to “Develop and promote prototypes and pilot initiatives of innovative housing forms.” The City was approached by the applicant to amend the Zoning Bylaw to accommodate secondary suites above detached garages on 20 lots within the Harbour Landing Subdivision. The Administration is proposing to accommodate this initiative by the developer as an extension of the initial laneway suites pilot project in the Greens on Gardiner, which was approved earlier in June of 2013.

### Laneway Housing Pilot Project

A laneway suite is a form of secondary suite that is detached from the detached dwelling. Currently the Zoning Bylaw allows for development of a secondary suite in any detached home in any zone, but it must be attached to the principal building. Although this alone can be viewed as a meaningful way that the City has attempted to accommodate the demand for rental housing (not all cities so permissively accommodate secondary suites) and overall housing affordability, it does not appeal to all home owners or renters. Some are not willing to sacrifice space within their homes for rental accommodation; some basements are not physically appropriate or are difficult to retrofit into a living space; and some consider basement suites to be too invasive to privacy.

In other cities such as Vancouver and neighbouring cities in the lower mainland, Calgary and Edmonton, and the greater Toronto area, laneway suites have emerged as an attractive option to increase the supply of rental housing. Each city has taken its own approach and has amassed its own experiences in accommodating and regulating detached secondary suites. This puts the City of Regina in a fortunate position as it can borrow best practises and avoid pitfalls that others have experienced.

While the Administration is currently learning a great deal from other cities it is also important to build capacity through its own experience and study the issue in more detail before it can determine if or under what circumstances laneway suites or detached secondary suites can be accommodated in other areas of the city.

The Administration is also interested in learning the experiences and perceptions of the home owners, renters, and surrounding community after the units are constructed and functioning within a built neighbourhood. Certainly within an infill context laneway homes may raise concerns regarding impact on neighbouring properties, and questions about water and sewer services, lane maintenance, parking, and other issues. As such, a cautious approach in accommodating laneway housing is being recommended at this time.

As a pilot project the Administration is fully supportive of the developer's proposal. The applicant proposes to develop detached secondary suites on 20 lots in a greenfield location. Each lot would be developed with a principle detached dwelling in accordance with zoning standards. The rear of each lot would contain a secondary suite above a garage (or laneway suite).

As noted above, this application represents an expansion to the laneway suites pilot program. This application varies in location, context, floor plans, and layout from the first pilot project and provides the Administration to evaluate the differences between the two projects and also raise first hand awareness of the new building form for residents in a different area of the city.

### Applicant's Proposal

The Applicant's proposal consists of the following:

- 20 lots currently zoned as DCD-12 Suburban Narrow Lot Residential are proposed for this laneway suite pilot project.
- 14 of the lots would front James Hill Road on two entire block faces. Most of these lots are approximately 480m<sup>2</sup>. Laneway suites would be single bedroom and approximately 65 m<sup>2</sup> (700 ft<sup>2</sup>).
- Six of the lots are located on a local street (McCaughey Street). These lots are not in a contiguous row. The arrangement addresses how laneway suites might be developed in an infill situation where development would occur sporadically rather than pre-planned on an entire block. This creates an opportunity to evaluate its performance and collect more data. These lots are approximately 300m<sup>2</sup> and laneway suites would also be one bedroom and about 50 m<sup>2</sup> (540 ft<sup>2</sup>) in floor space.
- The rear yard setback of the laneway suites is proposed to be 1.5m. The Greens on Gardiner project requires 2.5m setbacks to address the concern that parked cars at the rear may block laneway traffic. However, a 2.5m setback may encourage vehicle parking in rear lanes, defeating the purpose of the setback. The Administration is recommending a 1.5m setback to test difference between the two regulations.
- The design and massing of the buildings is similar to those approved in the Greens on Gardiner. Both are two storeys in height and would have balcony access.
- One stall per dwelling unit would be provided, which meets the minimum standard in the Zoning Bylaw. Parking impacts will be included in the Administration's review of the laneway suites.

### Pilot Project Evaluation

Following construction of the laneway suites project, the administration will monitor the performance and operational aspects of the pilot project. Following this evaluation, a report to Regina Planning Commission will be prepared which addresses any issue and the overall performance of the project.

### RECOMMENDATION IMPLICATIONS

#### Financial Implications

The subject area is currently under development and will receive a full range of municipal services, including water, sewer and storm drainage. The applicant will be responsible for the cost of any additional or changes to existing infrastructure that may be required to directly or indirectly support the development, in accordance with City standards and applicable legal requirements.

### Environmental Implications

None to this report.

### Policy/Strategic Implications

The proposal is consistent with the policies contained within Part A: Policy Plan of *Regina Development Plan, Bylaw No. 7877 (Official Community Plan)* with respect to:

- 7.1a) To accommodate the demand for a variety of housing types throughout the city.
- 7.1b) To encourage the provision of affordable housing particularly for low and moderate income households and special needs groups.
- 7.1d) To promote the development of sustainable suburban neighbourhoods.
- 7.1h) To ensure that residential development and redevelopment is compatible with adjacent residential and non-residential development.

While the applicant's proposal represents the development of only 20 laneway suites, if successful, the development form could be applied more widely and represent an entirely new accommodation of rental housing and new investment possibility for individual households. The proposal is compatible with its surroundings, adds diversity to the neighbourhood, and helps to maintain a compact urban form.

### Other Implications

None with respect to this report.

### Accessibility Implications

As secondary suites on detached lots the laneway suites will not be required to be barrier free.

### COMMUNICATIONS

Public notification signage posted on:	The subject lands were not signposted, due to their remoteness from surrounding urban development and the current unavailability of direct public access to the site. The Administration acknowledges that according to Section 18D.1.1 of <i>Regina Zoning Bylaw No. 9250</i> , the authority to waive the signposting requirement rests exclusively with City Council. Although occurring after the fact, a recommendation has been provided for Council to waive those requirements.
Will be published in the Leader Post on:	November 30, 2013 & December 7, 2013
Letter sent to immediate property owners	Not Applicable
Public Open House Held	Not Applicable
No. of Public Comments Sheets Received	Not Applicable

Government Agencies

The Regina Public School Board raised concern with “the potential for increased on-street resident parking and possible vehicle congestion along James Hill Road adjacent to the future school site. As such, Regina Public Schools would not be in favour of the proposed changes occurring for the area adjacent to the future school site.”

DELEGATED AUTHORITY

City Council’s approval is required, pursuant to Part V of *The Planning and Development Act, 2007*

Respectfully submitted,

MAYOR’S HOUSING COMMISSION



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Elaine Gohlke, Secretary



# Memo

February 6, 2014

To: Members, Mayor's Housing Commission

Re: Criteria and Evaluation for Laneway Suites Pilot Project

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## **Background for Housing Commission February 2014**

This memo has been created in response to a motion at the January 27, 2014 Council meeting that the “report [CR14-1/MHC14-3 regarding the laneway suites project in Harbour Landing] be referred to the Mayor’s Housing Commission for input into pilot project criteria development.”

## **Criteria for Pilot Projects – Laneway Suites**

A pilot project to develop laneway suites is a strategy from the Comprehensive Housing Strategy. Administration has worked with two developers to pilot laneway suites in two neighbourhoods of Regina – Greens on Gardiner and Harbour Landing:

- A project in Greens on Gardiner for an 11-unit laneway suite project approved by Council on June 10, 2013.
- A 20-unit laneway suites project in Harbour Landing, approved by Regina Planning Commission on December 4, 2013, and referred to the Housing Commission at the Council meeting on January 27, 2014.

The pilot is based on the experience and development standards of other municipalities that have allowed for laneway suites. As such, the pilot project in Regina will enable Administration to test and evaluate these standards in a Regina context. The outcome of the laneway suites project will allow Administration to create a set of criteria and guidelines for laneway suites that could be applied in other parts of the city, as appropriate. Greenfield sites allow for the evaluation of the project to understand how the form of the buildings work; for an infill site additional issues such as servicing will have to be considered.

Administration evaluates pilot projects on a case-by-case basis. The policy direction of the Regina Development Plan/Official Community Plan and specific topic plans such as the Comprehensive Housing Strategy have been used as the framework for Administration’s analysis of a pilot project for recommendation, as well as the City’s Zoning Bylaw and other neighbourhood factors. This document outlines two pilot projects to date and the rationale for their selection based on the City’s current land use and planning policies.

The laneway suites pilot project was introduced by a developer and then evaluated by Administration according to the following criteria:

<b>Pilot project – Preliminary Evaluation</b>
<ul style="list-style-type: none"><li>• appropriateness to Regina;</li></ul>
<ul style="list-style-type: none"><li>• appropriateness within the context of the proposed site and neighbourhood including density, parking requirements, and diversity of housing options (housing type and tenure);</li></ul>
<ul style="list-style-type: none"><li>• based on existing development standards;</li></ul>
<ul style="list-style-type: none"><li>• based on existing Zoning Bylaw and land use permitted on the proposed site including densities that would otherwise be permitted as of right. This is simply a different approach to the accommodation of a secondary unit on site;</li></ul>
<ul style="list-style-type: none"><li>• for potential impacts on a neighbourhood; and</li></ul>
<ul style="list-style-type: none"><li>• for relevance to existing policy documents (in this case, the Regina Development Plan/Official Community Plan and the Comprehensive Housing Strategy).</li></ul>

A Direct Control District (in these cases) or a Contract Zone (for a single site) are tools in the Zoning Bylaw that Administration can use to develop alternative development standards in order to pilot something new that can be evaluated for more broad application.

### **Laneway Pilot Project Rationale**

For the two pilot project sites, developers approached Administration with a concept for laneway housing. In the case of Harbour Landing, Administration reviewed the proposal and asked that the developer make the following adjustments to their original proposal:

- scale back the project due to concerns regarding parking and increased density;
- lower the number of proposed suites from 25 to 20 units;
- remove all at-ground laneway suites, which lacked on-site parking, as originally proposed; only suites above a garage would be considered.

With the revisions made, Administration brought the application for a second laneway suites project in Harbour Landing forward to Planning Commission and Council based on the rationale that:

- the project meets the policy objectives of the housing strategy and the Regina Development Plan/Official Community Plan as outlined in the report to Regina Planning Commission and Council;
- the density proposed does not exceed the allowable density if the proponent were to develop the site with single-detached houses with a secondary suites; in this case, the laneway suite is replacing a secondary suite such as a basement suite that would be allowed as of right;
- minimum parking requirements (being one stall per dwelling unit) have been met on all lots;
- the applicant has scaled back the original proposal removing laneway suites at ground to include only laneway suites accommodated above garages;

- the applicant has dispersed the laneway suites on McCaughey Street to decrease the overall density on the block and to add a different variable to consider in the overall after-the-fact evaluation of the project; the arrangement of the suites mimics a situation more likely to occur in an existing neighbourhood where suites would be added incrementally and separately on a block;
- laneway suites provide an alternative and often more desirable form of rental housing than a basement suite and a pilot project provides the opportunity to test the operational aspects of laneway suites;
- outdoor amenity space provided with balconies face that onto the laneway therefore maximizing the privacy of both homeowners and tenant;
- laneway suites are in higher concentration along James Hill Road, a more major road within the development, creating less of an impact to interior blocks
- the adjacent blocks are being developed as single detached homes therefore the lots with laneway suites are consistent in form with the front block face of the surrounding blocks.

### **Pilot Project Post-Occupancy Evaluation**

The goal of a pilot project is to provide an on-the-ground example of a new development type or new development standard for evaluation to examine its applicability for Regina and its context. As noted in report CR14-1/MHC14-3, Administration will evaluate both pilot projects before proposing Zoning Bylaw changes that would apply on a more broad scale. The projects will be evaluated as noted in the report to provide an understanding of the experiences and perceptions of the home owners, renters, and surrounding community after the units are constructed and functioning for a full 12 months within a built neighbourhood with regards to:

- impact on neighbouring properties,
- water and sewer services,
- lane maintenance,
- parking, and
- other issues.

Both laneway suites projects provide an example for evaluation with slight variation. The Greens on Gardiner includes 11 suites above garages ranging in size from 560 sq. ft. to 790 sq. ft. All units will be built in a contiguous row. Each lot includes parking for three vehicles, which exceeds the minimum parking requirement under the Zoning Bylaw by one stall.

By comparison, the Harbour Landing example includes a number of units that are not contiguous and therefore allows Administration to evaluate the impacts that more closely reflect the addition of laneway suites incrementally or partially as might occur within an existing neighbourhood and not side-by-side as is the case with the Greens on Gardiner example. The units are required to meet the definition of a secondary suite from the City of Regina Zoning Bylaw in that the laneway unit cannot exceed 40 percent of the gross floor area of the principle dwelling. The units proposed range in size from 529 sq. ft. to 696 sq. ft. and include two on-site parking spaces, which meets minimum parking requirements for the site. There is also variation in the setbacks between the two projects with a 1.5 m setback in Harbour Landing and a 2.5 m setback in Greens on Gardiner. The difference will help evaluate the advantages or challenges of the varying setbacks and evaluate the parking differences.

## **Next Steps**

Due to the need to evaluate laneway suites once they are built, Administration has noted that, “a cautious approach in accommodating laneway housing is being recommended at this time”. As indicated to Regina Planning Commission when the report came forward on November 13, 2013, Administration will not bring forward any additional laneway pilot projects until the two proposed projects have been tested and evaluated. Administration has committed to bringing a report to the Regina Planning Commission detailing the results of the project evaluations. The outcome of this evaluation will determine the extent to which other laneway suites development would be allowed, and in what areas of the city (greenfield vs. infill). The evaluation of the pilot projects would be used to determine criteria and development standard guidelines for future laneway suites proposals.

## **Comprehensive Housing Strategy Language Regarding Pilot Projects**

The Comprehensive Housing Strategy addresses laneway suites as part of two separate strategies: a strategy to create more secondary suites, and a strategy to encourage new forms of housing. The language governing pilot projects for laneway suites is as follows:

*Strategy 3. Foster the creation of secondary suites:*

3d. “study and pilot coach housing (laneway housing) subject to appropriate development criteria and standards”

*Strategy 25. Develop and promote prototypes and pilot initiatives of innovative housing forms:*

25a. “work with the development community to develop prototypes of innovative housing forms”

25b. “promote pilot initiatives as demonstrations”

Throughout the consultation process for the Comprehensive Housing Strategy, Administration received support for laneway housing as a mortgage helper for homeowners and as a new form of rental housing that can be added to a neighbourhood in a similar manner to secondary suites, which are permitted in single-detached houses in all residential zones.

## **Best Practices in Laneway Housing**

Many cities across Canada and the United States have introduced laneway suites into both new and existing neighbourhoods and have seen the benefits of this type of housing as a form of gentle intensification which adds small, rental accommodations within the context of low and medium-rise residential neighbourhoods. As housing prices increase, laneway housing has also helped to introduce a mortgage helper for homebuyers while providing an alternative rental property that differs from secondary suites within a home, or multi-unit rental buildings. It also provides a housing option for an on-site caregiver or an extended family member. Throughout the Comprehensive Housing Strategy and Official Community Plan engagement sessions, developers and residents expressed the need for other forms of rental housing such as laneway suites.

In cities such as Vancouver, where laneway suites were introduced in 2009, residents have seen the effects of laneway suites in ‘activating’ the laneway therefore contributing to greater safety while adding attractive buildings to the laneway. In other cities such as Surrey, BC, laneway suites have only been introduced to newer subdivisions and not to older, established neighbourhoods, to increase density and diversity of housing in a suburban context.

Regina has the benefit of being able to learn from other cities that have adopted development standards for laneway suites. Each city, however, has taken its own approach based on its unique context and housing needs. For example, Vancouver has only required that laneway suites provide one on-site parking space due to the access to public transit and lower rates of car ownership, and has moved towards an at-grade model for laneway suites to reduce the height of the laneway buildings. The cities of Calgary and Edmonton introduced laneway suites in 2008 and 2009 respectively and both have allowed for both at-grade garden suites as well as above-ground garage suites. Both cities have offered incentives for the development of laneway suites, and have attached affordability criteria to the incentives.

In October 2012, a member of the Administration conducted research on laneway housing in Canada and the United States. This research has been used to inform Administration’s evaluation of laneway suites, benefitting from the lessons learned from other municipalities, and other models of development standards for laneway suites. Additional research on laneway suites has been undertaken as part of the research that will be conducted to better define the ways in which the City can encourage infill and intensification in both new and existing neighbourhoods as part of achieving the goals of the Comprehensive Housing Strategy and the implementation of the Official Community Plan.

### **Laneway Suites and Official Community Plan Goals**

With the completion and approval of the Official Community Plan in December 2013, Administration has a new policy document to guide future development. As part of the housing policies within the Official Community Plan, one goal is to “increase the diversity and innovation of housing forms and types to support the creation of complete neighbourhoods across Regina”, and more specifically as noted in Policy 8.11, to “encourage developers to provide a greater mix of housing to accommodate households of different incomes, types, stages of life, and abilities in all neighbourhoods.”

Implementation of the Official Community Plan along with a review of the City’s Zoning Bylaw will provide Administration with the opportunity to shape future development towards achieving the goals of the Official Community Plan and will provide more assurance for both Administration and developers in terms of the direction of the City’s growth. The introduction of pilot projects is one way in which Administration and the development community are able to test and evaluate new housing types for inclusion in future Zoning Bylaw revisions, neighbourhood plans and as a form of intensification as guided by the Official Community Plan.



The success of the Official Community Plan, in terms of creating complete neighbourhoods, relies on “a compact built environment that capitalizes on infill opportunities and more complete neighbourhood development along Regina’s periphery” so that the City can “optimize its infrastructure and service delivery” (Official Community Plan, Section D5). Elements of a complete neighbourhood including access to public transit and more active ways of getting around; mixed-use areas including community resources and amenities; a diversity of housing types to support residents from a wide range of economic levels, backgrounds and stages of life; and access to open space depend on density of building form and diversity of land use (Official Community Plan, Appendix A).

Based on the above, Administration does support the pilot project in Harbour Landing as it provides an opportunity to evaluate varying on-site requirements.

Should you have any questions, please feel free to contact me at 777-6688.

Sincerely,

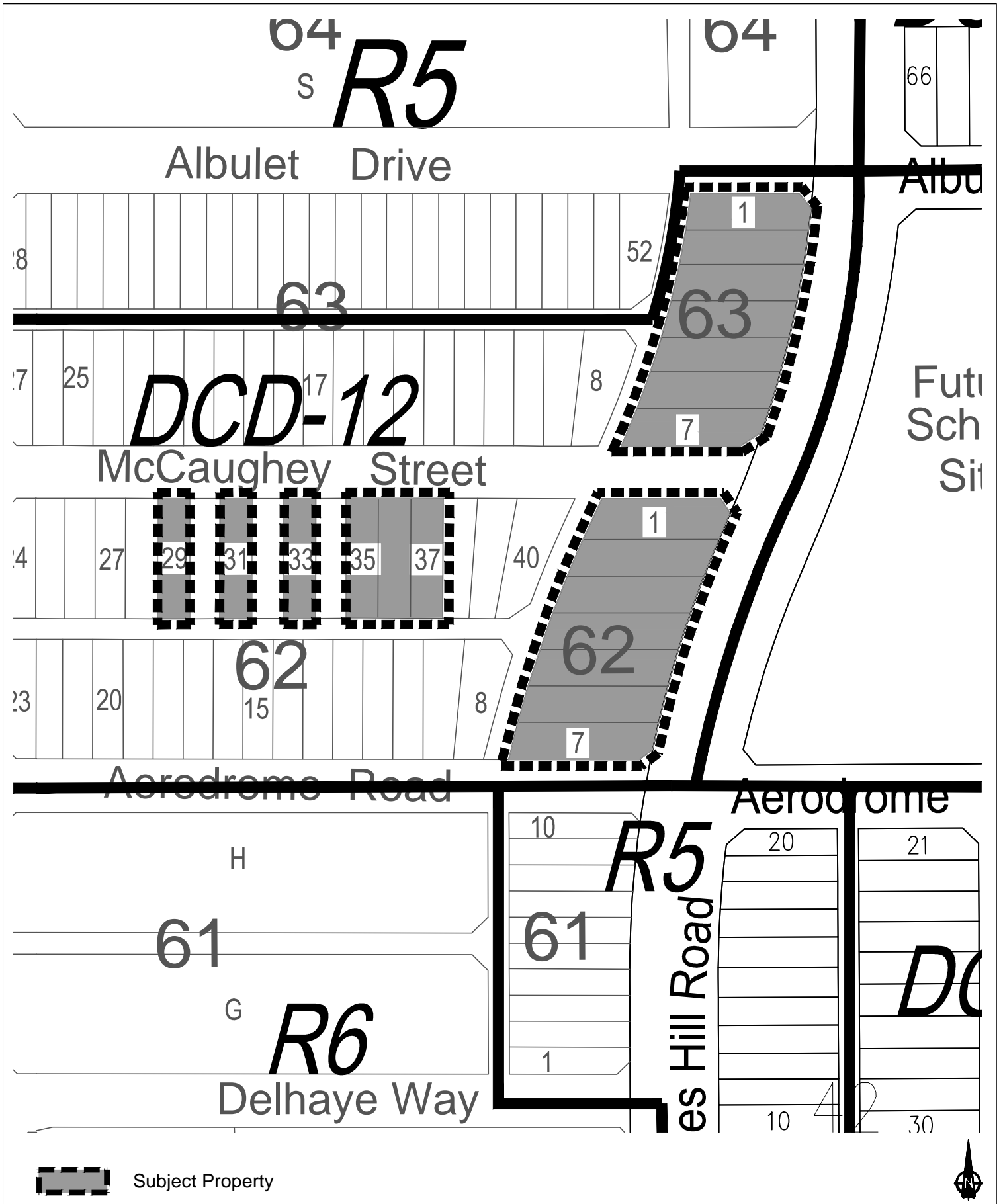


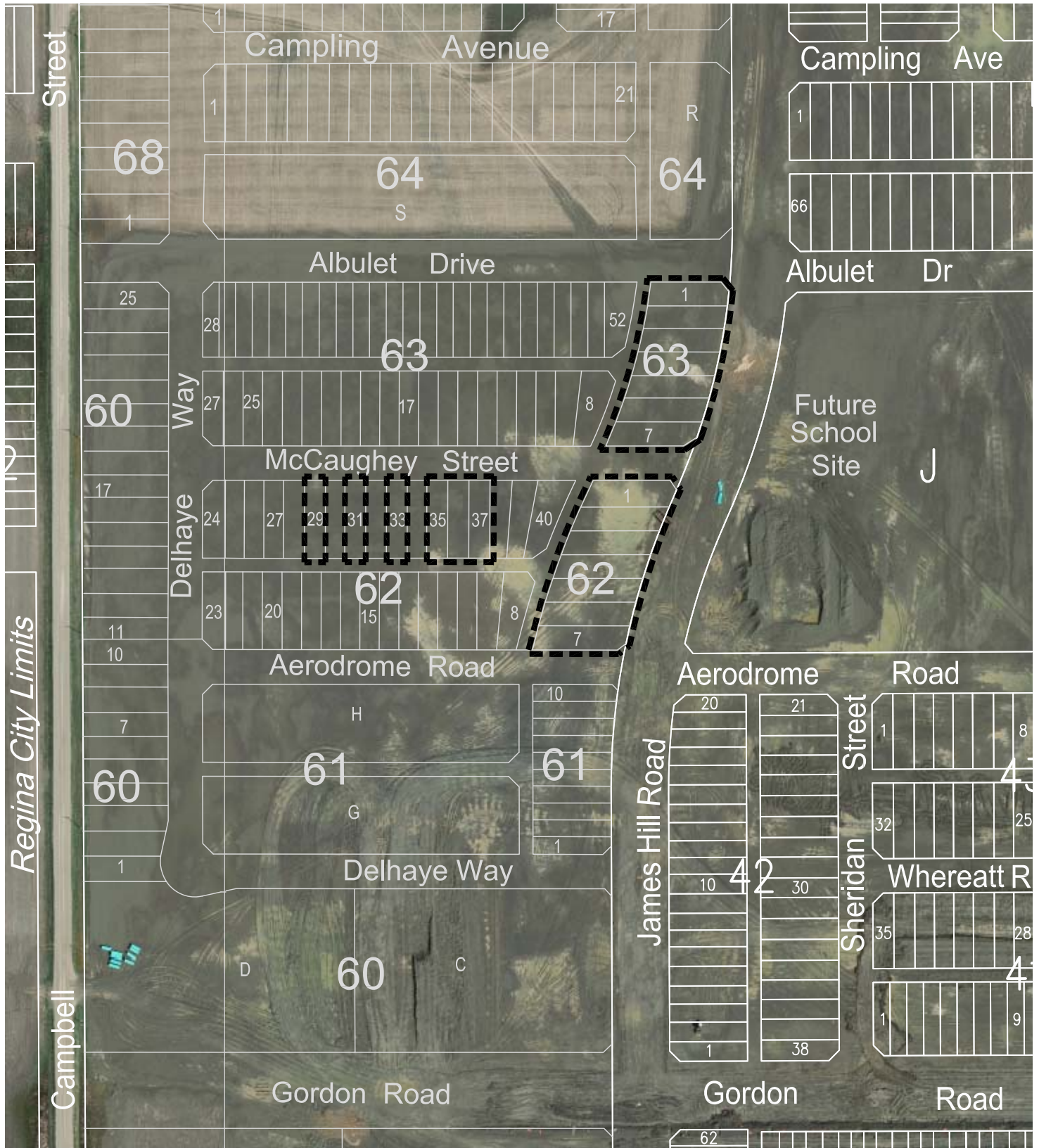
Diana Hawryluk, MCIP, RPP  
Director, Planning

JB/jm

cc: Brent Sjoberg, Deputy City Manager and COO  
Jason Carlston, Executive Director, Community Planning and Development  
Fred Searle, Manager, Current Planning  
Yves Richard, Manager, Neighbourhood Planning  
Sheila Harmatiuk, Manager, Government Relations

I:\Taxonomy\Council and Committee Management\Mayor's Housing Commission\Public\2014\2014 02 10\Reports\MHC14-4 Laneway Suites\Appendix A.doc





Subject Property

Date of Photography: 2012



Project 13-Z-18

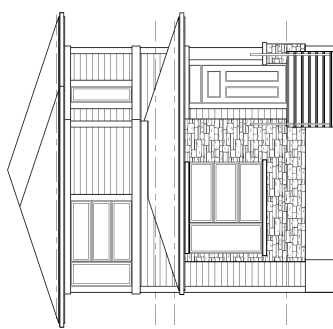
Civic Address/Subdivision

Harbour Landing Lane Homes, NW 02-17-20-2

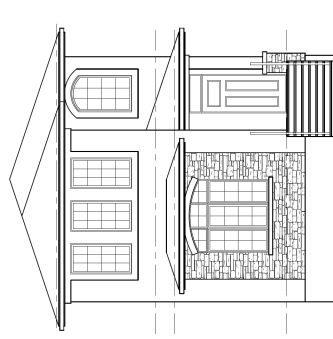




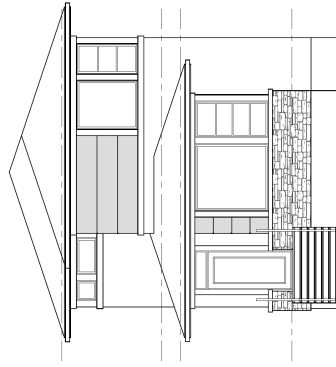
20' TWO STOREY PLAN



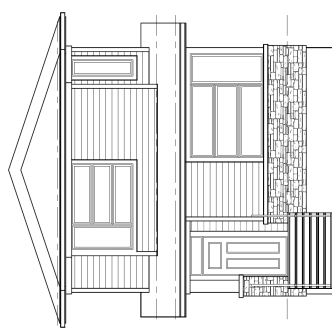
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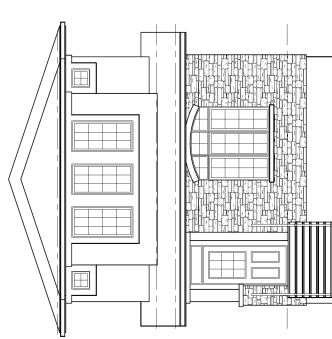
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**SCALE: 1/4" = 1'-0"**



PRAIRIE FRONT ELEVATION  
SCALE: 1/4" = 1'-0"



ELEVATION - OPTION 'B-1'  
SCALE: 1/4" = 1'-0"



ELEVATION - OPTION 'B-2'  
SCALE: 1/4" = 1'-0"



HOMES *by* DEVERAUX.  
MODERN LIVING.

<p>1. This is a preliminary drawing. It is not to be used for construction without the approval of the architect.</p> <p>2. The architect is not responsible for the accuracy of the information provided by the client.</p> <p>3. The architect is not responsible for the accuracy of the information provided by the client.</p> <p>4. The architect is not responsible for the accuracy of the information provided by the client.</p> <p>5. The architect is not responsible for the accuracy of the information provided by the client.</p> <p>6. The architect is not responsible for the accuracy of the information provided by the client.</p> <p>7. The architect is not responsible for the accuracy of the information provided by the client.</p> <p>8. The architect is not responsible for the accuracy of the information provided by the client.</p> <p>9. The architect is not responsible for the accuracy of the information provided by the client.</p> <p>10. The architect is not responsible for the accuracy of the information provided by the client.</p>	<p><b>ROBINSON</b> RESIDENTIAL DESIGN</p> <p>220 BROADWAY STREET VANCOUVER, BC V6Y 1P7 TEL: (604) 681-1111 FAX: (604) 681-1112 WWW.ROBINSONDESIGN.COM</p>	<p><b>PROJECT</b></p> <p><b>HARBOUR LANDING LANE HOMES</b></p>	<p><b>CLIENT</b></p> <p>20' TWC STOREY PLAN ELEVATION OPTIONS ELEVATION OPTIONS ELEVATION OPTIONS</p>	<p><b>DESIGNER</b></p> <p>20' TWC STOREY PLAN ELEVATION OPTIONS ELEVATION OPTIONS ELEVATION OPTIONS</p>	<p><b>DATE</b></p> <p>OCT 7, 2010</p>	<p><b>REVISIONS</b></p> <p>1. 10/7/10 - Initial design 2. 10/14/10 - Client meeting 3. 10/21/10 - Client meeting 4. 10/28/10 - Client meeting 5. 11/4/10 - Client meeting 6. 11/11/10 - Client meeting 7. 11/18/10 - Client meeting 8. 11/25/10 - Client meeting 9. 12/2/10 - Client meeting 10. 12/9/10 - Client meeting</p>	<p><b>DRAWING NO.</b></p> <p>P-1</p>
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ROBINSON  
RESIDENTIAL

200 RIVER STREET  
EDINA, MINNESOTA  
55120  
TEL: (612) 555-5678  
FAX: (612) 555-5679

PROJECT

200 RIVER STREET  
EDINA, MINNESOTA  
55120  
TEL: (612) 555-5678  
FAX: (612) 555-5679

DRAWING TITLE

26 TWO STOREY PLAN  
ELEVATION OPTIONS

DRAWING NO.

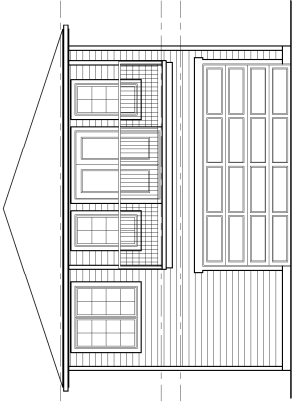
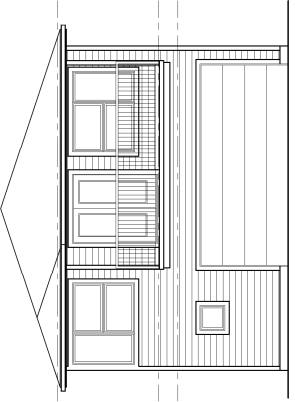


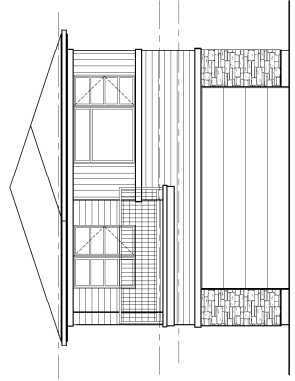



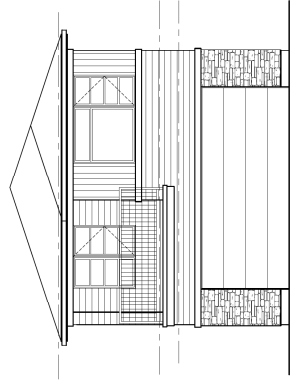
P-2

SCALE

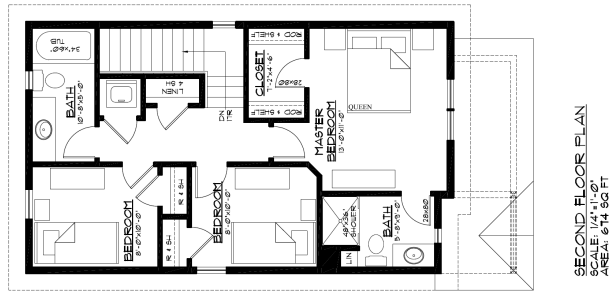
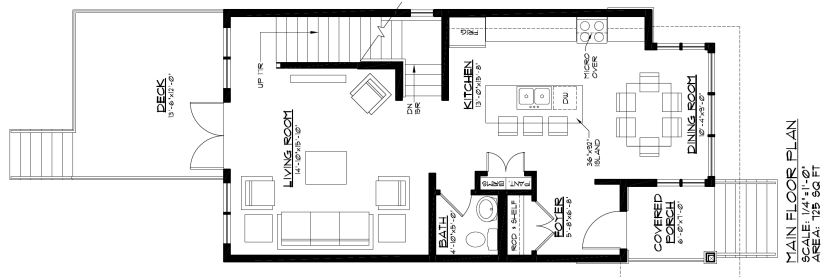
1/4" = 1'-0"  
1/8" = 1'-0"  
3/16" = 1'-0"

DESIGNED BY

B. MURGO  
10/10/2001

<div>26' GARAGE SUITES</div> <div><p>ELEVATION - GARAGE 26' WIDE (OPTION #1) SCALE: 1/4" = 1'-0"</p></div> <div><p>ELEVATION - GARAGE 26' WIDE (OPTION #2) SCALE: 1/4" = 1'-0"</p></div> <div></div>		<div>22' GARAGE SUITES</div> <div><p>ELEVATION - GARAGE 22' WIDE (OPTION #1) SCALE: 1/4" = 1'-0"</p></div> <div><p>ELEVATION - GARAGE 22' WIDE (OPTION #2) SCALE: 1/4" = 1'-0"</p></div>	<div>13-Z-18</div> <div>Planning Department</div> <div>Project Civic Address/Subdivision Harbour Landing Phase 8-2</div>
<div>26' GARAGE SUITES</div> <div><p>ELEVATION - GARAGE 26' WIDE (OPTION #1) SCALE: 1/4" = 1'-0"</p></div> <div><p>ELEVATION - GARAGE 26' WIDE (OPTION #2) SCALE: 1/4" = 1'-0"</p></div>		<div>22' GARAGE SUITES</div> <div><p>ELEVATION - GARAGE 22' WIDE (OPTION #1) SCALE: 1/4" = 1'-0"</p></div> <div><p>ELEVATION - GARAGE 22' WIDE (OPTION #2) SCALE: 1/4" = 1'-0"</p></div>	<div>13-Z-18</div> <div>Planning Department</div> <div>Project Civic Address/Subdivision Harbour Landing Phase 8-2</div>

## 20' TWO STOREY PLAN



**HOMES** *by* **DEVERAUX.**  
MODERN.LIVING.

[illegible]

**ROBINSON  
RESIDENTIAL**  
PERSONALIZING HOME DESIGN

2343 BROAD STREET  
REGINA, SASKATCHEWAN  
CANADA S4P 1Y9  
TEL: (306) 352-6617  
FAX: (306) 352-6619

HARBOUR LANDING LANE HOMES

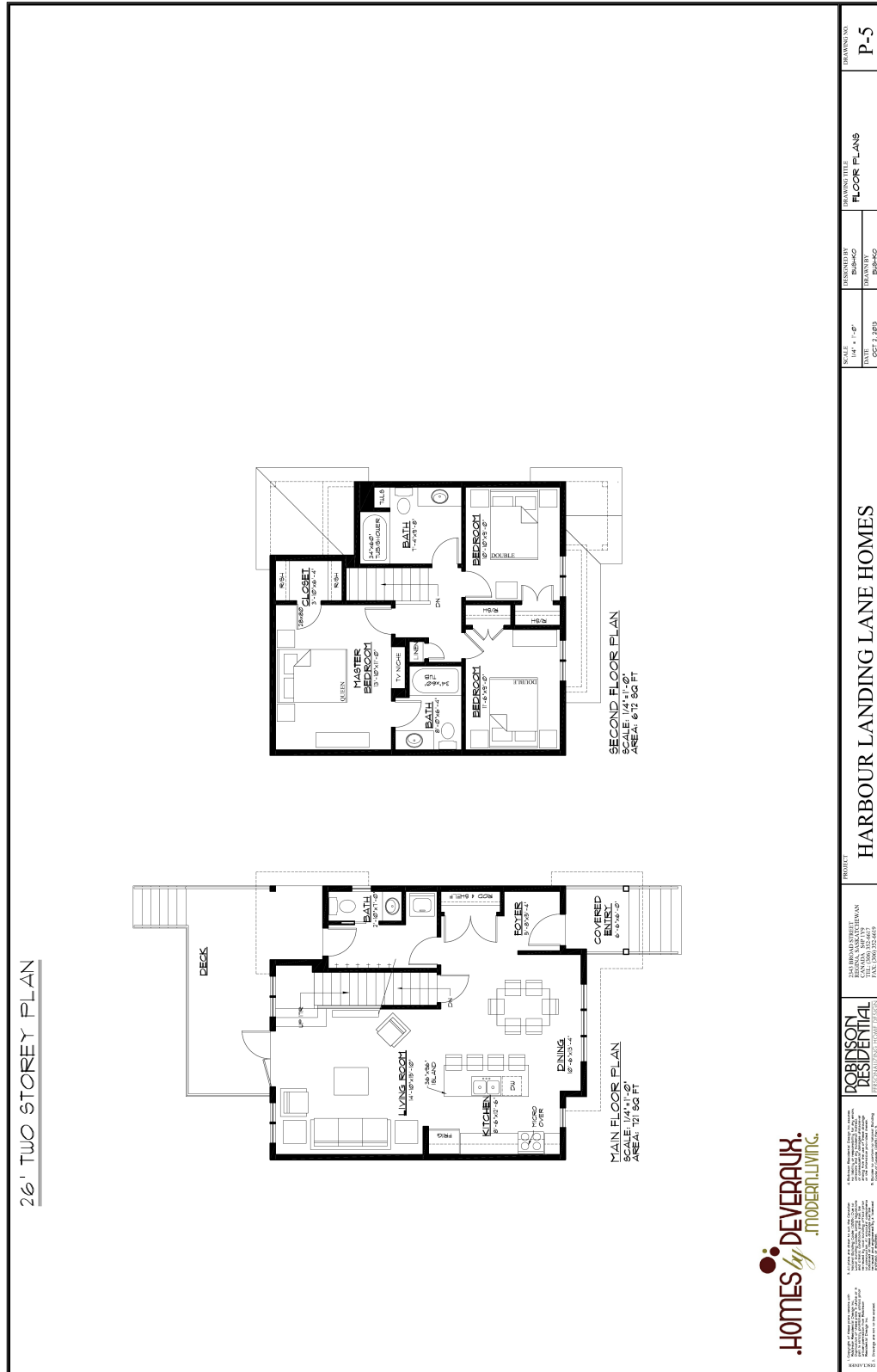
SCALE	DESIGNED BY
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DATE	DRAWN BY
OCT 2, 2013	BUSKO

P-4

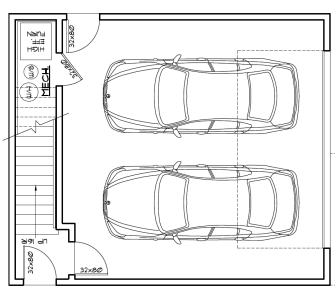
Project 13-Z-18

**Planning Department**  
Civic Address/Subdivision

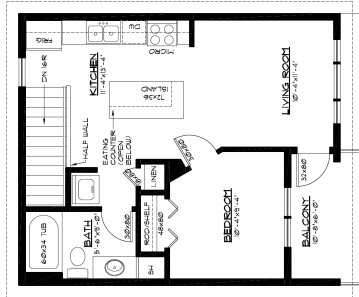
Harbour Landing Ph 8-2



22' GARAGE SUITES

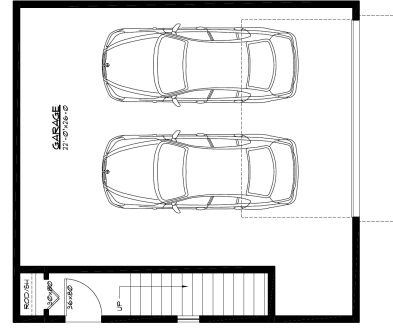


MAIN FLOOR PLAN  
SCALE: 1/4" = 1'-0"

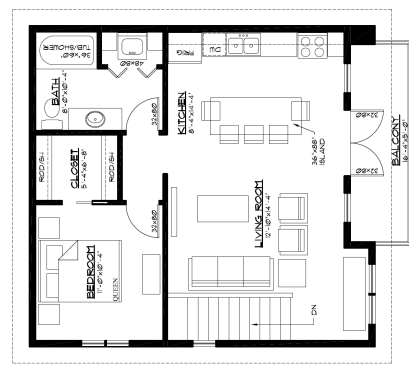


SECOND FLOOR PLAN  
SCALE: 1/4" = 1'-0"  
AREA: 523 SQ FT

26' GARAGE SUITES



MAIN FLOOR PLAN  
SCALE: 1/4" = 1'-0"

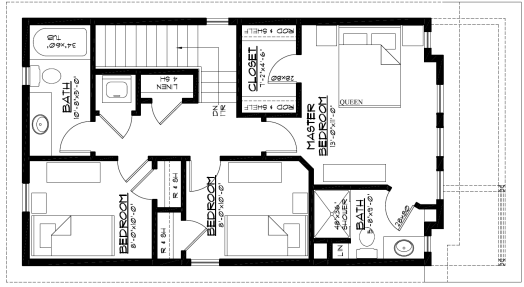
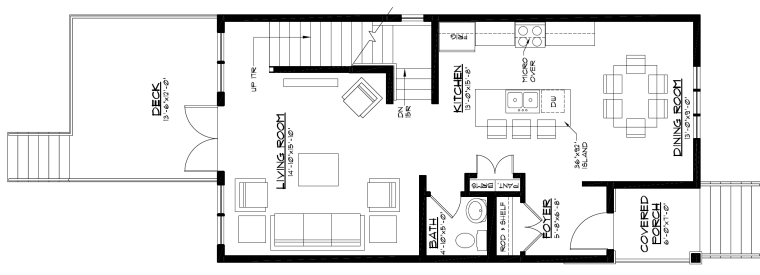


SECOND FLOOR PLAN  
SCALE: 1/4" = 1'-0"  
AREA: 656 SQ FT



<p>2240 BROAD STREET CANADA, ONTARIO M9A 1B4 TEL: (416) 593-8888 FAX: (416) 593-8889</p> <p>1. THESE PLANS WERE PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND I AM A LICENSED PROFESSIONAL ENGINEER IN THE PROVINCE OF ONTARIO. 2. I AM NOT PROVIDING THESE PLANS FOR ANY OTHER PROJECT OR FOR ANY OTHER PURPOSE. 3. I AM NOT PROVIDING THESE PLANS FOR ANY OTHER PROJECT OR FOR ANY OTHER PURPOSE. 4. I AM NOT PROVIDING THESE PLANS FOR ANY OTHER PROJECT OR FOR ANY OTHER PURPOSE.</p>	<p><b>ROBINSON</b> <b>RESIDENTIAL</b> <small>RESIDENTIAL ENGINEERING LTD. (INC.)</small></p>	PROJECT	HARBOUR LANDING LANE HOMES				DRAWING TITLE	FLOOR PLANS	DRAWING NO. P-6	
		DESIGNED BY	B. H. H. H.				DRAWN BY			
		SCALE	1/4" = 1'-0"				DATE			OCT 7, 2013

20' TWO STOREY PLAN



**ROBIDSON RESIDENTIAL**  
RESIDENTIAL LOCAL RELATIONS  
10000 14th Avenue S.W.  
Edmonton, Alberta T6A 1K6  
Phone: (780) 443-1111  
Fax: (780) 443-1112  
Email: info@robidsonresidential.com  
Website: www.robidsonresidential.com

2400 HARBOUR LANE  
EDMONTON, ALBERTA T6A 1K6  
TEL: (780) 443-1111  
FAX: (780) 443-1112

PROPERTY

HARBOUR LANDING LANE HOMES

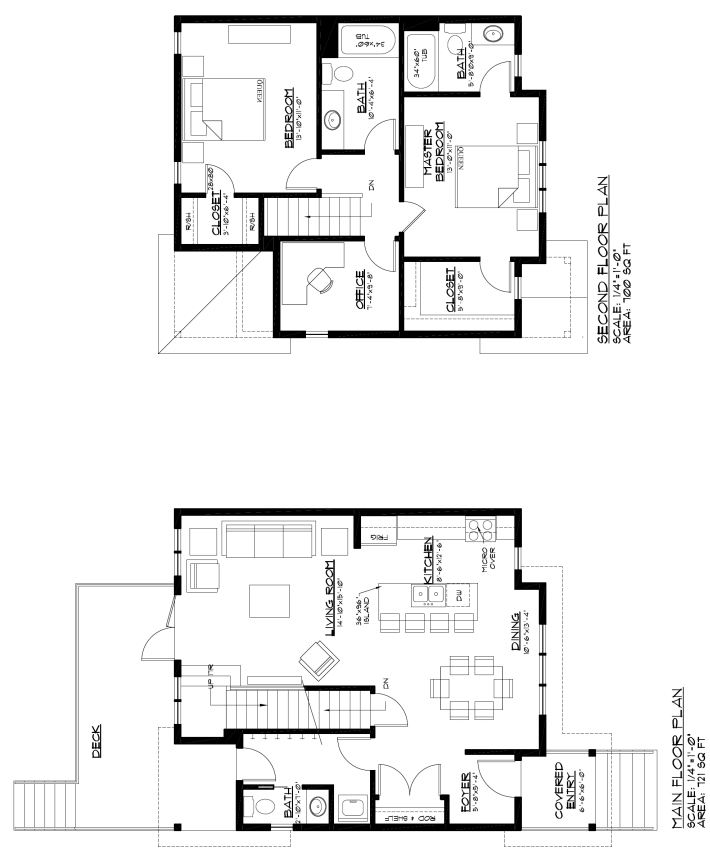
SCALE  
DATE  
1/4" = 1'-0"  
OCT 1, 2013

DESIGNED BY  
DRAWN BY  
BDA-202  
BDA-202

REVISION NO.  
FLOOR PLANS  
P-7



26' TWO STOREY PLAN

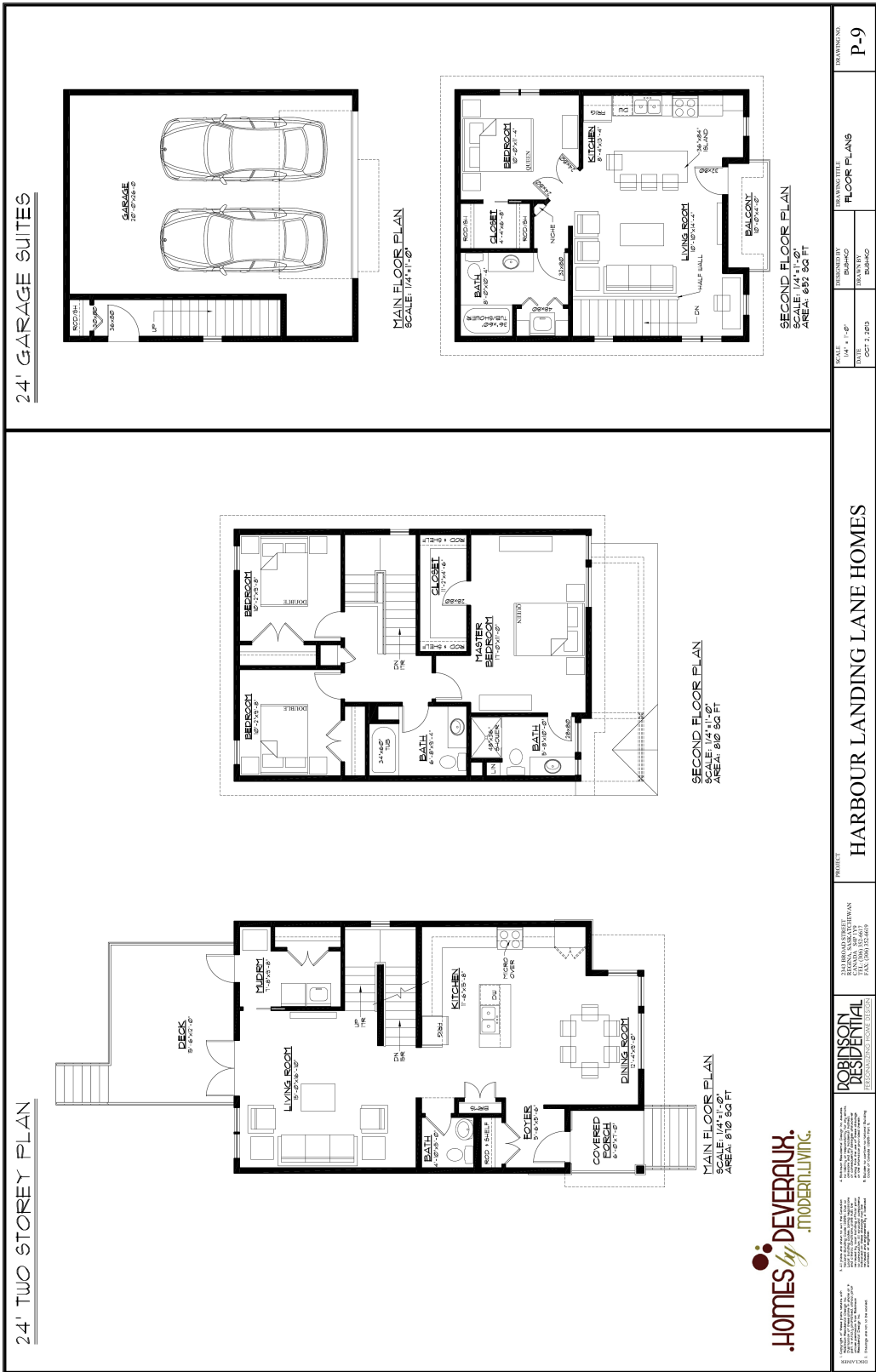


Robinson Residential  
2400 BROADVIEW AVE  
VANCOUVER, BC V6L 3K1  
TEL: 604.271.1111  
WWW.ROBINSONRESIDENTIAL.COM

PROJECT  
2400 BROADVIEW AVE  
VANCOUVER, BC V6L 3K1  
TEL: 604.271.1111  
WWW.ROBINSONRESIDENTIAL.COM

HARBOUR LANDING LANE HOMES

SCALE: 1/4" = 1'-0"  
DATE: OCT 2, 2013  
DRAWN BY: BJB/KGO  
CHECKED BY: BJB/KGO  
DRAWING NO: P-8



**ROBINSON RESIDENTIAL**  
RESIDENTIAL DESIGN & BUILDING  
1000 10th Street, Suite 100  
Calgary, Alberta T2C 1A4  
Phone: (403) 243-1111  
Fax: (403) 243-1112  
www.robinsonresidential.ca

2440 BRAD STREET  
CALGARY, ALBERTA  
T2C 1A4  
PHONE: (403) 243-1111  
FAX: (403) 243-1112

PROJECT  
**HARBOUR LANDING LANE HOMES**

SCALE: 1/4" = 1'-0"  
DATE: OCT 1, 2013  
DESIGNED BY: TRAVINITY  
DRAWING TITLE: FLOOR PLANS  
DRAWING NO: P-9

**3.20 DIRECT CONTROL DISTRICT – DCD-14  
LANEWAY HOUSING PILOT**

(1) Establishment

- (a) A Direct Control District, entitled DCD-14 Laneway Housing Pilot is hereby established and includes the following properties:
  - i. Lots 1-11, inclusive; Block 23, Plan No. 102102387, in The Greens on Gardiner Subdivision.
  - ii. Lots 1-7, 29, 31, 63, and 35-37 in Block 62; and Lots 1-7 in Block 33; Plan No. (TBD) in Phase 8, stage 2 of Harbour Landing Subdivision.
- (b) This Direct Control District shall be designated on the Zoning Map as DCD-14.

(2) Purpose and Intent

- (a) Direct Control District DCD – 14 is intended to accommodate laneway suites as a pilot project in a greenfield context to determine its usefulness in addressing housing affordability and housing type diversity as well as to assess the performance of the units with respect to the surrounding context, livability and functionality of the units, serviceability, and ultimately to determine if or under what circumstances laneway housing can be accommodated elsewhere in the city.
- (b) Direct Control District DCD – 14 is in accordance with the guidelines contained in Section 9.12, Part A of the *Regina Development Plan Bylaw No. 7877*, being the City's Official Community Plan, as well as provisions of *The Planning and Development Act, 2007*, respecting the establishment of Direct Control Districts.
- (c) Direct Control District DCD – 14 will be amended from time to time as City Council deems it appropriate to expand the pilot project to other areas of the City.
- (d) Development standards of DCD – 14 may vary between different areas to assess their effectiveness after the fact.

(3) Definitions

- (a) For the purposes of this zone a Laneway Dwelling Unit shall be defined as: a subordinate, self-contained dwelling unit, located above a detached garage with direct access from a rear lane.

(4) Permitted and Discretionary Uses

- (a) Permitted and Discretionary Uses for lots noted in (1)(a)i. of this Section shall be consistent with those established in the DCD 11 – Suburban Neo-Traditional Zone as specified in Chapter 9 of this Bylaw.
- (b) Permitted and Discretionary Uses for lots noted in (1)(a)ii of this Section shall be consistent with those established in the DCD 12 – Suburban Narrow-Lot Residential as specified in Chapter 9 of this Bylaw.

(5) Development Standards

- (a) For those lots identified in Section (1)(a)i. Development Standards as specified for the DCD 11-Suburban Neo-Traditional Zone as contained in Chapter 9 in this Bylaw shall apply and the following standards shall be applied to laneway dwelling units:
  - i. The setback to the rear of the lot shall be 2.5m
  - ii. The sideyard setback shall be consistent with those required for a regular detached dwelling.
  - iii. The maximum height of a laneway dwelling unit shall be 7.5m.
- (b) For those lots identified in Section (1)(a)ii. Development Standards as specified for the DCD 12-Suburban Narrow Lot Zone as contained in Chapter 9 in this Bylaw shall apply and the following standards shall be applied to laneway dwelling units:
  - i. The setback to the rear of the lot shall be 1.5m
  - ii. The sideyard setback shall be consistent with those required for a regular detached dwelling.
  - iii. The maximum height of a laneway dwelling unit shall be 7.5m.

(6) Additional Development Regulations

- (a) A laneway dwelling unit shall be considered to be a variation of a secondary suite, and no other secondary suites shall be located on a lot.
- (b) Notwithstanding any part of this bylaw, a laneway dwelling shall be permitted
- (c) The living space of the laneway dwelling shall not be considered as part of the maximum floor area for an accessory building.
- (d) A laneway dwelling shall not contain more than two bedrooms.
- (e) A laneway dwelling unit shall occupy no more than 40 percent of the gross floor area of the principle dwelling and the floor area of the laneway dwelling unit.

- (f) Permitted yard encroachments pursuant to Section 6B.7.1 shall be permitted on an accessory building.
- (g) Notwithstanding Chapter 2 of this bylaw, the gross floor area of the lot shall include the habitable area of the laneway dwelling unit.
- (h) Where applicable, the development regulations contained in Chapter 4 of this Bylaw shall apply to developments in Direct Control District DCD-14.
- (i) Where applicable, overlay zone regulations contained in Chapter 10 shall apply to developments in DCD-14.
- (j) Accessory uses in DCD-14 shall be in accordance with the provisions of Chapter 11 with the exception that the maximum size of an accessory building shall be 80m<sup>2</sup> and that the living space of the laneway dwelling unit shall be exempted from the maximum allowable area of an accessory building.
- (k) Residential development in DCD-14 shall be in accordance with the provisions of Chapter 6.
- (l) Temporary uses in DCD-14 shall be in accordance with the provisions of Chapter 12.
- (m) Parking facilities in DCD-14 shall be in accordance with the provisions of Chapter 14.
- (n) Landscaping and buffering in DCD-14 shall be in accordance with the provisions of Chapter 15.
- (o) The erection of signs in DCD-14 shall be in accordance with the provisions of Chapter 16.
- (p) Applications for development permits in DCD-14 shall be in accordance with the provisions of Chapter 18. [2011-29]

March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: Application for Zoning Bylaw Amendment (13-Z-21) - 2251 Heseltine Road,  
Riverbend Subdivision

I plan to attend Monday evening's City Council meeting on behalf of Cindercrete Products Ltd. whose Riverbend Subdivision is the third from the last item on the draft agenda (Application for Zoning Bylaw Amendment (13-Z-21) – 2251 Heseltine Road, Riverbend Subdivision).

I will not be making a presentation as the information in the Planning Commission's recommendation does an excellent job of explaining the requested rezoning. As the consultant to Cindercrete, I would like to make myself available to answer any questions the Councillor's might have.

Please let me know whether you need anything further from me for my participation in Monday's meeting. I look forward to attending.

**Mark Davis**  
**AECOM**

March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: Application for Zoning Bylaw Amendment (13-Z-21) - 2251 Heseltine Road, Riverbend  
Subdivision

---

**RECOMMENDATION OF REGINA PLANNING COMMISSION – FEBRUARY 12, 2014**

1. That the application to rezone Part of Parcel A, Plan No. 101550406, SW 1/4 22-17-19 W2M located at 2251 Heseltine Road from UH-Urban Holding to R6-Residential Multiple Housing, be APPROVED.
2. That the City Solicitor be directed to prepare the necessary bylaw to authorize the respective Zoning Bylaw amendment.

*REGINA PLANNING COMMISSION – FEBRUARY 12, 2014*

The following addressed the Commission:

- Mark Davis, representing AECOM/Cindecrete Products Ltd.; and
- Lauren Miller, City Planner, made a PowerPoint presentation, a copy of which is on the file in the City Clerk's office.

The Commission adopted a resolution to concur in the recommendation contained in the report. Recommendation #3 does not require City Council approval.

Councillors: Jerry Flegel and Mike O'Donnell; Commissioners: David Edwards, Phil Evans, Dallard LeGault, Ron Okumura, Daryl Posehn and Sherry Wolf were present during consideration of this report by the Regina Planning Commission.

The Regina Planning Commission, at its meeting held on February 12, 2014, considered the following report from the Administration:

RECOMMENDATION

1. That the application to rezone Part of Parcel A, Plan No. 101550406, SW 1/4 22-17-19 W2M located at 2251 Heseltine Road from UH-Urban Holding to R6-Residential Multiple Housing, be APPROVED.
2. That the City Solicitor be directed to prepare the necessary bylaw to authorize the respective Zoning Bylaw amendment.
3. That this report be forwarded to the March 24, 2014 City Council meeting, which will allow sufficient time for advertising of the required public notices for the respective bylaws.

## CONCLUSION

The applicant proposes to rezone to accommodate:

- High-Density Residential through R6- Residential Multiple Housing zoning

The subject property is:

- Located within the Riverbend Subdivision
- Currently zoned UH-Urban Holding
- Compliant with the Official Community Plan and the Riverbend Concept Plan

No community comments were received with regard to this proposal.

## BACKGROUND

A Zoning Bylaw amendment application has been submitted concerning the property at 2251 Heseltine Road.

This application is being considered pursuant to *Regina Zoning Bylaw No. 9250*, *Regina Development Plan Bylaw No. 7877 (Official Community Plan -OCP)*, and *The Planning and Development Act, 2007*.

The related subdivision application is being considered concurrently in accordance with Bylaw No. 2003-3, by which subdivision approval authority has been delegated to the Administration. A copy of the plan of proposed subdivision is attached for reference purposes only (See Appendix A-3).

## DISCUSSION

### Zoning and Land Use Details

The applicant proposes to create one lot for the development of low-rise apartment buildings which are permitted in the R6 Zone. The property will be rezoned as follows:

<b>Land Description</b>	<b>Description of Development</b>	<b>Current Zone</b>	<b>Proposed Zone</b>
Parcel A, Plan No.101550406 and all of SW 1/4 22-17-19 W2M	High-Density Residential	UH-Urban Holding	R6 - Residential Multiple Housing

The surrounding land uses include future high density development to the north, a memory care facility to the west, future low-density residential to the east, and medium density residential to the south.

The proposed development is consistent with the purpose and intent of the R6 zone with respect to:

- Regulating the location and standards for apartment buildings

The proposal is consistent with the Riverbend Concept Plan (see Appendix A-3), which identifies the subject property as high density residential development.



## RECOMMENDATION IMPLICATIONS

### Financial Implications

Capital funding to provide municipal infrastructure that is required for subdivision and development in the concept plan area will be the sole responsibility of the developer. The municipal infrastructure that is built and funded by the developer will become the City's responsibility to operate and maintain through future budgets.

Any infrastructure that is deemed eligible for Servicing Agreement Fee funding will be funded by the City of Regina in accordance with the *Administration of Servicing Agreements Fees and Development Levies* policy. Utility charges are applied to the costs of water, sewer and storm drainage services.

The increase of additional high density developments in this area will require bus service. Transit strives to have a maximum walk distance of 400 metres to transit service in residential areas. Currently the closest walk to Transit on Quance Street or Arens Road is over 500 metres.

As this area develops and demand increases, Transit will consider rerouting one of the routes down Heseltine to lessen the walk distance. However, there are no resources in place for additional bus service at this time.

### Environmental Implications

None with respect to this report.

### Policy/Strategic Implications

The proposal is consistent with the policies contained within Part A: Policy Plan of *Regina Development Plan, Bylaw No. 7877 (Official Community Plan)* with respect to:

- Accommodating the demand for a variety of housing types throughout the city.

The proposal is also consistent with the objectives contained in Part D – Southeast Sector Plan, of the OCP with respect to:

- Facilitating the development and integration of a range of housing types
- Ensuring compatibility between residential development and adjacent land uses

### Other Implications

None with respect to this report.

### Accessibility Implications

None with respect to this report.

COMMUNICATIONS

Public notification signage posted on:	December 12, 2014
Will be published in the Leader Post on:	March 8, 2014 March 15, 2014
Letter sent to immediate property owners	N/A
Public Open House Held	N/A
Number of Public Comments Sheets Received	N/A

The applicant and other interested parties will receive written notification of City Council's decision.

DELEGATED AUTHORITY

City Council's approval is required, pursuant to Part V of *The Planning and Development Act, 2007*.

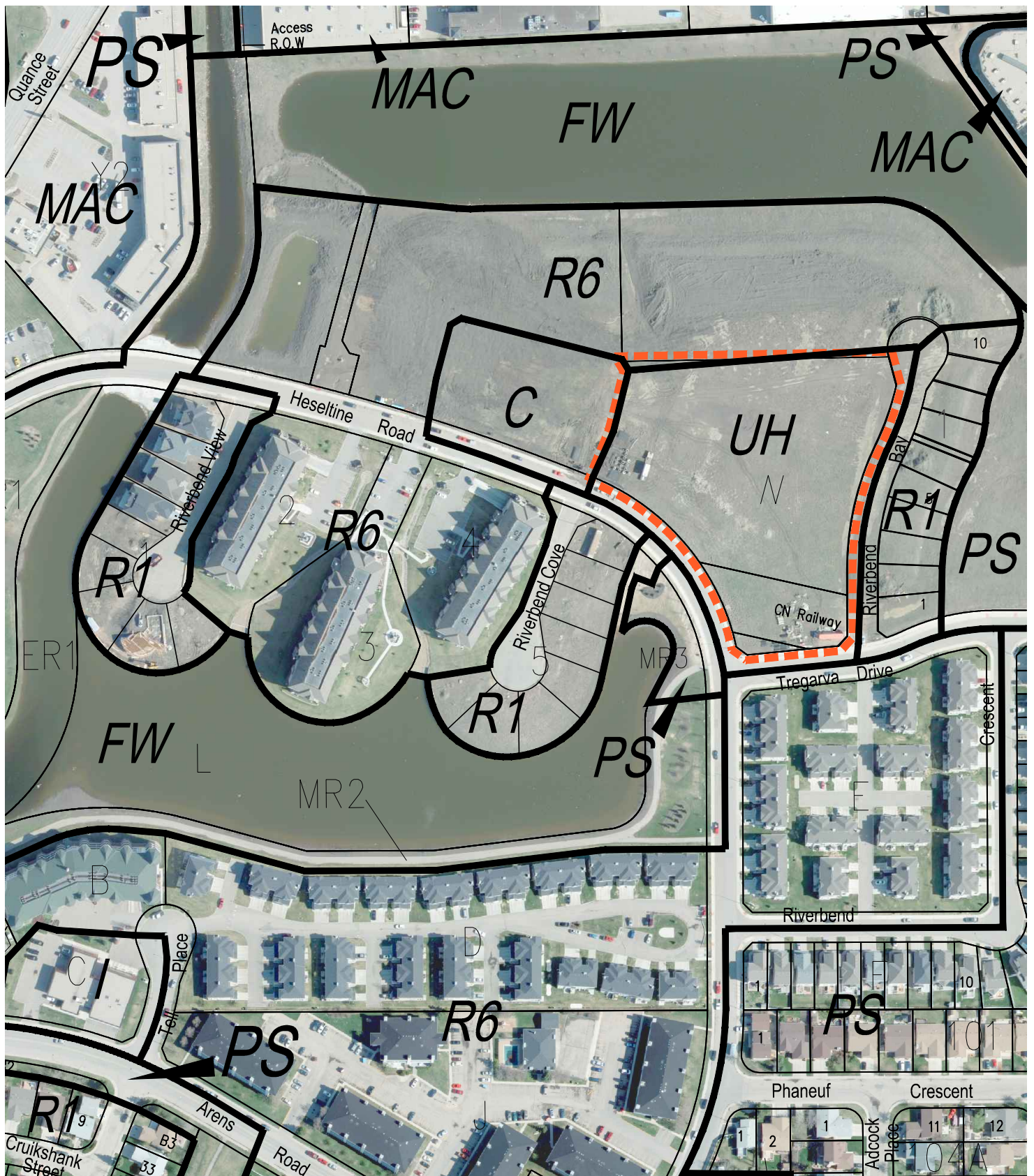
Respectfully submitted,

REGINA PLANNING COMMISSION



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Elaine Gohlke, Secretary



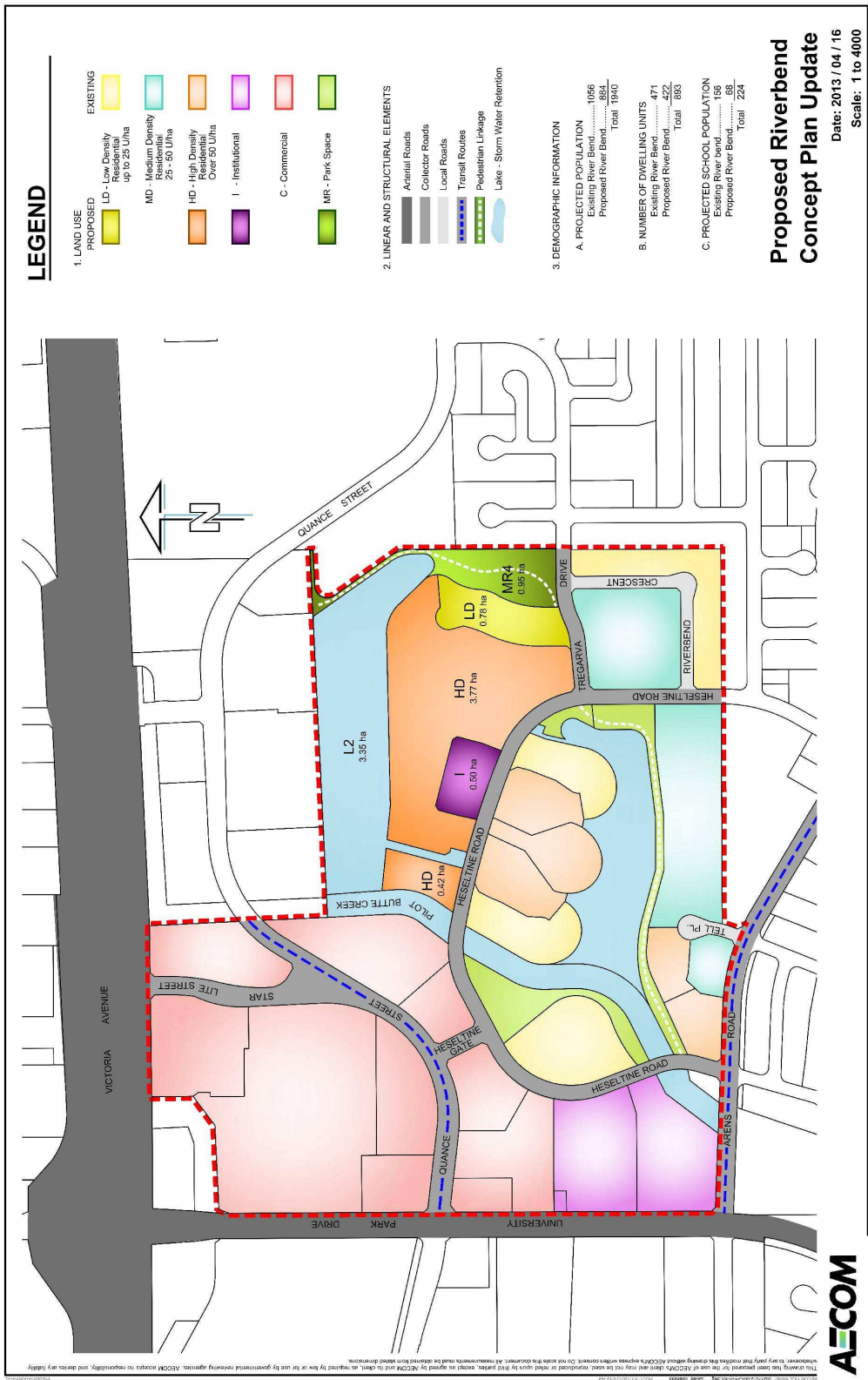
Subject Property



Project 13-SN-33  
13-Z-21

Civic Address/Subdivision

Parcel A, Plan#101550406, SW1/4 Sec22, Twp17, Rge19, W2M, Plan#AD2450  
Part of SW1/4 Sec22, TWP 17, RGE 19, W2M





## PLAN OF PROPOSED SUBDIVISION

OF ALL OF

**PARCEL A, PLAN No. 101550406**

AND ALL OF

SW1/4 SEC 22, TWP 17, RGE 19, W2 Mer

**REG'D PLAN No. AD2450**

AND PART OF

SW1/4 SEC 22, TWP 17, RGE 19, W2 Mer

**REGINA, SASKATCHEWAN**

2013

SCALE = 1: 1000

**CITY OF REGINA APPROVAL**

THE SUBDIVISION PROPOSED HEREIN OUTLINED IN A BOLD DASHED LINE IS APPROVED UNDER THE PROVISIONS OF BYLAW NO. 7748-LA-B84 OF THE CITY OF REGINA.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D. 20\_\_\_\_

CITY CLERK

**NOTES:**

- NOTES:
- MEASUREMENTS ARE IN METRES AND DECIMALS THEREOF.
  - SOME MEASUREMENTS ARE APPROXIMATE AND MAY DIFFER FROM THE FINAL PLAN OF SURVEY BY AS MUCH AS 1.0 %.
  - PORTION TO BE APPROVED IS OUTLINED WITH A BOLD DASHED LINE AND CONTAINS 1.46 ha (3.61 ac)

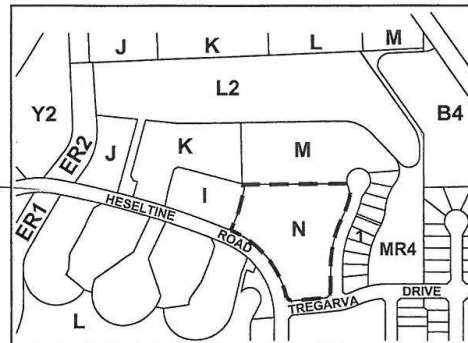
DATE MAY 29<sup>th</sup>, 2013

SCOTT L. COLVIN  
SASKATCHEWAN LAND SURVEYOR

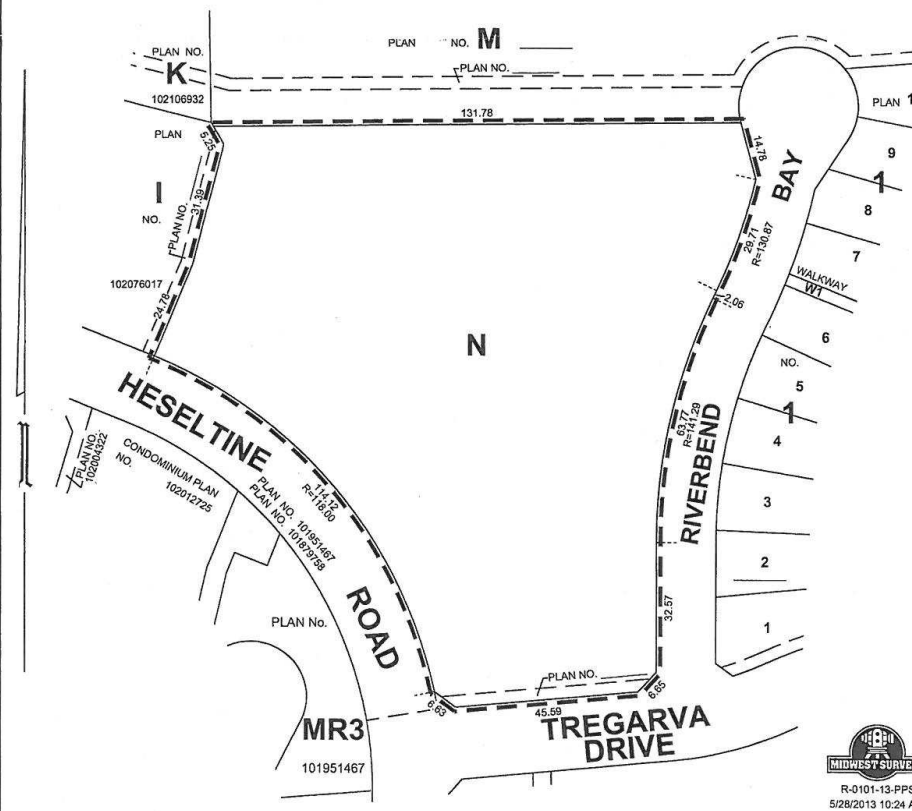
OWNER:

PARCEL A, PLAN No. 101550406  
SW1/4 SEC 22-17-19 W2 Mer, REG'D PLAN No. AD2450  
SW1/4 SEC 22-17-19 W2 Mer

CINDERCRETE PRODUCTS LIMITED



## KEY PLAN



**MIDWEST SURVEY**  
R-0101-13-PPS  
5/28/2013 10:24 AM

## Planning Department

Project 13-Z-21

**Civic Address/Subdivision**

2251 Heseltine Road

March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: City Administration Reorganization and Bylaw Amendments

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**RECOMMENDATION OF THE EXECUTIVE COMMITTEE  
- MARCH 12, 2014**

That the City Solicitor be instructed to prepare the necessary changes to *The Regina Administration Bylaw* to give effect to the organizational changes contained in the body of this report.

*EXECUTIVE COMMITTEE – MARCH 12, 2014*

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

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

Mayor Michael Fougere, Councillors: Sharron Bryce, Bryon Burnett, John Findura, Bob Hawkins, Terry Hincks, Wade Murray, Mike O'Donnell and Barbara Young were present during consideration of this report by the Executive Committee.

The Executive Committee, at its meeting held on March 12, 2014, considered the following report from the Administration:

RECOMMENDATION

That the City Solicitor be instructed to prepare the necessary changes to *The Regina Administration Bylaw* to give effect to the organizational changes contained in the body of this report.

CONCLUSION

Administration has changed its organizational structure, formally effective January 1, 2014, as part of its continuous improvement efforts. The City Manager & Chief Administrative Officer has authority to make structural changes pursuant to The City Manager's Bylaw. The purpose of this report is to advise the Executive Committee of changes to the organizational structure and to seek Council approval for Bylaw amendments required as a result of such changes.

BACKGROUND

In the summer of 2013, a member of the Executive Leadership left the City for another opportunity. This change resulted in an opportunity to re-examine and update the corporate

organizational structure. The resulting changes necessitate administrative updates to all City Bylaws that make references to positions, divisions and departments under the old structure. City Council was briefed on this reorganization on December 12, 2013 and this report formally documents the contents of the reorganization. This report seeks approval for the administrative changes required to be made to *The Regina Administration Bylaw*.

## DISCUSSION

The overall goal of the organizational change is to:

- Continue to evolve our organization and respond to our changing circumstances;
- create succession paths for our senior leadership roles, in particular through to the City Manager;
- expand the size of ELT and the diversity of ELT perspectives;
- enhance the expertise at the ELT table with respect to strategic, business and financial issues and initiatives;
- eliminate silos across the organization and ensure we have a common approach as it relates to strategy and improve the interface between the Executive and the Senior Leadership; and
- respond to future strategic needs in the organization.

### **Changes to the Organizational Structure**

The new structure is based on a “Chief model with three C-level executives. The City Manager position continues to fill the role of Chief Administrative Officer (CAO). The position formerly referred to as DCM of Corporate Services and Chief Financial Officer will now be referred to as Chief Financial Officer (CFO). The third chief position will be that of Deputy City Manager & Chief Operating Officer (DCM & COO). The three chief positions will be the organization’s first point of contact and first level of support to City Council.

Within the new structure, Brent Sjoberg will take on the role of DCM & COO. A national search is currently underway for the CFO.

Other significant changes to the structure come at the Executive Director level. Byron Werry’s role as Executive Director of Legal Services & City Solicitor and Jim Nicol’s role as Executive Director of Strategy & Governance remain unchanged although Mr. Nicol’s title has changed to Chief Legislative Officer. They will both continue to report to the City Manager & Chief Administrative Officer.

In his new role of DCM & COO, Mr. Sjoberg will build a portfolio-based structure for the operational groups that will include either three or four Executive Director roles that will report directly to him. These Executive Director roles will be part of ELT. These additional members of ELT will help to provide an important operational perspective at the ELT table and help to strengthen the link between ELT and Directors.

Jason Carlston will be appointed to the role of Executive Director, Planning and will report to Mr. Sjoberg, DCM & COO. This change provides Mr. Carlston and his team a better opportunity to work cohesively with their colleagues in the other operational areas. It also supports the principle of ‘like services together’ as all of the community-facing portfolios will be housed under a single line of accountability. The remaining Executive Director roles under Mr. Sjoberg’s responsibility will be filled once the portfolios are formalized and work has already begun in this regard.

The final change to the structure is the re-positioning of our HR team. Pat Gartner will maintain responsibility for the HR function, but her title will change to Executive Director, Organization & People. Pat will report directly to the City Manager & Chief Administrative Officer and become part of ELT. The department name will change to Organization & People to reflect the additional focus on and importance of our people within the organization. These changes to Human Resources, although desirable, will not take place immediately.

Going forward, there are other changes that will be contemplated such as the relationship of strategy to budget and how to add some additional focus to key functions such as communications, customer service, project management and asset management. These changes will be considered as we continue developing our long-term strategy.

Although the changes to the organizational structure were not done as a cost cutting exercise, it should be noted that the changes have no effect on the 2014 budget. The CFO position is comparable from a salary perspective to the position left vacant last summer (DCM of City Operations). Other structure changes will be considered in light of current budget constraints. If additional funding is required as the reorganization unfolds within the organization, these changes will be reflected in budget submissions for 2015 or beyond.

### **Changes to *The Regina Administration Bylaw***

*The Regina Administration Bylaw* sets out Council's delegated authority to the City employees with respect to the financial administration of the City. Changes are being recommended to this Bylaw in order to reflect the organizational changes described above. As the organizational changes at the Executive Director and departmental level are finalized, the remainder of the City's bylaws will be reviewed and the Administration will bring forward further recommendations with respect to other City Bylaws affected by these changes.

It is recommended that The Administration Bylaw be amended as follows:

- delete all references to the former position of "Deputy City Manager";
- add COO and CFO to the defined terms as well as adding references to the titles of Chief Administrative Officer and Chief Legislative Officer to the definitions of City Manager and Clerk;
- substitute CFO in all of the former duties delegated to the Deputy City Manager of Corporate Services;
- substitute City Manager, CFO and COO in all of the former duties delegated to the former position of "Deputy City Manager", including where the reference is ;
- update references to Director titles that have been changed since the enactment of the Bylaw. Director references will be amended to refer to their level of authority (Director) and role rather than their title to enable titles to be adjusted or duties to be re-assigned without necessitating bylaw amendments (ex. Director of Transit will be changed to Director responsible for Transit); and
- amend Schedule E regarding signing authorities for specific types of contracts to delegate existing signing authorities to the City Manager, CFO and COO, with the power to further delegate such signing authorities.

In recognition that Council has delegated the City Manager the authority to complete corporate reorganizations and to avoid confusion and uncertainty related to the validity of delegated authorities where position titles are changed, it is further recommended that a clause be added to



*The Administration Bylaw* which makes it clear that where the City Manager has changed the organizational structure of the administration in accordance with *The City Manager's Bylaw* that previously delegated authorities will follow the re-assigned roles regardless of any change in title to the position or the department.

#### RECOMMENDATION IMPLICATIONS

##### Financial Implications

There are no financial implications in the administrative updates to the City's bylaws. However, it should be noted that this change to the organizational structure was not done as a cost-cutting exercise. There may be efficiencies as a result, which will be reinvested in the organization. Alternatively, if additional funding is required as the reorganization unfolds, these changes will be reflected in budget submissions for 2015.

##### Environmental Implications

There are no environmental implications with this report.

##### Strategic Implications

This change is designed to help us respond to changes in our environment, and plan for the future more effectively.

##### Other Implications

There are no other implications with this report.

##### Accessibility Implications

There are no other implications with this report.

#### COMMUNICATIONS

All employees have been notified of the organizational change, and where appropriate have been involved in decisions regarding changes to the bylaws. A plan is in place to communicate any changes in delegates to boards, committees and community stakeholders.

#### DELEGATED AUTHORITY

Bylaw No. 2003-70 delegates authority over establishing the organization structure and scope of responsibility within departments to the City Manager & Chief Administrative Officer. City Council through *The Cities Act* may not delegate their authority over the positions of City Clerk, City Manager & Chief Administrative Officer, and City Solicitor.

All changes to bylaws require the approval of City Council.

Respectfully submitted,

EXECUTIVE COMMITTEE



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Erna Hall, A/Secretary

BYLAW NO. 2014-4

THE REGINA ZONING AMENDMENT BYLAW, 2014 (No. 2)

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

- 1 *Regina Zoning Bylaw No. 9250* is amended in the manner set forth in this Bylaw.
- 2 Chapter 9, Section 3.20 is repealed and the following substituted:

**“3.20 DIRECT CONTROL DISTRICT – DCD-14  
LANEWAY HOUSING PILOT**

(1) Establishment

- (a) A Direct Control District, entitled DCD-14 Laneway Housing Pilot is hereby established and includes the following properties:
  - i. Lots 1-11, inclusive; Block 23, Plan No. 102102387, in The Greens on Gardiner Subdivision.
  - ii. Lots 1-7, 29, 31, 33, and 35-37 in Block 62; and Lots 1-7 in Block 33; Plan No. (TBD) in Phase 8, stage 2 of Harbour Landing Subdivision.
- (b) This Direct Control District shall be designated on the Zoning Map as DCD-14.

(2) Purpose and Intent

- (a) Direct Control District DCD-14 is intended to accommodate laneway suites as a pilot project in a greenfield context to determine its usefulness in addressing housing affordability and housing type diversity as well as to assess the performance of the units with respect to the surrounding context, livability and functionality of the units, serviceability, and ultimately to determine if or under what circumstances laneway housing can be accommodated elsewhere in the city.
- (b) Direct Control District DCD-14 is in accordance with the guidelines contained in Section 9.12, Part A of the Regina Development Plan Bylaw No. 7877, being the City’s Official

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

City Solicitor

Community Plan, as well as provisions of The Planning and Development Act, 2007, respecting the establishment of Direct Control Districts.

- (c) Direct Control District DCD-14 will be amended from time to time as City Council deems it appropriate to expand the pilot project to other areas of the City.
- (d) Development standards of DCD-14 may vary between different areas to assess their effectiveness after the fact.

(3) Definitions

- (a) For the purposes of this zone a Laneway Dwelling Unit shall be defined as: a subordinate, self-contained dwelling unit, located above a detached garage with direct access from a rear lane.

(4) Permitted and Discretionary Uses

- (a) Permitted and Discretionary Uses for lots noted in (1)(a)(i) of this Section shall be consistent with those established in the DCD-11–Suburban Neo-Traditional Zone as specified in Chapter 9 of this Bylaw.
- (b) Permitted and Discretionary Uses for lots noted in (1)(a)(ii) of this Section shall be consistent with those established in the DCD-12–Suburban Narrow-Lot Residential as specified in Chapter 9 of this Bylaw.

(5) Development Standards

- (a) For those lots identified in Section (1)(a)(i) Development Standards as specified for the DCD-11–Suburban Neo-Traditional Zone as contained in Chapter 9 in this Bylaw shall apply and the following standards shall be applied to laneway dwelling units:
  - i. The setback to the rear of the lot shall be 2.5m.
  - ii. The sideyard setback shall be consistent with those required for a regular detached dwelling.
  - iii. The maximum height of a laneway dwelling unit shall be 7.5m.

- (b) For those lots identified in Section (1)(a)(ii) Development Standards as specified for the DCD-12-Suburban Narrow Lot Zone as contained in Chapter 9 in this Bylaw shall apply and the following standards shall be applied to laneway dwelling units:
  - i. The setback to the rear of the lot shall be 1.5m.
  - ii. The sideyard setback shall be consistent with those required for a regular detached dwelling.
  - iii. The maximum height of a laneway dwelling unit shall be 7.5m.

(6) Additional Development Regulations

- (a) A laneway dwelling unit shall be considered to be a variation of a secondary suite, and no other secondary suites shall be located on a lot.
- (b) Notwithstanding any part of this Bylaw, a laneway dwelling shall be permitted.
- (c) The living space of the laneway dwelling shall not be considered as part of the maximum floor area for an accessory building.
- (d) A laneway dwelling shall not contain more than two bedrooms.
- (e) A laneway dwelling unit shall occupy no more than 40 percent of the gross floor area of the principle dwelling and the floor area of the laneway dwelling unit..
- (f) Permitted yard encroachments pursuant to Section 6B.7.1 shall be permitted on an accessory building.
- (g) Notwithstanding Chapter 2 of this Bylaw, the gross floor area of the lot shall include the habitable area of the laneway dwelling unit.
- (h) Where applicable, the development regulations contained in Chapter 4 of this Bylaw shall apply to developments in Direct Control District DCD-14.

- (i) Where applicable, overlay zone regulations contained in Chapter 10 shall apply to developments in DCD-14.
- (j) Accessory uses in DCD-14 shall be in accordance with the provisions of Chapter 11 with the exception that the maximum size of an accessory building shall be 80m<sup>2</sup> and that the living space of the laneway dwelling unit shall be exempted from the maximum allowable area of an accessory building.
- (k) Residential development in DCD-14 shall be in accordance with the provisions of Chapter 6.
- (l) Temporary uses in DCD-14 shall be in accordance with the provisions of Chapter 12.
- (m) Parking facilities in DCD-14 shall be in accordance with the provisions of Chapter 14.
- (n) Landscaping and buffering in DCD-14 shall be in accordance with the provisions of Chapter 15.
- (o) The erection of signs in DCD-14 shall be in accordance with the provisions of Chapter 16.
- (p) Applications for development permits in DCD-14 shall be in accordance with the provisions of Chapter 18.”

- 3 Chapter 19 – Zoning Maps (Map No. 2483) and Chapter 9 – Special Zones is amended by rezoning the lands in Regina, Saskatchewan, as outlined on the map attached as Appendix “A”, legally described as:

**Legal Address:**           **Proposed Lots : 1-7, 29, 31, 33, and 35-37 in Block 62; and Lots 1-7 in Block 63 Plan No. TBD, Harbour Landing Subdivision**

**Civic Address:**           **TBD**

**Current Zoning:**       **DCD12 – Direct Control District Suburban Narrow Lot**

**Proposed Zoning:**      **DCD14 – Laneway Housing Pilot**

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

READ A FIRST TIME THIS 27th DAY OF January 2014.

READ A SECOND TIME THIS 27th DAY OF January 2014.

READ A THIRD TIME AND PASSED THIS 27th DAY OF January 2014.

\_\_\_\_\_  
Mayor

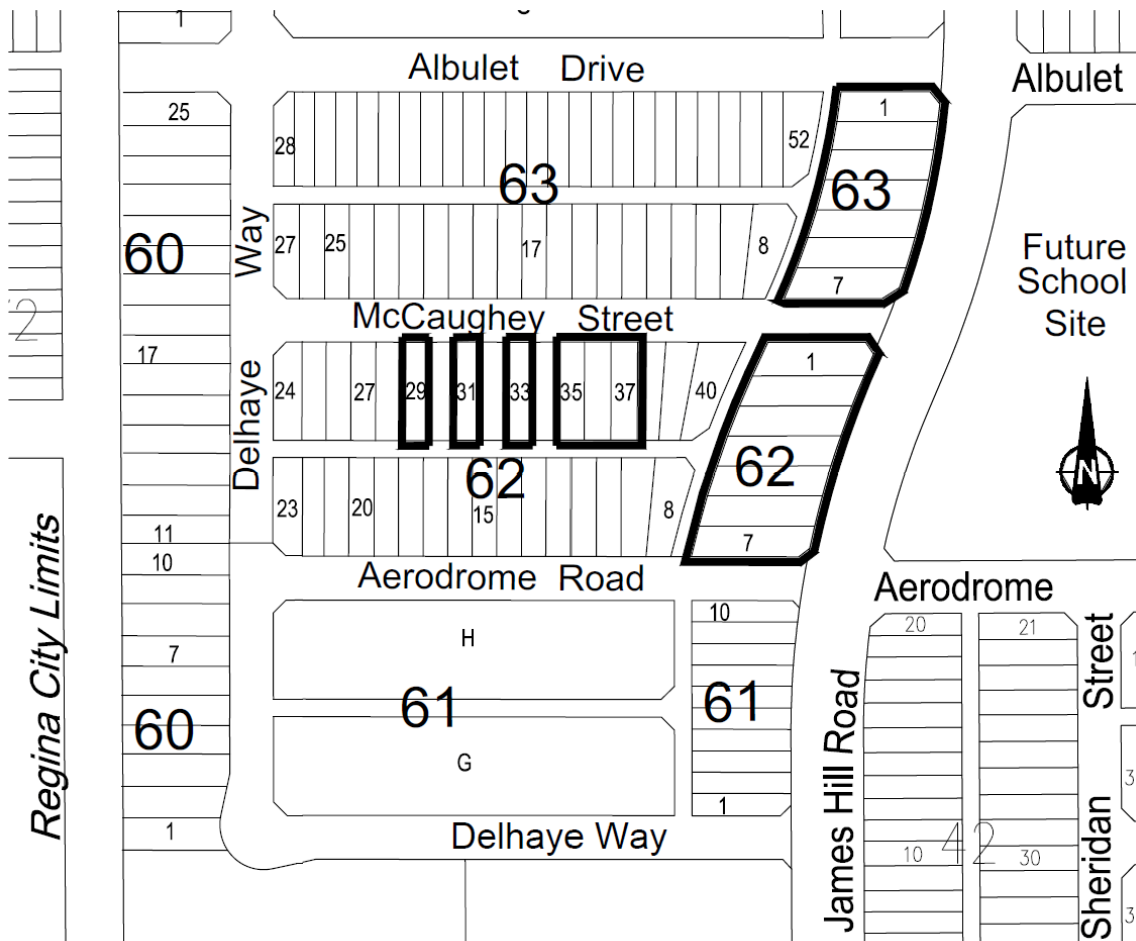
\_\_\_\_\_  
City Clerk

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

CERTIFIED A TRUE COPY

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

Appendix "A"



## ABSTRACT

BYLAW NO. 2014-4

### THE REGINA ZONING AMENDMENT BYLAW, 2014 (No. 2)

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PURPOSE:	To amend <i>Regina Zoning Bylaw No. 9250</i> .
ABSTRACT:	The proposed rezoning will allow for the construction of 20 secondary suites above detached garages that will be accessed from a rear lane.
STATUTORY AUTHORITY:	Section 46 of <i>The Planning and Development Act, 2007</i> .
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	Required, pursuant to section 207 of <i>The Planning and Development Act, 2007</i> .
PUBLIC NOTICE:	Required, pursuant to section 207 of <i>The Planning and Development Act, 2007</i> .
REFERENCE:	Regina Planning Commission Meeting December 4, 2013 RPC13-82 Mayor's Housing Commission, February 10, 2014, MHC14-4
AMENDS/REPEALS:	Amends <i>Regina Zoning Bylaw No. 9250</i> .
CLASSIFICATION:	Regulatory
INITIATING DIVISION:	Community Planning and Development
INITIATING DEPARTMENT:	Planning



BYLAW NO. 2014-19

THE REGINA ZONING AMENDMENT BYLAW, 2014 (No. 7)

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

- 1 *Regina Zoning Bylaw No. 9250* is amended in the manner set forth in this Bylaw.
- 2 Chapter 19 - Zoning Maps (Map No. 3287) is amended by rezoning the lands in Regina, Saskatchewan, as outlined on the map attached as Appendix "A", legally described as:

**Legal Address:**            **Part of Parcel A, Plan No. 101550406, SW 1/4 22-17-19 W2M**

**Civic Address:**           **2251 Heseltine Road**

**Current Zoning:**         **UH - Urban Holding**

**Proposed Zoning:**      **R6 - Residential Multiple Housing**

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

READ A FIRST TIME THIS 24th DAY OF March 2014.

READ A SECOND TIME THIS 24th DAY OF March 2014.

READ A THIRD TIME AND PASSED THIS 24th DAY OF March 2014.

\_\_\_\_\_  
Mayor

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

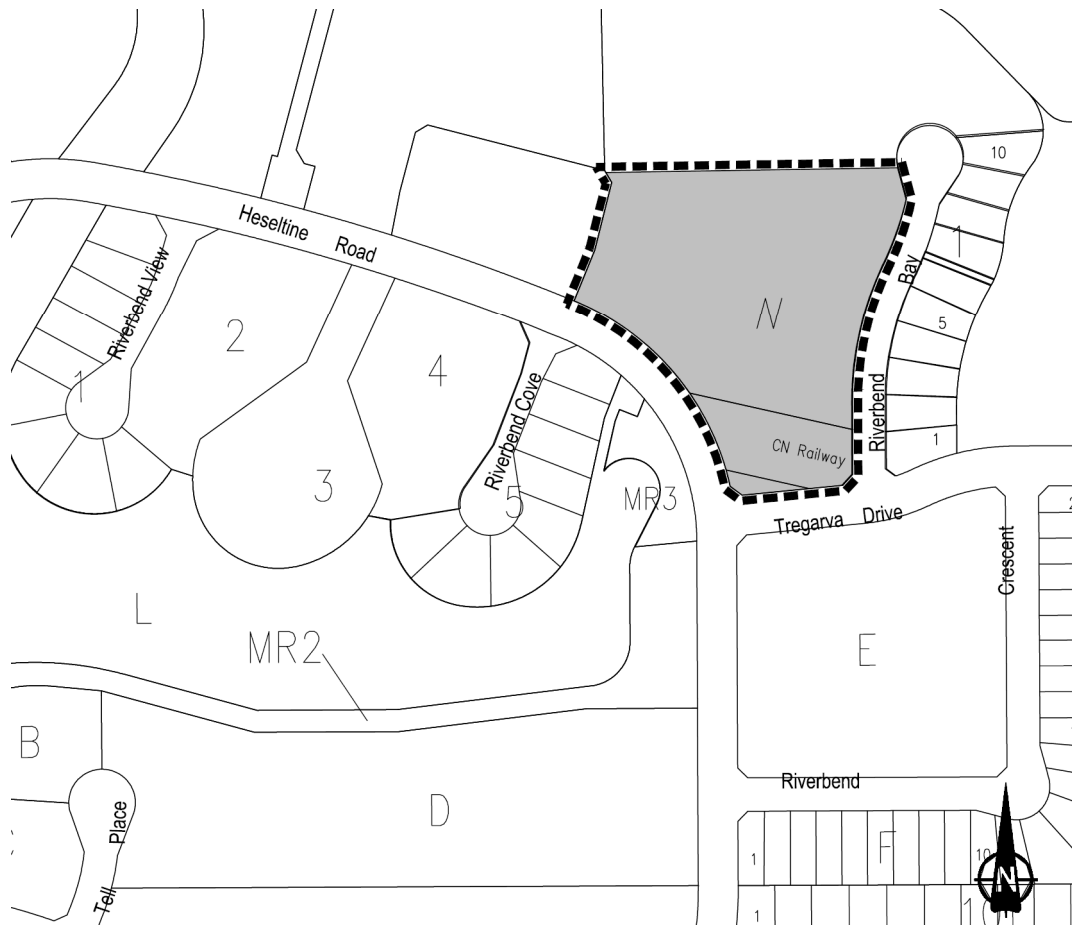
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\_\_\_\_\_  
City Clerk

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

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

## APPENDIX "A"



ABSTRACT

BYLAW NO. 2014-19

THE REGINA ZONING AMENDMENT BYLAW, 2014 (No. 7)

---

PURPOSE:	To amend <i>Regina Zoning Bylaw No. 9250</i> .
ABSTRACT:	The proposed rezoning is to accommodate future high-density development within the Riverbend area, which is consistent with the approved concept plan for this area.
STATUTORY AUTHORITY:	Section 46 of <i>The Planning and Development Act, 2007</i> .
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	Required, pursuant to section 207 of <i>The Planning and Development Act, 2007</i> .
PUBLIC NOTICE:	Required, pursuant to section 207 of <i>The Planning and Development Act, 2007</i> .
REFERENCE:	Regina Planning Commission, February 12, 2014, RPC14-7.
AMENDS/REPEALS:	Amends <i>Regina Zoning Bylaw No. 9250</i> .
CLASSIFICATION:	Regulatory
INITIATING DIVISION:	Community Planning and Development
INITIATING DEPARTMENT:	Planning

BYLAW NO. 2014-27

THE REGINA ADMINISTRATION AMENDMENT BYLAW, 2014

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

**Purpose**

- 1 The purpose of this Bylaw is to update previously defined powers, duties, accountabilities and functions of certain City Officials and City employees.

**Statutory Authority**

- 2 The authority for this Bylaw is *The Cities Act*, sections 5, 6, 8, 84, 85, 89, 100, 144-147 and 154 of the *Act*.

- 3 Bylaw No. 2003-69, being *The Regina Administration Bylaw*, is amended in the manner set forth in this Bylaw.

- 4 Section 2 is repealed and the following substituted:

“2. The authority for this Bylaw is *The Cities Act*, sections 5, 6, 8, 38.2, 83, 84, 85, 89, 100, 127, 131, 132, 144-147, 154, 163, 173, 184, 189, 193, 196, 239, 241-247, 250, 264, 348; *The Local Government Elections Act*; *The Local Improvements Act, 1993*, section 17; and *The Tax Enforcement Act*.”

- 5 Section 3 is amended by adding the following definitions after the definition of “Act”:

““**Chief Financial Officer**” means the person appointed as Chief Financial Officer for the City by the City Manager;

“**Chief Operating Officer**” means the person appointed as Deputy City Manager and Chief Operating Officer for the City by the City Manager;”.

- 6 Section 3 is amended by adding the following definition after the definition of “City”:

““**City Assessor**” means the person appointed as City Assessor for the City by the City Manager;”.

- 7 In section 3, the definition of “City Clerk” is repealed and the following substituted:

““**City Clerk**” means the person appointed by Council to the position of City Clerk pursuant to section 85 of the Act and is the Chief Legislative Officer for the City;”.

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

City Solicitor

- 8 In section 3, the definition of “City Manager” is repealed and the following substituted:
- “**“City Manager”** means the person appointed by Council to the position of City Manager or City Commissioner pursuant to section 84 of the Act and is the Chief Administrative Officer for the City;”.
- 9 In section 3, the definition of “Deputy City Manager” is repealed.
- 10 “Deputy City Manager of Corporate Services” is struck out and “Chief Financial Officer” substituted wherever it appears.
- 11 “Director of Assessment and Property Taxation” is struck out and “Director of Assessment, Tax and Real Estate” substituted wherever it appears.
- 12 The following sections are added after section 5.2 and the heading “Delegation”:
- “5.3 Any delegation of authority by Council to a City employee by bylaw or resolution that refers to a position title that is subsequently re-named or where the duties of that position related to the delegated authority are transferred to another position as a result of corporate re-organization or restructuring approved by the City Manager pursuant to section 8 of *The City Manager’s Bylaw* No. 2003-70, shall be deemed to refer to the substituted position title on the effective date of the re-organization or restructuring and where that individual was authorized to delegate such authority prior to the re-organization or re-structuring, the delegation of authority continues to be authorized under the substituted position title.
- 5.4 Where any authority was delegated by a City employee prior to a corporate re-organization or restructuring approved by the City Manager pursuant to section 8 of *The City Manager’s Bylaw*, No. 2003-70, that delegation of authority is not invalidated by the re-organization or restructuring and may be revoked by the individual in the substituted position title or by the City Manager.”
- 13 Section 10 is amended by striking out “Deputy City Manager of Community Planning and Development” and substituting “Chief Operating Officer”.
- 14 Section 11 is repealed and the following substituted:
- “11. The Chief Operating Officer is authorized to delegate to any City employee any power, duty or function assigned to the Chief Operating Officer by this Bylaw, any other bylaw or resolution, the Act, any other acts, or the City Manager.”

15 Section 12 is amended by striking out “a Deputy City Manager” and substituting “Chief Operating Officer”.

16 Section 13 is repealed and the following substituted:

“13. When the position of Chief Financial Officer or Chief Operating Officer is vacant, or if the Chief Financial Officer or Chief Operating Officer is unable to carry out the duties of the position due to an extended illness or other reason:

- (a) the City Manager shall appoint a person as Acting Chief Financial Officer or Chief Operating Officer; and
- (b) the Acting Chief Financial Officer or Chief Operating Officer shall have the same powers, duties, accountabilities and functions as the Chief Financial Officer or Chief Operating Officer.”

17 Section 14 is repealed and the following substituted:

“14. During the temporary absence of the Chief Financial Officer or Chief Operating Officer due to vacation, short-term illness or work-related absences:

- (a) the absent employee shall appoint a City employee to act in his or her position;
- (b) the absent employee shall advise the City Manager, City Clerk and City Solicitor of such absences and the name of the person so appointed; and
- (c) the acting employee shall have the same powers, duties, accountabilities and function as the absent employee that they are acting for.”

18 In sections 15, 37.1 and 64.1 “Deputy City Manager of Community Planning and Development” is struck out and “City Manager or Chief Operating Officer” is substituted wherever it appears.

19 Section 24 is repealed and the following substituted:

“24. The City Manager and Chief Operating Officer are designated officers for the purpose of licensing of contractors pursuant to section 9 of the Act.”

- 20 Section 24.3 is repealed and the following substituted:
- “24.3 The City Manager and Chief Operating Officer are designated officers for the purposes of transmitting statements of account to school boards and the Minister of Education pursuant to section 274 of the Act.”
- 21 Section 35 is amended by striking out “ or any Deputy City Manager is” and substituting “, Chief Financial Officer or Chief Operating Officer are”.
- 22 In sections 37.2 and 37.3 “Deputy City Manager of City Operations” is struck out and “City Manager or Chief Operating Officer” is substituted wherever it appears.
- 23 Section 46 is amended by striking out “ or a Deputy City Manager” and substituting “, the Chief Financial Officer or the Chief Operating Officer”.
- 24 Clause 47(b)(ii) is repealed and the following substituted:
- “(ii) (A) the City Manager;  
(B) the Chief Operating Officer; or  
(C) one other City employee to whom signing authority has been delegated in accordance with established policies and procedures; or”.
- 25 Section 54 is amended by striking out “Deputy City Manager of Community Planning and Development” and substituting “Chief Operating Officer”.

**Amendments to Schedule “D”**

- 26 Sections 3, 8, and 29 of Schedule “D” are amended by striking out “ or a Deputy City Manager” and substituting “, Chief Financial Officer or Chief Operating Officer (or their respective delegate in accordance with the policies or procedures established pursuant to this Bylaw)” wherever it appears.
- 27 Sections 6, 7, 8, 10, 23, and 42 of Schedule “D” are amended by striking out “section 11” and substituting “this Bylaw” wherever it appears.
- 28 Sections 6, 7, 22 and 24.1 of Schedule “D” are amended by striking out “ or a Deputy City Manager of the division acquiring the goods, equipment or services” and substituting “, Chief Financial Officer or Chief Operating Officer” wherever it appears.
- 29 Section 10 of Schedule “D” is amended by striking out “ or Deputy City Manager of the division acquiring the goods, equipment or services” and substituting “, Chief Financial Officer or Chief Operating Officer” wherever it appears.

- 30 Section 24.1 of Schedule “D” is amended by striking out “section” and substituting “this Bylaw”.
- 31 Section 25 of Schedule “D” is amended by striking out “Deputy City Manager of the division acquiring the goods, equipment or services” and substituting “City Manager, Chief Financial Officer or Chief Operating Officer (or his or her delegate in accordance with the policies or procedures established pursuant to this Bylaw)”.
- 32 Sections 33, 34, 41 of Schedule “D” are amended by striking out “Deputy City Manager of the division acquiring the goods, equipment or services” and substituting “City Manager or Chief Operating Officer (or his or her delegate in accordance with the policies or procedures established pursuant to this Bylaw)”.
- 33 Section 50 of Schedule “D” is amended by striking out “ or Deputy City Manager of the division acquiring the goods, equipment or services” and substituting “, Chief Financial Officer or Chief Operating Officer”.
- 34 Section 57 of Schedule “D” is amended by striking out “Deputy City Manager of the division acquiring the services” and substituting “City Manager, Chief Financial Officer or Chief Operating Officer”.
- 35 Section 59 of Schedule “D” is amended by striking out “ or a Deputy City Manager of a division” and substituting “, Chief Financial Officer or Chief Operating Officer”.
- 36 Sections 69, 70, 71, 76 and 77 of Schedule “D” are amended by striking out “ or a Deputy City Manager” and substituting “, Chief Financial Officer or Chief Operating Officer” wherever it appears.
- 37 Sections 69, 70 and 74 of Schedule “D” are amended by striking out “ or Deputy City Manager” and substituting “, Chief Financial Officer or Chief Operating Officer” wherever it appears.

**Amendments to Schedule “E”**

- 38 Schedule “E” is repealed and the attached Schedule “E” substituted.



**Transitional**

39 All delegations of authority made by individuals properly authorized to do so prior to the coming into force of this Bylaw are not invalidated by the enactment of this Bylaw and where the position title of the grantor has been eliminated or the duties re-assigned, the delegation of authority may be revoked by a person holding the substituted position title as defined in section 12 of this Bylaw or by the City Manager.

**Coming into force**

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

READ A FIRST TIME THIS 24<sup>th</sup> DAY OF March, 2014.

READ A SECOND TIME THIS 24<sup>th</sup> DAY OF March, 2014.

READ A THIRD TIME AND PASSED THIS 24<sup>th</sup> DAY OF March, 2014.

\_\_\_\_\_  
Mayor

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

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

CERTIFIED A TRUE COPY

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

## **SCHEDULE “E”**

### **E. Signing Authorities**

**E1**

1. Purpose

E1

2. Purchase Orders

E1

3. Agreements

E1

**Schedule E**

**Signing Authorities**

**Purpose**

1. The purpose of this Schedule is to designate City employees who are authorized to sign certain contracts on behalf of the City.

**Purchase Orders**

2. The Chief Financial Officer, or his or her delegate, is authorized to sign purchase orders.

**Agreements**

- 3 The City Manager or Chief Operating Officer and his or her delegate, is authorized to sign the following types of agreements:
  - (a) grant and funding agreements entered into pursuant to the grant, funding and scholarship programs set out in section 37.1 of this Bylaw;
  - (b) instructor service agreements;
  - (c) agreements relating to the provision of water, sewer and/or stormwater connections outside the city limits, provided the agreement is not with another municipality;
  - (d) agreements relating to commercial waste collection and landfill fees, provided that the agreements shall be on the terms and conditions set out in *The Waste Management Bylaw*;
  - (e) agreements for the granting of licences and perpetual care of plots and columbarium niches at the City cemeteries; and
  - (f) agreements relating to water and sewer connection within the City.
- 4 The Director responsible for city transit is authorized to sign the following types of agreements:
  - (a) agreements for transit agents; and
  - (b) agreements for employer transit passes.

## ABSTRACT

BYLAW NO. 2014-27

### THE REGINA ADMINISTRATION AMENDMENT BYLAW, 2014

---

PURPOSE:	To amend <i>The Regina Administration Bylaw</i> to substitute new names for position titles which have changed as a result of a recent re-organization and departmental re-alignments which have taken place within the past year and to create an interpretation clause which will apply to all delegations by Council which referred to a position title to require that these delegations be interpreted as referring to the new position to which the City Manager has re-assigned the duties of the former position.
ABSTRACT:	This Bylaw amends <i>The Regina Administration Bylaw</i> to update position title references and provide for the interpretation of previous delegations to position titles which no longer exist as a result of a re-organization.
STATUTORY AUTHORITY:	Sections 5, 6, 8, 84, 85, 89, 100, 144-147 and 154 of <i>The Cities Act</i> .
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	N/A
PUBLIC NOTICE:	Required by sections 101(2)(j) and 154 for adoption of the purchasing policy. Notice was provided through publication in the Regina Leader-Post edition of March 15, 2014 posting at City Hall and posting on the City's website, in accordance with <i>The Public Notice Bylaw</i> #2003-8.
REFERENCE:	Executive Committee, March 12, 2014, EX14-8
AMENDS/REPEALS:	Amends Bylaw 2003-69
CLASSIFICATION:	Regulatory
INITIATING DIVISION:	City Manager
INITIATING DIVISION:	City Manager

BYLAW NO. 2014-28

THE REGINA REVITALIZATION INITIATIVE  
DEBENTURE AMENDMENT BYLAW, 2014

---

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

- 1 The purpose of this Bylaw is to amend *The Regina Revitalization Initiative Debenture Bylaw, 2014* to reflect blended principal and interest payments rather than separate principal and interest payments over the term of the borrowing.
- 2 Bylaw No. 2014-9, being *The Regina Revitalization Initiative Debenture Bylaw, 2014* is amended in the manner set forth in this Bylaw.
- 3 Subsection 6(2) is repealed and the following is substituted:  
  
“(2) The City shall pay the Aggregate Principal Amount, with interest at the rate of 3.99% per cent per annum in consecutive semi-annual installments, payable in arrears, on June 2<sup>nd</sup> and December 2<sup>nd</sup>, in each year of the term, commencing on June 2, 2014 as shown in Schedule “A” and to the date of maturity and shall be payable both before and after default.”
- 4 Schedule “B” is repealed and the attached Schedule “B” is substituted.
- 5 This Bylaw comes into force on the day of passage.

READ A FIRST TIME THIS 24<sup>th</sup> DAY OF March 2014.

READ A SECOND TIME THIS 24<sup>th</sup> DAY OF March 2014.

READ A THIRD TIME AND PASSED THIS 24<sup>th</sup> DAY OF March 2014.

\_\_\_\_\_  
Mayor

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

(SEAL)

CERTIFIED A TRUE COPY

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

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

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

Schedule "B"

\$100,000,000

C A N A D A

Province of Saskatchewan



No. 2014-28

**The City of Regina**

**AMENDED AND RESTATED DEBENTURE**

THE CITY OF REGINA (the "City"), for value received, hereby promises to pay to

**The Municipal Financing Corporation of Saskatchewan**

on the 2<sup>nd</sup> day of June, 2045 in the City of Regina, Saskatchewan, Canada, the principal amount of

**ONE HUNDRED MILLION DOLLARS**

-----(\$100,000,000)-----

in lawful money of Canada with interest at the rate of 3.99% per cent per annum in consecutive semi-annual installments, payable in arrears, on June 2<sup>nd</sup> and December 2<sup>nd</sup>, in each year of the term, commencing on June 2<sup>nd</sup>, 2014 and maturing on June 2<sup>nd</sup>, 2045 as set out in the attached schedule.

The City reserves the right to redeem the Amended and Restated Debenture before its maturity. Where the City intends to exercise its right of redemption, the City shall provide 30 days written notice to the General Manager of the Municipal Financing Corporation. Where the City wishes to exercise its right of redemption of the Amended and Restated Debenture, the Municipal Financing Corporation reserves the right to determine the prepayment date and payment shall be required in full on the prepayment date established by the Municipal Financing Corporation. The redemption price at which the Amended and Restated Debenture may be prepaid is calculated as the sum of: all amounts of principal and interest due on or before the prepayment date that have not yet been paid; plus the fair market value of the remaining principal amount of the debenture as determined by the Municipal Financing Corporation.

The Amended and Restated Debenture shall rank concurrently and proportionately, except as to sinking funds, with all other general unsecured obligations of the City, without preference one above the other by reason of priority of date of issue, currency of payment, or otherwise.

DATED at Regina, Saskatchewan, on March 24, 2014

IN TESTIMONY WHEREOF and under the authority of *The Cities Act*, and Bylaw No. 2014-28 of the City duly passed on March 24, 2014 this Amended and Restated Debenture is sealed with the seal of the City and signed by the Mayor and by the Deputy City Manager of Corporate Services.

Date of Registration: March \_\_\_\_, 2014

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Deputy City Manager of Corporate Services

As designated officer, I certify that I have registered this amended and restated debenture in the securities register that the City keeps at its office in the City of Regina in the Province of Saskatchewan, Canada.

\_\_\_\_\_  
Deputy City Manager of Corporate Services

### Interest and Principle Payment Schedule

Payment No.	Payment Due Date	Payment Amount	Interest	Principal	Balance
					\$100,000,000.00
1	02/06/2014	2,802,326.35	1,995,000.00	807,326.35	99,192,673.65
2	02/12/2014	2,802,326.35	1,978,893.84	823,432.51	98,369,241.14
3	02/06/2015	2,802,326.35	1,962,466.36	839,859.99	97,529,381.15
4	02/12/2015	2,802,326.35	1,945,711.15	856,615.20	96,672,765.95
5	02/06/2016	2,802,326.35	1,928,621.68	873,704.67	95,799,061.28
6	02/12/2016	2,802,326.35	1,911,191.27	891,135.08	94,907,926.20
7	02/06/2017	2,802,326.35	1,893,413.13	908,913.22	93,999,012.98
8	02/12/2017	2,802,326.35	1,875,280.31	927,046.04	93,071,966.94
9	02/06/2018	2,802,326.35	1,856,785.74	945,540.61	92,126,426.33
10	02/12/2018	2,802,326.35	1,837,922.21	964,404.14	91,162,022.19
11	02/06/2019	2,802,326.35	1,818,682.34	983,644.01	90,178,378.18
12	02/12/2019	2,802,326.35	1,799,058.64	1,003,267.71	89,175,110.47
13	02/06/2020	2,802,326.35	1,779,043.45	1,023,282.90	88,151,827.57
14	02/12/2020	2,802,326.35	1,758,628.96	1,043,697.39	87,108,130.18
15	02/06/2021	2,802,326.35	1,737,807.20	1,064,519.15	86,043,611.03
16	02/12/2021	2,802,326.35	1,716,570.04	1,085,756.31	84,957,854.72
17	02/06/2022	2,802,326.35	1,694,909.20	1,107,417.15	83,850,437.57
18	02/12/2022	2,802,326.35	1,672,816.23	1,129,510.12	82,720,927.45
19	02/06/2023	2,802,326.35	1,650,282.50	1,152,043.85	81,568,883.60
20	02/12/2023	2,802,326.35	1,627,299.23	1,175,027.12	80,393,856.48
21	02/06/2024	2,802,326.35	1,603,857.44	1,198,468.91	79,195,387.57
22	02/12/2024	2,802,326.35	1,579,947.98	1,222,378.37	77,973,009.20
23	02/06/2025	2,802,326.35	1,555,561.53	1,246,764.82	76,726,244.38
24	02/12/2025	2,802,326.35	1,530,688.58	1,271,637.77	75,454,606.61
25	02/06/2026	2,802,326.35	1,505,319.40	1,297,006.95	74,157,599.66
26	02/12/2026	2,802,326.35	1,479,444.11	1,322,882.24	72,834,717.42
27	02/06/2027	2,802,326.35	1,453,052.61	1,349,273.74	71,485,443.68
28	02/12/2027	2,802,326.35	1,426,134.60	1,376,191.75	70,109,251.93
29	02/06/2028	2,802,326.35	1,398,679.58	1,403,646.77	68,705,605.16
30	02/12/2028	2,802,326.35	1,370,676.82	1,431,649.53	67,273,955.63
31	02/06/2029	2,802,326.35	1,342,115.41	1,460,210.94	65,813,744.69
32	02/12/2029	2,802,326.35	1,312,984.21	1,489,342.14	64,324,402.55
33	02/06/2030	2,802,326.35	1,283,271.83	1,519,054.52	62,805,348.03
34	02/12/2030	2,802,326.35	1,252,966.69	1,549,359.66	61,255,988.37
35	02/06/2031	2,802,326.35	1,222,056.97	1,580,269.38	59,675,718.99
36	02/12/2031	2,802,326.35	1,190,530.59	1,611,795.76	58,063,923.23
37	02/06/2032	2,802,326.35	1,158,375.27	1,643,951.08	56,419,972.15

<b>Payment No.</b>	<b>Payment Due Date</b>	<b>Payment Amount</b>	<b>Interest</b>	<b>Principal</b>	<b>Balance</b>
38	02/12/2032	2,802,326.35	1,125,578.44	1,676,747.91	54,743,224.24
39	02/06/2033	2,802,326.35	1,092,127.32	1,710,199.03	53,033,025.21
40	02/12/2033	2,802,326.35	1,058,008.85	1,744,317.50	51,288,707.71
41	02/06/2034	2,802,326.35	1,023,209.72	1,779,116.63	49,509,591.08
42	02/12/2034	2,802,326.35	987,716.34	1,814,610.01	47,694,981.07
43	02/06/2035	2,802,326.35	951,514.87	1,850,811.48	45,844,169.59
44	02/12/2035	2,802,326.35	914,591.18	1,887,735.17	43,956,434.42
45	02/06/2036	2,802,326.35	876,930.87	1,925,395.48	42,031,038.94
46	02/12/2036	2,802,326.35	838,519.23	1,963,807.12	40,067,231.82
47	02/06/2037	2,802,326.35	799,341.27	2,002,985.08	38,064,246.74
48	02/12/2037	2,802,326.35	759,381.72	2,042,944.63	36,021,302.11
49	02/06/2038	2,802,326.35	718,624.98	2,083,701.37	33,937,600.74
50	02/12/2038	2,802,326.35	677,055.13	2,125,271.22	31,812,329.52
51	02/06/2039	2,802,326.35	634,655.97	2,167,670.38	29,644,659.14
52	02/12/2039	2,802,326.35	591,410.95	2,210,915.40	27,433,743.74
53	02/06/2040	2,802,326.35	547,303.19	2,255,023.16	25,178,720.58
54	02/12/2040	2,802,326.35	502,315.48	2,300,010.87	22,878,709.71
55	02/06/2041	2,802,326.35	456,430.26	2,345,896.09	20,532,813.62
56	02/12/2041	2,802,326.35	409,629.63	2,392,696.72	18,140,116.90
57	02/06/2042	2,802,326.35	361,895.33	2,440,431.02	15,699,685.88
58	02/12/2042	2,802,326.35	313,208.73	2,489,117.62	13,210,568.26
59	02/06/2043	2,802,326.35	263,550.84	2,538,775.51	10,671,792.75
60	02/12/2043	2,802,326.35	212,902.27	2,589,424.08	8,082,368.67
61	02/06/2044	2,802,326.35	161,243.25	2,641,083.10	5,441,285.57
62	02/12/2044	2,802,326.35	108,553.65	2,693,772.70	2,747,512.87
63	02/06/2045	2,802,325.75	54,812.88	2,747,512.87	0.00



No. 2-014-28

CANADA

Province of Saskatchewan

THE CITY OF REGINA

**\$100,000,000**

Fully Registered  
Amended and Restated Debenture

Bylaw No. 2014-28

Maturing on June 2, 2045.

NO WRITING, IMPRESSIONS OR  
MARKS MUST APPEAR ON THIS  
DEBENTURE, OTHER THAN THAT  
PLACED HEREON WITH THE  
AUTHORITY OF THE OFFICERS OF  
THE CITY.

## LEGAL OPINION

We have examined Bylaw No. 2014-28 (the "Bylaw") of the Corporation of the City of Regina (the "City") dated March 24, 2014 authorizing the issue of an Amended and Restated Debenture in the amount of \$100,000,000 and maturing on June 2, 2045.

In our opinion, the Bylaw has been properly passed and is within the legal powers of the City. The Amended and Restated Debenture issued under the Bylaw in the within form is the direct, unsecured obligation of the City, which ranks concurrently and proportionally except as to sinking funds, with all other general unsecured obligations of the City, without preference one above the other by reason of priority of date of issue, currency of payment, or otherwise. This opinion is subject to and incorporates all the assumptions, qualifications and limitations set out in our opinion letter delivered on the date of this Amended and Restated Debenture.

Regina, March 24, 2014

MacPherson Leslie & Tyerman LLP

ABSTRACT

BYLAW NO. 2014-28

THE REGINA REVITALIZATION INITIATIVE  
DEBENTURE AMENDMENT BYLAW, 2014

---

PURPOSE:	To amend <i>The Regina Revitalization Initiative Debenture Bylaw, 2014</i> to reflect blended principal and interest payments rather than separate principal and interest payments over the term of the borrowing.
ABSTRACT:	This Bylaw amends <i>The Regina Revitalization Initiative Debenture Bylaw, 2014</i> to clarify the interest charging language and substitute an updated form of amended and restated debenture.
STATUTORY AUTHORITY:	Part IX and Divisions 6 and 7 of <i>The Cities Act</i>
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	N/A
PUBLIC NOTICE:	Public Notice required pursuant to subsection 101(2) of <i>The Cities Act</i> - Public Notice was provided in the Leader Post, the City's public notice board and the City's website on March 15, 2014.
REFERENCE:	City Council November 6, 2013 - CR13-153 City Council January 27, 2014 - CM 14-1
AMENDS/REPEALS:	Amends Bylaw 2014-9
CLASSIFICATION:	Administrative
INITIATING DIVISION:	Corporate Services
INITIATING DEPARTMENT:	Finance

## **Presentation to City Council, by Linda McKenzie, March 24, 2014**

Re: Edward Street Sewer and Drainage Recommendations (PW13-14)

### Background:

At the July 8, 2013 Council meeting the Administration was directed to provide an informational report on the Application for Contract Zoning (13-CZ-03), for a proposed development of townhouses at 2220 Edward Street, and a report through the Public Works Committee related to the current flood and sewer issues in the 2220 Edward Street area (PW13-14).

I attended the March 13, 2014 Public Works Committee meeting at which the Administration's Recommendations and report on this subject was presented. I will leave it to the Chair of the Committee and the other Councillors who serve on the Committee to explain their decision.

### My Recommendations and Concerns:

I fully support the decision of the Committee not to accept the Administration's Recommendations, as submitted|. **I urge you, as a Council, to do the same.** My presentation to you is intended to present my concerns arising from the Administration's Recommendations and the associated report, for the public record.

The issue of limited capacity, aging and overloading of the domestic sewer systems at both the local and trunk levels has been recognized as the cause of sewer backup in the Cathedral Area for more than 40 years. The Cathedral Area Neighbourhood Plan outlines the problem and recommends solutions. The consultant who contributed to this report has confirmed what was already clear when the Neighbourhood Plan was incorporated in 1988. Full or surcharged conditions in the Wascana Trunk Sewer Main is still the leading cause of basement flooding in the Cathedral Area.

Sanitary Sewer Options 1. And 2., and Storm System Option 1, as identified by the consultant, are not recommended by the Administration. The Recommended Options for both problems are to defer both wastewater and storm system improvements, for further evaluation. This is not acceptable to me, or the long-suffering residents.

Action requested: No more delay or deferral

The backup prevention solutions recommended by the Administration's Subsidy Program have already been installed by several residents. They have failed to prevent further sewer backups. The installation of the backflow valve recommended by the manufacturer was not considered or evaluated by the Administration. This should be done in a timely and professional matter, including an evaluation of any potential system

problems that this type of device may cause.

**Action Requested: Support the Directions from the Public Works Committee to the Administration**

Sanitary Sewer Option 2. states it is important to note that forcing more flow into the Wascana Trunk Sewer Main is likely to shift the problem to another area of the City. Despite this notation, no effort has been made to ensure that the sewer system has enough capacity to incorporate any flows from the proposed 2220 Edward Street Development.

The City's Development Standards - Section 08, 2.1.2, Wastewater Collection Systems, states that: It shall be the responsibility of the Developer to demonstrate the serviceability of the development. In particular no new development shall reduce the service level of the existing collection system below an acceptable level. The existing service is already unacceptable. It cannot be allowed to get worse!

**Action Requested: To direct the Administration to ensure compliance with this requirement BEFORE a Building Permit is issued for the new development at 2220 Edward Street.**

I also request that, in the future, the Administration revise their risk-evaluation priorities to reflect that sewer backup is a serious risk to public health and property, as well as a service interruption.

Thank you for your attention. I am especially grateful for the work of the members of the Public Works Committee regarding this issue.

Respectfully submitted by,

Linda McKenzie  
2066 Princess Street  
Regina, SK  
S4T 3Z4

March 24, 2014

Thank you for letting me speak this evening. My name is Wanda Silzer and I am representing West Cathedral in regards to (PW13-14) Edward Street Sewer and Drainage Issues.

I attended the Public Works Committee Meeting to express resident concerns regarding the 3 options for dealing with our sewer and drainage issues and the Backup Prevention Subsidy Program. Nothing was really resolved so we are here again to enquire what, if anything has changed. None of these options solve our problems in any way.

Option 1 gives us an offline storage tank that will reduce but not eliminate the severity of flooding. Option 2 offers a sanitary line that flows south but will not reduce the flow to the Wascana Trunk main that will likely shift the flooding to another area and take a long time to construct. Option 3 offers nothing but a wait and see option.

None of these options fix anything in the foreseeable future. Many of the sewer and storm lines are also cross connected. We have all been flooding for decades with the City's knowledge as it is. Our basements have been the sewer storage tanks and many of us no longer have insurance because of it. To make it worse we can't even sell our homes because we would have to disclose these issues therefore reducing property values. The health risks are even worse.

The Backup Prevention Subsidy Program offers nothing to me personally as it is. I had already installed the approved backflow valve and still flooded twice in 3 days. I have since installed backflow valves on every basement drain and a gate valve. Your program also doesn't say anything about restitution for those of us that have already taken these extreme and expensive measures.

The backflow valve suggested does not work for us in this situation. There is too much pressure and volume thus not giving the backflow valve the chance to work, making it useless. There is almost no slope to city sewer from our homes to city sewer connection which was pointed out to me by the company I hired to replace my sewer. I also share a connection with my neighbour which many residents in our area do as well. I have since installed a gate valve behind backflow valve that I have to manually shut off. So generally, if it's raining I have to run downstairs in the morning to check if I can shower, then open gate valve, shower, close gate valve before I go to work, open valve again(if not raining)when I get home, and remember to close before I go to bed. Many occasions we have not been able to use any water for more than 24 hours at a time. This is ridiculous but what I have had to do for the last couple of years. Now you expect half the neighbourhood to do the same thing? Automatic gate valve suggested is not available here and when it was many years ago, they were \$1100.

-Show demo of actual backflow valve and the closed flapper design.(No venting for city sewer.)

- photo of my backflow and gate valve

- literature on approved and current backflow valve with open flapper design.

The Wascana Trunk main needs to be increased in size and cross connections of sewer and storm fixed. If I can't add a second bathroom in my basement, no other building of any kind should be added here until the flooding issues are rectified and in a timely manner. If we were to flood again tomorrow, you, the city would be liable. We have all paid the consequences of the City's negligence for the last 4 decades so now it is your turn as summer is coming and so is another season of flooding.

Thank you,

Wanda Silzer







# MAINLINE

## Fullport Backwater Valve

# INNOVATIVE

*New Generation  
of Backwater Valves*

# TECHNOLOGY

WINNER

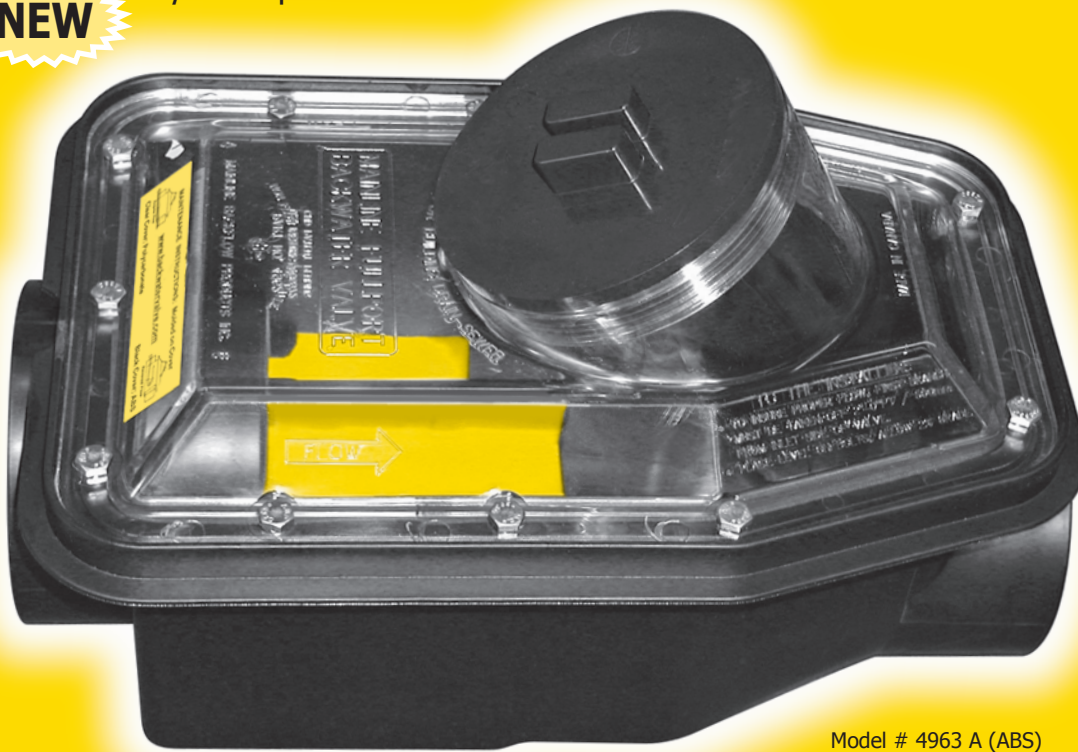


2005

Clear transparent lid provides  
easy visual inspection

Built-in sewer clean-out

**NEW**



Model # 4963 A (ABS)  
#4963 P (PVC)



**MAINLINE  
ACCESS BOX**

Model # PE 2013

# MAINLINE

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# MAINLINE

## Fullport Backwater Valve

Model #4963 A (ABS)  
#4963 P (PVC)

**NEW MAINLINE** Clear Top for easy visual inspection and cleaning

**MAINLINE** Fullport (Normally-open) Non-Flow Restricting

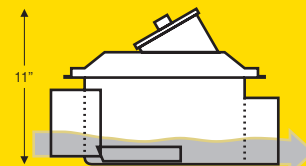
**MAINLINE** No problems with Blockages

**MAINLINE** Gate closes automatically when sewer starts to backup

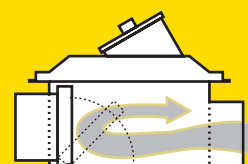
**MAINLINE** Cleaning-rod does not destroy the gate when feeding or retrieving cable

**MAINLINE** Normally-open design allows the free circulation of air throughout the plumbing system to the municipal sewer

**MAINLINE** Award-winning technology



Normal Flow



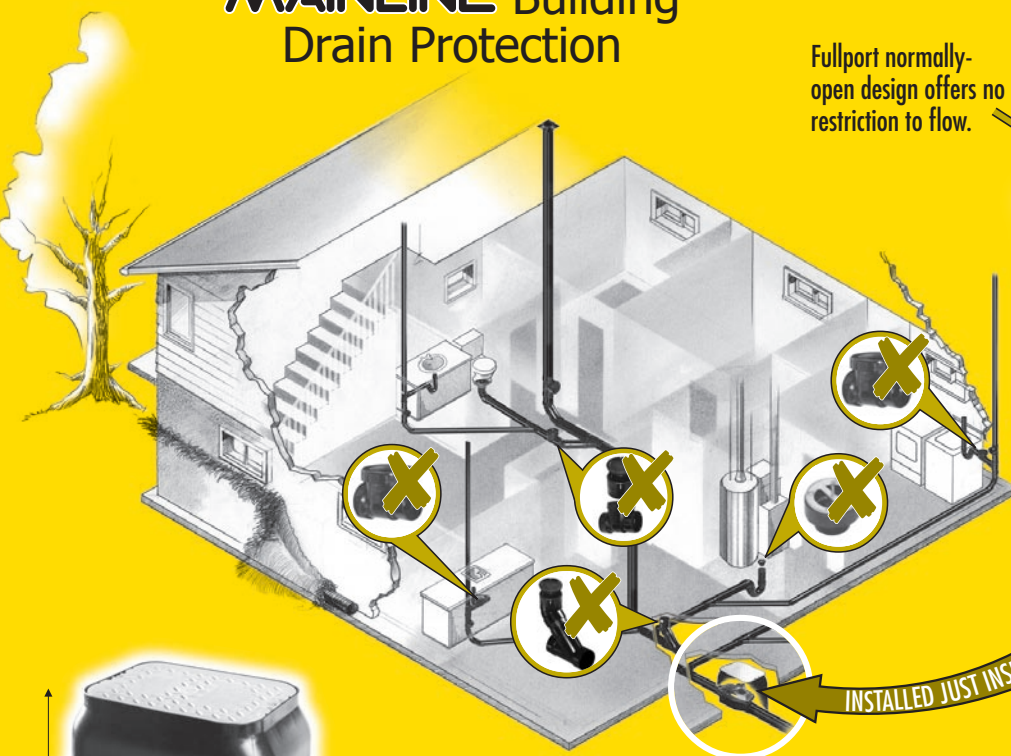
Reversal Flow

WINNER



2005

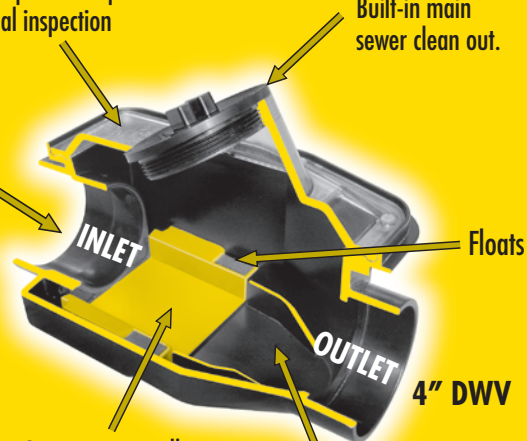
### MAINLINE Building Drain Protection



Clear transparent lid provides easy visual inspection

Fullport normally-open design offers no restriction to flow.

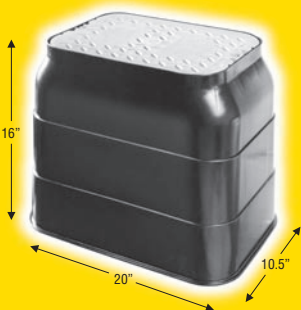
Built-in main sewer clean out.



Gate automatically rises upon reversal flow isolating entire plumbing system from backflow.

Flow channels on gate and body divert sewage from inlet to outlet preventing sewage buildup.

INSTALLED JUST INSIDE FOUNDATION WALL



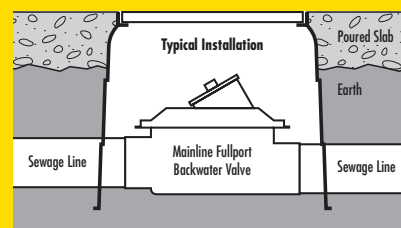
**ACCESS BOX**  
Model # PE 133

# MAINLINE

BACKFLOW PRODUCTS

[www.backwatervalue.com](http://www.backwatervalue.com) / [www.backwatervalue.ca](http://www.backwatervalue.ca)

Toll Free: 1-877-734-8691



Note: 3/4" height difference between Inlet and Outlet

March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: Edward Street Sewer and Drainage Recommendations PW13-14

---

**RECOMMENDATION OF THE PUBLIC WORKS COMMITTEE  
- MARCH 13, 2014**

**Recommendation**

1. That the scope of pre-design work planned for Drainage Area #14 in the 2014 Utility Capital Budget be adjusted to remove the lower priority Area #14A and add the adjacent Area #11, (see Appendix A) which includes the study area evaluated in this report;
2. That a decision regarding drainage system improvements on Edward Street be deferred until this pre-design work is complete in late 2014;
3. That a decision regarding wastewater system improvements be deferred by eight months to complete the calibration of the wastewater system model to determine the most effective overall system solution;
4. That a Sanitary Sewer Backup Prevention Subsidy Program ("pilot program") to subsidize backup prevention solutions be implemented as outlined in Appendix B for pre-identified residents within the study area who have experienced sewer backups which may be due to overloaded sanitary sewer lines, up to a maximum pilot program cost of \$105,000.
5. That item PW13-14 be removed from the list of outstanding items.

*PUBLIC WORKS COMMITTEE – MARCH 13, 2014*

The following addressed and answered questions of the Committee:

- Linda McKenzie
- Wanda Silzer, representing West Cathedral

The Committee adopted a resolution to concur in the recommendations contained in the report after adding the following recommendations:

- That upon City Council approval of this report, Ms. Silzer's type of valve be authorized for immediate use by homeowners.
- That administration continue to report back to the Public Works Committee the status of this item until it is resolved.

Recommendation #5 does not require City Council approval.

The Public Works Committee, at its meeting held on March 13, 2014, considered the following report from the administration:

### RECOMMENDATION

Your Administration recommends:

1. That the scope of pre-design work planned for Drainage Area #14 in the 2014 Utility Capital Budget be adjusted to remove the lower priority Area #14A and add the adjacent Area #11, (see Appendix A) which includes the study area evaluated in this report;
2. That a decision regarding drainage system improvements on Edward Street be deferred until this pre-design work is complete in late 2014;
3. That a decision regarding wastewater system improvements be deferred by eight months to complete the calibration of the wastewater system model to determine the most effective overall system solution;
4. That a Sanitary Sewer Backup Prevention Subsidy Program ("pilot program") to subsidize backup prevention solutions be implemented as outlined in Appendix B for pre-identified residents within the study area who have experienced sewer backups which may be due to overloaded sanitary sewer lines, up to a maximum pilot program cost of \$105,000.
5. That item PW13-14 be removed from the list of outstanding items.

### CONCLUSION

In October, 2013, a consultant was retained to identify possible solutions to resolve the sewer backups experienced by some customers within the study area shown in Appendix C. As part of the study, the consultant conducted a survey that identified 17 households reporting basement flooding, largely concentrated on the 2200 blocks of Edward Street and Pasqua Street. The engineering solutions identified as part of the study would reduce the severity and frequency of sewer backups for those properties in the study area at an overall cost of \$4.4 million for improvements to the sanitary sewer system and \$2.4 million for improvements to the drainage system. This investment would not fully resolve the possibility of backups for the affected area.

In order to make the best use of limited funding, solutions that optimize the overall storm drainage and wastewater systems are required. The 2014 Utility Capital budget includes pre-design work on Drainage Area #14 as identified in the Master Plan Drainage Study. The area evaluated in this report falls on the border of Drainage Area #14B and Drainage Area #11 (see Appendix A). By adjusting the scope of the planned project to replace the lower risk Area #14A with Area #11, broader system-based drainage solutions can be identified and implemented as part of the overall drainage improvement plans already included in the long-term Utility capital plan.

Similarly, work is currently underway to calibrate the wastewater system model that is intended to identify wastewater flow constraints within the overall sanitary system. This work is expected to be completed within six to eight months. By completing this calibration work, the long-term Utility Capital Plan can be updated to optimize solutions that accommodate existing areas and support growth. As well, the model is being reviewed to determine if further capacity can be created within the collection system by adjusting operations of the McCarthy Boulevard Pumping Station (MBPS), where upgrades have recently been completed.

Because broader system-based solutions will take time to develop and implement, the Administration has recommended a pilot program to subsidize and evaluate backup prevention solutions for households within the study area. Twenty seven houses bounded by 14<sup>th</sup> Avenue and 15<sup>th</sup> Avenue, between Edward Street and Pasqua Street, as well as eight nearby properties have been identified as candidates for this pilot program. Under this pilot program, outlined in Appendix B, solutions would be developed between the owners and the contractors on a case by case basis. The City has identified a number of potential

products for installation by qualified plumbers, such as backup preventers, sump pumps/pits, manual/automatic shutoff valves, and other improvements deemed appropriate by the City. Residents would be offered a rebate of 60%, up to a maximum \$3,000 to offset the costs associated with the recommend work. The estimated cost of this proposed solution, for the identified candidates, would be \$105,000.

## BACKGROUND

Residents in the 2200 block of Edward Street and Pasqua Street have expressed concern over the level of service they experience during storm events. More specifically, residents identified overland drainage and domestic sewer backup issues as major concerns. In 2006 residents provided correspondence to the City stating drainage flows south down Pasqua Street, ponds, then drains to the west through the lane. In 2013 residents were concerned that the development of 2220 Edward Street may block the drainage path.

Installed in the 1960s, Edward Street is serviced by a 150mm diameter domestic sewer line and a 40 mm diameter copper water line installed in a common trench. This method of construction would not satisfy current City standards. Edward Street also utilizes a manhole style lift station which services only three houses on the south end of Edward Street. The domestic sewer lines on both Edward Street and Pasqua Street flow into the Wascana Trunk Sewer Main.

There is a limited drop in elevation between the Wascana Trunk Sewer Main and the Edward Street and Pasqua Street sewer mains. This small elevation drop creates a situation in which the pipelines on Edward Street and Pasqua Street may fill due to backwater conditions should the Wascana Trunk Sewer Main fill and start to surcharge. This situation is further aggravated by the shallow depth of the lines on Edward Street and Pasqua Street. This results in surcharging of the sewer mains translating into potential basement flooding.

Some properties within the study area experience sewer back ups, during storm events, as a result of surcharging in the Wascana Trunk Sewer Main. The Wascana Trunk surcharges because a significant amount of rainfall enters the sanitary system through infiltration (groundwater enters the pipes) and inflow (direct connection of sump pumps and eaves troughs to the sanitary system). This causes the shallow mains on Edward Street and Pasqua Street to backup, which contributes to basement flooding.

In 2000, Agra Earth and Environmental Ltd. developed a Master Plan Drainage Study for Area #14B (encompassing both Edward Street and Pasqua Street). This master plan was incorporated into the overall master plan that KGS Group Consulting Engineers developed. This area was prioritized as above average (8<sup>th</sup> most important out of 17 areas), but was not identified as an immediate priority due to larger issues and broader impacts in other areas. Pre-Design work within the Master Plan Drainage Study for Area #14 is included in the Utility Capital Budget in 2014.

At the July 8, 2013 Council meeting, an informational report related to drainage and domestic sewer concerns was requested. On August 8, 2013, a response was submitted to the Public Works Committee. The conclusion of this report stated the use of inline backup prevention devices could mitigate the issues experienced by residents. Public Works Committee requested Administration further examine domestic sewer and drainage conditions within the vicinity of 2220 Edward Street. The City engaged a consultant on October 10, 2013. The main purpose of the study is to define the current level of service received by area residents as well as to provide options for improvement to the existing domestic sewer and overland drainage conditions.

## DISCUSSION

The study area shown in Appendix C is bounded by Lewvan Drive, Victoria Avenue, Queen Street, and 17<sup>th</sup> Avenue. The consultant engaged area residents through questionnaires. A goal of these questionnaires was to pinpoint sewer backup and flooding issues and later compare the field observations and modeling results. Another goal was to acquire information about the property (storm connections,

use of inline backup prevention devices, etc) to better understand the severity of the situation. Of the total 360 questionnaires distributed, 50 responses were submitted (14% response rate). From these questionnaires, a map of reported basement flooding (17 homeowners) and surface flooding locations was built (Appendix C). Both domestic and storm modelling efforts, as per the consultant, appear to confirm what residents are experiencing.

The consultant identified full or surcharged conditions in the Wascana Trunk Sewer Main as the leading cause of basement flooding in the area. These surcharged conditions prevent flow from entering the pipe, which impacts the residential sewer mains that feed into it. As downstream flow is restricted during backwater conditions, wastewater may be forced up into nearby basements. Surge conditions in the Wascana Trunk Sewer Main also make it more difficult for the Edward Street Lift Station to operate. The lift station's existing pumps may be incapable of overcoming the additional pressure within the pipeline, meaning the lift station may have difficulty emptying during large wet weather events.

Overland flow originating in the north end of the study area generally travels towards the south. Ponding occurs in some low lying areas on Pasqua Street, 14<sup>th</sup> Avenue, and 15<sup>th</sup> Avenue. During a 25 year storm event, these water levels may exceed 0.45m (Appendix C).

Currently, overland drainage travels southwest until it passes 2220 Edward Street along the property's north boundary and then flows towards the south. The impact of existing fill on the property to this flow path seems relatively small. There was insufficient information to compare against pre-existing conditions.

Much of the flow ultimately drains to the ditch on the east side of Lewvan, north of Wascana Creek. This flow is unable to effectively drain to the Wascana Creek through the Lewvan ditch, but the Lewvan ditch appears to have sufficient capacity to accommodate flow from significant storm events.

While the consultant considered four options for targeted improvement to the sanitary system in the study area, only the first option was identified as feasible at this time. This option would involve installing an offline storage tank that would hold sanitary waste from entering the Wascana Trunk Sewer Main during storm events and pumping the sanitary waste back into the Wascana Trunk Sewer Main when capacity allows. The cost associated with this work was approximated at \$4,359,000.

Modelling indicates that during a storm event, significant ponding occurs in depressed areas on Pasqua Street, 14<sup>th</sup> Avenue, and 15<sup>th</sup> Avenue. In order to provide targeted improvement to the drainage in the study area, the consultant proposed the installation of a new storm trunk and swale with an estimated cost of \$2,390,000.

The total investment of \$6,750,000 to reduce, but not eliminate, the sewer backup concerns for the study area would require reallocation of funding from other capital projects that may have a further reaching effect and greater impact in terms of the overall drainage and sanitary collection systems.

## **Sanitary Sewer Options**

### **Option 1:**

Implement the consultant's recommendation at a cost of approximately \$4,359,000, including the installation of offline storage tanks, which would reduce, but not eliminate the incidents and severity of basement flooding in the area. The offline storage tanks would hold sanitary waste from entering the Wascana Trunk Sewer Main during storm events and then pump the sanitary waste back into the Wascana Trunk Sewer Main when capacity allows. Detailed cost breakdowns are available under section 3.6 of the Edward Street Sanitary System and Drainage Improvements report (Appendix C). This option would require allocation of funding from the General Utility Reserve to this project. This option is not recommended.



**Option 2:**

Install new sanitary sewer mains that flow south. The new pipes would require connection to a new lift station, which could be designed with enough capacity to incorporate any flows from 2220 Edward Street. As the development plans progress more information would become available and further analysis could occur at that time. The estimated cost to implement this option is \$3,000,000. It is important to note that forcing more flow into the Wascana Trunk Sewer Main is likely to shift the problem to another area of the City with the result that offline storage may still be required. This option would require allocation of funding from the General Utility Reserve to this project. This option is not recommended.

**Option 3:**

Defer wastewater system improvements by eight months to complete a calibration of the current wastewater system model. This calibration will allow for identification of wastewater flow constraints over the entire sanitary system and ensure upgrades are completed to accommodate both existing areas and growth. Current models can be revisited to determine if system capacity can be gained within the collection system through adjusting the operations of McCarthy Boulevard Pumping Station. This work is underway and requires no additional funding. This option is recommended.

**Storm System Options**

**Options 1:**

Implement the consultant's recommendation, at a cost of \$2,390,000, which includes installing a new storm trunk and swale which would convey water south to Wascana Creek. Detailed cost breakdowns are available under section 4.4 of the Edward Street Sanitary System and Drainage Improvements report (Appendix C). This option would require allocation of funding from the General Utility Reserve to this project. This option is not recommended.

**Option 2:**

Defer a decision regarding system drainage improvements to complete pre-design work for Drainage Area #14 of the Master Plan Drainage Study. As the study area evaluated in this report falls on the edge of Area #14 adjacent to Area #11, the scope of work planned for 2014 could be adjusted to remove the lower priority Area #14A and include Area #11. Sufficient funds are budgeted in the 2014 Utility Capital Budget for this adjusted scope. This option is recommended.

**Pilot Sanitary Sewer Backup Prevention Subsidy Program**

The recommended options are focused on long-term systemic solutions that will take time to provide benefits to residents in the study area. In addition to these recommended options, the Administration recommends implementation of a pilot program, outlined in Appendix B. This pilot program would be targeted for residents in the study area who have experienced sewer backups to reduce the risk of future backups. Twenty seven houses bound by 14<sup>th</sup> Avenue and 15<sup>th</sup> Avenue, between Edward Street and Pasqua Street, as well as eight nearby properties, have been identified as candidates for the pilot program.

As outlined in Appendix A, the City would offer residents a rebate of 60% of their improvement costs, up to a maximum of \$3,000, for the installation of approved backup prevention devices (backup preventers, sump pumps/pits, manual/automatic shutoff valves, and other improvements deemed appropriate by the City). The home owners would work with specialized contractors to determine case by case solutions for the particular homeowner. A pilot program would provide the opportunity to homeowners to increase their protection, while providing the opportunity for the City to evaluate the costs and benefits of the pilot program.

Similar programs have been implemented in other municipalities in Saskatchewan and Manitoba and resulted in the desired effects of reducing or preventing future basement flooding. The pilot program costs would not exceed \$105,000 if the program is limited to the pre-identified candidates. This option would require allocation of funding from the General Utility Reserve. This option is recommended.

## **Long-Term Utility Capital Plan**

As the City's infrastructure ages, there is increasing competition for limited capital dollars. In addition to larger projects that provide substantial benefit to a large number of residents, there are situations where past building practices or standards have resulted in current issues for a localised area. As time passes and standards change, existing infrastructure is not automatically upgraded. In order to manage upgrades of this nature, a targeted program and dedicated funding would be required in order to ensure that funds are not redirected from other priority projects and programs.

In developing the capital investment plan for the Utility, projects are evaluated using a risk-based prioritization process that considers customer levels of service along with the cost-benefit ratio for each project. While the capital improvement projects identified by the consultant would score high for a likelihood of failure, the consequences are limited as the failure affects a small percentage of the population.

Work currently underway as part of the long term Utility capital plan is expected to identify capital projects that will provide overall system improvements. These broad-based system improvements will provide benefits to large areas of the City, including the properties in the study area. Because these improvements will be implemented over a number of years, there is a need to consider options to address immediate concerns for customers who experience localized service issues. A pilot program provides an opportunity to work with customers to address specific areas of concerns and to evaluate the costs and benefits of such a program within a limited scope.

## **RECOMMENDATION IMPLICATIONS**

### **Financial Implications**

If the scope of the pre-design work proposed for Drainage Area #14 is adjusted to remove Area #14A and include Area #11, no additional funding will be required to complete this phase of the work. The long term Utility capital plan includes funding for a number of potential drainage projects to be identified through this pre-design work; however, future budget approvals would be required for all proposed work.

Funds to complete the calibration of the wastewater system model is provided for as part of previous capital approval within the Wastewater Infrastructure Renewal Program. The long term Utility capital plan includes funding for potential future wastewater capital improvement projects; however, future budget approvals would be required for any projects identified through the work on the model.

Funding for a pilot program has not been provided for in existing budgets. In order to complete this work in 2014, an allocation of funds would be required from the General Utility Reserve. The maximum expected cost would be \$105,000 in one-time costs for the pilot program. The pilot program would then be evaluated in order to provide a recommendation for a possible on-going program.

### **Environmental Implications**

None with respect to this report.

### **Policy and/or Strategic Implications**

The City has adopted a Water and Sewer Asset Management Policy. This policy establishes principles, including risk-based prioritization of capital investments, which allows the City to use limited capital dollars to maximize customer levels of service.

### **Other Implications**

None with respect to this report



Accessibility Implications

None with respect to this report

COMMUNICATIONS

The City will send letters to residents in the area selected for the subsidy pilot program to advise them of their eligibility, encourage uptake in the program and gather results from the pilot program.

As broader solutions for the wastewater and drainage systems are identified, the City will provide information through the utility budget process and on Regina.ca.

DELEGATED AUTHORITY

City Council approval is required.

Respectfully submitted,

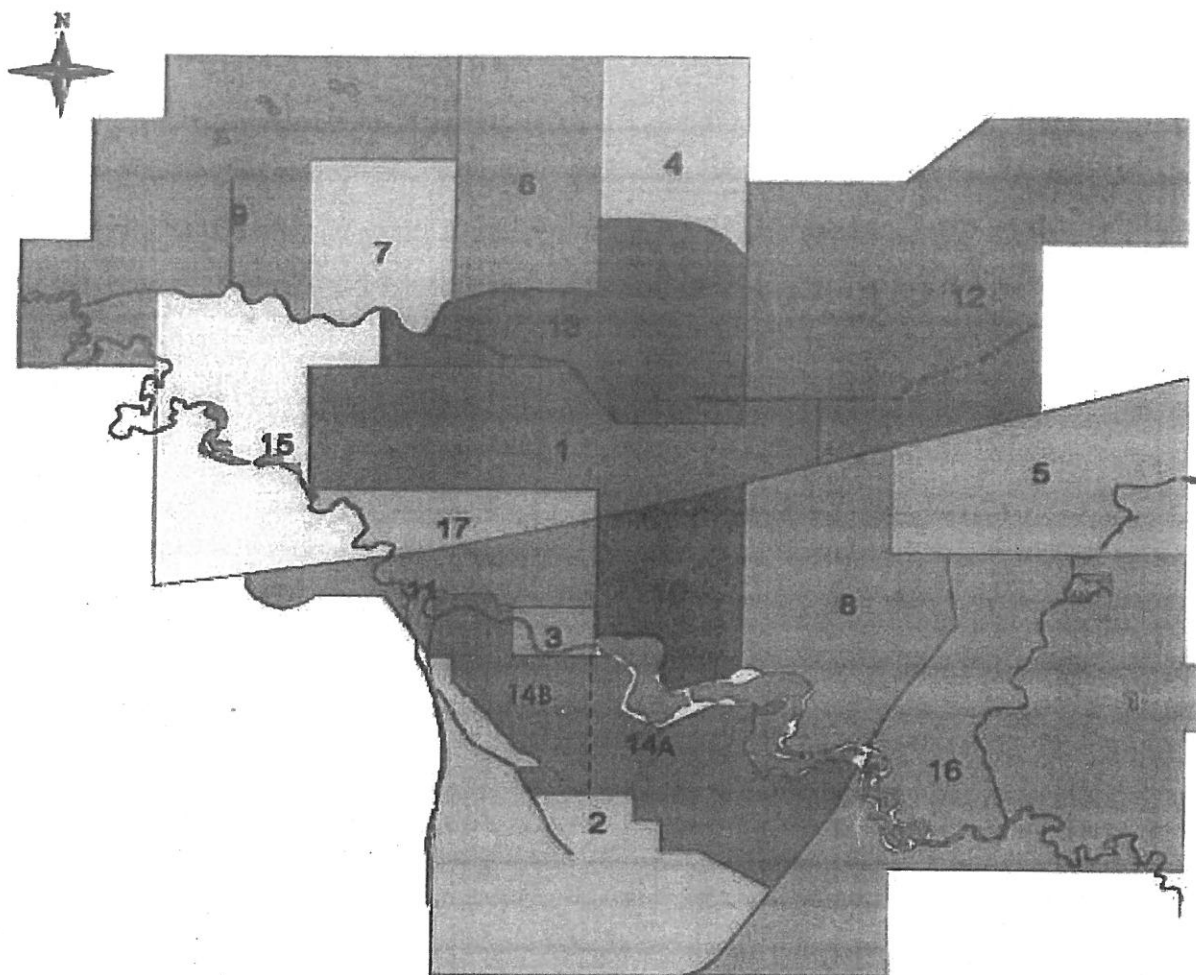
PUBLIC WORKS COMMITTEE

A handwritten signature in cursive script that reads "Linda Leeks".

---

Linda Leeks, Secretary

**Appendix A  
Drainage Map**



**Appendix B**  
**City of Regina Sanitary Sewer Backup Prevention**  
**Subsidy Program**



City of Regina

**City of Regina Sanitary Sewer Backup Prevention  
Subsidy Program**

## **Glossary**

"City" – City of Regina

"Applicant" – Property owner submitting a request for reimbursement

"Contractor" – Licensed plumber completing the work

## **Program Goal**

To decrease the frequency and intensity of residential sanitary sewer backup occurrences within areas deemed eligible and at a high risk by the City.

## **Program Description**

The City of Regina Sewer Backup Prevention Subsidy Program is implemented as a pilot program in an attempt to alleviate some of the costs associated with properly protecting against sewer backups in high risk areas. This program is not open to all residents but, only to those deemed eligible by the City.

Reimbursement of 60% is available for eligible expenditures up to a maximum of \$3000 per property. All applications must be made prior to December 31, 2014. Failure to comply with any portion of this document will be grounds for refusal of reimbursement and/or require any funds provided be returned to the City. The City may refuse reimbursement or cancel the program at any time for any reason.

## **Criteria**

This subsidy program only applies to properties that meet the following criteria and are deemed eligible by the City. If deemed eligible, the following criteria must be met to obtain the subsidy:

- Applicant must be the property owner
- Installation must be completed by a licensed plumber
- All appropriate permits (City of Regina Building Permit, and any other that applies) must be in place (copies to be included with the application form)
- Invoice showing a detailed cost breakdown must be submitted with the application form
- Invoice must indicate that all payments have been made
- Application forms must be submitted prior to December 31, 2014
- Applicant must agree to submit all feedback and allow any inspection as indicated under "Program Feedback" within this document

Eligible expenditures include all labour (by a licensed plumber only), and material costs as deemed necessary (by a licensed plumber) for the installation of:

- Backflow prevention device (must be CSA approved)
- Sump pump and sump pit
- Manual shutoff valve
- Automatic shutoff valve

- Others (if deemed appropriate by the City of Regina)

### **Extent of Reimbursement**

60% of all eligible expenditures up to a maximum of \$3000 (assuming all application criteria are met).

### **Methodology**

It is recommended that the subsequent steps be followed:

1. Determine plumbing contractor you wish to engage
  - Ensure the plumber is licensed by the Saskatchewan Apprenticeship and Trade Certification Commission
  - May wish to obtain a quote from more than one contractor
2. Work with the Contractor to determine the best solution for property
  - If the solution is not included in this document as an eligible expenditure for reimbursement, inquire to the City if it can be deemed eligible under the category of "Others"
3. Obtain all applicable permits
  - If the Contractor obtains the permits on your behalf, ensure you obtain copies
4. Have the Contractor complete the installation
  - Arrange for the City to inspect all work while the installation remains exposed (before any cover or fill is restored)
5. Submit an application for reimbursement to the City
  - Attach the invoice
  - The invoice must indicate payment to the Contractor has already been made
  - Attach copies of any permit
6. Complete a feedback survey one year after submitting an application for reimbursement as requested by the City

### **Program Feedback**

- Applicant must agree to complete a feedback survey one year after the application for reimbursement is submitted to gauge the success of the program and implemented solution
- Failure to complete a feedback survey will obligate the Applicant to refund any awarded reimbursement back to the City
- Applicant must provide permission for City staff to access their home for an inspection (permit compliance) of the worksite while the installation is exposed (before any cover or fill is restored)
- Failure to allow the City access to the Applicant's home for required inspections will obligate the Applicant to refund any awarded reimbursement back to the City

### **Contact Information**

For inquires and acquisition of permits, direct your request to:

Phone:  
Service Regina  
(306)777-7000

Online:  
<http://www.regina.ca/site/contact/online-request-form/>

General and eligibility inquiries should be submitted to:

Phone:  
Service Regina  
(306)777-7000

Online:  
<http://www.regina.ca/site/contact/online-request-form/>

Mail:  
City of Regina  
Garret Ruiters, Engineer-in-Training  
Project Engineer  
Water and Sewer Engineering  
2476 Victoria Avenue, PO Box 1790  
Regina, SK  
S4P 3C8

Email:  
[gruiters@regina.ca](mailto:gruiters@regina.ca)

Completed application forms should be submitted to:

Mail:  
City of Regina  
Garret Ruiters, Engineer-in-Training  
Project Engineer  
Water and Sewer Engineering  
2476 Victoria Avenue, PO Box 1790  
Regina, SK  
S4P 3C8

Email:  
[gruiters@regina.ca](mailto:gruiters@regina.ca)

**Reference Documents**



**Building Permit Checklist:**

<http://www.regina.ca/opencms/export/sites/regina.ca/residents/building-demolition/.media/pdf/building-permit-checklist-form-2012.pdf>

**Flood Prevention Troubleshooting Tips:**

[http://www.regina.ca/residents/water-sewer/learn\\_about\\_our\\_water\\_system/flood-protection/troubleshooting-tips/index.htm](http://www.regina.ca/residents/water-sewer/learn_about_our_water_system/flood-protection/troubleshooting-tips/index.htm)

**Building Permit Application:**

<http://www.regina.ca/opencms/export/sites/regina.ca/residents/building-demolition/.media/pdf/building-permit-app-2012.pdf>

## Application Form

City of Regina Sewer Backup Prevention Subsidy Program

<b>Applicant Information</b>		
Last Name:	First Name:	Middle Initial:
Telephone:		
Mailing Address (include street number, street name, and apartment number):		
City:	Province:	Postal Code:

<b>Location of Work</b>		
Address (if different from mailing address):		
City:	Province:	Postal Code:

<b>Contractor Information</b>		
Last Name:	First Name:	Middle Initial:
Telephone:		
Mailing Address (include street number, street name, and apartment number):		
City:	Province:	Postal Code:

<b>Contracted Work</b>		
Is the contractor licensed by the Saskatchewan Apprenticeship and Trade Certification Commission?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Journeyman/Apprentice Number:
Description of work:		
What attachments have been included with the application?		
<input type="checkbox"/> Invoice	Invoice Date:	Total Invoice Cost:
<input type="checkbox"/> Permit(s)	Please Specify:	
<input type="checkbox"/> Other(s)	Please Specify:	
By signing and accepting reimbursement, you agree to complete all feedback and inspection requirements as outlined within the City of Regina Sanitary Sewer Backup Prevention Subsidy Program		Signature

All applicants will indemnify and hold harmless the City, their agents and servants from and against all claims, demands, actions, cause of action and losses of or by any source arising from or attributable to any work completed under this program

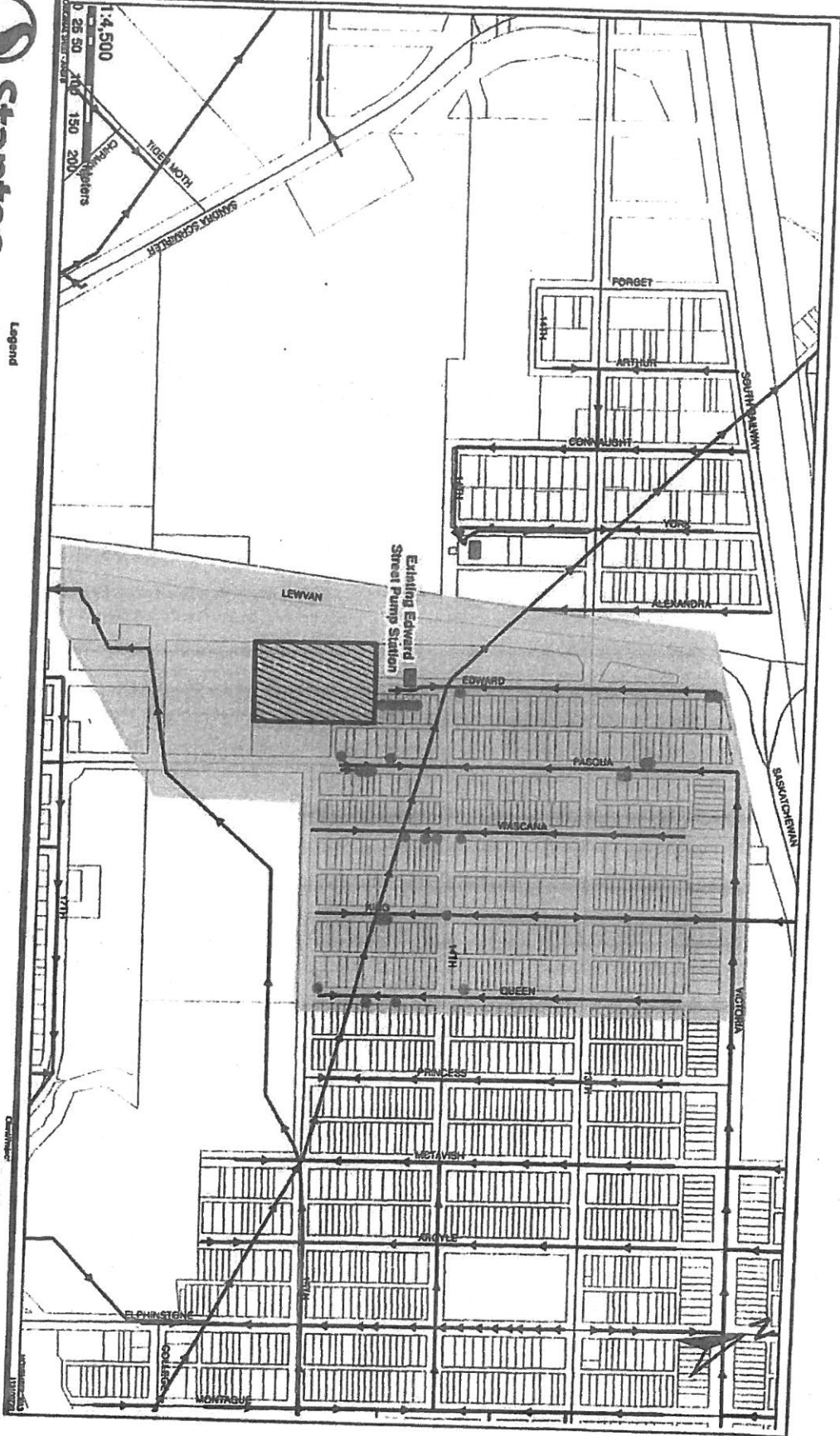
**Appendix C**  
**Edward Street Sanitary System Drainage**  
**Improvements Report**

1919 Rice Street  
Regina SK  
www.stantec.com

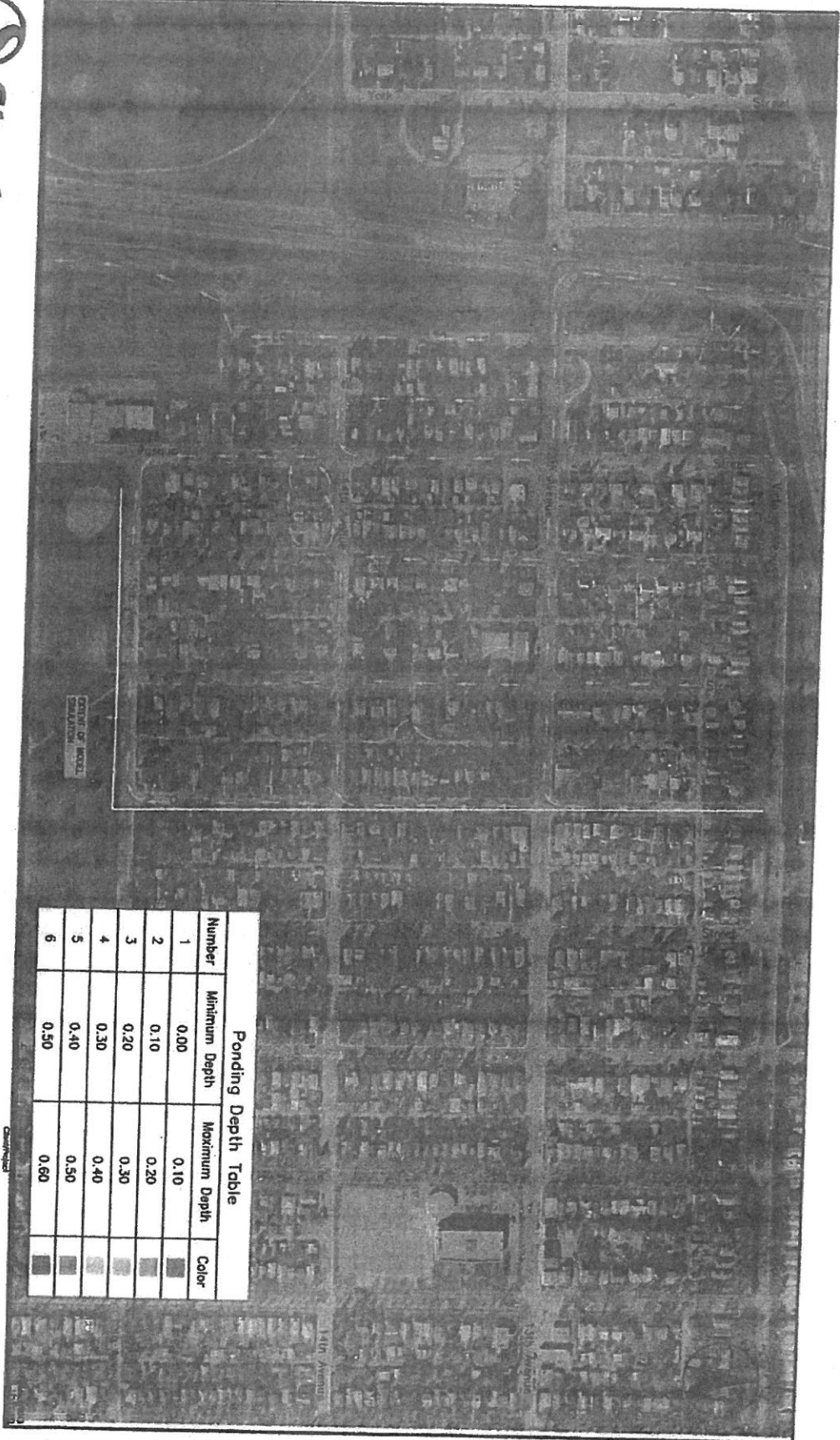


- Legend**
- Basement Flooding
  - Surface Flooding
  - Contain
  - Pump Station
  - ▨ 220 Edward Street
  - ▨ Parcel/Development
  - ▨ Edward St Area

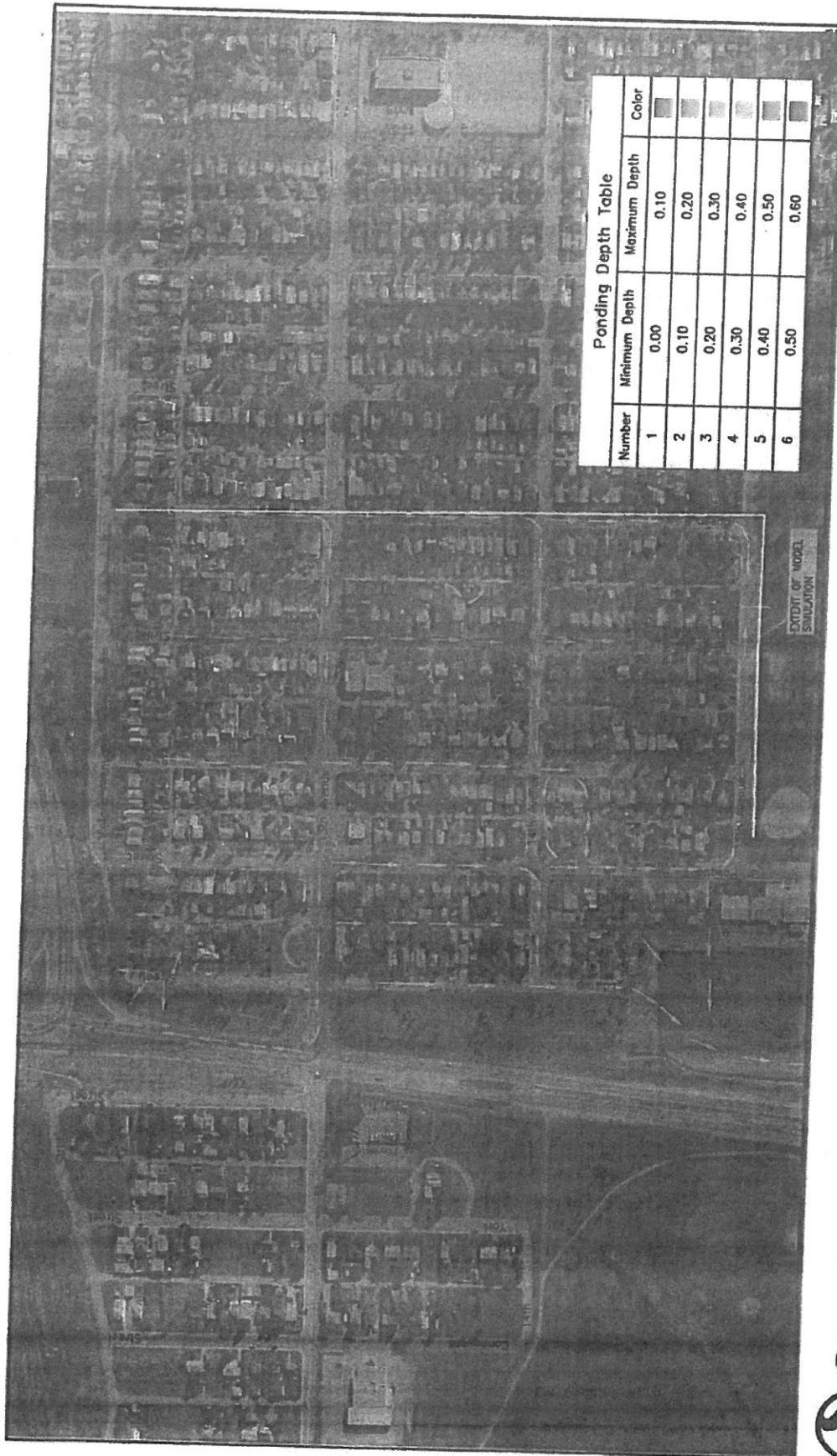
CITY OF REGINA  
PRE-DRAINAGE OF EDWARD STREET  
AREA DRAINAGE  
FLOODING REPORTS  
Scale: 1" = 20'



1919 Ross Street  
Regina SK  
www.stantec.com



CITY OF REGINA  
PREPARED BY EDWARD STREET  
AREA DRAINAGE  
1:2500  
EXISTING PONDING AREA  
1:2500 24 HR



Ponding Depth Table			
Number	Minimum Depth	Maximum Depth	Color
1	0.00	0.10	
2	0.10	0.20	
3	0.20	0.30	
4	0.30	0.40	
5	0.40	0.50	
6	0.50	0.60	

EXTENT OF MODEL  
SIMULATION

CITY OF REGINA  
FREDERICK OF EDWARD STREET  
AREA DRAINAGE  
From 100% 12.0  
To 100% 12.0

EXISTING PONDING AREA  
1:100YR 24 HR



1919 Rosa Street  
Regina SK  
www.stantec.com

V:\1131\active\113100720\mthony\drawings\100720-cox-100yr-avg.dwg  
2012/12/12 4:24 PM By: Stephen\jcm



**CITY OF REGINA  
2220 EDWARD STREET**

December 12, 2013

**3.6 COST ESTIMATES**

The cost estimate and life cycle cost for Option are provided in Tables 5 and 6. Based on the elevation of existing sanitary sewers and the topography, Options 2 and 3 are not feasible and therefore not included in the cost estimates. A cost estimate has also not been provided for Option 4 as further detailed information regarding anticipated inflows are required.

**Table 5. Capital Cost Estimate for Option 1.**

Description	Total Price
Mobilization / Demobilization	\$ 87,000.00
Underground Utilities	\$ 587,000.00
Traffic Accommodation	\$ 37,000.00
Earth Excavation/Grading + Removals (~15,000 m³)	\$ 525,000.00
Street Repair	\$ 93,000.00
Pump Station (31 L/s)	\$ 400,000.00
Storage (1000 m³)	\$ 1,500,000.00
<b>Sub-total</b>	<b>\$ 3,229,000.00</b>
Contingency Allowance (20%)	\$ 646,000.00
Engineering (15%)	\$ 484,000.00
<b>Total</b>	<b>\$ 4,359,000.00</b>

**Table 6. Capital and Life Cycle Cost for Option 1.**

Description	Capital Cost	LCC + Cap. 25 Years
Mobilization / Demobilization	\$ 87,000.00	\$ 87,000.00
Underground Utilities	\$ 587,000.00	\$ 753,000.00
Traffic Accommodation	\$ 37,000.00	\$ 37,000.00
Earth Excavation/Grading + Removals (~15,000 m³)	\$ 525,000.00	\$ 525,000.00
Street Repair	\$ 93,000.00	\$ 93,000.00
Pump Station (31 L/s)	\$ 400,000.00	\$ 513,000.00
Storage (1000 m³)	\$ 1,500,000.00	\$ 1,924,000.00
<b>Sub-total</b>	<b>\$ 3,229,000.00</b>	<b>\$ 3,932,000.00</b>
Contingency Allowance (20%)	\$ 646,000.00	\$ 786,000.00
Engineering (15%)	\$ 484,000.00	\$ 590,000.00
<b>Total</b>	<b>\$ 4,359,000.00</b>	<b>\$ 5,308,000.00</b>

Note: Annual rate of maintenance cost was assumed 1%/year.

The cost estimates for the upgrades recommended for the Edward Street Lift Station are presented in Table 7.

**Table 7. Edward Street Lift Station Upgrade Cost Estimate.**

Description	Capital Cost
Pump upgrade	\$2,000.00
Check valve replacement	\$1,000.00

**CITY OF REGINA  
2220 EDWARD STREET**

December 12, 2013

**4.4 COST ESTIMATES**

These cost estimates are based on 2013 estimates for current projects and have been rounded to the nearest thousand.

A summary of the cost estimates and life cycle costs (LCC) for the proposed 25 year and 100 year level of service (LOS) upgrades are shown in Tables 13 and 14. A more detailed cost estimate break-down is presented in Appendix C.

**Table 13. Cost Estimate Summary of Proposed Storm Sewer Trunk Option.**

Description	25 Year LOS	25 Year LCC	100 Year LOS	100 Year LCC
Mobilization and Demobilization	\$ 155,000.00	\$ 155,000.00	\$ 170,000.00	\$ 170,000.00
Traffic Accommodation	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
Underground Utilities	\$ 1,386,000.00	\$ 1,770,000.00	\$ 1,597,000.00	\$ 2,048,000.00
Street Repair	\$ 279,000.00	\$ 279,000.00	\$ 279,000.00	\$ 279,000.00
Structures	\$ 100,000.00	\$ 128,000.00	\$ 100,000.00	\$ 128,000.00
Landscaping	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00
Sub-total	\$ 2,155,000.00	\$ 2,492,000.00	\$ 2,381,000.00	\$ 2,860,000.00
Contingency Allowance (20%)	\$ 431,000.00	\$ 498,000.00	\$ 476,000.00	\$ 572,000.00
Engineering (15%)	\$ 324,000.00	\$ 374,000.00	\$ 357,000.00	\$ 429,000.00
Total	\$ 2,910,000.00	\$ 3,364,000.00	\$ 3,214,000.00	\$ 3,861,000.00

While there is an existing outlet to Wascana Creek adjacent to Pasqua Street, a new outlet into Wascana Creek will likely be required due to the higher anticipated flows.



**CITY OF REGINA  
2220 EDWARD STREET**

December 12, 2013

**Table 14. Cost Estimate Summary of Proposed Storm Sewer Trunk and Swale Option.**

Description	25 Year LOS	25 Year LCC	100 Year LOS	100 Year LCC
Mobilization and Demobilization	\$ 120,000.00	\$ 120,000.00	\$ 122,000.00	\$ 122,000.00
Traffic Accommodation	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
Underground Utilities	\$ 977,000.00	\$ 1,253,000.00	\$ 1,002,000.00	\$ 1,285,000.00
Street Repair	\$ 227,000.00	\$ 227,000.00	\$ 227,000.00	\$ 227,000.00
Structures	\$ 150,000.00	\$ 192,000.00	\$ 150,000.00	\$ 192,000.00
Landscaping	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00
Earth Excavation & Grading	\$ 67,000.00	\$ 86,000.00	\$ 74,000	\$ 95,000
Sub-total	\$ 1,770,000.00	\$ 2,113,000.00	\$ 1,810,000.00	\$ 2,156,000.00
Contingency Allowance (20%)	\$ 350,000.00	\$ 423,000.00	\$ 360,000.00	\$ 431,000.00
Engineering (15%)	\$ 270,000.00	\$ 317,000.00	\$ 270,000.00	\$ 323,000.00
Total	\$ 2,390,000.00	\$ 2,853,000.00	\$ 2,440,000.00	\$ 2,910,000.00

Good Evening City Council

Thank you for the opportunity to come and address you today on behalf of Regina Downtown Business Improvement District regarding the Mobile Food Vending Regulations.

We are here to demonstrate our support for proposed amendments to The Clean Property Bylaw with respect to Mobile Food Vending. The report before you summarizes the results of the Mobile Food Vending Pilot Project which has now come to a close. Over the past two summers, the plaza has come alive during lunch hours as people visited the food trucks and enjoyed their lunches in the park and plaza. The vibrancy and vitality of the Plaza was evident to all who walked through the Plaza during these times. It truly was a success. It is this success that we want to continue as downtown continues to grow and expand.

In order to support the use of the plaza and our downtown streets for mobile vending units and to support the vendors as they service the downtown community on a daily basis, the RDBID has proposed that each vendor become a special member of the Regina Downtown Business Improvement District. The cost of this membership would be \$250 which would go towards additional services RDBID would provide on the plaza. These services would include, but are not limited to

- Additional maintenance in the plaza and park during lunch hours
- Opportunities for vendor participation in RDBID events held on the plaza at no extra charge
- Listing on the RDBID website
- Promotion at our RDBID mobile kiosk
- Inclusion in RDBID twitter and Facebook efforts
- Capital purchases that support the plaza as a lunch time venue – this could include picnic blankets for loan, additional patio furniture (temporary eg. Plastic adirondack chairs, lounges)
- Daily set up of additional tables and chairs in the park

On Wednesday, March 19<sup>th</sup>, Regina Downtown hosted an information meeting with mobile food vendors to discuss the proposed special members fee. In attendance were: Prairie Smoke, Ogies Perogies, Sassy Café and Budz Burgers. Feedback from the group was positive and they are looking forward to becoming members of Regina Downtown.

As you can see, RDBID is committed to the success of City Square and the mobile food vendors. As additional opportunities for RDBID to support and partner with the mobile food vendors arise, we will be happy to explore them further.

In closing, RDBID respectfully requests that the Addition to the Clean Property Bylaw be approved as presented. Based upon the City's desire to establish the City Square as a cultural hub and gathering space for the community, ongoing, active use of the plaza by the mobile vendors is essential.

Thank you for your time. I would be happy to answer any questions you may have.

March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: Addition to *The Clean Property Bylaw No. 9881*. – Schedule ‘K’ Mobile Food Vending Regulations

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**RECOMMENDATION OF THE PUBLIC WORKS COMMITTEE  
- FEBRUARY 13, 2014**

1. That Schedule “K” *with respect to mobile food vending regulations* be added to *The Clean Property Bylaw No. 9881* as referenced in Appendix A attached.
2. That the City Solicitor be instructed to prepare the necessary Bylaw amendments to reflect the changes as outlined in this report.

*PUBLIC WORKS COMMITTEE – FEBRUARY 13, 2014*

Mr. Rob Reinhardt representing Prairie Smoke and Spice BBQ addressed and answered questions of the committee.

Mr. Trevor Finch representing Bon Burger addressed and answered questions of the committee.

Ms. Judith Veresuk representing the Regina Downtown BID addressed and answered questions of the committee.

The Committee adopted a resolution to concur in the recommendations contained in the report. Recommendation #3 does not require City Council approval.

Councillors: Sharron Bryce, John Findura, Barbara Young, Bob Hawkins and Terry Hincks were present during consideration of this report by the Public Works Committee.

The Public Works Committee, at its meeting held on February 13, 2014, considered the following report from the administration:

RECOMMENDATION

1. That Schedule “K” *with respect to mobile food vending regulations* be added to *The Clean Property Bylaw No. 9881* as referenced in Appendix A attached.
2. That the City Solicitor be instructed to prepare the necessary Bylaw amendments to reflect the changes as outlined in this report.
3. That this report be forwarded to the March 24, 2014 City Council meeting to allow

sufficient time for advertising of the required public notices for the amendment of *The Clean Property Bylaw No. 9881*.

## CONCLUSION

The 2012-2013 Mobile Food Vending Pilot Project has come to a close and a recommendation on the future of the program is required. Over the course of the two-year pilot project 12 vendors accessed the program, creating and supporting activity throughout the city and generating part-time employment. Allowing vendors to operate in the downtown has created small-business opportunities for local entrepreneurs while at the same time reinforcing the City's efforts to create a vibrant pedestrian environment, support local festivals and events, and activate the City Square Plaza. It is the Administration's recommendation that this program be continued and that it be formalized as part of *The Clean Property Bylaw No. 9881*.

## BACKGROUND

During the Regina Downtown Neighbourhood Plan (RDNP) process Regina's lack of mobile food vendors, and its prohibition on their operation in the downtown area was identified as a policy that could be altered to help create a more vibrant and pedestrian-oriented downtown. Prior to the 2012-2013 pilot project, the City's mobile vending policy restricted stops in residential areas to 20 minutes, and prohibited operations in the downtown. The policy seemed to be geared towards governing slow-moving ice-cream trucks and prohibiting all other forms of vending. Menu restrictions to only prepared foods and snacks and a four-week permit processing window were also seen as major limitations which did not allow for creative, full-service, modern, rolling kitchens.

In the fall of 2011, staff from the City Centre (now Neighbourhood Planning) and Traffic Control and Parking Branches worked together, with the advice and feedback of some local entrepreneurs, to develop a two-year pilot project that would allow modern mobile food vending to occur in the downtown and throughout the City. This pilot project removed all menu restrictions and reduced permit processing time to same-day service.

The pilot project allowed vendors to operate on local streets throughout the City in accordance with posted parking restrictions and it encouraged operations in the downtown through the provision of parking meter bags, and parking permissions that allowed longer stays than the posted restrictions.

Concurrent with the development of the Mobile Food Vending Pilot Project, the City developed a policy to govern food vending on the City Square Plaza as a way to generate and support activity in the newly constructed space. In the spring of 2012, a much publicized lottery was held to allocate spots on the plaza to vendors. In 2013, based on observations and feedback on the previous summer's operations, the plaza vending policy was revised to eliminate the lottery, and instead evenly allocate time on the plaza to all vendors willing to pay an annual plaza vending fee. The food vending program has played an important primary role in activating the City Square Plaza on a day-to-day basis when events are not occurring, and on event days the vendors have played an equally important supporting role in providing food and drink to keep the activity going and the participants downtown.

In 2012 and 2013, nine permits were issued each year for mobile vending at a cost of \$500 each. In 2013, six vendors paid an additional \$600 for the right to operate on the City Square Plaza.

## DISCUSSION

The proposed Schedule 'K' of *The Clean Property Bylaw No. 9881* (Appendix 'A') incorporates the policies found in the Mobile Food Vending Pilot Project and the City Square Plaza Food Vending Policy into a single bylaw schedule. By combining the two policies, the City will better serve the vending community through a single clear document that governs mobile food vending on all public highways throughout the City and on the City Square Plaza. By incorporating the policies into *The Clean Property Bylaw No. 9881*, the City will both simplify and clarify enforcement.

Since the establishment of the policies in 2011, minor changes have been made to the program including the addition of inspection and permit requirements from SGI, the Office of the Fire Marshall and SaskPower Gas Inspections prior to the City issuing a vending permit. In addition, portions of 11<sup>th</sup> Avenue and 13<sup>th</sup> Avenue have been added to the list of areas where vending may be permitted.

To simplify program administration and enforcement, the Administration proposes to eliminate both the plaza vending fee and variable-season parking meter bag fees and replace them with a single flat-rate fee that would allow all vendors to operate on the City Square Plaza (max. six at a time) as scheduled by the Neighbourhood Planning Branch, at approved metres in the downtown and curb-side on local streets throughout the City for the entire length of their permit. This single fee will help to encourage vendors to operate in the downtown area, significantly reduce permit processing to one visit per vendor per year, and ensure that a single set of regulations and permissions applies to all vendors.

Feedback received from bricks and mortar restaurants in the downtown during and after the 2012 vending season highlighted concerns that the City was creating an unlevel playing field in the downtown area through low vending fees. In response, the City added a plaza vending fee in 2013 which raised the cost of vending on the City Square plaza from zero dollars in 2012 to \$600 in 2013, in addition to the existing \$500 per year permit fee. This report recommends a further increase to a combined single annual fee of \$1,400, details of which are provided in the Financial Implications section of this report. In addition to the City's fees, the RDBID has advised that they will charge an annual membership fee of \$250 to all vendors operating in the downtown area in recognition of the marketing and maintenance services that they provide to vendors, and their invitation to vendors to participate in RDBID events, such as Movies in the Park, at no additional charge. Proof of payment of this fee will be included as a requirement in section 4.0 of the proposed Schedule 'K' (Appendix A). SaskPower Gas Inspections will also charge an annual fee of approximately \$125 to recover their costs to inspect mobile food vendors' propane systems.

In addition to the fees above, Council approved a significant update to the Outdoor Restaurants policy in the spring of 2013 permitting most downtown restaurants to create outdoor patios on the sidewalk or in the parking lane adjacent to their businesses. This change facilitated more direct competition between restaurateurs and mobile food vendors for al-fresco dining dollars. Combined, the Administration believes that these efforts address level playing field concerns.

<b>Policy Change Summary</b>		
	<b>Pilot Project Policy</b>	<b>Proposed Bylaw Schedule</b>
1. Mobile Vending Pilot project and City Square Vending Policy	Separate Policies	Both policies combined in one document
2. Vending Fees	Separate fees for annual permit, plaza vending, and meter vending	Single flat fee
3. Administrative requirements	Multiple permits issued for annual permit, plaza vending, meter vending.	Single annual permit
4. Annual Fee	Annual fee varied from vendor to vendor, costs ranging from \$500/year to \$1,100 or higher	Single proposed fee of \$1400 per year for all vendors
5. Plaza vending	Annual lottery for plaza space created uncertainty for vendors and distorted their business plans based on the 'luck of the draw' Lottery also limited variety of food available annually on the plaza to the offerings of just six vendors	Even allocation of Plaza time and space supports annual certainty for business planning for all vendors, a level playing field between vendors, and maximizes variety on the plaza
6. Approved vending Locations	No vending allowed on 11 <sup>th</sup> Avenue east of downtown and 13 <sup>th</sup> Avenue west of downtown	Allows vending on 11 <sup>th</sup> Avenue east of downtown between Broad and Winnipeg Streets and on 13 <sup>th</sup> Avenue west of downtown between Albert and Elphinstone Streets in locations that meet all other vending criteria.
7. Additional Inspections and Memberships	Certificate of Compliance, Office of the Fire Marshall	Certificate of Compliance, Office of the Fire Marshall, SaskPower Gas Inspections RDBID Membership

## RECOMMENDATION IMPLICATIONS

### Financial Implications

Annual fees for the operation of food trucks have remained steady at \$500 since the mid 1990s. Fees for operating a mobile food vending unit at a parking meter are currently assessed at \$8.76 per day in addition to the annual permit fee. In 2013 a \$600 per year fee was established on top of the annual permit fee for vendors wishing to operate on the City Square Plaza.

Fees are established in *The Traffic Bylaw No. 9900* for all temporary uses permitted in the road right-of-way, including mobile food vending. An amendment to Schedule 'J' of *The Traffic Bylaw* will result in the establishment of a single annual fee for mobile food vending of \$1400.

The proposed \$1400 annual mobile food vending permit flat fee is based on the following:

- \$700 annual permit fee (up from \$500, due to inflation).
- \$600 for the provision of parking, electrical service, and maintenance services on the City Square Plaza with access limited to non-farmers' market, festival and event days.
- \$100 for 100 hours of parking meter time per vendor per year at one dollar per hour.

Future meter rate or plaza event rate increases or decreases should trigger a review of this fee.

By implementing a flat fee, the Administration will incentivise vendor attendance, especially in the downtown to maximize their investment. This in turn will maximize the overall impact of the program. Based on current program participation levels the proposed fee would equate to permit revenue of \$11,200-14,000/year.

The combined annual fees for mobile vending (City of Regina Permit, RDBID membership and SaskPower Gas Inspection) are roughly \$1,775.00 per year or approximately \$16.00 per day based on a five day-a-week, 22 week vending season.

The following chart provides a comparison of the City of Regina's proposed annual mobile food vending permit fees and that of other major cities in western Canada.

CITY	PERMIT FEES
Regina (proposed):	\$1400 City permit + \$250 RDBID Membership + \$125 annual SaskPower gas system inspection = <b>\$1,775.00 for an annual permit allowing operation on the City Square Plaza, and at parking meters</b>
Edmonton:	\$111/ month + \$35 for power + \$23.15/day for parking + \$66 for meter bagging and unbagging = <b>Approximately \$2,800.00 for a three month season at a parking meter with power</b>
Calgary:	\$752.00 Annual License + hourly meter charge ( \$3/hour) = <b>Approximately \$1532.00 for a three month vending season at a meter.</b>
Saskatoon:	\$500 base license + \$90 administration & meter bag + \$1,220 (3month meter fee) = <b>Approximately \$1,810 for a three month season at a meter</b>
Winnipeg:	\$391 annual license + hourly meter charge (estimated \$2/hour) = <b>Approximately \$911.00 for a three month vending season at a meter.</b>
Vancouver:	\$1138.22 annual license + up to \$700/mnth for metered parking = <b>Approximately \$3238.00 for a three month vending season at a meter.</b>

### Environmental Implications

None with this report

### Policy and/or Strategic Implications

The formal establishment of a bylaw schedule to govern mobile food vending, which encourages operations in the downtown area is in alignment with the vision, principles and Big Moves identified in the Regina Downtown Neighbourhood Plan. Mobile food vending helps to create and support pedestrian activity, events and festivals in the downtown and throughout the city. Mobile food vendors are small businesses that create employment and can serve as business incubators for local entrepreneurs.

### Other Implications

None with this report

### Accessibility Implications

None with this report

### COMMUNICATIONS

A draft version of the proposed Schedule 'K' of *The Clean Property Bylaw No. 9881* was circulated to all vendors who participated in the pilot project over its two-year run, for their review and feedback. Copies were also provided to the Regina Downtown Business Improvement District for distribution to their membership, and to the Regina Qu'Appelle Health Region, Wascana Centre Authority, Regina Farmers' Market, SaskPower and SGI. Throughout the pilot project a list of interested individuals who have requested the pilot project documents has been kept and everyone on that list will receive a copy of the final schedule upon approval.

These amendments will be advertised in the March 15, 2014 edition of the *Leader-Post*.

### DELEGATED AUTHORITY

The disposition of this report is within the authority of the Public Works Committee.

Respectfully submitted,

PUBLIC WORKS COMMITTEE



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Linda Leeks, Secretary



## APPENDIX 'A'

### SCHEDULE "K"

#### Mobile Food Vending Regulations

##### 1.0 Purpose

To provide a set of regulations allowing Vendors operating Mobile Food Vending Units to do business from road rights-of-way and the City Square Plaza in the City of Regina.

##### 2.0 Discussion

These Regulations will provide assistance to businesses wishing to apply for a permit to operate a Mobile Food Vending Unit in Regina. The Regulations also detail conditions that must be met during the operations of Mobile Food Vending Units on City of Regina road rights-of-way and the City Square Plaza. The Regulations are not meant to govern vending on private property, or lands managed by The Wascana Centre Authority, The University of Regina, EVRAZ Place, or in any park area, with the exception of the City Square Plaza.

##### 3.0 Definitions:

- 3.1 **Downtown** – means the area of the City bounded by 13<sup>th</sup> Avenue to the south, Albert Street to the west, Saskatchewan Drive to the north and Broad Street to the east, including the sidewalks and boulevards on both sides of those streets shown within the area outlined in purple on Map A;
- 3.2 **Regulations** – mean these Mobile Food Vending Regulations;
- 3.3 **Loading Zone** - means the zone used for loading and unloading of people or goods, which is the parking stall located nearest to the Loading Zone Parking Meter, or which zone is defined by appropriate signs;
- 3.4 **Loading Zone Parking Meter** - means the parking meter located closest to a Loading Zone;
- 3.5 **Mobile Food Vending Unit** – means a self-contained, self propelled (motorized or muscle powered) vehicle (truck or trailer) containing appropriate equipment for the type and method of Prepared Food served, that operates from the Parking Lane, vending onto a Public Sidewalk
- 3.6 **Parking** – means the standing of a vehicle, whether occupied or not, on a public highway, otherwise than temporarily for the purpose of and while actually engaged in loading or unloading or in obedience to traffic regulations, signs or signals.
- 3.7 **Parking Lane** - means that portion of longitudinal division of a highway of sufficient width to accommodate the storage of a single line of vehicles adjacent to the curb and where parking is permitted;
- 3.8 **Prepared Food** – means food sold by Vendors intended for immediate consumption without further preparation / cooking.
- 3.9 **Public Sidewalk** - means any sidewalks included on public property.
- 3.10 **Stop** - means:
  - (a) when required, a complete cessation from movement; and
  - (b) when prohibited, any stopping, even momentarily, of a vehicle, whether occupied or not, except when necessary to avoid conflict with other traffic

## APPENDIX 'A'

### SCHEDULE "K"

#### Mobile Food Vending Regulations

- 3.11 **Temporary Street Use Permit** - means a permit issued by the City of Regina allowing the permit holder the right to occupy public property for the purpose prescribed in these Regulations.
- 3.12 **Vendor** – means any person who offers food for sale from an approved Mobile Food Vending Unit while conducting business from the public right-of-way or on the City Square Plaza.
- 3.13 **City Square:** Means the area of the City of Regina which includes the City Square Plaza, Victoria Park, the F.W. Hill Mall, and the 1900 blocks of Scarth and Lorne Streets. (See Map B)
- 3.14 **City Square Plaza:** Means the hard-surface portion of the City Square on the north side of Victoria Park between Lorne Street and the lane between Scarth and Hamilton Streets
- 3.15 **City Square Special Event Permit:** Means a permit issued by the City of Regina for the temporary use of some portion of the City Square to host a festival or event in accordance with the City Square Special Events Policy.
- 3.16 **Merchandise:** Means non-food products offered for sale

#### 4.0 **Application:**

Permits expire December 31st, and must be renewed annually.

Applications for Temporary Street Use Permits for Mobile Food Vending Units shall contain the following information:

- 4.1 Written confirmation from The Regina Qu'Appelle Health Region (RQHR) that the Mobile Food Vending Unit complies with Province of Saskatchewan Food Safety Regulations and the RQHR's Mobile Food Guidelines;
- 4.2 A copy of the Vendor's City of Regina Business License, if the Vendor is required by *The Licensing Bylaw, 2007* to have such a license;
- 4.3 Photographs or detailed drawings and dimensions of the exterior of the Mobile Food Vending Unit.
- 4.4 A copy of the Vendor's Fire Safety Compliance Certificate, from the City of Regina's Office of the Fire Marshall
- 4.5 Proof of \$2,000,000 general liability insurance and \$1,000,000 automobile liability insurance.
- 4.6 Proof that the vehicle and/or trailer is properly licensed and registered with SGI
- 4.7 Certification from SaskPower Gas Inspections indicating that the installation of any gas equipment and appliances meets minimum code requirements.

## APPENDIX 'A'

### SCHEDULE "K" Mobile Food Vending Regulations

- 4.8 Proof of membership in the Regina Downtown Business Improvement District or a declaration stating that the vendor will not operate within the RDBID's boundaries for the duration of the permit.
- 5.0 **Application Review:**
- 5.1 After receipt of all necessary information, City staff will review the application and either approve or deny the request. Applicants should submit their request well in advance of their desired date for commencement of operation.
- 5.2 Temporary Street Use Permits for Mobile Food Vending are issued under the authority of *The Traffic Bylaw* and are subject to the conditions outlined in this document. ;
- 6.0 **Permit Conditions:**  
Vendors may operate Mobile Food Vending Units at locations that meet the following requirements:
- 6.1 **General**
- No minimum distance is required between two or more Mobile Food Vending Units.
  - Vendors are free to relocate their vehicle at any time in accordance with these regulations.
- 6.2 **Acceptable Locations**
- Parking Lanes on streets classified as local streets throughout the City, including the downtown
  - Parking Lanes on 11<sup>th</sup> Avenue from Lorne Street to McIntyre Street
  - Parking Lanes on 11<sup>th</sup> Avenue from Broad Street to Winnipeg Street
  - Parking Lanes on 12<sup>th</sup> Avenue from Scarth Street to Broad Street
  - Parking Lanes on Victoria Avenue from Rose Street to Smith Street on the north side and Rose Street to Lorne Street on the south side
  - Parking Lanes on 13<sup>th</sup> Avenue from Albert Street to Elphinstone Street.
  - Other locations as determined acceptable by the Planning Department.
- 6.3 **Prohibited Locations**
- Vendors shall not operate Mobile Food Vending Units in areas designated as "No Parking" or "No Stopping".
  - Vendors shall not operate Mobile Food Vending Units in such a way as would restrict or interfere with the ingress or egress of adjacent property owners;
  - Vendors shall not operate Mobile Food Vending Units within 20m of a permanent business selling prepared food between the hours of 9:00am and 11:00pm or within 20m of a licensed sidewalk vendor, unless the business owner / manager agrees.

## APPENDIX 'A'

### SCHEDULE "K"

#### Mobile Food Vending Regulations

- Vendors shall not operate Mobile Food Vending Units within 10m of an intersection or crosswalk.
- Vending on any street abutting school property on a school day between 08:00 and 18:00 hours.
- Vending on any portion of a block that is primarily residential for more than 20 minutes per day.

#### 7.0 Required Signage for Mobile Food Vending Units

- 7.1 A message indicating, "This unit makes frequent stops" shall be prominently displayed at the rear of the Mobile Food Vending Unit. The lettering of the message shall be at least five (5) centimeters high and the entire message located fifteen (15) to sixty (60) centimeters above the rear bumper of the vehicle.
- 7.2 A slow moving vehicle warning device in accordance with *The Vehicle Equipment Regulations, 1987* shall be affixed to the rear of the vehicle.

#### 8.0 Hours of Operation

- 8.1 Hours of operation in the Downtown, Warehouse District and Industrial Zones are limited to 7:00am – 2:00am daily.
- 8.2 Hours of operation in all other areas are limited to dawn – dusk daily.
- 8.3 These Regulations apply to a mobile operation and therefore require all stops for the purpose of operating the Mobile Food Vending Unit outside of the Downtown to be limited by adjacent parking signage restrictions. In the Downtown (Map A), Vendors may choose to remain at a single location from 7:00am to 2:00am daily, except as noted in Section 11.1.

#### 9.0 Mobile Vending Unit Requirements

- 9.1 Mobile Food Vending Units may not exceed 7.6 metres (25') in length and 2.4 metres (8') in width.
- 9.2 Music or any device used to attract business to the Mobile Food Vending Unit shall not exceed fifty-five (55) decibels measured at any property line.
- 9.3 The Mobile Food Vending Unit shall be equipped with a serving window to receive clients from the passenger side (right side) or the rear of the vehicle so that people will be served away from traffic. Customers must not be required to step off of the sidewalk to access the service window.
- 9.4 All Mobile Food Vending Units must be equipped with a garbage receptacle and business practices must adhere to *The Clean Properties Bylaw*.
- 9.5 Mobile Food Vending Units may not be left unattended for more than 15 minutes.
- 9.6 Electrical generators must not exceed 65 decibels measured at any property line.
- 9.7 Food vending units shall be of good quality and aesthetically pleasing in appearance. Vendors shall maintain their units in a professional manner. Vehicles / vending units in a poor state of maintenance or repair will result in immediate suspension of the vending permit.

## APPENDIX 'A'

### SCHEDULE "K"

#### Mobile Food Vending Regulations

- 9.8 Vendors are encouraged to make professional use of colour and graphic design when designing the exteriors of their units, canopies and umbrellas are encouraged.
- 9.9 When not in use Mobile Vending Units must be stored in accordance with *The Traffic Bylaw*.
- 10.0 **Parking Meter Bags**
- 10.1 Approved Vendors will be issued a parking meter bag which will allow the Vendor to bag any available meter that meets the criteria set out in these Regulations and operate a Mobile Food Vending Unit from that location.
- 10.2 Meter bags must be affixed to the meter once the Vendor is in place with a zip-tie and must remain in place at all times while the Vendor is in attendance.
- 10.3 Bags must be removed at the end of each business day.
- 10.4 Bags found left in place while the Mobile Food Vending Unit is not in attendance will be removed by the City or its agents.
- 10.5 Vendors will be charged a replacement fee if the bag is lost. The City accepts no responsibility for any loss of the meter bag.
- 11.0 **City Square Plaza Food Vending:**
- 11.1 Food Trucks / Trailers  
Six (6) food vending sites intended for use by food trucks / trailers on the City Square Plaza are identified on Map B. Access to these spots will be determined as follows:
- **To be eligible to participate in the Plaza food truck vending program in any given year, vendors must have a valid annual mobile food vending permit on or before April 15<sup>th</sup>.**
  - A schedule indicating which vendors shall have access to vend on the Plaza and for which days will be developed annually by April 21<sup>st</sup> by the Planning Department
  - Scheduled vending on the Plaza will occur between May 1<sup>st</sup> and September 30<sup>th</sup>.
  - Daily access to individual spots will be on a first-come-first-served basis for scheduled vendors (the city will not designate individual spots for individual vendors)
  - There is no limit to the number of vendors who may participate in this program
  - Vending before May 1<sup>st</sup> or after September 30<sup>th</sup> will be on a first-come-first-served basis for permit holders
  - Vending on Wednesdays and Saturdays after the Regina Farmers Market and on Sundays & evenings (after 4:00pm) will not be scheduled but instead be on a first-come-first served basis
  - If a vendor does not plan to vend on a day that they are scheduled to, they are encouraged to offer up their spot to another member of the program not scheduled that day.

## APPENDIX 'A'

### SCHEDULE "K"

#### Mobile Food Vending Regulations

- Hours of operation on the City Square Plaza are 7:00am – 11:00pm daily
- Vendors operating on the City Square Plaza must ensure that fluids from their vehicles are not discharged onto the Plaza surface. Evidence of fluid leaks will result in immediate suspension of the vending permit. Costs related to the clean-up of fluid leaks will be charged to the vendor.

#### 11.2 Vending During Special Events:

- Vendors must seek permission to vend on the Plaza from holders of City Square Special Event Permits, whose permits include use of the City Square Plaza. Event participation fees are set by the permit holder and may vary between events. It is the vendor's responsibility to contact event organizers to participate.
- City Square Special Event Permit holders are under no obligation to provide space for Vendors during their events.
- City Square Special Event Permit holders may, at their sole discretion, relocate / redistribute Vendors throughout their entire permit area for the duration of their event.

#### 11.3 Furnishings

- Vendors operating on the City Square Plaza may provide commercial quality bistro-type chairs, tables and umbrellas adjacent to their vending unit for the use of their clientele. Furnishings must be removed along with the vending unit at the end of each day. Furnishings must be approved by the Planning Department.

#### 11.4 Support Vehicles:

- Support vehicles are not allowed on the City Square Plaza except for the purposes of dropping off or picking up food carts / trailers. Deliveries by vehicle to Plaza Vendors are not permitted between 10:00am and 2:00pm.

#### 11.5 Electrical Access:

- Vendors are not permitted to operate generators on the City Square Plaza except in the case of a power outage. Access to electrical services for food trucks / trailers will be provided by the City. Electrical service is provided on a first-come-first-served basis.

#### 12.0 Merchandise Vending:

In addition to food, Vendors, may sell promotional items linked to their Mobile Food Vending Operation on a limited basis at the discretion of the Planning Department.

#### 13.0 Maintenance of Vending Sites

The area in the immediate vicinity of the vending unit shall be kept clear of all garbage and litter in accordance with *The Clean Properties Bylaw*. The vendor shall be

## APPENDIX 'A'

### SCHEDULE "K"

#### Mobile Food Vending Regulations

responsible for the removal and proper disposal of all garbage collected at the site over the course of time that the vendor is in that location.

#### 14.0 **Compliance**

The City reserves the right to revoke the Vendor's permit for failure to meet one or more of the regulations outlined in *The Clean Property Bylaw*, *The Traffic Bylaw* or these Regulations. Vendors found to be in contravention of these Regulations will be subject to enforcement procedures as detailed in *The Traffic Bylaw*.

#### 15.0 **Indemnification**

The Vendor shall indemnify and save the City, its employees and agents from and against any and all claims, demands, actions and costs arising from the Vendor's activities under the Temporary Street Use Permit.

#### 16.0 **Insurance**

The Vendor shall at all times carry and maintain comprehensive general liability insurance in the amount of \$2,000,000 and automobile liability insurance in the amount of \$1,000,000 for each approved permit. The Vendor shall provide the City with proof of the insurance in a form satisfactory to the City's Risk Manager.

#### 17.0 **Legislation**

The Vendor will comply with all applicable legislation and Bylaws and shall keep a copy of these Regulations with their Mobile Food Vending Unit, along with a City map at all times.

#### 18.0 **Fees**

All permit fees and parking fees are established by *The Traffic Bylaw, Schedule J*.

## APPENDIX 'A'

### SCHEDULE "K" Mobile Food Vending Regulations

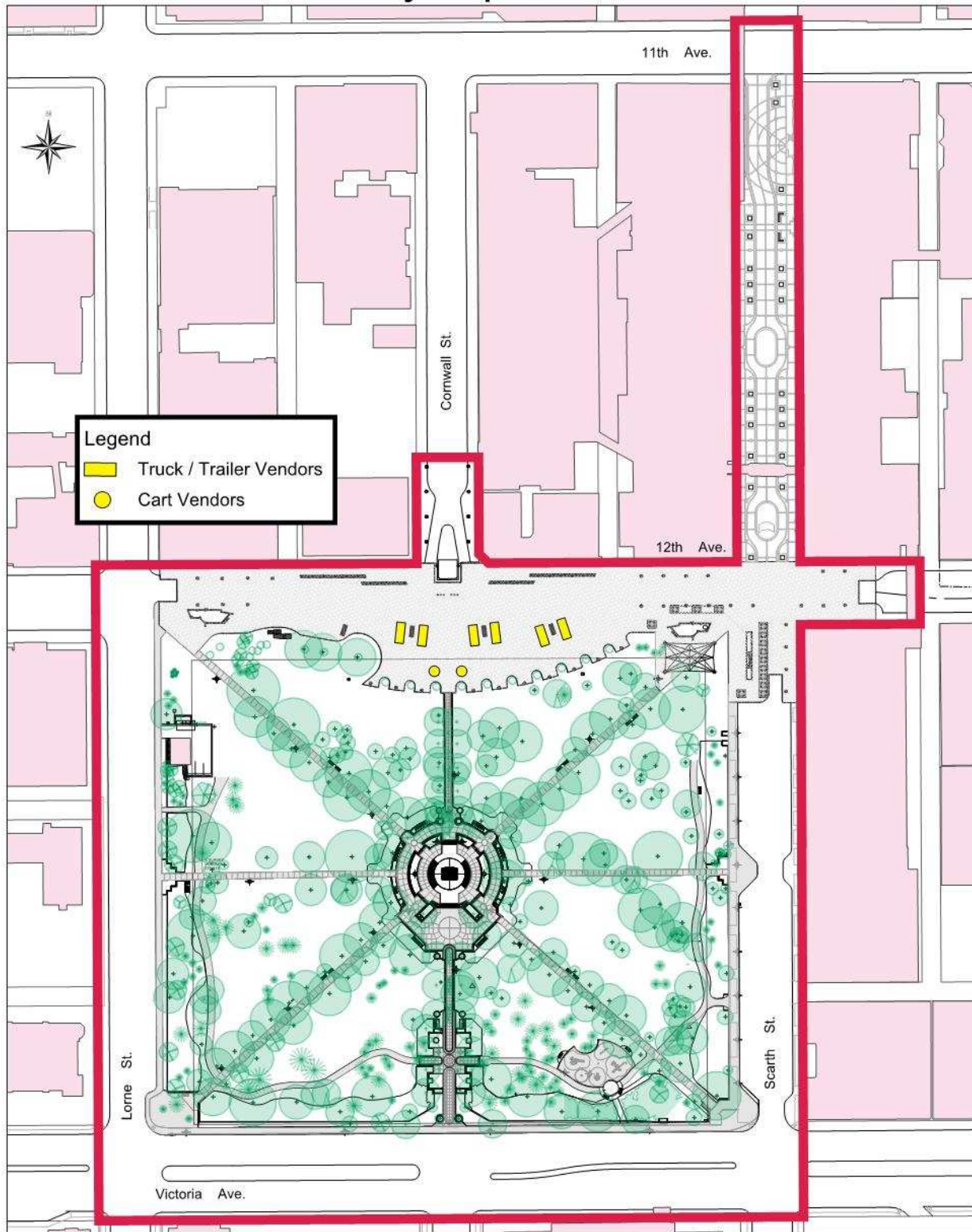




APPENDIX 'A'

SCHEDULE "K"  
Mobile Food Vending Regulations

City Square





Good afternoon Your Worship and City of Regina Councillors, my name is Curtis West, General Manager of Loraas Disposal. Although Loraas Disposal agrees with the direction that the City of Regina is heading as it relates to mandating multi-family property recycling, I am here today to speak about the negative consequences for our customers if the City mandates that glass be accepted through this new program.

Loraas Disposal has been operating in Regina for over 40 years. We are very proud of the reputation and market share that we have developed not only because of the high level of service that we provide but also because of our support of this community.

Loraas Disposal has been offering and promoting recycling services in the City of Regina for nearly 30 years. We have been the sole service provider for the Big Blue Bin Program in Regina since its inception in 1991. In fact, Loraas Disposal contributed to the design of the containers for use in the Big Blue Bin program and initiated the introduction of paper and cardboard compactors to lessen the City's costs.

In addition to the hundreds of commercial, institutional and residential recycling customers that we have developed over the past 30 years, in 2013, Loraas Disposal was awarded the contract to collect recycling material from every home in Regina for the new Residential Recycling Program. Today, we look forward to working with Regina's apartment and condominium owners as we satisfy their recycling needs.

Although the City of Regina and all of Saskatchewan may be a little behind in terms of mandatory recycling programs for citizens, we commend the City's administration and City Council for the large strides taken over the past few years.

However, as the City moves forward with the next phase of Waste Plan Regina, specifically multi-family recycling, I am concerned that this program, because of the requirement to accept glass, will significantly and negatively impact thousands of our customers.

Loraas Disposal in conjunction with Crown Shred and Recycling introduced single stream recycling in the City of Regina in August of 2012. Loraas Disposal currently provides single stream recycling services to well over 100 multi-family dwellings in the City of Regina and residential recycling services to well over 10,000 homes outside the City of Regina.

Unlike the City of Regina's current residential recycling program, our program does not allow glass but does accept plastic bags and Styrofoam.





Prior to introducing single stream recycling in Regina, we canvassed our customers as it relates to their preference to have either glass or plastic bags and Styrofoam as acceptable forms of material in the recycling program. Customers understood that because of processing costs, having all materials accepted was not an option. Overwhelmingly, our customers stated that they preferred to be able to recycle plastic bags and Styrofoam.

Our customers will not accept a price increase for our single stream recycling service, especially if the only added benefit is the acceptance of glass. If glass is mandated through this report, we will be at a cost disadvantage with our competitors. Our only option to keep costs as they are will be to eliminate plastic bags and Styrofoam from our list of acceptable materials, a major step backwards for any recycling program.

I can understand the City's desire to have consistency between the residential and multi-family recycling programs, however, I believe that by allowing for our program to remain as is, a higher level of recycling service can occur. Furthermore, differences will already exist between the residential and multi-family dwelling programs if the multi-dwelling program is implemented as is. Some of these differences include:

- Method of billing
- Container type and how the service is delivered
- Option as to which company provides the service
- Number of families using each container
- Frequency of collection

I can also appreciate the City's desire to have recycled glass included when calculating the total weight of material diverted from the landfill. However, I believe the impact that various products may have on the environment and the volume of material diverted should be of greater concern than reaching diversion targets based on the weight of material.

Other factors that make the recycling of plastic bags and Styrofoam more worthwhile than glass include the following:

- While marketing glass is difficult at best, there are markets for both plastic bags and Styrofoam once processed, processing that occurs locally in Regina at Crown Shred and Recycling.
- Although glass, plastic and Styrofoam are all products that will not decompose in our lifetime if landfilled, glass is essentially sand, soda ash and limestone; therefore, if landfilled, these products would have less of a negative impact on the earth when compared to the petroleum based products that plastic bags and Styrofoam are composed of.

- Plastic bags and Styrofoam are lighter than glass and therefore is often the material you can see blowing around the City of Regina landfill and in our ditches.
- There will be a potential cost savings to the City as there will be less money spent on cleaning up lands adjacent to the landfill.
- While cities around the world are banning the use of plastic bags, Regina has the opportunity to have them recycled opposed to having them end up in the landfill.

Your Worship and City Councillors, at your homes, whether a single unit or multi-family dwelling – which would you prefer to have recycled and kept out of our landfills; plastic bags and Styrofoam or glass?

**Recommendation: Change the report ‘Waste Plan Regina – Multi-family Recycling’, recommendation number 1, bullet point 3 from:**

**“Stipulate recyclable materials to be at minimum the same as available through the single-family curbside recycling program”**

**to:**

**“With the exception of glass, stipulate recyclable materials to be at minimum the same as available through the single-family curbside recycling program”**



Curtis West

March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: Waste Plan Regina - Phase 2: Multi-Family Recycling

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**RECOMMENDATION OF THE PUBLIC WORKS COMMITTEE  
- MARCH 13, 2014**

1. That the City adopt a multi-family property recycling program that will:
  - Require all multi-family properties not currently receiving recycling service from the City to provide their residents with an on-site recycling program;
  - Require these properties to provide on-site storage facilities for recyclable materials and an arrangement for collection and disposal of the recyclable materials to a materials recovery facility;
  - Stipulate recyclable materials to be at minimum the same as available through the single-family curbside recycling program;
  - Require the on-site service be managed by the property owner using a private sector service provider, and
  - Take effect January 1, 2015.
2. That the City Solicitor amend The Waste Management Bylaw, 2012, No. 2012-63 (the "Bylaw") to:
  - a. Require all residential non-designated properties to have a waste management plan that includes recycling service;
  - b. Require such waste management plan be in place and operational on or before January 1, 2015;
  - c. Require all residential non-designated properties to have recyclable material storage facilities, separate from garbage storage facilities, sufficient in size to store all recyclable materials generated at the non-designated property considering the volume of recyclable material generated on the non-designated property;
  - d. Define the recyclable material to be collected as part of the waste management plan to be, at minimum that as set out in the Bylaw;
  - e. Require an arrangement for regular removal of the recyclable material to a materials recovery facility;
  - f. Require all residential non-designated properties to remove recyclable materials from the property in the same manner and frequency that the recyclable material storage area meets the same requirements as waste storage, as set out in the Bylaw;
  - g. Require every owner of a non-designated property to provide the Bylaw Enforcement Officer with a copy of the owner's waste management plan; and
  - h. Require any contracts and/or invoices related to a waste management plan upon be provided to a Bylaw Enforcement Officer upon a request from a Bylaw Enforcement Officer.

3. That Administration brings forward a report in the fall of 2015, reviewing the Big Blue Bin (BBB) program and its relevance alongside a fully-implemented City-wide residential recycling program.

*PUBLIC WORKS COMMITTEE – MARCH 13, 2014*

The following addressed and answered questions of the Committee:

- Jack Shaw, representing Crown Shred & Recycling
- Chad Novak, representing Saskatchewan Taxpayers Advocacy Group
- Ann Donovan, representing Roberts Plaza

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

Councillors: Sharron Bryce, Terry Hincks, Bob Hawkins and John Findura were present during consideration of this report by the Public Works Committee.

The Public Works Committee, at its meeting held on March 13, 2014, considered the following report from the administration:

RECOMMENDATION

1. That the City adopt a multi-family property recycling program that will:
  - Require all multi-family properties not currently receiving recycling service from the City to provide their residents with an on-site recycling program;
  - Require these properties to provide on-site storage facilities for recyclable materials and an arrangement for collection and disposal of the recyclable materials to a materials recovery facility;
  - Stipulate recyclable materials to be at minimum the same as available through the single-family curbside recycling program;
  - Require the on-site service be managed by the property owner using a private sector service provider, and
  - Take effect January 1, 2015.
2. That the City Solicitor amend *The Waste Management Bylaw, 2012*, No. 2012-63 (the “Bylaw”) to:
  - a) Require all residential non-designated properties to have a waste management plan that includes recycling service;
  - b) Require such waste management plan be in place and operational on or before January 1, 2015;
  - c) Require all residential non-designated properties to have recyclable material storage facilities, separate from garbage storage facilities, sufficient in size to store all recyclable materials generated at the non-designated property considering the volume of recyclable material generated on the non-designated property;
  - d) Define the recyclable material to be collected as part of the waste management plan to be, at minimum that as set out in the Bylaw;
  - e) Require an arrangement for regular removal of the recyclable material to a materials recovery facility;

- f) Require all residential non-designated properties to remove recyclable materials from the property in the same manner and frequency that the recyclable material storage area meets the same requirements as waste storage, as set out in the Bylaw;
  - g) Require every owner of a non-designated property to provide the Bylaw Enforcement Officer with a copy of the owner's waste management plan; and
  - h) Require any contracts and/or invoices related to a waste management plan upon be provided to a Bylaw Enforcement Officer upon a request from a Bylaw Enforcement Officer.
3. That Administration brings forward a report in the fall of 2015, reviewing the Big Blue Bin (BBB) program and its relevance alongside a fully-implemented City-wide residential recycling program.

### CONCLUSION

Three service delivery alternatives along with the current state were evaluated as possible options for recycling programs for multi-family properties. The Administration's recommendation is based on the following:

- It is in line with the City's approach to multi-family property solid waste collection;
- No major capital expenditure will be required by the City as the program delivery will be an arrangement between the property owner and service provider;
- No additional operating budget is required as the program will be monitored with existing resources;
- It will extend recycling to the remainder of residential properties, as set out in the Enhanced Service Level option of Waste Plan Regina; and
- Implementation can be achieved by January 1, 2015.

### BACKGROUND

On January 18, 2011, (CR10-147) Council approved the implementation of Waste Plan Regina, adopting the Residential Enhanced Service Level option, including a diversion rate target of 40% from the residential sector by 2015. Waste Plan Regina is the City of Regina's guiding document for waste reduction and diversion best practices.

Single-family curbside recycling, a major element of the Enhanced Service Level option, was implemented on July 1, 2013. The Enhanced Service Level also includes a recycling program for multi-family properties. Administration estimates a multi-family recycling program can contribute an additional 5% – 7% to the diversion rate.

At present, the Big Blue Bin (BBB) program is the only City-provided recycling opportunity for multi-family property residents. Introduced in 1991, the BBB program is a depot style program intended for residents to recycle their cardboard, paper and boxboard. The program has 13 large containers and 6 small containers located throughout the city. The annual cost to deliver the Big Blue Bin program is approximately \$650,000.

Multi-family property owners typically provide their residents with solid waste collection through private sector service providers.

### DISCUSSION

Single-family curbside recycling, a major element of the Waste Plan Regina - Enhanced Service Level option, was implemented on July 1, 2013.

Multi-family properties, including condominium associations, not currently receiving recycling or garbage service from the City will be impacted by this recommendation. These properties have been defined by the Bylaw to be non-designated and ineligible to receive City-provided garbage and recycling collection. Currently, there are 779 multi-family properties (17,044 units) and 289 condo associations (11,227 units) registered with the City's Tax Assessment Branch.

Three service delivery alternatives along with the current state were evaluated as possible options for recycling programs for multi-family properties.

#### Current State – Big Blue Bin and Voluntary Participation

All residents and commercial businesses have access to the Big Blue Bin program. There are 13 large bins and 6 small bins located throughout the city. Acceptable materials are limited to cardboard, paper and boxboard. This program does not provide the option to recycle plastics, tin, aluminum or glass. The cost of this program in 2013 was over \$650,000. Since the implementation of the single-family curbside recycling service there has been a 50% reduction in volume collected through the Big Blue Bin program.

Some multi-family properties have voluntarily adopted a recycling program for their properties. These programs are managed through the property owner and private sector service provider.

The following are the advantages and disadvantages to the current state:

ADVANTAGES	DISADVANTAGES
<ol style="list-style-type: none"><li>1. No implementation required – already in place.</li><li>2. No additional resource, operational budget or capital requirements.</li></ol>	<ol style="list-style-type: none"><li>1. Residents of multi-family properties have been promised a form of property-side recycling service.</li><li>2. This is a change to the approved Waste Plan Regina and will impact the diversion rate.</li><li>3. Big Blue Bin program has an annual cost of \$650,000.</li></ol>

#### Alternative #1 – Property owner managed service using private sector service provider (recommended)

Multi-family properties would be required to provide an on-site recycling service for their residents. The Bylaw would be amended to specify the following requirements:

- Waste management plans for all residential multi-family properties would include a recycling service;
- Waste management plans must be in place and operational on or before January 1, 2015;
- The on-site service would be managed by the property owner using a private sector service provider;
- All residential multi-family properties would maintain adequate storage facilities for recyclable materials and would have an arrangement for regular removal of the material to a materials recovery facility;
- Recyclable materials to be collected as part of the waste management plan would be at minimum, that which is provided through the City's single-family curbside recycling program; and
- Every owner of a residential multi-family property would be required to provide the Bylaw Enforcement Officer with a copy of the owner's waste management plan and any contracts and/or invoices related to the waste management plan, upon request.



The following are the advantages and disadvantages of this option:

ADVANTAGES	DISADVANTAGES
<ol style="list-style-type: none"><li>1. No new capital funding required by City.</li><li>2. Operationally cost effective.</li><li>3. Program can be implemented by January 1, 2015.</li><li>4. Choice of service provider is left to the property owner.</li><li>5. Program will be managed with existing City resources and operating budget.</li></ol>	<ol style="list-style-type: none"><li>1. Volume not eligible for the multi-materials recycling program rebate.</li><li>2. City has no control over quality or convenience of service.</li></ol>

At present, Abbotsford, BC is providing multi-family recycling service through this approach. In 2004, Abbotsford mandated, through a bylaw, that multi-family property owners be required to provide garbage and recycling service to their residents using private sector service providers. It has been well received. A series of consultation and educational meetings were held with property owners and residents during the implementation phase. Abbotsford credits its 99% compliance rate to residents' service expectations and property owners' awareness of their obligations.

Cape Breton, NS also provides recycling service through the private sector. The service was mandated in 2002, and unlike Abbotsford, Cape Breton faces challenges with compliance from multi-family property owners. Cape Breton has implemented a door-to-door awareness campaign to inform multi-family property owners and residents of the bylaw requirements and benefits of recycling.

Alternative #2 – City-managed service delivered by private sector service provider

The City would contract with the private sector to collect and process recyclable materials. The City would:

- Invoice the property owners for the service; and
- Manage the contracts for collection and processing.

The following are the advantages and disadvantages for this option:

ADVANTAGES	DISADVANTAGES
<ol style="list-style-type: none"><li>1. No new capital funding required by City.</li><li>2. Recycling service provided would be consistent among multi-family properties.</li><li>3. Eligible for the rebate from the Multi-Materials Recycling Plan when it has been implemented.</li></ol>	<ol style="list-style-type: none"><li>1. Longer implementation time.</li><li>2. City will require private property access to collect materials – additional contract management requirement.</li></ol>

The City adopted this alternative for the single-family curbside recycling service. It is the optimal approach for single-family properties as all properties can be serviced in the same manner, with the use of automated cart pickup. Multi-family properties present unique service level requirements, due to property design and infrastructure. Individual property owners are in the best position to determine and negotiate the service level needed, in consideration of the requirements to be set out in the Bylaw.

The Niagara Region, in Ontario, provides recycling service to multi-family properties in this manner. Implemented in February 2011, 50% of the implementation costs were funded through a provincial program, designed to support municipalities making improvements to their recycling program. Multi-family properties also receive garbage service from the Region. To promote compliance, property owners are required to implement a recycling service or their garbage service will be interrupted. As well, the Province of Ontario has enacted legislation that requires all multi-family properties with six or more units to provide a recycling service for the residents. Niagara Region provides several service level options to suit the multi-family property: carts, boxes or large containers.

### Alternative #3 – City-managed and operated

The City would collect the recyclable material and deliver it to a processing facility. The City would:

- Provide the collection service;
- Manage the material processing contract. The materials would be processed by the private sector; and
- Invoice the property owner for the service.

The following are the advantages and disadvantages for this option:

<b>ADVANTAGES</b>	<b>DISADVANTAGES</b>
1. Recycling service provided would be consistent among multi-family properties.	1. Major capital investment.
2. Eligible for the funds from the multi-materials recycling plan when it has been implemented.	2. Minimum 2 year implementation time frame.
	3. City will require private property access to collect materials – additional contract management.

Similar to the City's single-family residential solid waste collection, this alternative would require a large capital investment for collection trucks and containers as well as on-going operating costs for delivery of the program. The City would collect a fee from property owners to offset capital and operating costs, including costs from the processing facility.

Both Vancouver, BC and Markham, ON manage and operate multi-family property recycling service with City resources.

In Vancouver, the same trucks service both multi-family units and single-family homes. A recycling fee is levied through the properties' utility account, with multi-family units receiving either blue box/bag collection or cart collection. If the municipality cannot provide the service due to infrastructure limitations, the property owner is required to obtain the service through a private sector service provider. The recycle fee continues to be levied on that property.

In Markham, each resident is provided with a blue box, which is either collected at the curb or emptied into a large container located on the property. Markham provides and enforces recycling for multi-family properties through Ontario's legislation requiring all multi-family properties with six or more units to provide a recycling service to their residents.

### Other Municipalities

The Administration made enquires into the status of Saskatoon's multi-family recycling service. In May 2012, the City of Saskatoon's Administration sent a report to Saskatoon City Council outlining five options for their consideration. The Current State and Alternatives #2 and #3, as detailed within this report, were included as three of the five options presented. The other two included a subscription service, city-managed with voluntary participation, and a consolidation of waste and recycling services, funded

through property taxes. Consolidation of waste and recycling services is a consideration for Saskatoon as they are currently providing waste collection to multi-family units. In Regina, multi-family property owners provide their residents solid waste collection through private sector service providers.

In the Fall of 2013, Saskatoon held stakeholder information sessions and conducted an online survey to determine resident expectations from a multi-family recycling service. At present, the information is being reviewed and a report prepared for Saskatoon City Council.

Regina conducted public consultations in 2008 and 2009. These consultations were part of the “Let’s Talk Trash” campaign and the findings were included in the Waste Plan Regina report. The conclusion of the public consultation indicated that recycling should be extended to multi-family properties if it is available to single-family homes. Most viewed this as an issue of fairness and equity.

The Administration researched the multi-family recycling programs of 15 Canadian municipalities. No single, preferred approach was identified, but rather the service provided was dependent on factors unique to each municipality. Existing provincial legislation, size of the municipality, and whether garbage collection was currently provided by the municipality were some of the factors that influenced a city’s approach to selecting their multi-family recycling program.

### Implementation

The key to success will rest on communication and education for all affected property owners and residents of these properties.

The Administration will:

- **Develop and maintain a database of properties** – Establishing a complete list of impacted addresses and maintaining this database is paramount to managing the service.
- **Benchmark performance** – Benchmarking performance is required to set targets so that the success of the recycling service can be measured, reported, and improved. Monitoring compliance and volumes will be key in contributing to the overall diversion target of 40%.
- **Define adequate recycling bin capacity** – Providing adequate capacity is critical to the success of the multi-family recycling program. If inadequate capacity is provided, recyclables will end up in the waste stream. Typically, capacity requirements per unit are less than capacity requirement for single-family homes. The Administration will complete further investigation and research to ensure adequate capacity is provided to the residents.
- **Provide promotion and education materials** – Residents, landlords, and property owners will be provided with the information they need to participate fully.

### Monitoring and Compliance

Compliance is the key to meeting our diversion targets. The Administration would develop a formal monitoring and compliance process, which would include, but would not be limited to, the following:

- Become part of the Planning and Development process where approval of waste management systems for new properties will ensure all new properties have appropriately taken into consideration the provision of a recycling service;
- Obtain copies of each properties’ waste management plan to verify recycling service is being provided. This can be as simple as providing a copy of their invoice or contract with their service provider; and
- Work with service providers to document volumes collected to measure whether the initial targets of 5% to 7% are being met.

The Administration will first take the approach of communicating, educating and promoting recycling with the property owners. Enforcement of the bylaw will be the last resort.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

Administration's recommendation has minimal financial implication to the City. Property owners will contract recycling services through a private sector service provider. Awareness of the new program will be resourced through funding currently allocated to Waste Plan Regina from the Solid Waste Reserve. Monitoring and a reporting process to manage adherence to the bylaw will be funded through existing operating resources. Any cost increases, having been estimated to be minimal, would be attributed to offering and supporting this new program and not related to an increase in business as usual.

In contrast, the "City-managed and operated" approach (Alternative #3), would require significant financial investment. An initial capital investment to purchase collection trucks and bins would approximate \$3,000,000. As well, the City would incur additional set-up costs to develop appropriate collection arrangements with each of the over 1,000 multi-family properties based on individual infrastructure and tenant requirements. A recycling fee for the service would be developed based on each individual property's requirements to offset on-going operating, including contract management, and capital replacement costs.

### Environmental Implications

Implementation will potentially divert an additional 5 – 7 % of solid waste from the landfill.

### Policy and/or Strategic Implications

This recommendation supports Council's waste diversion goals and is consistent with the City's vision for a sustainable community. As well, extending the City's recycling program to all residential properties meets residents' service expectations.

On January 27, 2014, City Council adopted Recycling Motion (MN14-3) directing Administration to review options on the capability of having the recycling program covered by annual property taxes and changing solid waste collection to a fee for service use where residents would have the option of choosing the size of bin they require. The recommendations brought forward in this report will not be impacted by the review or any recommendations that may come from that review, as the motion addresses the recycling program for single-family residential properties, not multi-family residential properties.

### Other Implications

The Planning and Development Branch will be impacted as the application process for new developments will need to include a formal waste management plan, and existing development standards will have to be updated in accordance with the Waste Management Bylaw.

### Accessibility Implications

There are no accessibility implications with respect to this report.

COMMUNICATIONS

The communications goals will be to ensure residents, landlords and condominium associations are aware that recycling service is to be in place by January 1, 2015 and to ensure they have the information they need to recycle properly.

A comprehensive communications campaign will be developed to support the success of the initiative and will include a variety of earned media, paid media and social media tactics.

DELEGATED AUTHORITY

The disposition of this report requires City Council approval.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

A handwritten signature in cursive script that reads "Linda Leeks".

---

Linda Leeks, Secretary



March 10, 2014

City of Regina  
2476 Victoria Avenue  
PO Box 1790  
Regina, SK Canada  
S4P 3C8

DATE RECEIVED  
MAR 10 2014  
Office of the City Manager  
✓  
G.

Attention: Glen Davies, City Manager

Dear Glen:

**RE: Saskatchewan Roughrider Football Club Inc. Property Tax Exemption**

We understand that the property tax exemption for 2014 for the Saskatchewan Roughrider Football Club Inc. ("the Club") will come before City Council on March 24<sup>th</sup>, 2014. As you are aware, this exemption has historically been granted to the Club consistent with our lease agreement originally agreed to in the 1980s and most recently extended on February 1, 2010 for a five year period. The specific exemption is for three locations used by the Club and includes an exemption of \$42,515 for leased property at Mosaic Stadium, \$3,986 for property at 1881 Elphinstone Street used for game day parking, and \$8,637 for two other strips of land leased from the City for parking at 2905 North Railway Street.

Based on a report in the Leader-Post on March 4, 2014 titled "Roughriders among groups seeking property tax exemptions from city" the Club is one of 36 organizations seeking an exemption and the total exemptions are worth a total of \$2.54 million. Based on this report, we understand the Club's exemption is approximately 2% of the total exemption that will go before Council.

We understand that public concern has been raised specifically citing the Club and reference has been made to its ability to pay based on recent financial results. It should be noted that the Club remains a community owned, not for profit organization and as such, its mandate remains to reinvest any annual surpluses back into the team, the community, its fans, and facilities including reinvestment at Mosaic Stadium. This reinvestment into Mosaic has been significant over the past several years and has resulted in benefits to the Club, the City and countless community groups that make use of Mosaic Stadium annually. Improvements include the following:

- From the period of 2005 to 2011 the Club spent a total of **\$3.6 million** on capital improvements at Mosaic Stadium including cost sharing with the City for the turf replacement in 2007 at a cost to the Club of \$599,545. This turf continues to be for hundreds of hours annually by many community groups

SASKATCHEWAN ROUGHRIDERS

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and sports teams. Other improvements included in the \$3.6 million continue to benefit other stadium users and the City including significant investments in concessions, scoreboards/video boards, lighting, electrical upgrades, and stadium signage.

- In 2012, the Club undertook, at its cost, a significant capital project that allowed the City to attract the 101<sup>st</sup> Grey Cup played at Mosaic Stadium this past November. The **\$15 million** Grey Cup Legacy Project paid for by the Club was essential in providing the necessary infrastructure to host the Grey Cup game. Without this investment, the game could not have been hosted in Regina. This investment, while improving the stadium experience through additional seating, premium seating options, and new videoboards, also was utilized in 2013 as green room accommodations for the Paul McCartney concert. The additional seats and structures will eventually be donated back to communities across the Province and there exists the opportunity for this investment to continue to benefit the City of Regina through this allocation process.
- In total, the Club has spent over **\$18.6 million** in capital improvements at Mosaic Stadium over the past 9 years and will continue to make improvements as required over the remaining time at the stadium.

We certainly do appreciate and understand the public reaction to the exemption. As a result, the Club would be willing to remove the request for exemption on the Mosaic Stadium property taxes totaling **\$42,515** for the upcoming property tax cycle. Due to the usage of the other locations utilized for parking for our events and other events at the stadium and surrounding area, we believe that the Club should not be solely responsible for property taxes at these locations. Therefore we ask that the exemptions continue for 1881 Elphinstone Street and for the two strips of land on North Railway Street.

Our current lease agreement which references this property tax exemption is also set to expire in January of 2015. At this time, the Club would be willing to consider including property tax being paid annually over the life of the lease term at existing Mosaic Stadium for its leased space at the stadium.

If you have any questions or would like further information regarding anything related to this matter please don't hesitate to contact me.

Yours truly,



Jim Hopson  
President & CEO  
Saskatchewan Roughrider Football Club Inc.

Cc: Craig Reynolds, SVP & CFO, Saskatchewan Roughrider Football Club Inc.

March 24, 2014

## Good evening Members of City Council and Senior Administration,

My name is Chad Novak, and I am here today representing the **Saskatchewan Taxpayers Advocacy Group**, a truly grassroots group of individuals from Saskatchewan that are pushing for **Accountability and Transparency** from their municipal governments. You can find more information about our goals on our website [www.chad4regina.com](http://www.chad4regina.com). I am here to address the recommendation before you today, regarding the Property Tax Exemptions for a number of organizations throughout Regina.

First off, I would like to say that we are very much in support of providing financial assistance to any agency or non-profit that is able to provide a valuable community resource that contributes to our overall social well-being. Without agencies like this, we are confident that it would be far more difficult to attract and retain great citizens to our community, since these organizations provide a quality of life for them, in one form or another. We note that there are organizations that most certainly could not exist without the assistance of government grants and property tax exemptions, while there are others that simply receive a tax break because “that’s how it’s been done for years”. We are most certainly *not* fans of the idea of “if it ain’t broke, don’t fix it”, because it can lead to complacency and apathy.

A perfect example this evening is the Saskatchewan Roughriders. While we recognize the economic benefit that a professional sports team provides to any community, we certainly do not feel that tax breaks should be given to help them out. Especially one as profitable as the Roughriders have been in recent years. Also, one must keep in mind that *the only community benefit of a professional sports team is entertainment*. Sure, the Roughriders organization gives back to our community through a variety of ways, which is great, but most certainly not a requirement of their lease at Taylor Field, and thus, one must look *only* at the facts of the situation.

**We strongly believe that governments should treat everyone fairly and equally.** This goes for all individuals and corporations, *whether they make one dollar or a billion dollars*. **Everyone deserves to be treated with dignity, respect and with consistency.** It is with that statement that we feel strongly that the City of Regina needs to take a step back from these proposed property tax exemptions, and re-evaluate *each and every organization* that is currently on the annual, and five-year, tax exemption list, and also reconsider those that have applied and have been refused in the past. We have a few concerns regarding these exemptions before you tonight, and it is our hope that these concerns can be addressed to the taxpaying citizens of Regina, *before any final approval is given*. If these concerns *cannot* be addressed this evening, then we encourage you to table this to a future meeting until they *can* be addressed.

What’s interesting is how – in one breath this evening, the taxpayers of Regina are being told that these organizations are so great for our community, that they deserve to have \$2.5 Million in Property Tax Exemptions. While at the same time, there are individual taxpayers that are being told that – *even though they’ve been paying property taxes for decades* – they must foot the bill



to have their own sidewalks replaced in front of their homes. What's worse is the how these taxpayers have been treated over the past several years. First off, the City has known about these crumbling roads and sidewalks for a number of years, and in one such instance, actually tried billing residents in 2010 for the exact same work that is being proposed for 2014. In 2010, the residents successfully petitioned against it. Again in 2014, it would appear they have once again successfully petitioned against the work. While this is great to see such active citizen engagement, it bothers us immensely that the City cannot cough up a whopping half a million dollars for this work, and simply outright refuses to do anything more than what's "vital" because the taxpayers don't want to pay up to \$10,000 each for this necessary, and long overdue, work. **How on earth is this *fair and equitable treatment for all taxpayers in Regina?*** And, before you suggest that the Local Improvement Act requires that the City charge taxpayers for this work, **I would highly suggest you re-read the Act if that is what you actually believe.**

Now, we can all agree that the goal of property tax exemptions should be to help reduce the financial burden on organizations that require it. It should be noted that the City of Regina actually has an established policy that is supposed to be used for this process. This policy was created *through the former Regina Regional Economic Development Agency*, and appears to still be an active policy to this very day. With the limited information provided to the public, it is not clear if any of the exemptions before you tonight were actually considered through the existing policy, or what factors were considered to determine if they should be approved.

The policy – which is currently outlined on the **Regina Regional Opportunities Commission (RROC)** website - **specifically states** that *they are to be the first point of contact for any Property Tax Exemption requests, and they are to evaluate each request based on a variety of pre-determined criteria*. In this policy, it specifically states that the RROC would handle requests ***all the way through to putting a recommendation through to City Council***. Now, we could see this as a mere oversight for an average taxpayer, but given the close relationship of these organizations with the City of Regina, one would reasonably expect this protocol to be *very well known*, and thus raises some serious questions as to the fairness of these requests. If, in fact, these requests *did* go through the RROC, then certainly you shouldn't have a problem with providing this information to the general public, ***including how each organization placed on the evaluation matrix***, which determines just how much of a tax exemption an organization would get, and for how long.

Through our research, we did find it quite interesting that **Saskatchewan is the only province that actually provides their municipalities with the authority to grant tax exemptions on a case by case basis**. To its credit, this does allow municipalities to set up their own guidelines in order to – *in theory* – attract more business investment by offering further incentives to set up shop. Through this same research, however, we also found that we already are *extremely* competitive – tax wise – even *before* any Property Tax Exemption. One certainly has to wonder if this is even a needed incentive to bring business investment into our currently booming economy.

We continue to hear about how there is only so much money that City Hall has to go around, and as such, it would seem that you would want to ***maximize every tax dollar you have access to***. With that said, would it not be in the taxpayers best interest to keep a very close eye on what

Property Tax Exemptions *are* provided, and ensure that the original request qualifications continue through their given exemption break? We saw what can happen when you don't monitor this, in the recent situation surrounding the District Brewing Company, where they pretty much reconstructed an entire building that was previously exempted, before it was noticed. Unfortunately, the tax exemption was only caught very late in the process, when they applied for a permit. This is a real concern, and leads one to wonder just how many tax dollars are being "left on the table" with these exemptions going virtually unmonitored?

**Thank you for your time, and I will now welcome any questions you may have.**

Chad Novak

March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: Annual Property Tax Exemptions - 2014

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**RECOMMENDATION OF THE FINANCE AND ADMINISTRATION COMMITTEE  
- MARCH 4, 2014**

1. That City Council approve the property tax exemptions outlined in Appendix A.
2. That the City Solicitor be instructed to bring forward the necessary bylaw to provide for the property tax exemptions listed in Appendix A.

*FINANCE AND ADMINISTRATION COMMITTEE – MARCH 4, 2014*

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

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

Councillors: Bryon Burnett, Terry Hincks and Wade Murray were present during consideration of this report by the Finance and Administration Committee.

The Finance and Administration Committee, at its meeting held on March 4, 2014, considered the following report from the Administration:

RECOMMENDATION

1. That City Council approve the property tax exemptions outlined in Appendix A.
2. That the City Solicitor be instructed to bring forward the necessary bylaw to provide for the property tax exemptions listed in Appendix A.

CONCLUSION

The exemptions outlined in Appendix A are consistent with exemptions provided in past years or are based on agreements entered into by the City and it is recommended that the exemptions in Appendix A be approved.

Appendix B provides additional information on the miscellaneous exemptions for 2014. As part of the land leasing or sale policy, City Council has approved the exemption of occupants of City owned properties from property tax if the occupant maintains the property that otherwise would not be taxed and where the City would incur maintenance costs.

## BACKGROUND

City Council annually considers property tax exemptions based on past practices or agreements. The purpose of this report is to consider exemptions for 2014. City Council has the authority pursuant to subsection 262(3) of *The Cities Act* to exempt from taxation, in whole or in part, any land or improvements designated in the bylaw.

## DISCUSSION

Unless specifically exempted, all property in a municipality is subject to assessment and taxation pursuant to *The Cities Act*. There are specific exemptions provided in subsection 262(1) of *The Cities Act*. Further, City Council may, by bylaw, exempt from taxation the whole or part of any land or improvement designated in the bylaw. Council may also enter into agreements, on any terms and conditions, to exempt property from taxation for not more than five years. Appendix A is a summary of the proposed annual exemptions for 2014 which include exemptions for small land parcels and easements. The exemptions include non profit organizations, organizations providing support for our community and other properties Council has determined are appropriate. These exemptions are consistent with past practices. The significant properties are the Mackenzie Art Gallery, Saskatchewan Science Centre, Regina & District Foodbank and the Regina Airport Authority. The estimated total municipal share of all the exemptions in Appendix A approximates \$1,391,528.

The changes in the properties included in Appendix A from 2013 are as follows:

<b>Changes to the Property Owners on the Annual Bylaw</b>		
<b>Owner</b>	<b>Civic Address</b>	<b>Reason</b>
Gran Holdings Inc.	2338 Dewdney Avenue	10106812 SK Ltd. - was the previous owner for this property that has space occupied by the Regina Boxing Club Inc.
The Globe Theatre Society	1801 Scarth Street; units 2, 3 and 4	606215 Saskatchewan Ltd. - was the previous owner for this property that has space occupied by the Globe Theatre Society.
<b>Removals from the Annual Bylaw</b>		
Regina Workers Cafe Co-operative Ltd.	2476 Victoria Avenue	The City no longer has a cafeteria as of 2013
Western Golf Management Ltd.	8045 Kestral Drive., 560 Elphinstone Street., 3100 Kings Road	Due to a legislative change to <i>The Cities Act</i> section 265 (1.1) these three properties no longer need to be reflected on the annual bylaw as they are now exempt by statute.
Royal Regina Golf Club	5401 11th Avenue	Council added to Annual Bylaw in 2013 for the current year only. RRG was to apply to the Community Investment Grants Program in 2014.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

The property tax exemptions listed in Appendix A total about \$2,549,660 in foregone tax revenue. The City's share of this foregone revenue is approximately \$1,391,528. These estimates are based on 2014 assessments, rates for municipal, library and rates for school are

based on 2013 rates. These amounts will change once the tax rates are finalized for 2014. All of the properties included in Appendix A, with the exception of those noted above, were exempt in 2013.

Environmental Implications

None with regard to this report.

Policy and/or Strategic Implications

None with regard to this report.

Other Implications

None with regard to this report.

Accessibility Implications

None with regard to this report.

COMMUNICATIONS

All affected parties will be provided with a copy of this report prior to the Committee and City Council meeting.

DELEGATED AUTHORITY

This report requires the approval of City Council along with the passage of a bylaw.

Respectfully submitted,

FINANCE AND ADMINISTRATION COMMITTEE

A handwritten signature in black ink, appearing to read 'Ashley Thompson', followed by a period.

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Ashley Thompson, Secretary

APPENDIX A  
2014 Property Tax Exemptions by Bylaw

			2014		
			ADDITIONAL	ASSESSED	ESTIMATED 2014
PROPERTY OWNER	CIVIC ADDRESS	DESCRIPTION	VALUE	PROPERTY TAX	
Miscellaneous Exemptions - Annual Bylaw					
10042141	GIRL GUIDES OF CANADA - GUIDES DU CANADA	1530 BROADWAY AVENUE	Appendix B - Note 1	741,900	15,347
10042143	THE CANADIAN BLOOD SERVICES	2571 BROAD STREET	Appendix B - Note 2	2,970,000	61,439
10060139	THE GLOBE THEATRE SOCIETY	2 - 1801 SCARTH STREET	Appendix B - Note 3	190,900	4,090
10060140	THE GLOBE THEATRE SOCIETY	3 - 1801 SCARTH STREET	Appendix B - Note 3	1,010,600	21,652
10060141	THE GLOBE THEATRE SOCIETY	4 - 1801 SCARTH STREET	Appendix B - Note 3	821,000	17,590
10065555	MACKENZIE ART GALLERY INCORPORATED	3475 ALBERT STREET	Appendix B - Note 4	12,288,900	263,293
10145969	SASKATCHEWAN SCIENCE CENTRE INC.	2901 POWERHOUSE DRIVE	Appendix B - Note 5	18,445,000	381,561
10065604	THE BOARD OF EDUCATION OF THE REGINA SCHOOL DIVISION NO. 4	142 MASSEY ROAD	Appendix B - Note 6	586,600	12,135
10101348	THE BOARD OF EDUCATION OF THE REGINA SCHOOL DIVISION NO. 4	1915 RETALLACK STREET	Appendix B - Note 6	1,497,900	30,986
10027144	REGINA TRADES AND SKILLS INC.	1275 ALBERT STREET	Appendix B - Note 7	4,048,400	83,747
10112030	CALEDONIAN CURLING CLUB	2225 SANDRA SCHMIRLER WAY	Appendix B - Note 8	1,344,900	27,821
10025856	THEATRE REGINA INC.	1077 ANGUS STREET	Appendix B - Note 9	1,980,500	40,969
10070209	REGINA BOXING CLUB INC.	2338 DEWDNEY AVENUE	Appendix B - Note 10	137,400	2,842
10018622	REGINA & DISTRICT FOOD BANK INC.	445 WINNIPEG STREET	Appendix B - Note 11	5,540,286	114,609
10037637	THE CANADIAN RED CROSS	2050 CORNWALL STREET	Appendix B - Note 12	1,325,346	27,417
10065031	REGINA AIRPORT AUTHORITY	5201 REGINA AVENUE	Appendix B - Note 13	26,640,134	551,090
10017267	REGINA PUBLIC LIBRARY	331 ALBERT STREET	Appendix B - Note 14	1,734,454	35,880
10065624	REGINA PUBLIC LIBRARY	2715 GORDON ROAD	Appendix B - Note 15	2,764,400	57,186
10065528	COLUMBUS PARK BOARD INC.	2940 PASQUA STREET	Appendix B - Note 18	15,100	312
10065491	REGINA SENIOR CITIZENS CENTRE INC.	2134 WINNIPEG STREET	Appendix B - Note 18	1,565,100	32,376
10065176	REGINA PLAINS MUSEUM INC.	1250 WINNIPEG STREET	Appendix B - Note 18	188,400	3,897
10065460	ROTARY SENIOR CITIZENS RECREATIONAL CENTRE	2404 ELPHINSTONE STREET	Appendix B - Note 18	24,100	499
10065269	CORE COMMUNITY GROUP INC.	1654 11TH AVENUE	Appendix B - Note 18	104,400	2,160
10065463	CATHEDRAL AREA COMMUNITY ASSOCIATION	2900 13TH AVENUE	Appendix B - Note 18	19,500	403
10035876	CATHEDRAL AREA COMMUNITY ASSOCIATION	2010 ARTHUR STREET	Appendix B - Note 18	44,000	910
10035875	CATHEDRAL AREA COMMUNITY ASSOCIATION	2005 FORGET STREET	Appendix B - Note 18	42,200	873
10035874	CATHEDRAL AREA COMMUNITY ASSOCIATION	2019 FORGET STREET	Appendix B - Note 18	37,200	770
10035873	CATHEDRAL AREA COMMUNITY ASSOCIATION	2021 FORGET STREET	Appendix B - Note 18	39,900	825
10035872	CATHEDRAL AREA COMMUNITY ASSOCIATION	2029 FORGET STREET	Appendix B - Note 18	39,900	825
10035871	CATHEDRAL AREA COMMUNITY ASSOCIATION	2055 FORGET STREET	Appendix B - Note 18	44,500	921
10065459	THE ART GALLERY OF REGINA	2404 ELPHINSTONE STREET	Appendix B - Note 18	58,400	1,208
10174453	SASK. STOCK GROWERS ASSOC.	1700 ELPHINSTONE STREET	Appendix B - Note 18	95,100	1,967
10174454	SASK. LIVESTOCK ASSOC.	1700 ELPHINSTONE STREET	Appendix B - Note 18	124,400	2,573
10065193	REGINA LAWN BOWLING CLUB	3820 VICTORIA AVENUE	Appendix B - Note 18	2,144,200	44,356
10115555	REGINA EDUCATION & ACTION ON CHILD HUNGER INC	1308 WINNIPEG STREET	Appendix B - Note 18	147,100	3,155
10091035	REGINA THUNDER FOOTBALL CLUB INC	750 N WINNIPEG STREET	Appendix B - Note 18	1,119,100	23,150
10049337	GROW REGINA	3500 QUEEN STREET	Appendix B - Note 18	2,292,300	39,970
10115375	RCMP HERITAGE CENTRE	6101 DEWDNEY AVENUE	Appendix B - Note 16	26,678,100	551,875
10091139	REGINA PLAINS MUSEUM	1375 BROAD STREET	Appendix B - Note 17	623,677	12,902
OTHER MISCELLANEOUS TOTAL				119,515,296	2,475,581

PROPERTY OWNER	CIVIC ADDRESS	ADDITIONAL DESCRIPTION	2014 ASSESSED VALUE	2014 ESTIMATED PROPERTY TAX
<b>SmallLand Parcels and Easements - Annual Bylaw</b>				
10065575	LAKEVIEW MANOR CONDOMINIUM CORPORATION	3403 WASCANA STREET	121,700	2,518
10065583	SELO ESTATES CONDOMINIUM CORPORATION	51 MARTIN STREET	20,800	275
10065586	SELO ESTATES CONDOMINIUM CORPORATION	91 MARTIN CRESCENT	50,900	674
10065589	SELO ESTATES CONDOMINIUM CORPORATION	110 PATTERSON DRIVE	35,700	472
10065223	REGINA EXHIBITION ASSOCIATION LTD.	1881 ELPHINSTONE STREET	192,700	3,986
10065227	REGINA EXHIBITION ASSOCIATION LTD.	2905 NORTH RAILWAY STREET	417,500	8,637
10065601	REGINA TRAVELODGE LTD.	4175 ALBERT STREET	50,300	1,041
10065231	SASK. ROUGHRIDER FOOTBALL CLUB	2940 10TH AVENUE	2,055,200	42,515
10065224	SASK. ROUGHRIDER FOOTBALL CLUB	1881 ELPHINSTONE STREET	192,700	3,986
10065228	SASK. ROUGHRIDER FOOTBALL CLUB	2905 NORTH RAILWAY STREET	417,500	8,637
10065444	101063955 SASKATCHEWAN LTD	1834 E VICTORIA AVENUE	56,900	1,177
10065563	VARSITY CONDOMINIUMS	3242 HARDING STREET	12,200	161
LAND AND EASEMENT TOTAL			3,624,100	74,079
Total Property Tax Exemption - Annual Bylaw			123,139,396	2,549,660

## APPENDIX B

### Property Tax Exemptions

#### Exemptions Pursuant to Past Practice or Agreement

1. The Girl Guides of Canada acquired ownership in 1990 of the property located at 1530 Broadway Avenue; Lot D, Block 8, Plan FU 1338. City Council has continued to exempt this property in the annual exemption Bylaw as long as the property is owned and used by The Girl Guides of Canada, Regina Area Council. The property is described on the Assessment Roll as Account No. 10042141.
2. The Canadian Blood Services (CBS) acquired property located at 2571 Broad Street; Lot B, Block 8, Plan FU 1338, previously owned by the Canadian Red Cross Society. CBS has assumed responsibility of the blood collection previously completed by the Red Cross. The blood collection portion of the Red Cross was previously considered exempt from payment of property tax by statute. To date, CBS has not been specifically identified as an exempt entity by statute even though they are performing the same function as previously provided by the Red Cross. The property is described on the Assessment Roll as Account No. 10042143.
3. The Globe Theatre Society- When the City owned the Old City Hall, The Globe Theatre Society occupied space in the building and was exempted from property taxes. The exemption has continued to be provided for the space even though the City no longer owns the property located at 1801 Scarth Street; units 2, 3 and 4; Plan 99RA23145. The properties are described on the Assessment Roll as Account No's. 10060139, 10060140, 10060141. The Globe Theatre has recently purchased the building located at 1801 Scarth Street.
4. The Mackenzie Art Gallery Incorporated was previously exempted for 10 years pursuant to City Council's approval of two five-year exemption agreements. Bylaw 9645 expired effective December 31, 1999; since then the property located at 3475 Albert Street, part of the Plan 101991865 Block C Ext.31 and Block D Ext. 43, known as the T.C. Douglas Building, has been included on the annual exemption bylaw. The property is described on the Assessment Roll as Account No. 10065555.
5. The Saskatchewan Science Centre Inc. (Science Centre) is occupying property located at 2901 Powerhouse Drive; Plan 101919416 Block A. This property is owned by the Saskatchewan Power Corporation. While Saskatchewan Power is exempt from property taxation, the Science Centre, as an occupant of exempt property, is not. The Science Centre has been included in the annual exemption bylaw since its inception. The property is described on the Assessment Roll as Account No. 10145969.



6. Regina School Division No. 4 is to be exempted from payment of property tax by the occupant for the lands located at:
  1. 142 Massey Road; Plan: AY 4087 Block: B Lot: N 330'.  
Students attending Campbell Collegiate use property on Massey Road for parking. The City has annually included this property in the list of exemptions. The property is described on the Assessment Roll as Account No. 10065604.
  2. 1915 Retallack Street; Plan: 101887623 Block: 339 Lot: A.  
The property is described on the Assessment Roll as Account No. 10101348.
7. Regina Trades and Skills Centre Inc. provided a 5 year exemption for property 870 Albert Street by City Council. Due to the organizations great success they have purchased a larger building to operate and provide trades and skills training to high school students and adults leading to jobs in industries where workers are in high demand and to deliver relevant and recognized programs that respond to industry needs for trained and skilled workers. The exemption is for the property located at 1275 Albert Street, Plan: 94R44318 Block: 145 Lot: 22. The property is described on the Assessment Roll as Account No. 10027144.
8. In the mid 1970s, the City entered into an agreement with the Caledonian Curling Club where the City agreed to pay the annual taxes for the property in exchange for use of the facility during the summer as a clubhouse for the Craig Golf Course. For many years, the City has chosen to recognize the obligation pursuant to the contract being exempt for the property located at 2225 Sandra Schmirler Way; Plan: 78R35572 Block: A. The property is described on the Assessment Roll as Account No. 10112030.
9. Theatre Regina Inc. (Regina Performing Arts Centre) occupies the property located at 1077 Angus Street; Plan: OLD33 Block: 86 Lot: 1-10; Plan: GA1016 Block: C. This property was previously owned by the City and transferred to this group. The group was previously exempted through five-year agreements, but as of 2003 the exemption was considered as part of the annual exemption process. The property is described on the Assessment Roll as Account No. 10025856.
10. Gran Holdings Inc. is exempted from payment of property tax for the portion of land and improvements located at 2338 Dewdney Avenue: Lot A, Block 205, Plan 101399025, occupied by the Regina Boxing Club Inc. The property is described on the Assessment Roll as Account No. 10070209.
11. Regina & District Food Bank Inc. owner of the property located at 445 Winnipeg Street; Plan: 79R42384 Block: X. City Council has continued to exempt the portion of the property on the annual exemption procedure as long as the property is used by the Regina & District Food Bank Inc and non-profit agencies operating in conjunction with the Regina & District Food Bank Inc. The property is described on the Assessment Roll as Account No. 10018622.

12. The Canadian Red Cross is the owner of the property located at 2050 Cornwall Street; Plan: 98RA28309 Block: 368 Lot: 45. City Council since 2005, has provided an exemption for The Canadian Red Cross because the City of Regina is provided with ESS (Emergency Social Services), family reunification, emergency lodging and personal disaster assistance, as well as influenza pandemic response. The exemption is for the portion of the property owned and operated by The Canadian Red Cross. The property is described on the Assessment Roll as Account No. 10037637.
13. The portion of property owned and occupied by the Regina Airport Authority Inc. and located at 5201 Regina Avenue; Block A Plan 68R15859, as described in tax account 10065031 and as shown in the map attached as Schedule "B" is exempted from payment of taxes in accordance with the following formula:

$$EX = PT - (0.65 \times PC)$$

Where:

EX is the amount of the tax exemption the Regina Airport Authority Inc. shall receive; and

PT is the total amount of property taxes that would be imposed against the Regina Airport Authority Inc.'s Property described above for the 2014 tax year prior to the exemption; and

PC is the total passenger count report by the Regina Airport Authority Inc. for the 12 month period that commenced three years prior to the 2014 tax year.

14. The Regina Public Library is located at 331 Albert Street Regina, SK. The property is owned by Melcor Developments Ltd. who leases a portion to the Regina Public Library. Location is known as Plan: 68R23751 Block: 17 Lot: 1 & 2 as described on the Assessment Roll as Account No. 10017267 - 303 Albert Street.
15. The Regina Public Library is located at 2715 Gordon Road Regina, SK. The property is owned by Gordon Road Property Holdings Inc. who leases a portion to the Regina Public Library. Location is known as Plan: 66R13992 Block: M; PLAN: 78R20752 Block: Q; Plan: 101145710 Block: N as described on the Assessment Roll as Account No. 10065624.
16. RCMP Heritage Centre is located at 6101 Dewdney Avenue. The property is owned by the RCMP and leased to the RCMP Heritage Centre. The location is known as Plan: 101973494 Block: A, NE/SW/SE/NW 22-17-20-2; NW 23-17-20-2
17. 101041839 SASKATCHEWAN LTD. & WUDVUE MANAGEMENT LTD. (C/O The Regina Plains Museum) historically occupied space in the Old City Hall and received an annual exemption from property taxes. City Council continued to provide an exemption when the Old City Hall was sold and continued the exemption in 1999 when the Museum relocated from the Old City Hall to 1825 Scarth Street. They have once again relocated to 1375 Broad Street; Plan: 101864280 Block: 184 Lot: E. The property is described on the Assessment Roll as Account No. 10091139.

18. Occupants of City of Regina Property - historically, City Council has exempted taxes for groups occupying city owned property. Although the property is exempt by virtue of being City-owned, the organizations are not exempt and therefore subject to property tax, unless specifically exempted by City Council.
- a) Columbus Park Board Inc.  
2940 Pasqua Street; Plan AO5241; Portion Blocks L and K
  - b) Regina Senior Citizens Centre Inc.  
2134 Winnipeg Street; Plan: 80R39494 Block: 417A Lot: C
  - c) Regina Plains Museum Inc.  
1250 Winnipeg Street; Plan: 67R03593 Block: C
  - d) Rotary Senior Citizens Recreational Centre  
2404 Elphinstone Street  
Plan: K4654 Block: B; Plan: K4654 Block: C; Plan: DV4420 Block: C
  - e) Core Community Group Inc.  
1654 11<sup>th</sup> Avenue; Plan: 90R36844 Block: 289 Lot: A
  - f) Cathedral Area Community Association  
2900 13<sup>th</sup> Avenue; Plan: 98RA28311 Block: 375 Lot: 51  
2010 Arthur Street; Plan: I5211 Block: 32 Lots 1-3  
2005 Forget Street; Plan I5211 Block 32 Lots 19 & 101197896 Block 32 Lots 22  
2019 Forget Street; Plan 101197896 Block 32, Lot 20  
2021 Forget Street; Plan I5211 Block 32 Lot 17  
2029 Forget Street; Plan I5211 Block 32, Lot 16  
2055 Forget Street; Plan I5211 Block 32 Lots 11-15
  - g) The Art Gallery of Regina  
2404 Elphinstone Street  
Plan: K 4654 Block: B & C; DV 4420 Block: C
  - h) Saskatchewan Stock Growers Association  
1700 Elphinstone Street  
Plan: 14513 Block: H; Plan: 84R29489 Block: FF; Plan: 102012613 Block: B;  
Plan: DV4404 Block: K
  - i) The Saskatchewan Livestock Association  
1700 Elphinstone Street  
Plan: 14513 Block: H; Plan: 84R29489 Block: FF; Plan: 102012613 Block: B;  
Plan: DV4404 Block: K
  - j) Regina Lawn Bowling Club  
3820 Victoria Avenue; Plan: DV4420 Block: G Lot: (East of Blk H)
  - k) Regina Education and Action on Child Hunger Inc.  
1308 Winnipeg Street; Plan: 67R03593 Block: C

- l) Regina Thunder Football Club Inc  
750 N Winnipeg Street; Plan: 101838630 Block: A
- o) Grow Regina Community Gardens Incorporated  
3500 Queen Street; Plan: 60R07552 Block: R2

Owners of Property Adjacent to City Property  
Exempted from Property Tax Payable by an Occupant

1. Lakeview Manor Condominium Corporation: 3403 Wascana Street; 12' in width of Lot A, Block 4, Plan 60R07552, adjacent to the west and south property lines of 4025 Hill Avenue; Units #1-21, Plan 94R35782.
2. Selo Estates Condominium Corporation: the portion of the following lane easements adjacent to 1180 McNiven Ave; Plan 97R09147:
  - a) 51 Martin Street; Lot 15, Block 19, Plan FZ 2501;
  - b) 91 Martin Crescent; Lot 42, Block 19, Plan GE 191; and
  - c) A 110 Patterson Drive; Lot 41, Block 19, Plan GE 191.
3. Regina Exhibition Association Ltd.:
  - a) 1881 Elphinstone Street; a portion of Lot 1, Block A, Plan 94R41933; and
  - b) 2905 North Railway Street; a portion of Lot 2, Block A, Plan 94R41933, south of North Railway Street.
4. Regina Travelodge Ltd.: 4175 Albert Street; use of Road Right of Way, boulevard adjacent to 4177 Albert Street; Lot 1, Block F, Plan 74R14627; Lot 2, Block F, Plan GB 1345; and Lot 2A, Block F, Plan 64R02963.
5. The Saskatchewan Roughrider Football Club:
  - a) 2940 10<sup>th</sup> Avenue; Plan 80R38966, Block T;
  - b) 1881 Elphinstone Street; a portion of Lot 1, Block A, Plan 94R41933; and
  - c) 2905 North Railway Street; a portion of Lot 2, Block A, Plan 94R41933, south of North Railway Street.
6. 101063955 Saskatchewan Ltd.: 1834 E Victoria Avenue; the portion of Victoria Avenue North Service Road Boulevard adjacent to 1832 E Victoria Avenue; Block 33, Plan FM 4793.
7. 626036 Saskatchewan Ltd. (Varsity Condominiums): 3242 Harding Street; portion of buffer strip Lot PB13, Block 22, Plan 86R36770.

Dr. Greg Argue

## COMMITTEE STRUCTURE REVIEW

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**I would like to commend City Council for seeking to more clearly understand how Advisory Committees are important to the future of our City.**

**What is the policy challenge and opportunity with respect to the committee review?**

**It is not clear from the recommendation.**

**Is the challenge one of general citizen engagement?**

**In our system there is an absence of political parties and what they provide elected officials at the municipal government level**

**Clarity--transparency--and openness are the lifeblood of small p political decision making and advice**

**In this partisan void and governance opportunity advisory committees provide an important conduit for information advice and action between residents and their elected council**

Dr. Greg Argue

**I would like to provide some questions and thoughts for Councilors' consideration as it studies this issue further:**

**First: What would council like these committees to achieve?**

**It is not clear from the recommendation that Council has identified what its goals and objectives are relative to secondary committees.**

**I would humbly suggest that Council, sooner rather than later, identify what its goals would be for these committees**

**These committees are clearly a governance area**

**Therefore the identification of goals and objectives are the purview of council rather than management**

**In this, administration's role is to provide facilitation support**

**Committees are an important means to enhance the legitimacy of the City as an institution**

**They are at one level a network and a relationship between Council, the City and its residents.**

Dr. Greg Argue

**At another level they provide training in civics to their members at a time when this is hard to come by  
Advisory committees can be an important component in building and securing the legitimacy of our City's governance and institutions  
This is an achievable vision**

-----

**How might one break this vision down into more specific and achievable goals and objectives?**

**What could some of these advisory committee goals be?**

**Proactive and forward thinking in identifying trends and opportunities**

**Operate as an open and transparent link to the community**

**Foster and facilitate information gathering and sharing**

**Share expertise, experience and perspectives regarding program issues and strategies**

**Advise on current trends**

Dr. Greg Argue

**Provide a mechanism for dialogue and consensus building  
with the community**

**Act as a resource**

**And, Provide input to staff**  
-----

**What could/should some of these advisory objectives be?**

**Advise counsel on strategic opportunities**

**Advise council on policy related to a specific policy field or  
functional area (environment, art and so on)**

**Provide staff with feedback on program specifications and  
requirements.**

**Explore long-range problems in order to provide advice to  
Council**

**Facilitate public deliberation and debate**  
-----

**Council should also consider that Committees need to have  
a clearly defined mandate**



Dr. Greg Argue

**Advisory committee members need to represent diverse points of view that include both an expert and social perspectives**

**There can and perhaps should be a mix of professional/technical and citizen/lay members**

**Members should represent their field (area) not their interests**

-----

**Why do people volunteer for advisory boards?**

**They desire to become involved and give something back to the community**

**They believe that they can help shape policy**

**They are looking to fulfill a civic duty**

**They are looking for a change of pace or to add variety to their life**

**They are wishing to donate their professional skill**

**They want to have an impact**

**They want to garner some recognition**

**They want to meet other people**

**They want to become a part of something bigger**

Dr. Greg Argue

**These are important human drivers that I expect Council would not only like to tap into but nurture as well**

**As a bit of an aside, Council may also want to consider revising how the two types of committees are described. Primary and secondary suggests a hierarchy rather than a governance function**

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**In closing,**

**Council establish what political outcome it wants to achieve in a strategic manner**

**It should spend the time needed to identify the**

- **goals and objectives of its advisory committees**
- **the mandate and field of each of the committees**

**During this process, it needs to keep in mind that committees are a form of communications and legitimacy building**

**However, they are not the only type**

**I thank you for your time**

March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: Committee Structure Review

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**RECOMMENDATION OF THE EXECUTIVE COMMITTEE  
- MARCH 12, 2014**

1. That no changes be made to the existing structure, membership or mandate of the following Main Committees of Council, as outlined in Bylaw No. 2009-40, Section 5(1):
  - a. Community and Protective Services Committee;
  - b. Emergency Measures Committee;
  - c. Executive Committee;
  - d. Finance and Administration Committee;
  - e. Mayor's Housing Commission
  - f. Public Works Committee
  - g. Regina Planning Commission
2. That notwithstanding recommendation (1), that the Public Works Committee be renamed Public Works and Infrastructure Committee.
3. That Administration undertake a review of items being submitted for committee consideration to ensure that the item is placed on the appropriate committee agenda and provide a report back to Executive Committee by March 31, 2015.
4. That no changes be made at this time to the existing structure, membership or mandate of the following Secondary Committees of Council, as outlined in Bylaw 2009-40, Section 17(1):
  - a. Accessibility Advisory Committee
  - b. Arts Advisory Committee
  - c. Community Leaders' Advisory Committee
  - d. Community Services Advisory Committee
  - e. Environment Advisory Committee
  - f. Municipal Heritage Advisory Committee
  - g. School Board/City Council Liaison Committee
  - h. Youth Advisory Committee
5. That members of Secondary Committees of Council whose terms have expired remain as members of the committee until such time as they are either re-appointed or a successor is appointed by Council.
6. That notwithstanding recommendation (3), that the Administration prepare a report outlining leading practices, inter-jurisdictional comparisons and options respecting civic engagement practices that could enhance, complement or replace the existing committee structure and related practices and return to Executive Committee in Q3 2014.

7. That the City Solicitor prepare the necessary bylaw changes respecting recommendations (2) and (5).

*EXECUTIVE COMMITTEE – MARCH 12, 2014*

Dr. Greg Argue, representing Strategy by Design, addressed the Committee.

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

Mayor Michael Fougere, Councillors: Sharron Bryce, Bryon Burnett, John Findura, Bob Hawkins, Terry Hincks, Wade Murray, Mike O'Donnell and Barbara Young were present during consideration of this report by the Executive Committee.

The Executive Committee, at its meeting held on March 12, 2014, considered the following report from the City Clerk:

RECOMMENDATION

1. That no changes be made to the existing structure, membership or mandate of the following Main Committees of Council, as outlined in Bylaw No. 2009-40, Section 5(1):
  - a. Community and Protective Services Committee;
  - b. Emergency Measures Committee;
  - c. Executive Committee;
  - d. Finance and Administration Committee;
  - e. Mayor's Housing Commission
  - f. Public Works Committee
  - g. Regina Planning Commission
2. That notwithstanding recommendation (1), that the Public Works Committee be renamed Public Works and Infrastructure Committee.
3. That Administration undertake a review of items being submitted for committee consideration to ensure that the item is placed on the appropriate committee agenda and provide a report back to Executive Committee by March 31, 2015.
4. That no changes be made at this time to the existing structure, membership or mandate of the following Secondary Committees of Council, as outlined in Bylaw 2009-40, Section 17(1):
  - h. Accessibility Advisory Committee
  - i. Arts Advisory Committee
  - j. Community Leaders' Advisory Committee
  - k. Community Services Advisory Committee
  - l. Environment Advisory Committee
  - m. Municipal Heritage Advisory Committee
  - n. School Board/City Council Liaison Committee
  - o. Youth Advisory Committee

5. That members of Secondary Committees of Council whose terms have expired remain as members of the committee until such time as they are either re-appointed or a successor is appointed by Council.
6. That notwithstanding recommendation (3), that the Administration prepare a report outlining leading practices, inter-jurisdictional comparisons and options respecting civic engagement practices that could enhance, complement or replace the existing committee structure and related practices and return to Executive Committee in Q3 2014.
7. That the City Solicitor prepare the necessary bylaw changes respecting recommendations (2) and (5).

## CONCLUSION

It has been recognized that the City's current committee structure does not meet current needs of our citizens, Council or Administration. Further review of best practices and inter-jurisdictional comparisons respecting civic engagements will provide the foundation for the decisions on moving forward on possible changes to the existing committee structure.

## BACKGROUND

On November 19, 2012, City Council resolved:

"That the Office of the City Clerk, under the direction of the Deputy City Clerk, be directed to complete a Committee Structure Review in 2013."

The focus of this review was as follows:

- Conduct a survey of other cities of similar size to determine the following:
  - the number and types of committees being used by other cities for public engagement
  - whether or not limited terms, sunset mandates for committees or other approaches are being used as a method for managing the Council Committee structure
  - other methods being used for public engagement
- Interview members of Council
- Interview members of Administration
- Interview/survey Committee members

## DISCUSSION

This review did not come without its challenges. While it initially began in January 2013, other corporate priorities and a petition for a referendum required the review to be put on hold. The Committee Structure Review resumed in mid-October.

The results of the review were shared with members of Council in late January and February of 2014. The review contained a number of recommendations from committee members, administration and the Office of the City Clerk.

As decisions regarding the committee structure, particularly respecting Secondary Committees (i.e., Advisory Committees) could have major implications; members of Council agree that any decisions they may make need to be done with a thorough understanding of those implications. In that regard, the recommendations outlined in this report are modest in scope; further changes to the Committee Structure will be contemplated following consideration of the direction outlined in recommendations (3) and (6).

## RECOMMENDATION IMPLICATIONS

### Financial Implications

There are no financial implications with respect to this report.

### Environmental Implications

There are no financial implications with respect to this report.

### Policy and/or Strategic Implications

Ongoing engagement with citizens is important to Council and efforts continue to strengthen this which is in keeping with the City's strategic direction.

### Other Implications

There are no other implications with respect to this report.

### Accessibility Implications

There are no accessibility implications with respect to this report

## COMMUNICATIONS

Members of Secondary Committees of Council whose terms have expired will be contacted with Council's decision to re-appoint them to their position.

## DELEGATED AUTHORITY

The recommendation contained in this report requires Council approval.

Respectfully submitted,

EXECUTIVE COMMITTEE



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Erna Hall, A/Secretary

March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: Application for Concept Plan Amendment (13-CP-08) Portion of Hawkstone  
Concept Plan

I would kindly request being allowed to speak at the upcoming City Council meeting on the above agenda item if questions arise. I do not request providing a presentation, but will be at the meeting should the Council have any questions for the applicant.

We are the design firm representing the owner.

Sincerely,

**Brent Moore, AICP**  
Planning Group Manager

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**CUSHING**  
**■ TERRELL**  
**PIONEERING ENVIRONMENTS**

CUSHING TERRELL ARCHITECTURE INC.  
www.CUSHINGTERRELL.com

March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: Application for Concept Plan Amendment (13-CP-08)  
Portion of Hawkstone Concept Plan

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**RECOMMENDATION OF REGINA PLANNING COMMISSION – FEBRUARY 12, 2014**

1. That the application to amend the Hawkstone Concept Plan, as depicted on the attached Appendix A-3.2, be APPROVED.
2. That the extension of Argyle Street, from the limits of Argyle Park Subdivision to Rochdale Boulevard, be included in the first phase of subdivision.

*REGINA PLANNING COMMISSION – FEBRUARY 12, 2014*

The following addressed the Commission:

- Ben Mario, City Planner, made a PowerPoint presentation, a copy of which is in the City Clerk's Office; and
- Wayne Freeman, representing Hawkstone South.

The Commission adopted a resolution to concur in the recommendation contained in the report. Recommendation #3 does not require City Council approval.

Councillors: Jerry Flegel and Mike O'Donnell; Commissioners: David Edwards, Phil Evans, Dallard LeGault, Ron Okumura, Daryl Posehn and Sherry Wolf were present during consideration of this report by the Regina Planning Commission.

The Regina Planning Commission, at its meeting held on February 12, 2014, considered the following report from the Administration:

RECOMMENDATION

1. That the application to amend the Hawkstone Concept Plan, as depicted on the attached Appendix A-3.2, be APPROVED.
2. That the extension of Argyle Street, from the limits of Argyle Park Subdivision to Rochdale Boulevard, be included in the first phase of subdivision.
3. That this report be forwarded to the March 24, 2014 City Council meeting to allow sufficient time for advertising of the required public notice for the proposed concept plan amendments.



## CONCLUSION

The applicant proposes to amend a portion of the Hawkstone Concept Plan to accommodate a minor increase in the amount of commercial development, add a mixed use development, and an institutional use. The proposed change would decrease the projected residential population by about 400 people. There were no issues identified by residents of surrounding property owners in the review process.

The recommended amendments to the concept plan will also result in an improved road network which is focused on a grid that provides many access options for pedestrians and vehicular traffic.

The proposed concept plan amendment is consistent with policies contained within the Official Community Plan (OCP) and is compatible with existing development and uses contained in the Hawkstone Concept Plan area.

## BACKGROUND

An application has been received to amend the Hawkstone Concept Plan to accommodate the next phase of development in the concept plan area. The Hawkstone Concept Plan was originally approved by City Council on November 8, 2010, and most recently amended on October 9, 2012. The proposed amendments are being considered pursuant to *Regina Development Plan Bylaw No. 7877* (Regina's Official Community Plan, or OCP) and *The Planning and Development Act, 2007*.

## DISCUSSION

The applicant proposes to amend a 31 hectare portion of the Hawkstone Concept Plan.

The following table compares the current concept plan use areas with the changes in use resulting from the proposed amendments.

<b>Concept Plan Summary</b>			
<b>Land Use</b>	<b>Current Concept Plan</b>	<b>Proposed Concept Plan</b>	<b>Amount Difference</b>
Open Space	1.6 ha	1.2 ha	-0.4 ha
Pipeline Corridor	4.1 ha	4.1 ha	n/c
Commercial	14.2 ha	15.5 ha	+1.3 ha
Mixed Use (com + high density)	0 ha	2.6 ha	+2.6 ha
Residential (High Density)	6.8 ha	1.1 ha	-5.7 ha
Institutional	0	1.0 ha	+1.0 ha
Population	1000	601	-399
School population	230	138	-92

The concept plan amendments are summarized as follows:

- The amount of commercial development would increase. The applicant has expressed an interest in developing large format commercial, flex commercial (i.e. commercial space that can accommodate office, retail, and warehousing type business depending on the

market demand), a hotel, an expansion of automobile sales, and purpose built office building(s);

- The proposed institutional land use is intended to accommodate a medical-related land use;
- The mixed-use area (high density and commercial) would consist of street-oriented high density residential and small-scale commercial along Argyle Street; and
- The augmented street network would add character to the development and a more grid like and smaller scale block pattern. This will facilitate enhanced pedestrian movement and more access options for vehicular traffic.

Specific detailed plans for these land use areas will be the subject of future development application that will be considered on an individual basis.

### Transit Implications

Transit service is not currently provided to this portion of the concept plan area. However, the future transit route is identified on the concept plan to designate the appropriate route for transit service when it is provided to this portion of Hawkstone. Transit service is planned to be focused on Rochdale Boulevard when extended to this area.

### Connection to Surrounding Neighbourhoods

The portions of Hawkstone to the direct east are owned by a separate land owner and have been rezoned, subdivided and are currently under development. The intended street or open space connections within the subject property would remain, although altered slightly. The lands to the north are all owned by the City, which is preparing to amend the plan for its lands. The revised plan will address the realignment of Argyle Street and the amended land use plan for those lands directly abutting subject property to the south.

The proposed road network includes smaller block configurations which promote more connection and access options into this portion of the concept plan from the lands to the north and east.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

Capital funding to provide municipal infrastructure that is required for subdivision and development in the concept plan area will be the sole responsibility of the developer.

The municipal infrastructure that is built and funded by the developer will become the City's responsibility to operate and maintain through future budgets. Any infrastructure that is deemed eligible for Servicing Agreement Fee funding will be funded by the City of Regina in accordance with the *Administration of Servicing Agreements Fees and Development Levies* policy.

### Environmental Implications

The subject property is located within the Moderate Sensitivity Aquifer Protection Overlay Zone. The proposal is required to comply with the applicable performance standards.

### Policy/Strategic Implications

The proposal is consistent with the policies contained in Part C – Northwest Sector Plan, of the *Official Community Plan* (OCP) with respect to:

- Section 3.2 Residential Densities
  - Providing a mix of housing types and densities to suite different lifestyles and income levels and reduce urban sprawl.
  - Establishing a residential density pattern in new neighbourhoods that is highest near the arterial and collector roadways at the neighbourhood periphery, near transit routes, and near commercial centres.
- Section 4.0 – Commercial Development
  - Maintaining the Mainstreet corridor (Rochdale Boulevard) as a key commercial corridor.
  - Supporting the development of a large format centre, and improving the commercial service in the northwest sector without negatively impacting downtown retail.
  - Providing opportunity for local commercial services for residents in new neighbourhoods.

The Northwest Sector Plan identifies the future population to be 3,100 people for the Hawkstone Neighbourhood unit. Despite decreasing the amount of residential lands, Hawkstone will still surpass initial population estimates with an increase to residential densities overall from what was initially projected for population in 2010. The current project population for Hawkstone is 4535.

The amended plan would also provide greater opportunity for local commercial development and services, diversity in housing choice, options to suit different lifestyles and needs, and add to the character of the Hawkstone community. Mixed use communities are a defining feature of the new Official Community Plan.

### Other Implications

*Design Regina*, the City's new OCP was approved by City Council on December 16, 2013. However, as of the finalization of this report, *Design Regina* was not formally approved as a statutory document. Regardless, the proposed amendments were evaluated in accordance with the plan as follows:

The proposed plan does not conflict with the eight community priorities and directly relates to two of the priorities:

- 1) Develop complete neighbourhoods and
- 2) Support the availability of diverse housing options.

It achieves this by expanding the potential for local commercial services and amenities to develop and adding a different housing type to the neighbourhood.

The proposed plan also conforms to the Growth Plan, which conceptually identifies Argyle Street and Rochdale Boulevard as an urban corridor and express transit, with surrounding areas

for development intensification. Overall, the plan contributes positively to the goals and objectives of the new OCP to develop complete neighbourhoods.

*Design Regina* encourages and requires new neighbourhoods to include opportunities for daily lifestyle needs, shopping, recreation, specialty open space, a centrally located neighbourhood hub, safe and accessible streets and paths, distinctive character and sense of place among other features of a complete neighbourhood.

*Design Regina* further supports the development of urban centres and corridors as locations for pedestrian and transit-oriented mixed-use and as hubs for community interaction and identity.

#### Accessibility Implications

None with respect to this report.

#### COMMUNICATIONS

A communications strategy has been developed to address the community issues.

Public notification signage posted on:	N/A
Will be published in the Leader Post on:	March 8 and March 15 2014
Letter sent to immediate property owners	November 29, 2013
Public Open House Held	N/A
Number of Public Comments Sheets Received	0

#### DELEGATED AUTHORITY

City Council's approval of concept plan amendments is required pursuant to Part IV of *The Planning and Development Act, 2007*.

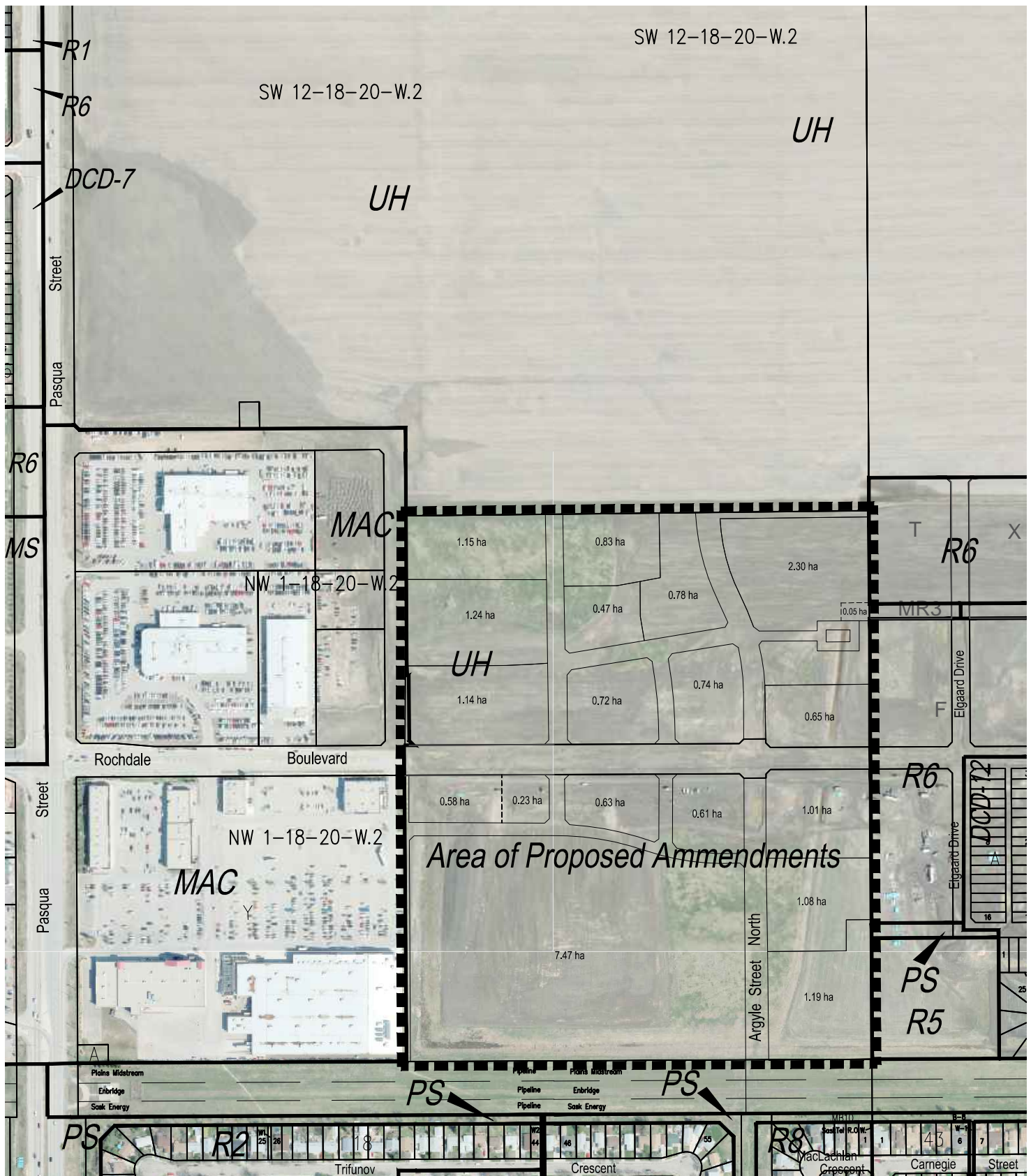
Respectfully submitted,

REGINA PLANNING COMMISSION



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Elaine Gohlke, Secretary




## Subject Property







 Subject Property

Date of Photography: 2012



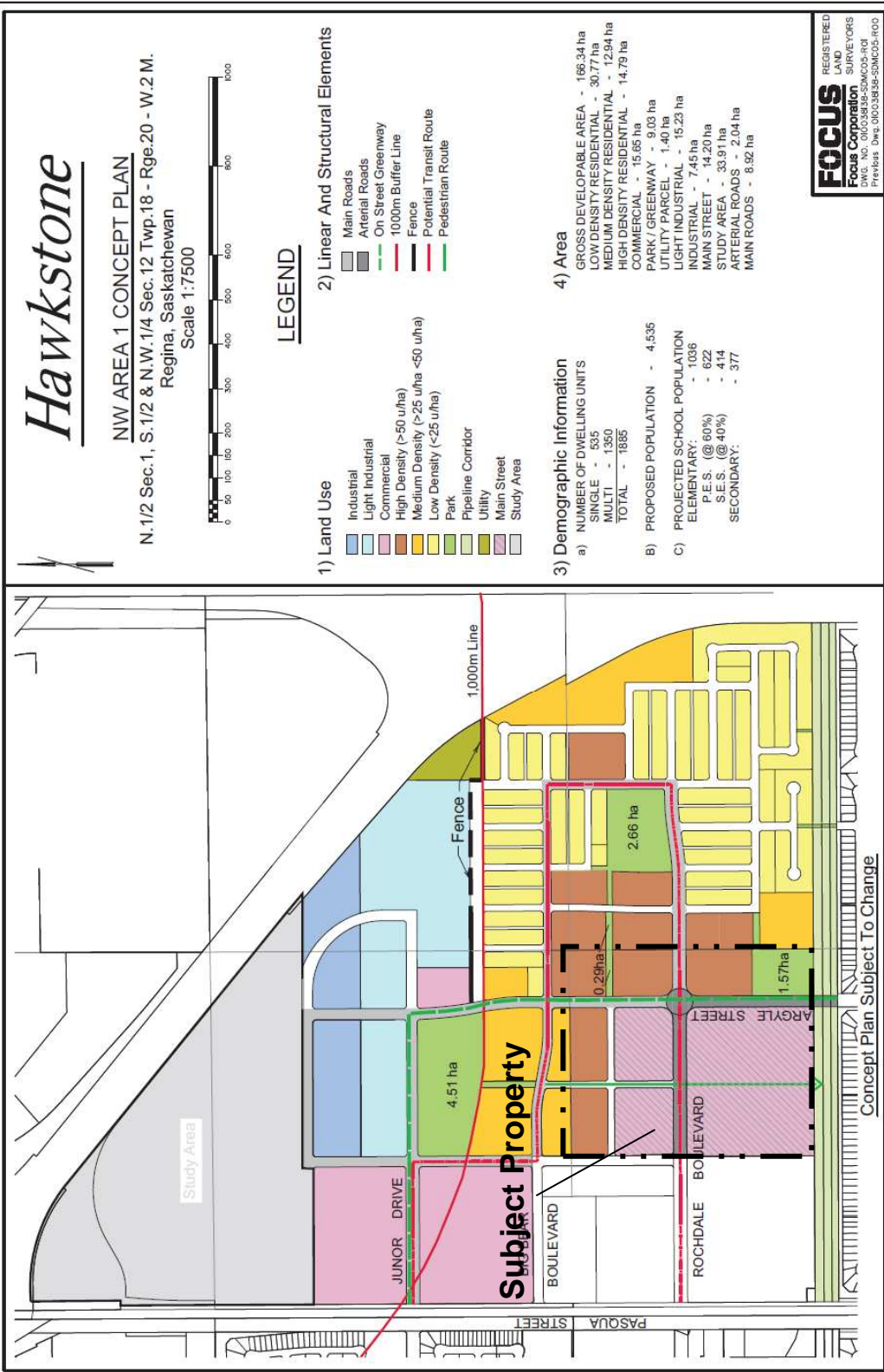
Project 13-CP-08

Civic Address/Subdivision

Hawkstone NW Area 1 Concept Plan



Current (Approved) Concept Plan

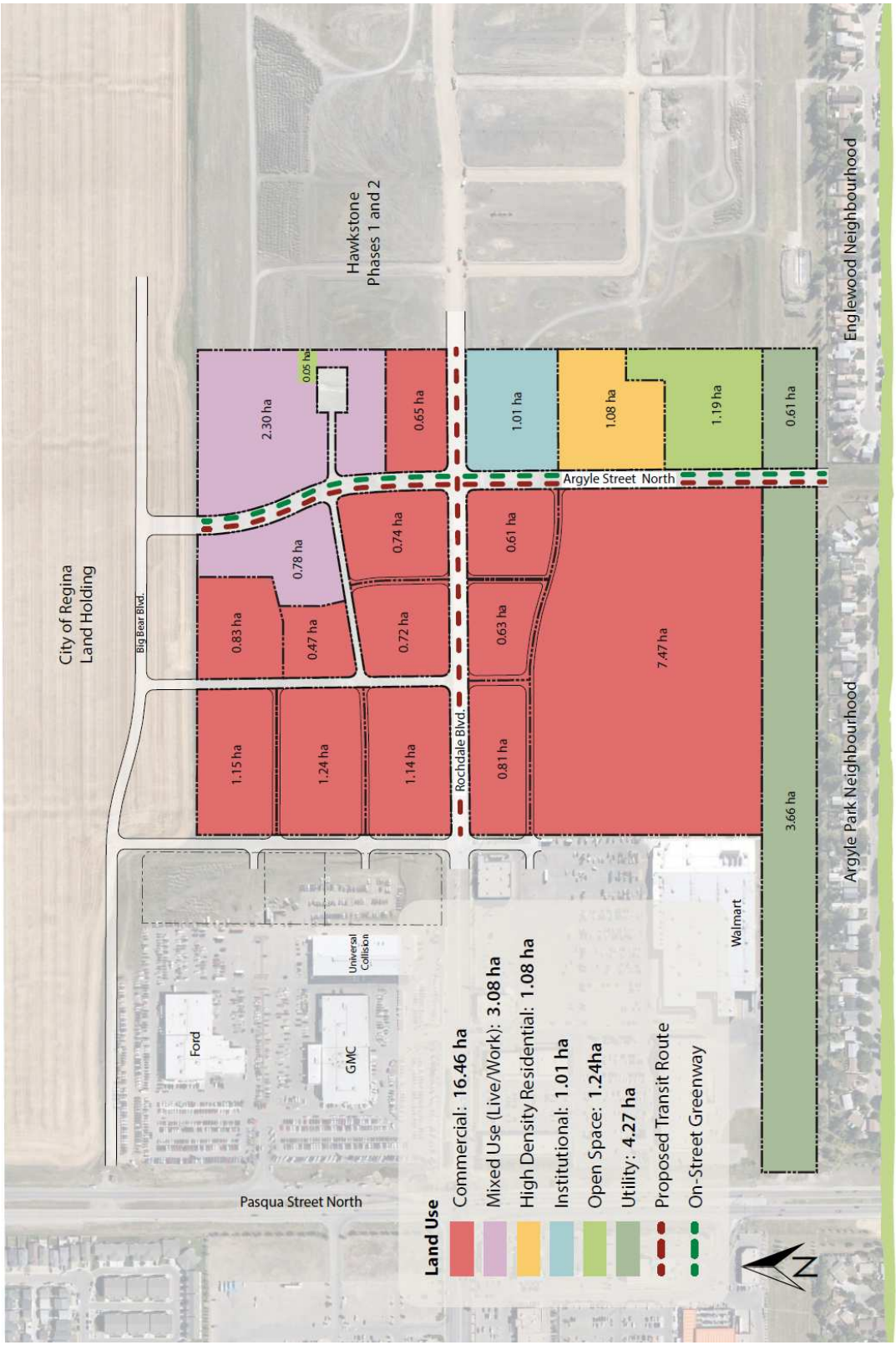


Planning Department

Project 13-CP-08

Civic Address/Subdivision

Hawkstone



Client/Project  
Cornerstone Holdings Ltd.  
Exhibit No.  
3.1.2  
Title  
Proposed Land Use Plan

# HAWKSTONE SOUTH

Regina, Saskatchewan

**CUSHING TERRELL**  
Revised January 07, 2014  
Preliminary Concept  
Subject to Change

## Planning Department

Project 13-CP-08

Civic Address/Subdivision

Hawkstone



March 24, 2014

### **Good evening Members of City Council and Senior Administration.**

My name is Ryley Balon, and I'm here representing all those who struggle to find safe affordable housing in the City of Regina. This struggle is met by people who are unable to work, students, part time workers, and others who makes about Low Income.

I would like to say thank you for taking time to bring this situation to light. Providing financial assistance to programs that help build and sustain affordable safe housing in Regina is very important to reduce crime, poverty, and homelessness itself. Without programs and partnerships like this, any housing wouldn't be accessible as it is now.

The definition of affordable housing in the City of Regina, is failing the residents that don't make a large amount of money a month. Not checking up on developers to keep them on track of building low income housing they said they would, is also failing the residents of Regina.

To past and present people in shelters, there is very little safe **and** affordable housing that is available to them. As I have experienced and have heard first hand, that people have expressed that they feel the city is doing nothing to bring affordable housing to the city that is safe for people in recovery, fleeing from abuse, raising children, or that are unable to work. Looking online, in the news paper, and other listings for vacancies in the city, there is very little to offer that is safe for under

When I say low income, I'm talking about a yearly income of approximately \$20,000 or less. The most requested or sought after rental units that I have seen are rented out monthly for a bachelor apartments (\$771.4), one bedroom (\$1,056.1), and two bedrooms being (\$1,411) on average. This is NOT taking into account the quality safety, cleanliness, accessibility, or landlord responsibility of the rental unit.

Giving you giving you an example of how unsustainable these rent prices are, I will share with you how much I receive a month from the Ministry of Social Services, under their Saskatchewan Assured Income for Disability (SAID) program). I get \$459 for rent a month, not including utilities, which many landlords ask you to pay separate from rent. I also receive a maximum of 256 that I qualify for each month from the Saskatchewan Rental Housing Supplement guidelines. This gives me \$715 a month for rent and currently I'm living in a place that is not in a safe, the neighbourhood is not clean and has a high crime rate because I begged my former landlord to let me live there.

For those who are in between jobs, they do not have the \$459 deposit letter that I would have leaving a shelter if we managed to find a place, even if it was accepted by places like Avenue Living or Boardwalk. They would try and find something within their price range that will allow them to pay rent for a place that they don't have to worry about them (and their children if they have dependants) getting hurt due to crime and/or unsafe living conditions of the unit in question, or going hungry trying to pay rent and food/or bills.

Homelessness Partnering Strategy and Housing First is a great idea, but it needs to be applied in a very practical manor and the people who have been given the money need to be held responsible for how they spend it. Instead of giving looking at how much developers are losing by letting the less fortunate

be housed in these buildings, or making low income housing, they need to look at the amazing press and continued income they will be gaining after the people have been helped.

City Council, the big picture needs to be looked at as well. Current resources are being used as a cure all, instead of prevention. If safe affordable housing was available at a good rate, emergency shelters would not be overflowing on almost a daily basis, they would be used for actual emergencies. Emergency rooms, and other hospital resources would not be stretched so thin, and police would not have such a high rate of crime throughout the year, especially when people need places to stay when it gets cold or they get hungry.

I indirectly pay property tax, as do almost all people who rent. When the 5.88% tax gets implemented, the landlords will pass this on to all renters (not to mention the utility raise too). How much more food can I cut back on? I'm already using soup kitchens, food bank, and asking people around me for money for food. If I pay for food to eat through a month, which bill do I almost get cut off? If I pay all my bills and pay for food, how much am I going to be behind on rent? This is sadly very common in the city. I've talked to someone on Assistance in Indiana, and she's only experienced housing prices based on her income. As a city, are we now worse than a whole state in the US?

Instead of giving developers money and not really checking in with what they're going to do, they need to meet sustainable requirements for safe affordable housing (more apartment complexes instead of houses would be a very good example). High density housing would fill such a demand in the city, taking quite a bit of homeless children off the street along with their parents. Single people that are homeless, would greatly benefit from this too. At the end of the day the City needs to take strict action if they're going to actually follow through with their word. Low income people in the City NEED to see this from the people they voted for.

**Thank you for your time, and now I will take any questions you may have.**

Ryley Balon

March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: Homelessness Partnering Strategy 2014-2019

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**RECOMMENDATION OF THE EXECUTIVE COMMITTEE  
- MARCH 12, 2014**

1. That Council endorse, in principle, the Homelessness Partnering Strategy and Housing First by continuing to complement the work of the federal government through existing City programs.
2. That the Administration continue to provide regular updates, including any financial implications, to the Mayor's Housing Commission and Council on the Homelessness Partnering Strategy, Housing First and other homelessness issues.

*EXECUTIVE COMMITTEE – MARCH 12, 2014*

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

The Committee adopted a resolution to concur in the recommendation contained in the report. Recommendations #3 and #4 do not require City Council approval.

Mayor Michael Fougere, Councillors: Sharron Bryce, Bryon Burnett, John Findura, Bob Hawkins, Terry Hincks, Wade Murray, Mike O'Donnell and Barbara Young were present during consideration of this report by the Executive Committee.

The Executive Committee, at its meeting held on March 12, 2014, considered the following report from the Administration:

RECOMMENDATION

1. That Council endorse, in principle, the Homelessness Partnering Strategy and Housing First by continuing to complement the work of the federal government through existing City programs.
2. That the Administration continue to provide regular updates, including any financial implications, to the Mayor's Housing Commission and Council on the Homelessness Partnering Strategy, Housing First and other homelessness issues.
3. That item E14-8 be removed from the list of outstanding items for the Executive Committee.
4. That this report be forwarded to the March 24, 2014 meeting of City Council.

## CONCLUSION

The federal government recently renewed the Homelessness Partnering Strategy for five years from April 2014 to March 31, 2019. The Regina community will receive \$1.1 million each year to address its homelessness issues under the direction of a Community Advisory Board. The Community Advisory Board will develop and implement a Community Plan on Homelessness based on community consultations and other input.

The program was renewed by the federal government with the expectation that communities will reduce the size of their homeless population. Housing First has been identified by the federal government as the vehicle to make the shift from simply managing the issue by placing the homeless in emergency shelters and other temporary placements to reducing the size of the homeless population by providing permanent housing. Information presented in this report suggests that the evidence for the effectiveness of Housing First in reducing homelessness is growing. It also suggests that Housing First has emerged as a key response to homelessness across Canada.

Housing First is based on the assumption that the first and primary need of a homeless individual is to obtain stable, permanent housing. Once stable housing is obtained, other more enduring issues such as addictions or mental health can be appropriately addressed. Permanent housing is then complemented by providing support services to assist clients to maintain their housing and work toward community stability and inclusion.

The shift to Housing First will require some change in the way service providers deliver programs and services, collect and manage data and work in collaboration with new partners, such as landlords and property owners. As a result, the Community Advisory Board recognizes the need to proceed slowly to ensure community input and readiness in moving forward on Housing First. This is doable as the federal government requires that a minimum of 40% of the funds be invested in Housing First activities by March 31, 2016. The Community Advisory Board also recognizes the need to involve various provincial ministries to assist with sustainability issues.

As Housing First is an integral component in the Homelessness Partnering Strategy, it is important to ensure Council fully understands and supports the concept, including the impacts it has on City programs and policies. Of particular importance is that the Housing First model does not impact City finances since the financing comes from the federal government. Administration has no indication that this funding mechanism will change within the five years of the current Homelessness Partnering Strategy.

The Comprehensive Housing Strategy defines the City's role in homelessness. It recognizes that expanding the supply and affordability of housing is key to addressing homelessness for the majority of individuals and families. The Comprehensive Housing Strategy does not recommend managing housing on behalf of senior levels of government, only complementing and supporting policies and programs. The Comprehensive Housing Strategy does not specifically address Housing First.

The City's Social Development Reserve was established to provide capital investments to encourage the development of affordable and below market housing both rental and ownership. The analysis in this report suggests that the Social Development Reserve has been meeting its

intended outcomes. Although there is no requirement within this policy to support investments for the homelessness or the Homelessness Partnering Strategy, an increase in rental housing could assist the homeless population. The Administration reviews applications for funding and makes decisions on the tenure and structure of the project. The decision as to who rents or owns the units is the responsibility of the applicant receiving funds through the City's Housing Incentives Policy. This being said, there is no expectation or request from the federal government for the City to provide complementary or cost-sharing funding.

## BACKGROUND

While many of the federal government's former responsibilities in housing were turned over to provincial governments, the federal government has maintained a role in homelessness. The Homelessness Partnering Strategy administered by the Department of Human Resources and Social Development is the cornerstone of the federal government's commitment to homelessness. The role of the municipal government is to complement and support the policies and programs of the provincial and federal governments. It is not the role of the municipalities to accept sole, primary, or lead responsibility for the issue of affordable housing or homelessness.

The Homelessness Partnering Strategy is a community-based program aimed at reducing and preventing homelessness. It provides funds and support to 61 designated communities across Canada to address their homelessness issues, including three in Saskatchewan (Regina, Prince Albert and Saskatoon). The program was started in 1999 and recently was renewed for five years. There are significant differences between the program of previous years and the renewed program. The most significant is the shift to a Housing First approach.

The federal government will provide the Regina community with approximately \$1.1 million each year for five years from April 1, 2014 to March 31, 2019. To receive funds, the Homelessness Partnering Strategy requires communities to develop a local plan on homelessness under the direction of a Community Advisory Board. This board provides the expertise and coordination to create the Community Plan on Homelessness and oversee its implementation; relying on wide-ranging services and supports within the larger community for its success. The City of Regina, including the Administration and City Council as stakeholders will be included in the consultations to develop the Community Plan.

The funds are to be used to reduce the size of the homelessness population in Regina. Housing First has been determined by the federal government as the best approach to meet this outcome. This means that a Housing First approach will be the mainstay of Regina's new Community Plan on Homelessness. Although the federal government has directed that 40% of the funding must go towards Housing First by March 31, 2016, funds can also be used to invest in other proven approaches that complement and advance Housing First and measurably reduce homelessness. As well, funds can be used to support non-Housing First clients, such as those at imminent risk of homelessness.

This report provides information on the following:

1. 2014-2019 Homelessness Partnering Strategy
2. Housing First approach to homelessness
3. Impact of these initiatives on the community and City of Regina

## DISCUSSION

### **1. Homelessness Partnering Strategy**

Under the Homelessness Partnering Strategy, the federal government has set up a structure to ensure that local communities have access to funds to address their homelessness issues. The structure is made-up of a Community Plan, Community Advisory Board and Community Entity.

- To receive federal government funds, a Community Plan on Homelessness must be developed under the direction of a Community Advisory Board. The Community Plan works within the strategic priorities established by the federal government and identifies Regina's needs and priorities on homelessness based on extensive community consultations and input. The federal government approves the Community Plan. Funds are allocated to the community by the Community Advisory Board through a call for proposals to support the Community Plan.
- The Community Advisory Board leads the development and implementation of the Community Plan. As well, the Board makes recommendations on applications for funding. The Community Advisory Board is made-up of key government and community stakeholders. The City has had a long-term relationship with the Community Advisory Board and this year accepted the role of Chairperson following a nomination process.
- The Community Entity is contracted to support the work of the Community Advisory Board. The Community Entity administers the Community Plan and works closely with organizations awarded funds to ensure successful project management and outcomes. They also house the funds and administer the budget. The YMCA is the Community Entity and was awarded the contract following a competitive process.

The 2014 Community Advisory Board is made up of representatives of the City of Regina; Community Entity (YMCA); Ministry of Social Services – Income Support; Ministry of Social Services – Saskatchewan Housing; Regina Qu'Appelle Health Region – Mental Health & Addictions; Service Canada; Aboriginal Affairs and Northern Development; Downtown Browne's Emergency Shelter; First Nations University of Canada; Namerind Housing Corporation; Salvation Army Waterston Centre and United Way of Regina.

The City's role with the Community Plan, Community Advisory Board, and Community Entity meets the objectives of Strategy 28 of the Comprehensive Housing Strategy. Strategy 28 encourages the City to support the work of the other levels of government by continuing to play a key role in the federal government's Homelessness Partnering Strategy and preparing Regina's Community Plan on Homelessness. Strategy 28 does not suggest providing funds to support the Housing First strategy, nor does it propose that municipalities take primary responsibility for housing issues.

### **Homelessness Partnering Strategy 2011-2014: Accomplishments**

During the previous Homelessness Partnering Strategy period of 2011-2014, the federal government provided Regina with \$1.1 million in each year. All the funds have been allocated. The allocations focused on capital projects and increased the supply of emergency shelters, transitional facilities and supportive housing in Regina. Funds were also used to deliver support services for the homeless or at-risk of homelessness.

Some of the funded projects are:

- Added two transitional housing units for youth experiencing homelessness.
- Provided furnishings for two six-bed supportive residences for males recovering from addictions.
- Completed renovations to add seven additional units for women experiencing violence.
- Supported a commercial laundromat in a supportive housing complex to facilitate labour market readiness for people with mental health disabilities.
- Purchased and renovated a 10-unit apartment to house pregnant addicted women.
- Piloted the use of individualized case management, culturally appropriate counselling and housing placement to assist clients into stable living arrangements.

Appendix A provides information on all projects funded in 2011-2014.

## **2. Housing First**

The goal of the renewed Homelessness Partnering Strategy is to reduce the size of the homelessness population. Housing First is expected to drive the shift from managing to reducing homelessness. Housing First is an evidence-based approach capable of producing measurable results. It builds on the Mental Health Commission of Canada's At Home/Chez Soi five-year pilot project and the subsequent work of other Canadian and American communities, which has found that Housing First addresses homelessness more effectively than more traditional approaches. At Home/Chez Soi was piloted in Vancouver, Winnipeg, Toronto, Montreal and Moncton.

Housing First is based on the assumption that the first and primary need of a homeless individual is to obtain stable, permanent housing. Once stable housing is obtained, other more enduring issues such as addictions or mental health can be appropriately addressed. As an intervention, the Housing First approach involves moving individuals who are chronically and episodically homeless from the streets or emergency shelters directly into permanent housing. Permanent housing is then complemented by providing support services to assist clients to maintain their housing and work toward community stability and inclusion.

The Housing First approach, which has no requirement for readiness to move to permanent housing, deviates substantially from the traditional Treatment First approach. Under the Treatment First approach, individuals must demonstrate readiness for each step in the continuum (e.g. emergency shelter, transitional housing and supportive housing) as they work toward permanent housing.

In sum, the Housing First approach involves moving homeless individuals rapidly from the streets or emergency shelters into stable long-term housing and ensuring supports. The work is guided by principles, including offering clients a choice in housing, separating housing provision from treatment, integrating housing across the community (scattered sites), requiring tenancy responsibilities and supporting participants to maintain housing and increase self-sufficiency.

The Housing First target population is individuals who are chronically and episodically homeless (i.e. those who have experienced extended or repeated bouts of homelessness in the recent past). The Homelessness Partnering Strategy defines the chronically homeless as those who have lived a minimum of 180 days per year in a shelter. The episodically homeless are those who have had a minimum of three stays per year in a shelter.

As Housing First is expected to reduce the size of Regina's homeless population, the community will be required to develop evidence-based outcomes and measurable targets (e.g. number of chronically homeless placed in stable housing, reduction in the length of shelter stay exceeding 30 days for the chronically homeless). A point in time count will be completed this fall and again at the same time every two years to establish baselines, measure progress and quantify the issue.

### **Operational details on how Housing First works**

While there are core principles and elements to Housing First, there is not a single program model that applies to every situation. Regina can learn from the experiences of other cities and leading practices; however, the community under the direction of the Community Advisory Board must tailor its Housing First program to meet the unique needs of Regina's homelessness population, housing and services.

Community consultations and other methods have brought key stakeholders together to have input into Regina's Community Plan on Homelessness. The planning process considers the needs of Housing First clients and the needs of non-Housing First clients. The community planning process also assesses Regina's readiness to implement Housing First.

The following provides a brief example of how Housing First principles and elements can be applied:

- The Community Entity (YMCA) will work with emergency shelters and complete a point in time count to identify the size of Regina's homelessness population.
- The chronically and episodically homeless will be the initial focus of the Housing First approach as these individuals are the greatest users of community services. Many of these people will be known to Regina's service providers.
- Key stakeholders, under the direction of the Community Advisory Board, will work together to establish reasonable targets for service provision based on Regina's housing situation and the capacity of service providers to provide intensive case management.
- The Community Advisory Board will issue a Call for Proposals for an outreach project to provide and coordinate intensive case management made up of service providers with a variety of skills.
- The outreach project will work with the shelters to access the clients.
- The outreach project will do client intake and assessment. This will include a focus on identifying client choice in housing.
- The outreach project will connect with landlords and property owners to find appropriate and safe housing to meet client choice. The outreach project will provide ongoing supports and services to landlords and property owners.
- The outreach project will deliver a variety of support services to the client to assist the client to remain housed and work toward self-sufficiency.
- The outreach project will collect data and measure results.
- The Community Entity will provide support to the outreach project to help ensure successful outcomes.

### **Highlights and statistics on Housing First initiatives in Canada**

The evidence for the effectiveness of Housing First in reducing homelessness is growing. The following are examples of Housing First initiatives and outcomes in various cities across Canada.



#### At Home/Chez Soi Pilot Project:

Five Canadian cities (Vancouver, Winnipeg, Toronto, Montreal and Moncton) participated in the At Home/Chez Soi Pilot project funded by the Mental Health Commission of Canada. 2,149 individuals, among whom 81.5% were absolutely homeless, participated in the project.

Participants were divided into two groups: Housing First (they move directly from homelessness into permanent housing and once housed receive support services and treatment) and Treatment First (they receive treatment first and need to demonstrate readiness for each step in the continuum of housing services as they move toward permanent housing).

The Housing First group compared to the Treatment First Group reduced their use of community services as follows during the five-year pilot:

- 7,497 fewer night visits in an institution
- 42,078 fewer nights in emergency shelters
- 732 fewer emergency room visits
- 460 fewer police detentions
- 1,260 fewer outpatient visits
- 34,178 fewer drop in visits to centres

In Edmonton, the Nihk Housing First/Homeward Trust is a model that targets the over-representation of Aboriginal peoples in Edmonton's homelessness population. During 2009 to 2012, 2,325 were housed with 86% remaining housed.

Lethbridge has a ten-year plan to end homelessness with a focus on Housing First. Since 2008, Lethbridge has experienced a 93% decrease in absolute homelessness and a 25% decrease in individuals accessing shelters. The homelessness count was 99 in 2012 compared to 136 in 2011 (a decrease of 27%).

In Regina, McEwen Manor provides 40 supportive living units to people with mental health disabilities, addictions or cognitive disabilities or a combination of all three. Ranch Ehrlo is the landlord. Phoenix Residential Services and South Saskatchewan Independent Living Centre (SSILC) are the service providers. Thirty-eight of the 40 residents have remained housed since McEwen Manor opened its doors in October 2011.

In 2013, Saskatoon developed a 10-Year Plan to End Homelessness based on the Housing First approach. This brought the community together to develop a common understanding of Housing First and to move forward on Housing First. Saskatoon does not have statistics to share at this time as the initiative is too new.

In Hamilton, Transitions to Home Housing First Project works with approximately 250 people. The statistics indicate that 74% of the participants remained housed after six months. Among these, 90% remained housed after 12 months.

In Fredericton, despite declining vacancy rates and increasing rental rates, the number of people accessing shelters has decreased. Strategies include moving forward on Housing First and increasing the supply of affordable housing. In 2008, 432 individuals accessed the shelter system. This number declined to 262 in 2012 and represents a 39% decrease in shelter use.

## **Canadian municipalities' involvement in Housing First**

The Administration surveyed a cross-section of municipalities across Canada to determine the municipality's involvement in Housing First and to determine the municipal government's role with the Homelessness Partnering Strategy and Housing First. The results are attached as Appendix B and suggest that Housing First has emerged as a key response to homelessness across Canada.

### **3. Impact of Housing First on the community Capacity of the Regina community to implement Housing First**

The 2014-2019 Homelessness Partnering Strategy with its emphasis on Housing First represents a shift in outcomes from managing homelessness to reducing the size of Regina's homelessness population. This will require some change in the way service providers deliver programs and services, collect and manage data and work in collaboration with new partners, such as landlords and property owners. On a positive note, Regina has a long history of working in partnership with others and a cohesive network of service providers. In addition, many human and social service providers are supportive of the shift to Housing First and some have applied the approach already with good results.

Over the past several years, the number of people seeking assistance from Regina's human and social service providers has increased and organizations acknowledge that they are operating at near capacity and cannot take on new initiatives without new financial resources. Homelessness Partnering Strategy funds will be used to support the work on Housing First and to test various models in Regina. The community will be involved in setting targets that are manageable and in line with community capacity. The Community Advisory Board recognizes the need to proceed slowly to ensure community input and readiness in moving forward on Housing First. The Community Advisory Board also recognizes the need to involve various provincial ministries to assist with sustainability.

Implementing Housing First can be difficult in a tight rental housing market. Some solutions recommended by the Housing First approach to connecting Housing First clients to permanent housing in a tight housing market are:

- providing rental supplements
- providing insurance and damage deposits
- furnishing apartments
- repairing damages caused by clients
- establishing partnerships and relationships with landlords
- providing landlord-tenant support services

The Homelessness Partnering Strategy is expected to allow for these types of investments.

### **Role of the City in homelessness**

The Comprehensive Housing Strategy (CHS) studied Regina's housing needs and issues along the full continuum of housing from homelessness to homeownership. The CHS defines the City's role in homelessness and proposes goals and strategies to assist homeless individuals and families to move toward stability and self-sufficiency. The CHS does not address Housing First specifically.

The key goals and strategies in the CHS designed to assist homelessness are:

1. Expand the supply and affordability of suitable forms of housing by creating diverse housing options. The CHS identifies a number of measures to accomplish this goal.

Alignment with homelessness: Increasing the supply and diversity of housing options is key to connecting homeless clients to housing.

Progress: The rental vacancy rate and the number of rental units as a percentage of total housing starts have increased in 2013.

2. Continue to play a lead role in the Homelessness Partnering Strategy by developing the Community Plan to address homelessness.

Alignment with homelessness: The Community Plan provides the main framework and community coordination for moving forward on addressing homelessness in Regina.

Progress: City Administration is chairing the Community Advisory Board. The 12-member board is leading the development and implementation of the Community Plan through extensive stakeholder consultations. The Chair's role is largely administrative and offers expertise and support in the development and implementation of the Plan.

3. Continue to support housing and homelessness services and supports through the City's Community Investment Grants Programs.

Alignment with homelessness: Homelessness individuals require a range of support services and interventions to remain housed.

Progress: In 2013, the Social Development Community Investment Grants Program allocated \$188,165 to organizations delivering housing and homelessness services. The allocations are 23% of the program budget and represent a 7% increase over 2012.

4. Play a lead facilitation role in establishing and coordinating a housing and homelessness coalition of community stakeholders as a way of coordinating collaboration, engaging stakeholders and obtaining advice.

Alignment with homelessness: Addressing homelessness requires collaboration and partnerships to be successful. Existing partnerships provide an opportunity to share knowledge and align resources for maximum community impact.

Progress: The City established the Mayor's Housing Commission in 2013 to address Regina's housing issues. The Mayor's Housing Commission will receive regular updates on homelessness.

The City has made progress on the CHS and its current programs, incentives and administrative capacity contribute to the achievements. The Administration has the capacity to continue to make progress on implementing the goals and strategies in the CHS with current resources. Housing has been identified as a corporate priority. Therefore, there are no additional financial requests from the City related to this report and its involvement in the Homelessness Partnering Strategy and specifically Housing First.

## **Impact of the Homelessness Partnering Strategy and Housing First on City of Regina programs and resources**

For the Homelessness Partnering Strategy funds, the community is required to provide a matching contribution of \$1.1 million each year. This has been met through existing housing and support services delivered throughout Regina as well as the programs, policies and grants provided by the City, Province and other organizations. There is no requirement within the Homelessness Partnering Strategy for municipalities or other partners to provide matching dollars on individual projects funded by the Homelessness Partnering Strategy.

The Social Development Reserve and the Social Development Community Investment Grants Program are two City existing grant programs that provide funding toward the creation of affordable housing and supporting services. It is anticipated that the Homelessness Partnering Strategy and Housing First will not impact the current distribution of funds from these two existing City funding programs.

### *Social Development Reserve*

The City's Housing Incentives Policy was established to encourage the development of affordable and below market housing by providing funds for capital investments, tax incentives and land. The Social Development Reserve focuses on capital investments and through an application process provides a \$15,000 capital contribution per unit for rental or ownership units offered below market by private developers or established by non-profit housing providers and Aboriginal organizations. The contribution was increased to \$15,000 from \$10,000 in 2014. Applications are reviewed to ensure compliance to the policy and program. There is no requirement within the incentives policy to support investments for the homelessness or to support the Homelessness Partnering Strategy. The Administration reviews applications and makes decisions on the tenure and structure of the project. The decision as to who rents or owns the units is the responsibility of the applicant receiving funds through the City's Housing Incentives Policy.

Appendix C provides information on the 2007-2013 Social Development Reserve contributions. Twenty-six individual projects creating 437 units received funds. Twenty-four are affordable and below market ownership and rental housing. Two are transitional and supportive housing projects. The information suggests the Social Development Reserve has been meeting its intended outcomes of increasing the supply of affordable and below market rental and ownership housing. The current pattern of funding for the Social Development Reserve is not intended to change unless the City chooses to make changes to its programs and policy. The Homelessness Partnering Strategy and Housing First will not impact the distribution of this existing City grant program.

### *Social Development Community Investment Grants Program*

A priority of the Social Development Community Investment Grants Program (SDCIGP) is supporting communities to create collaborative strategies to address access to housing. The program does not fund capital investments in housing; however, it has been funding a range of support services and interventions for many years. For example, in 2013, the SDCIGP allocated \$188,165 to organizations delivering housing and supporting services. Although it is possible that the program could receive applications to fund support services for Housing First clients, the current funding pattern for the SDCIGP is not intended to change. Applications are adjudicated in a competitive process that compares applications against a defined set of criteria.

Appendix D compares the funding priorities of the 2014-2019 Homelessness Partnering Strategy, Social Development Reserve and the Social Development Community Investment Grants Program. The comparison suggests that applicants to the Social Development Reserve (especially transitional and supportive housing) and the Social Development Community Investment Grants Program (support services) could also receive funding from the Homelessness Partnering Strategy as organizations often do.

Transitional and supportive housing are funding priorities of the Homelessness Partnering Strategy and Social Development Reserve. McEwen Manor, a supportive living home for people with mental health disabilities provides an example of the three levels of government working together and aligning their resources. McEwen Manor was constructed and supported with funds from the City, Province and Homelessness Partnering Strategy. The City contributed \$400,000 from the Social Development Reserve. The Homelessness Partnering Strategy contributed \$603,786 and \$250,946, in budget years 2007-2011 and 2011-2014, respectively.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

The federal government will provide the Regina community with approximately \$1.1 million each year for five years from April 1, 2014 to March 31, 2019 to address homelessness in Regina under the direction of the Community Advisory Board. The funds will be housed with the Community Entity (YMCA) and allocated to the community through a call for proposals to support the priorities of Regina's Community Plan on Homelessness. The funds from the Homelessness Partnering Strategy are the only funds available from the federal government to support direct investment in capital projects for the homeless population. The federal government has no expectation or requests to the City to contribute or cost share the funding towards the Homelessness Partnering Strategy, in particular the Housing First approach.

The City is already supporting homelessness through its programs and initiatives. There are no financial requests from the City related to this report.

### Environmental Implications

There are no environmental implications associated with this report.

### Policy and/or Strategic Implications

The City's role and involvement with homelessness aligns with the Comprehensive Housing Strategy and implementation plan approved by Council. It also aligns with the goals and policies of the OCP approved by Council in December 2013.

The City's role does not include being the primary level of government responsible for the overall issue of housing, but will continue to support and complement the policies and programs of the provincial and federal governments.

### Other Implications

There are no other implications associated with this report.

Accessibility Implications

Housing First suggests that this approach is more effective than the Treatment First approach in providing the homeless population with stable, long-term housing.

COMMUNICATIONS

The Comprehensive Housing Strategy went through both stakeholder and community consultations. Regina's Community Plan on Homelessness is being developed based on stakeholder and community consultation and input. Members of the Mayor's Housing Commission and Council participated in the community consultations held in January. The Mayor's Housing Commission and Council will receive a copy of the Community Planning Framework and other documents as they become available. The Administration will provide updates on the Homelessness Partnering Strategy, Housing First and homelessness to the Mayor's Housing Commission and Council.

DELEGATED AUTHORITY

The disposition of this report is within Council's authority.

Respectfully submitted,

EXECUTIVE COMMITTEE

A handwritten signature in black ink, appearing to read 'Erna Hall', written in a cursive style.

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Erna Hall, A/Secretary

## Homelessness Partnering Strategy 2014-2019 Appendix A

### Homelessness Partnering Strategy 2011-2014 Accomplishments

*Note - During the 2011-2014 funding period, a number of community partners were involved in funded projects; however, this document speaks to the direct recipients of Homelessness Partnering Strategy (HPS) funding.*

#### **Namerind Housing Corporation**

##### **"Raising Hope, Moving Families Forward" Project - \$1,161,676**

Namerind Housing Corporation purchased a multi-unit facility with 12 suites. This building provides transitional housing with intensive support care for substance-using pregnant and early postpartum Aboriginal women from the ages of 15 to 25 in order to assist them in achieving optimum health. Regina Qu'Appelle Health Region has made the services available to 30 women who are not being housed in the facility but who benefit from access to the programming and services of the project.

#### **Namerind Housing Corporation**

##### **"Kids First Families Housing" Project - \$482,000**

Namerind Housing Corporation renovated 6 different 3 bedroom homes in several Regina neighbourhoods. Houses are available to Kids First Regina Aboriginal families who are homeless or at risk of homelessness. The Kids First Program helps stabilize families and work towards independence from social support services.

#### **Oxford House Society of Regina Inc.**

##### **"House 3 Furnishings" Project - \$101,160**

Oxford House Society of Regina (OHSR) purchased furnishings and appliances for a transitional housing facility serving four adult women recovering from addictions who are homeless or at risk of homelessness.

#### **Prairie Spirit Connections Inc.**

##### **"Housing Services" Project - \$286,439**

Prairie Spirit Connections Facilitator and Housing Co-ordinator assisted Aboriginal individuals in the city of Regina who are homeless or at risk of being homeless. The facilitator and housing co-ordinator provided client assessment, case management services, facilitated workshops on skill development and provided housing placement/retention services.

#### **Canadian Mental Health Association (CMHA)**

##### **"Clean Beginnings Laundromat" Project - \$250,946**

Canadian Mental Health Association provided support services and employability skills to individuals with chronic mental illness who are homeless or at risk of homelessness. This project assisted clients in overcoming barriers to employment. This was accomplished through the operation of a laundry facility in McEwen Manor, a supportive housing facility for individuals with mental health disabilities.

**YWCA Regina****"My Aunts Place" Project - \$367,975**

My Aunt's Place (MAP) is an emergency shelter for homeless women and children, which provides basic needs and transportation to essential housing-related services. The project piloted the use of individualized case management plans, culturally appropriate counselling, spiritual support, housing placement and retention services to MAP clients in order to assist them into stable living arrangements.

**Regina Transition Women's Society****"Capital Expansion" Project - \$103,000**

Regina Transition Women's Society (Regina Transition House) completed renovations and purchased furnishings and appliances for its emergency shelter located in downtown Regina. This capital project added an additional 7 beds to the shelter, as well as improving the overall facilities.

**Carmichael Outreach****"Carmichael Outreach Initiative" Project - \$61,183**

Carmichael Outreach completed small renovations to its existing building, which is used as a drop in centre in the city of Regina. This improved the quality of the environment for individuals who are homeless or at risk of homelessness and assisted in prolonging the life of the building. The organization facilitated a visioning exercise to engage community members, staff and client volunteers to increase community capacity to address homelessness.

**Rainbow Youth Centre****"Youth Express Program III" Project - \$189,219**

Rainbow Youth Centre operated a support service center for youth who are homeless or at risk of homelessness to assist them in connecting to basic needs such as housing, food security, transportation, education of tenant rights / responsibilities and life skills and develop a plan to sustain the program.

**Regina Youth For Christ****"Uturn 3" Project - \$95,000**

Regina Youth for Christ Inc. partnered with Westridge Developments to develop and furnish the basements of two properties to create two transitional units for youth who are homeless or at risk of homelessness in the city of Regina.

**TOTAL HPS FUNDS DISTRIBUTED TO THE COMMUNITY - 2011-2014 - \$3,098,598**



## Homelessness Partnering Strategy 2014-2019 Appendix B

Overview of a Cross-Section of Canadian Municipalities' Involvement in Housing First (HF)				
MUNICIPALITY	2011 – 2013 Involvement in HF	2014 – 2019 Involvement in HF	Involvement of the City in the Homelessness Partnering Strategy (HPS) and HF	Comments
Vancouver	Yes	Yes	City is the Community Entity.	In 2001, Metro Vancouver became the Community Entity for the Homelessness Partnering Strategy. The Regional Steering Committee on Homelessness serves as the Community Advisory Board with all three levels of government participating. Vancouver was one of the pilot sites for the At Home/Chez Soi research project and focused on scattered sites and congregate housing.
Kamloops	No	Yes	City is the Community Entity.	In 2011-2013, Kamloops had an action plan that adopted Housing First principles; however, they did not implement Housing First in practice. In preparation of implementing a Housing First approach, Kamloops is working on increasing the supply of affordable housing and is holding a Housing First workshop in February 2014 with wide-ranging stakeholders.
Red Deer	Yes	Yes	City is the Community Entity and plays a lead role in homelessness.	Councillors are actively involved in the committee work on homelessness.
Calgary	Yes	Yes	The municipal government has no official role in the Homelessness Partnering Strategy but leads in the area of affordable housing for the community.	The Province of Alberta has a 10-Year Plan to End Homelessness based on Housing First principles. Calgary and the six other designated Homelessness Partnering Strategy communities in Alberta have been following the principles in the 10-Year Plan. The Calgary Action Committee on Housing and Homelessness is a non-profit organization and the Community Entity.
Edmonton	Yes	Yes	The City has a Homelessness Commission that works in partnership with the Community Entity. The Commission's mandate related to homelessness is to implement the 10-Year Plan on Homelessness. Housing First is the backbone of a 10-Year Plan to End Homelessness.	Homeward Trust is a non-profit organization and is the Community Entity.
Saskatoon	Yes	Yes	City is a member of the Community Advisory Board of the Homelessness Partnering Strategy. The City has earmarked \$125,000 for a pilot on Housing First.	Saskatoon did not have any specific projects classified as Housing First in 2011-2013. In 2013, Saskatoon developed a 10-Year Plan to End Homelessness based on the Housing First approach. This brought the community together to develop a common understanding of Housing First and to move forward on Housing First. The Saskatoon Housing Initiative Partnership (SHIP) is a non-profit organization and is the Community Entity.
Winnipeg	Yes	Yes	City is the Community Entity. The City has always been a member of the Community Advisory Board.	Winnipeg was one of the pilot sites for the At Home/Chez Soi project and focused on the Aboriginal community. Winnipeg has been working with Housing First since 2009.
Toronto	Yes	Yes	City is the Community Entity	Toronto has used Housing First principles as the basis of their homelessness services since 2005. Toronto was one of the pilot sites for the At Home/Chez Soi Project and focused on new Canadians.
Ottawa	No	Yes	City is the Community Entity	Ottawa provides City Council with regular updates on the Community Action Plan on Homelessness.
Sudbury	No	Yes	City is the Community Entity	The community used 2011–2013 HPS funds primarily for capital projects rather than Housing First. Sudbury has recognized a need to develop and support intensive case management programs to support the chronically homeless in their city. Sudbury will use 2014-2019 Homelessness Partnering Strategy Housing First funds for this purpose. The Province of Ontario has identified a Housing First approach within its guidelines for homelessness funding.

MUNICIPALITY	2011 – 2013 Involvement in HF	2014 – 2019 Involvement in HF	Involvement of the City in the Homelessness Partnering Strategy (HPS) and HF	Comments
St. John	Yes	Yes	City is the Community Entity	St. John began to explore the community's readiness for Housing First in 2013. The Community Advisory Board will host a Community Planning Forum in February 2014 to finalize the new Community Plan.
Halifax	No	Yes	The City has not been on the Community Advisory Board of the Homelessness Partnering Strategy but is expected to have a representative under the 2014-2019 program.	A new community partnership has been formed recently to implement strategies for affordable housing and homelessness. The City is a member of the new community partnership. The community partnership will focus on Housing First. The Homelessness Partnering Strategy (HPS) will fund those parts of the community partnership strategy that fall within the eligible activities of HPS. The provincial government housing strategy supports Housing First. The Mayor is very committed to helping the homelessness within the City's mandate. The Affordable Housing Association of Nova Scotia is the Community Entity.

## Homelessness Partnering Strategy 2014-2019 Appendix C

Summary of 2007–2013 Social Development Reserve Contributions				
	Owner	Rental	Supportive/ Transitional	Totals
Projects*	14.5	9.5	2	26
Percentage of <b>Projects</b> by tenure/type	56%	37%	8%	
Units	181	214	42	437
Percentage of <b>Units</b> by tenure/type	41%	49%	10%	
Funding	\$1,806,500	\$1,813,651	\$420,000	\$4,040,151
* a project with multiple addresses but one site/building was counted as a single project.				

## Homelessness Partnering Strategy 2014-2019 Appendix D

### Overview of the Funding Priorities<sup>1</sup> of the 2014-2019 Homelessness Partnering Strategy (HPS), City of Regina Social Development Reserve and City of Regina Social Development Community Investment Grants Program

Housing Investments	HPS Housing First	HPS Non-Housing First	City of Regina Social Development Reserve	City of Regina Social Development Community Investment Grants Program
Affordable Housing*	No	No	Yes	No
Constructing, Renovating or Purchasing Permanent Supportive Housing**	No	Yes	Yes (new construction only)	No
Constructing and Purchasing Emergency Shelters***	No	No	No	No
Renovating Emergency Shelters***	No	Yes	No	No
Constructing, Renovating or Purchasing Transitional Housing****	No	Yes	Yes (new construction only)	No
Purchasing Furniture	Yes	No	No	No
Support Services	Yes	Yes	No	Yes

**Notes:**

\*Affordable Housing - Housing that is adequate in its state-of-repair and is affordable in that the cost of housing is less than 30% of the household's gross income.

\*\* Supportive Housing – Housing for individuals and families that includes supports and services integrated into the housing and where there is no length-of-stay duration. Services depend on client's needs and are provided to help residents maintain independence and stability to promote social inclusion.

\*\*\*Emergency Shelters – Facilities providing temporary and short-term accommodation (on average less than a month but could be up to 6 months) to individuals and families who are experiencing homelessness. It may include supports such as food, clothing and counselling. Typically these facilities provide single or shared bedrooms or dorm-type sleeping arrangements that can include seasonal beds. Emergency shelters may also include motels and other types of temporary sheltering facilities.

\*\*\*\*Transitional Housing – Housing facilities that provide services beyond basic needs and that, while not permanent, generally allow for a longer length of stay than emergency housing facilities. These facilities offer more privacy to residents than emergency shelters and place greater emphasis on participation. This is targeted to those in need of structure, support, and/ or skill building to move from homelessness to housing stability and ultimately to prevent a return to homelessness.

<sup>1</sup> Not all the eligible funding priorities are listed for each program.

Presentation on Bylaw 2014-21

Mr. Mayor & Council,

My name is Jim Elliott.

The amendment included in Bylaw 2014-21, which states, "Subsection 16(9) is amended by striking out '10 minutes' and substituting '5 minutes, subject to the discretion of the Chairman to extend the allotted time,'" is, in my opinion, going against the Fundamental Freedoms section 2, subsection b) given to all residents of Canada under the Canadian Charter of Rights and Freedoms.

This freedom is, and I quote, the "freedom of thought, belief, opinion and expression, including freedom of the press and other media of communication".

Any proposed reduction in the ability of every resident to present their opinion on matters of this body and this city further erodes the ability of every resident to actively engage in the governance of this city.

Any resident of this city is already limited in their ability to present their comments on an agenda item in the following ways:

- 1) The resident is required to have a computer to access or to even know of the agenda and reports of Committee or Council,
- 2) The resident is required in many cases to take time out of their work day to attend said committee meetings, especially those committees of Council,
- 3) The resident is not able to know of the discussions of committee agendas unless they are there in person as recordings of committee meetings are not currently available,
- 4) In the case of Council, the resident is required to submit a detailed brief at least 5 days prior to the meeting that will be followed verbatim, although the inclusion of the ability to present a summary of their brief provides the delegation some latitude to present a shortened 10 minute summary of the brief that may or may not be more than 10 minutes long, and
- 5) The delegation is unable to have their questions and concerns answered by the Administration unless a Committee member or Councillor is willing to repeat those questions to the Administration for an answer.

This proposed reduction in the resident's ability to comment or provide advice to their elected and appointed decision-makers will not, as was suggested by one Councillor, help the delegation in any way. It will hinder their ability.

This proposed reduction in the resident's presentation time will not get the Committee or Council through their agenda any quicker or easier.

This proposed reduction, simply put, is a restriction on the ability of this city's residents to adequately and appropriately be engaged in the goings on of their city's administration.

This proposed reduction will limit valuable input or advice necessary to make informed decisions. This is important for both the residents of this city and those Committee members or Councillors. This is not simply for those present but those that will hear or see this broadcast in their home.

The time period of 10 minutes is adequate but not onerous for a delegation to express or to formulate an opinion or advice and should remain the standard to be used by the City of Regina. Citizens of this city should be given more access to their city's administration and decision-making not less.

Respectfully submitted,

Jim Elliott

BYLAW NO. 2014-21

THE PROCEDURE AMENDMENT BYLAW, 2014

---

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

- 1 Bylaw No. 9004, being *The Procedure Bylaw*, is amended in the manner set forth in this Bylaw.
- 2 Section 2 is amended by adding the following definition after the definition of “Act”:  
  
“(a.1) “Administration” means the City Manager of the City or any City employee accountable to the City Manager.”
- 3 Section 2 is amended by adding the following definitions after the definition of “Amendment to an Amendment”:  
  
“(d.1) “City Clerk” means the person appointed by Council to the position of City Clerk pursuant to the Act and includes a person acting as his or her designate.  
  
(d.2) “City Manager” means the person appointed by Council to the position of City Manager or City Commissioner pursuant to the Act and includes a person acting as his or her designate.”
- 4 Section 2 is amended by adding the following definition after the definition of “Committee”:  
  
“(e.1) “Committee Assistant” means the assistant to the subject Committee as assigned by the City Clerk.”
- 5 Section 2 is amended by adding the following definition after the definition of “Councillor”:  
  
“(h.1) “Deputy City Clerk” means a person employed by the City in the position of Deputy City Clerk and includes a person acting as his or her designate.”
- 6 Clause 2(1)(i.1), 34(9)(e) and 34(11)(e) are amended by adding “and Infrastructure” after “Works”.

7 Clause 4(6)(b) is repealed and the following substituted:

“(b) residents of the City of Regina.”

8 Subsection 9(3) is amended by striking out “City Manager’s report” and substituting “report from the Administration”.

9 Subsection 13(2) is repealed and the following substituted:

“(2) The general order of business of every regular Council meeting shall be as follows:

#### Part I

Prayer  
 Presentation(s)  
 Recognition of Guests  
 Confirmation of the Agenda  
 Adoption of the Minutes  
 Urgent Business  
 Bylaws Requiring a Public Hearing and Related Reports  
 Bylaws for which Public Notice was given and Related Reports  
 Tabled and Related Reports  
 Reports from the Mayor  
 Reports from the Administration  
 Reports from Committees  
 Informational Reports  
 Motions  
 Bylaws and Related Reports  
 Enquiries  
 Communications/Petitions and Related Reports

\*recess of not more than fifteen minutes\*

#### Part II

Presentation(s)  
 Recognition of Guests  
 Delegations and Related Reports  
 Referred Delegations”

10 Subsection 14(5) is amended by striking out “may” and substituting “shall”.

11 Subsection 14(6) is amended by striking out “Assistant City Clerk, City Clerk’s Secretary,” and substituting “Deputy City Clerk, Committee Assistant,”.



- 12 Subsection 14(6) is amended by striking out “Senior Directors” and substituting “anyone authorized by the City Manager”.
- 13 Section 16 is amended by striking out “City Manager’s, City Auditor General’s, ” and substituting “Administration’s,” wherever it appears in that section.
- 14 The following subsection is added after subsection 16(2):
- “(2.1) When the spokesperson appears before Council he may either make the presentation submitted pursuant to clause (1)(b) or provide a verbal summary of that presentation, subject to the time limits in subsection (9).”
- 15 Subsection 16(3) is amended by striking out “The brief submitted pursuant to Subsection 1(b) shall be the delegation’s presentation of Council”.
- 16 Subsection 16(8) is amended by adding “or to a verbal summary of that brief” after “City Clerk”.
- 17 Subsection 16(9) is amended by striking out “10 minutes” and substituting “5 minutes, subject to the discretion of the Chairman to extend the allotted time,”.
- 18 Clause 20(2)(b) is repealed.
- 19 Subsection 28(12) is repealed and the following substituted:
- “(12) If the bylaw is listed under the Bylaws Requiring a Public Hearing and Related Reports section of the agenda the City Clerk shall, prior to any debate on the second reading, announce the public hearing related to the public hearing Bylaw has commenced and invite anyone present in the Council Chamber, who wishes to address City Council related to the bylaw, to indicate their desire.”
- 20 Section 29 is repealed and the following substituted:
- “29. (1) If a member wishes to have a Motion placed on the Agenda of a Committee or Council, a member may do so by making a Notice of Motion, as set out in this section.
- (2) A Notice of Motion:
- (a) shall be in writing, which shall be duly signed by the member;

- (b) shall be submitted to the Office of the City Clerk no later than 1:00 o'clock in the afternoon on the Thursday preceding a regular meeting of Council and no later than 1:00 in the afternoon two days prior to any Committee meeting;
  - (c) shall include a Resolve Clause(s) with the exact motion proposed and if the notice includes preamble or whereas clauses the notice shall be included on the agenda but the official minutes of the meeting shall only record the Resolve Clauses; and
  - (d) shall include the date of the Council or Committee of Council when the expected response is requested.
- (3) A modification of a Motion by the member filing the Notice of Motion is permitted provided the amended notice does not exceed the scope of the original notice."

21 Section 30 is repealed and the following substituted:

- "30. (1) A member, during confirmation of the agenda, may move to add a report, communication, delegation or motion which is in writing, on a matter which is:
- (a) of pressing concern to the City of Regina;
  - (b) relates to an issue within the jurisdiction of the City of Regina as set out in *The Cities Act*; and
  - (c) requires urgent consideration by Council.
- (2) Subject to subsection (1), Council may on a unanimous vote of members present agree to consider the matter a matter of Urgent Business."

22 Section 34 is amended by striking out "Secretary of the committee" and substituting "Committee Assistant" wherever it appears in that section.

23 Section 34 is amended by striking out "Secretary" and substituting "Committee Assistant" wherever it appears in that section.

24 Subsection 34(4) is amended by striking out "- Written submissions from the City Manager".

- 25 Subsection 34(4) is amended by striking out “Auditor General” and substituting “Administration”.

**Transitional**

- 26 Appointments of non-residents to committees made prior to the coming into force of this Bylaw are not invalidated by virtue of the passing of this Bylaw.

**Coming into force**

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

READ A FIRST TIME THIS 24th DAY OF March 2014

READ A SECOND TIME THIS 24th DAY OF March 2014

READ A THIRD TIME AND PASSED THIS 24th DAY OF March 2014

\_\_\_\_\_  
Mayor

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

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

CERTIFIED A TRUE COPY

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

## ABSTRACT

BYLAW NO. 2014-21

### THE PROCEDURE AMENDMENT BYLAW, 2014

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PURPOSE:	To amend <i>The Procedure Bylaw</i> to update position title and Committee names, add Public Hearings as an Order of Business, clarify provisions relating to urgent business, change the criteria for appointment to committees, clarify processes for written Notices of Motion, change requirements for a seconder on motions and to change the requirements for delegations that appear before Council.
ABSTRACT:	These amendments to <i>The Procedure Bylaw</i> update the various procedures followed by Council and Committees of Council to incorporate best practices, better reflect the administrative structure and processes of the City, and to better accommodate requirements of relevant provincial legislation.
STATUTORY AUTHORITY:	Section 55 of <i>The Cities Act</i> .
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	N/A
PUBLIC NOTICE:	N/A
REFERENCE:	City Council, January 27, 2014, CR14-5 City Council, December 16, 2013, CR13-194
AMENDS/REPEALS:	Amends Bylaw No. 9004
CLASSIFICATION:	Administrative
INITIATING DIVISION:	Office of the City Manager
INITIATING DEPARTMENT:	Office of the City Clerk

BYLAW NO. 2014-22

THE WASTE MANAGEMENT AMENDMENT BYLAW, 2014

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THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

- 1 Bylaw No. 2012-63, being *The Waste Management Bylaw, 2012* is amended in the manner set forth in this Bylaw.
- 2 Section 3(v) is repealed and replaced with:  
  
“(v) **“Deputy City Manager”** means the Deputy City Manager and Chief Operating Officer or his or her designate;”
- 3 Section 34 is repealed and replaced with:  
  
“34 Every owner of a non-designated property shall ensure that there are waste storage facilities on the non-designated property that are:
  - (a) available to the owner and occupants of the non-designated property;
  - (b) sufficient in size to store all waste generated at the non-designated property considering the volume of waste generated on the non-designated property;
  - (c) separate waste storage facilities for garbage and recyclable material; and
  - (d) emptied with sufficient frequency to meet the requirements of section 37 of this Bylaw.”
- 4 Section 35 is repealed and replaced with:  
  
“35 Every owner of a non-designated property shall have a waste management plan for the property which shall include:
  - (a) an arrangement for waste storage under the care and control of the owner or occupant of the non-designated property that is accessible for use by the owner or occupant(s) of the non-designated property;
  - (b) separate waste storage for garbage and recyclable material;
  - (c) an arrangement for regular removal, transportation and disposal of waste to an appropriate disposal or processing site; and

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

City Solicitor

- (d) recyclable material shall be transported to and processed at a materials recovery facility.”

5 Section 36 is repealed and replaced with:

“36 Every owner of a non-designated property shall provide the Deputy City Manager or the Bylaw Enforcement Officer with copies of the owner’s complete waste management plan, contracts for waste management services for non-designated properties, and invoices for payment of waste management services related to the owner’s waste management plans when so requested by the Deputy City Manager or the Bylaw Enforcement Officer.”

6 The following section is added after section 37:

“37.1 After December 31, 2014 the requirements in sections 34 to 37 shall apply to recyclable material in addition to garbage for non-designated properties that are used for residential use.”

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

READ A FIRST TIME THIS 24<sup>TH</sup> DAY OF MARCH 2014.

READ A SECOND TIME THIS 24<sup>TH</sup> DAY OF MARCH 2014.

READ A THIRD TIME AND PASSED THIS 24<sup>TH</sup> DAY OF MARCH 2014.

\_\_\_\_\_  
Mayor

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

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

CERTIFIED A TRUE COPY

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

## ABSTRACT

BYLAW NO. 2014-22

### THE WASTE MANAGEMENT AMENDMENT BYLAW, 2014

---

PURPOSE:	To amend Bylaw No. 2012-63, <i>The Waste Management Bylaw, 2012</i> .
ABSTRACT:	New clauses are being added to make recycling mandatory for non-designated properties.
STATUTORY AUTHORITY:	Section 8 of <i>The Cities Act</i> .
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	N/A
PUBLIC NOTICE:	N/A
REFERENCE:	Public Works Committee, March 13, 2014, PW14-4
AMENDS/REPEALS:	Amends Bylaw No. 2012-63
CLASSIFICATION:	Administrative
INITIATING DIVISION:	City Operations
INITIATING DEPARTMENT:	Open Space & Environmental Services

BYLAW NO. 2014-24

THE CLEAN PROPERTY AMENDMENT BYLAW, 2014

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THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

- 1 Bylaw No. 9881, being *The Clean Property Bylaw*, is amended in the manner set forth in this Bylaw.
- 2 Part 1, Section 1 is amended by adding the following definition after the definition of "Litter":

**""Mobile Food Vending Unit"** means a self-contained, self propelled (motorized or muscle powered) vehicle containing equipment for the preparation and serving of food intended for immediate consumption without further preparation;"

- 3 Part 4 is repealed and the following substituted:

**"PART 4. STRUCTURES ON PUBLIC PROPERTY"**

**Sidewalk and Mobile Food Vendors**

9. (1) Subject to the Regina Traffic Bylaw, no person shall place, leave or operate any temporary structure, furniture or Mobile Food Vending Unit used for the purpose of serving food or seating customers on Public Property or any part of a Public Highway except for a Sidewalk Vendor or owner of a Mobile Food Vending Unit who has obtained a valid permit pursuant to this Bylaw.
- (2) The Director may issue a permit, in a form as set out in Schedule "C" of this Bylaw, to place, leave or operate a newspaper stand, sidewalk vending unit, outdoor restaurant furniture, Mobile Vending Unit or similar object or to conduct a sidewalk sale or similar activity on Public Property or any part of a Public Highway upon:
  - (a) receipt of a fee from the applicant for each object in an amount established by resolution of Council;
  - (b) receipt of an agreement from the applicant to indemnify the City for any damage or injury resulting from or caused by the object or activity;

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

City Solicitor



- (c) satisfying himself that the object will not unduly interfere with the intended use, including the passage of pedestrian traffic, of the Public Property or Public Highway and that the object will not distract or impair the clear vision of or otherwise interfere with drivers or pedestrians.
  - (3) Any person who wishes to operate as a Sidewalk Vendor or Mobile Food Vendor or to whom a permit is issued pursuant to this Part, shall comply with the applicable regulations which are attached to and form part of this Bylaw as follows:
    - (a) SCHEDULE "D" - Newspaper Vending;
    - (b) SCHEDULE "E" - Sidewalk Vending;
    - (c) SCHEDULE "F" - Sidewalk Sale;
    - (d) SCHEDULE "G" - Outdoor Restaurant; and
    - (e) SCHEDULE "K" – Mobile Food Vending
  - (4) Any Bylaw Enforcement Officer or any member of the Regina Police Service may remove any unauthorized object placed, left or maintained on Public Property or any part of a Public Highway at the cost of the person who caused or allowed the object to be placed, left or maintained.
10. (1) The Director may, upon notice to the owner or operator of a temporary structure, furniture or Mobile Food Vending Unit, cancel any agreement or permit issued pursuant to this Part or remove or relocate temporary structure, furniture or Mobile Food Vending Unit and refund any remaining fee where the Public Property or Public Highway is required for any municipal purpose or where the structure or activity, in the Director's opinion, endangers public safety.
- (2) Where the Director gives notice of his intention to cancel any agreement or permit issued pursuant to this Part, the owner or operator of the temporary structure, furniture or Mobile Food Vending Unit may appeal in writing, within fourteen days of the notice of cancellation, to the Secretary of the Committee and the Committee may, affirm, modify or reverse the decision of the Director."

4 The attached **Schedule "K" - Mobile Food Vending Regulations** is added after Schedule "J".

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

READ A FIRST TIME THIS 24th DAY OF March 2014.

READ A SECOND TIME THIS 24th DAY OF March 2014.

READ A THIRD TIME AND PASSED THIS 24th DAY OF March 2014.

\_\_\_\_\_  
Mayor

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

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

CERTIFIED A TRUE COPY

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

## **SCHEDULE "K"**

### **Mobile Food Vending Regulations**

- 1.0 **Purpose**  
To provide a set of regulations allowing Vendors operating Mobile Food Vending Units to do business from road rights-of-way and the City Square Plaza in the City of Regina.
- 2.0 **Discussion**  
These Regulations will provide assistance to businesses wishing to apply for a permit to operate a Mobile Food Vending Unit in Regina. The Regulations also detail conditions that must be met during the operations of Mobile Food Vending Units on City of Regina road rights-of-way and the City Square Plaza. The Regulations are not meant to govern vending on private property, or lands managed by The Wascana Centre Authority, The University of Regina, EVRAZ Place, or in any park area, with the exception of the City Square Plaza.
- 3.0 **Definitions:**
- 3.1 **Downtown** – means the area of the City bounded by 13<sup>th</sup> Avenue to the south, Albert Street to the west, Saskatchewan Drive to the north and Broad Street to the east, including the sidewalks and boulevards on both sides of those streets shown within the area outlined in purple on Map A.
- 3.2 **Regulations** – mean these Mobile Food Vending Regulations.
- 3.3 **Loading Zone** - means the zone used for loading and unloading of people or goods, which is the parking stall located nearest to the Loading Zone Parking Meter, or which zone is defined by appropriate signs.
- 3.4 **Loading Zone Parking Meter** - means the parking meter located closest to a Loading Zone.
- 3.5 **Mobile Food Vending Unit** – means a self-contained, self propelled (motorized or muscle powered) vehicle (truck or trailer) containing appropriate equipment for the type and method of Prepared Food served, that operates from the Parking Lane, vending onto a Public Sidewalk.
- 3.6 **Parking** – means the standing of a vehicle, whether occupied or not, on a public highway, otherwise than temporarily for the purpose of and while actually engaged in loading or unloading or in obedience to traffic regulations, signs or signals.

**SCHEDULE "K"**  
**Mobile Food Vending Regulations**

- 3.7 **Parking Lane** - means that portion of longitudinal division of a highway of sufficient width to accommodate the storage of a single line of vehicles adjacent to the curb and where parking is permitted.
- 3.8 **Prepared Food** – means food sold by Vendors intended for immediate consumption without further preparation / cooking.
- 3.9 **Public Sidewalk** - means any sidewalks included on public property.
- 3.10 **Stop** - means:
- (a) when required, a complete cessation from movement; and
  - (b) when prohibited, any stopping, even momentarily, of a vehicle, whether occupied or not, except when necessary to avoid conflict with other traffic.
- 3.11 **Temporary Street Use Permit** - means a permit issued by the City of Regina allowing the permit holder the right to occupy public property for the purpose prescribed in these Regulations.
- 3.12 **Vendor** – means any person who offers food for sale from an approved Mobile Food Vending Unit while conducting business from the public right-of-way or on the City Square Plaza.
- 3.13 **City Square** - means the area of the City of Regina which includes the City Square Plaza, Victoria Park, the F.W. Hill Mall, and the 1900 blocks of Scarth and Lorne Streets. (See Map B)
- 3.14 **City Square Plaza** - means the hard-surface portion of the City Square on the north side of Victoria Park between Lorne Street and the lane between Scarth and Hamilton Streets.
- 3.15 **City Square Special Event Permit** - means a permit issued by the City of Regina for the temporary use of some portion of the City Square to host a festival or event in accordance with the City Square Special Events Policy.
- 3.16 **Merchandise** - means non-food products offered for sale.

**SCHEDULE "K"**  
**Mobile Food Vending Regulations**

**4.0 Application:**

Permits expire December 31st, and must be renewed annually.

Applications for Temporary Street Use Permits for Mobile Food Vending Units shall contain the following information:

- 4.1 Written confirmation from The Regina Qu'Appelle Health Region (RQHR) that the Mobile Food Vending Unit complies with Province of Saskatchewan Food Safety Regulations and the RQHR's Mobile Food Guidelines.
- 4.2 A copy of the Vendor's City of Regina Business License, if the Vendor is required by *The Licensing Bylaw, 2007* to have such a license.
- 4.3 Photographs or detailed drawings and dimensions of the exterior of the Mobile Food Vending Unit.
- 4.4 A copy of the Vendor's Fire Safety Compliance Certificate, from the City of Regina's Office of the Fire Marshall.
- 4.5 Proof of \$2,000,000 general liability insurance and \$1,000,000 automobile liability insurance.
- 4.6 Proof that the vehicle and/or trailer is properly licensed and registered with SGI.
- 4.7 Certification from SaskPower Gas Inspections indicating that the installation of any gas equipment and appliances meets minimum code requirements.
- 4.8 Proof of membership in the Regina Downtown Business Improvement District or a declaration stating that the vendor will not operate within the RDBID's boundaries for the duration of the permit.

**5.0 Application Review:**

- 5.1 After receipt of all necessary information, City staff will review the application and either approve or deny the request. Applicants should submit their request well in advance of their desired date for commencement of operation.

**SCHEDULE "K"**  
**Mobile Food Vending Regulations**

- 5.2 Temporary Street Use Permits for Mobile Food Vending are issued under the authority of *The Traffic Bylaw* and are subject to the conditions outlined in this document.

**6.0 Permit Conditions:**

Vendors may operate Mobile Food Vending Units at locations that meet the following requirements:

**6.1 General**

- No minimum distance is required between two or more Mobile Food Vending Units.
- Vendors are free to relocate their vehicle at any time in accordance with these regulations.

**6.2 Acceptable Locations**

- Parking Lanes on streets classified as local streets throughout the City, including the downtown.
- Parking Lanes on 11<sup>th</sup> Avenue from Lorne Street to McIntyre Street.
- Parking Lanes on 11<sup>th</sup> Avenue from Broad Street to Winnipeg Street.
- Parking Lanes on 12<sup>th</sup> Avenue from Scarth Street to Broad Street.
- Parking Lanes on Victoria Avenue from Rose Street to Smith Street on the north side and Rose Street to Lorne Street on the south side
- Parking Lanes on 13<sup>th</sup> Avenue from Albert Street to Elphinstone Street.
- Other locations as determined acceptable by the Planning Department.

**6.3 Prohibited Locations**

- Vendors shall not operate Mobile Food Vending Units in areas designated as “No Parking” or “No Stopping”.
- Vendors shall not operate Mobile Food Vending Units in such a way as would restrict or interfere with the ingress or egress of adjacent property owners.
- Vendors shall not operate Mobile Food Vending Units within 20m of a permanent business selling prepared food between the hours of 9:00am and 11:00pm or within 20m of a licensed sidewalk vendor, unless the business owner / manager agrees.
- Vendors shall not operate Mobile Food Vending Units within 10m of an intersection or crosswalk.
- Vending on any street abutting school property on a school day between 08:00 and 18:00 hours.

**SCHEDULE "K"**  
**Mobile Food Vending Regulations**

- Vending on any portion of a block that is primarily residential for more than 20 minutes per day.

**7.0 Required Signage for Mobile Food Vending Units**

- 7.1 A message indicating, "This unit makes frequent stops" shall be prominently displayed at the rear of the Mobile Food Vending Unit. The lettering of the message shall be at least five (5) centimeters high and the entire message located fifteen (15) to sixty (60) centimeters above the rear bumper of the vehicle.
- 7.2 A slow moving vehicle warning device in accordance with *The Vehicle Equipment Regulations, 1987* shall be affixed to the rear of the vehicle.

**8.0 Hours of Operation**

- 8.1 Hours of operation in the Downtown, Warehouse District and Industrial Zones are limited to 7:00am – 2:00am daily.
- 8.2 Hours of operation in all other areas are limited to dawn – dusk daily.
- 8.3 These Regulations apply to a mobile operation and therefore require all stops for the purpose of operating the Mobile Food Vending Unit outside of the Downtown to be limited by adjacent parking signage restrictions. In the Downtown (Map A), Vendors may choose to remain at a single location from 7:00am to 2:00am daily, except as noted in Section 11.1.

**9.0 Mobile Vending Unit Requirements**

- 9.1 Mobile Food Vending Units may not exceed 7.6 metres (25') in length and 2.4 metres (8') in width.
- 9.2 Music or any device used to attract business to the Mobile Food Vending Unit shall not exceed fifty-five (55) decibels measured at any property line.
- 9.3 The Mobile Food Vending Unit shall be equipped with a serving window to receive clients from the passenger side (right side) or the rear of the vehicle so that people will be served away from traffic. Customers must not be required to step off of the sidewalk to access the service window.
- 9.4 All Mobile Food Vending Units must be equipped with a garbage receptacle and business practices must adhere to *The Clean Properties Bylaw*.

**SCHEDULE "K"**  
**Mobile Food Vending Regulations**

- 9.5 Mobile Food Vending Units may not be left unattended for more than 15 minutes.
  - 9.6 Electrical generators must not exceed 65 decibels measured at any property line.
  - 9.7 Food vending units shall be of good quality and aesthetically pleasing in appearance. Vendors shall maintain their units in a professional manner. Vehicles / vending units in a poor state of maintenance or repair will result in immediate suspension of the vending permit.
  - 9.8 Vendors are encouraged to make professional use of colour and graphic design when designing the exteriors of their units, canopies and umbrellas are encouraged.
  - 9.9 When not in use Mobile Vending Units must be stored in accordance with *The Traffic Bylaw*.
- 10.0 **Parking Meter Bags**
- 10.1 Approved Vendors will be issued a parking meter bag which will allow the Vendor to bag any available meter that meets the criteria set out in these Regulations and operate a Mobile Food Vending Unit from that location.
  - 10.2 Meter bags must be affixed to the meter once the Vendor is in place with a zip-tie and must remain in place at all times while the Vendor is in attendance.
  - 10.3 Bags must be removed at the end of each business day.
  - 10.4 Bags found left in place while the Mobile Food Vending Unit is not in attendance will be removed by the City or its agents.
  - 10.5 Vendors will be charged a replacement fee if the bag is lost. The City accepts no responsibility for any loss of the meter bag.



**SCHEDULE "K"**  
**Mobile Food Vending Regulations**

**11.0 City Square Plaza Food Vending:**

**11.1 Food Trucks / Trailers**

Six (6) food vending sites intended for use by food trucks / trailers on the City Square Plaza are identified on Map B. Access to these spots will be determined as follows:

- **To be eligible to participate in the Plaza food truck vending program in any given year, vendors must have a valid annual mobile food vending permit on or before April 15<sup>th</sup>.**
- A schedule indicating which vendors shall have access to vend on the Plaza and for which days will be developed annually by April 21<sup>st</sup> by the Planning Department.
- Scheduled vending on the Plaza will occur between May 1<sup>st</sup> and September 30<sup>th</sup>.
- Daily access to individual spots will be on a first-come-first-served basis for scheduled vendors (the city will not designate individual spots for individual vendors).
- There is no limit to the number of vendors who may participate in this program.
- Vending before May 1<sup>st</sup> or after September 30<sup>th</sup> will be on a first-come-first-served basis for permit holders.
- Vending on Wednesdays and Saturdays after the Regina Farmers Market and on Sundays & evenings (after 4:00pm) will not be scheduled but instead be on a first-come-first served basis.
- If a vendor does not plan to vend on a day that they are scheduled to, they are encouraged to offer up their spot to another member of the program not scheduled that day.
- Hours of operation on the City Square Plaza are 7:00am – 11:00pm daily.
- Vendors operating on the City Square Plaza must ensure that fluids from their vehicles are not discharged onto the Plaza surface. Evidence of fluid leaks will result in immediate suspension of the vending permit. Costs related to the clean-up of fluid leaks will be charged to the vendor.

**11.2 Vending During Special Events:**

- Vendors must seek permission to vend on the Plaza from holders of City Square Special Event Permits, whose permits include use of the City Square Plaza. Event participation fees are set by the permit holder and may vary between events. It is the vendor's responsibility to contact event organizers to participate.

**SCHEDULE "K"**  
**Mobile Food Vending Regulations**

- City Square Special Event Permit holders are under no obligation to provide space for Vendors during their events.
- City Square Special Event Permit holders may, at their sole discretion, relocate / redistribute Vendors throughout their entire permit area for the duration of their event.

11.3 **Furnishings**

- Vendors operating on the City Square Plaza may provide commercial quality bistro-type chairs, tables and umbrellas adjacent to their vending unit for the use of their clientele. Furnishings must be removed along with the vending unit at the end of each day. Furnishings must be approved by the Planning Department.

11.4 **Support Vehicles:**

- Support vehicles are not allowed on the City Square Plaza except for the purposes of dropping off or picking up food carts / trailers. Deliveries by vehicle to Plaza Vendors are not permitted between 10:00am and 2:00pm.

11.5 **Electrical Access:**

- Vendors are not permitted to operate generators on the City Square Plaza except in the case of a power outage. Access to electrical services for food trucks / trailers will be provided by the City. Electrical service is provided on a first-come-first-served basis.

12.0 **Merchandise Vending:**

In addition to food, Vendors, may sell promotional items linked to their Mobile Food Vending Operation on a limited basis at the discretion of the Planning Department.

13.0 **Maintenance of Vending Sites**

The area in the immediate vicinity of the vending unit shall be kept clear of all garbage and litter in accordance with *The Clean Properties Bylaw*. The vendor shall be responsible for the removal and proper disposal of all garbage collected at the site over the course of time that the vendor is in that location.

**SCHEDULE "K"**  
**Mobile Food Vending Regulations**

**14.0 Compliance**

The City reserves the right to revoke the Vendor's permit for failure to meet one or more of the regulations outlined in *The Clean Property Bylaw*, *The Traffic Bylaw* or these Regulations. Vendors found to be in contravention of these Regulations will be subject to enforcement procedures as detailed in *The Traffic Bylaw*.

**15.0 Indemnification**

The Vendor shall indemnify and save the City, its employees and agents from and against any and all claims, demands, actions and costs arising from the Vendor's activities under the Temporary Street Use Permit.

**16.0 Insurance**

The Vendor shall at all times carry and maintain comprehensive general liability insurance in the amount of \$2,000,000 and automobile liability insurance in the amount of \$1,000,000 for each approved permit. The Vendor shall provide the City with proof of the insurance in a form satisfactory to the City's Risk Manager.

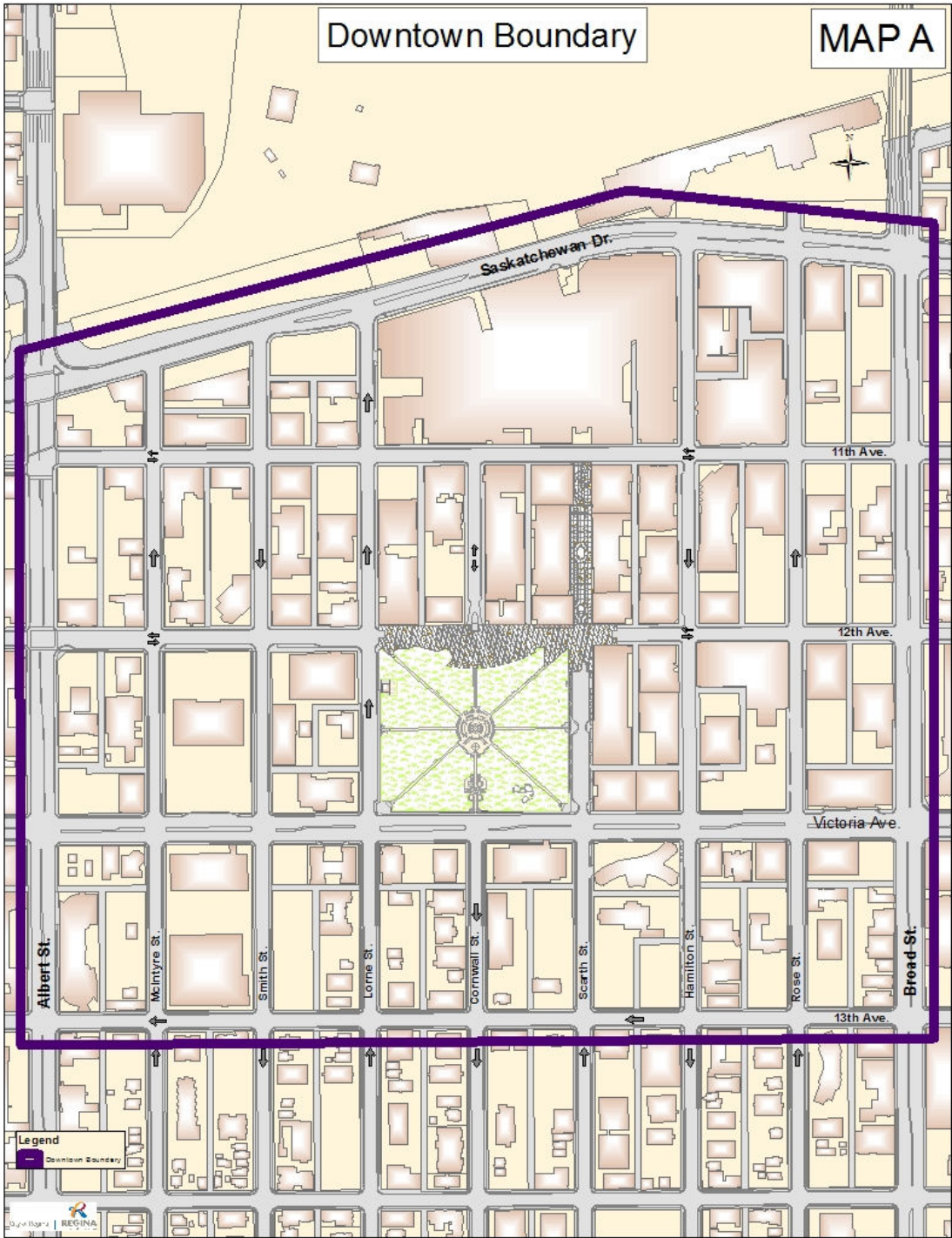
**17.0 Legislation**

The Vendor will comply with all applicable legislation and Bylaws and shall keep a copy of these Regulations with their Mobile Food Vending Unit, along with a City map at all times.

**18.0 Fees**

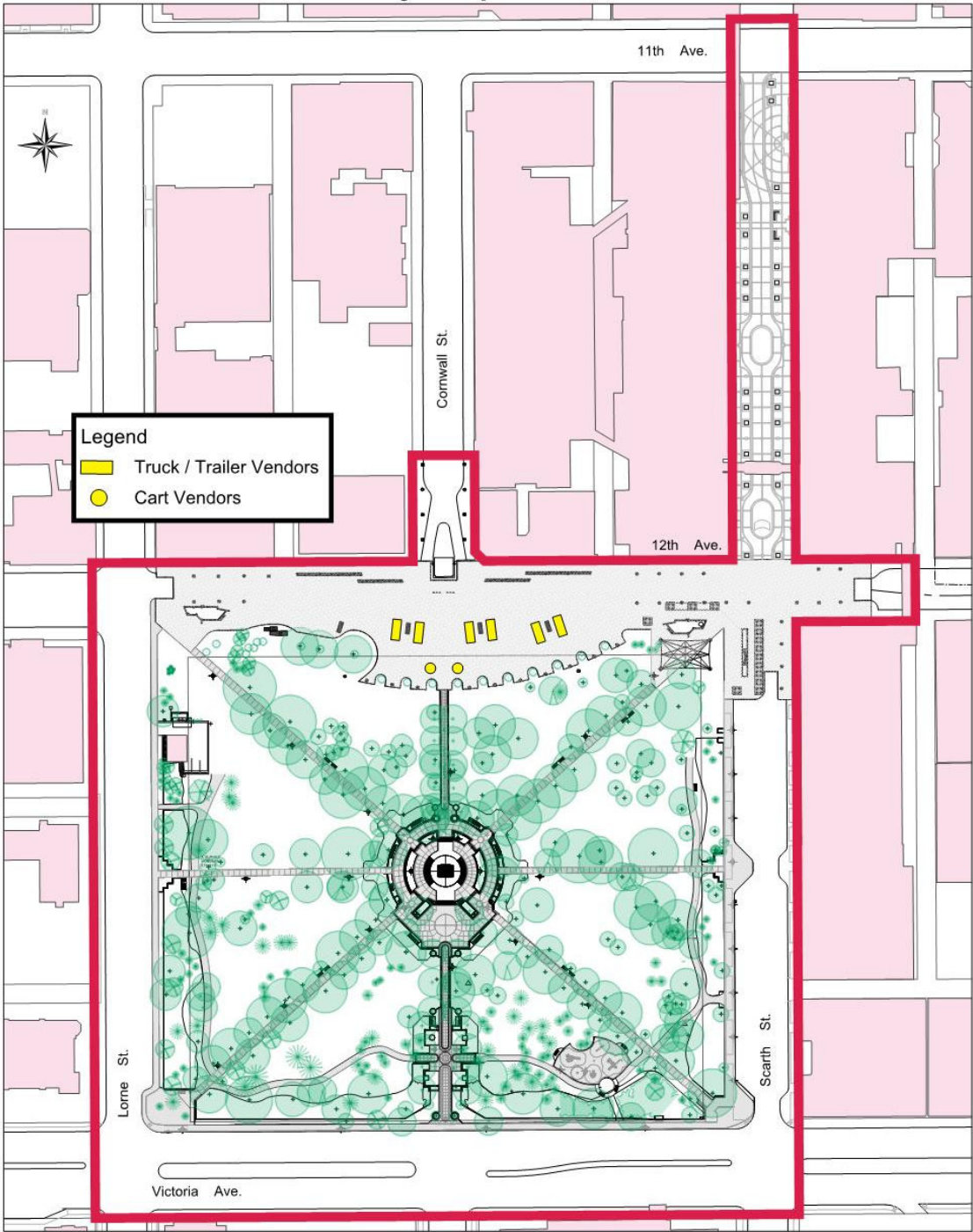
All permit fees and parking fees are established by *The Traffic Bylaw, Schedule J*.

**SCHEDULE "K"**  
**Mobile Food Vending Regulations**



**SCHEDULE "K"**  
**Mobile Food Vending Regulations**

**City Square**



## ABSTRACT

BYLAW NO. 2014-24

### THE CLEAN PROPERTY AMENDMENT BYLAW, 2014

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PURPOSE:	To provide for a new Schedule regulating the operation of Mobile Food Vending Units from public road rights-of-way.
ABSTRACT:	This Bylaw updates the types of structures/facilities allowed to operate from public road right-of-way to include Mobile Food Vending Units.
STATUTORY AUTHORITY:	Section 8(3)(c) of <i>The Cities Act</i> .
MINISTER'S APPROVAL:	Not Required.
PUBLIC HEARING:	Not Required.
PUBLIC NOTICE:	Not Required.
REFERENCE:	Public Works Committee, February 13, 2014, PW14-3.
AMENDS/REPEALS:	Amends Bylaw No. 9881.
CLASSIFICATION:	Regulatory
INITIATING DIVISION:	Community Planning and Development
INITIATING DEPARTMENT:	Planning

BYLAW NO. 2014-25

THE COMMITTEE AMENDMENT BYLAW, 2014

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

**Purpose**

1 The purpose of this Bylaw is to:

- (a) amend *The Committee Bylaw, 2009* to implement changes to the terms of the members of the secondary Committees of Council;
- (b) rename the “Public Works Committee” to “Public Works and Infrastructure Committee”; and
- (c) update reference to the “Public Works Committee” in *The Clean Property Bylaw, 1997* and *The Traffic Bylaw, 1997* to “Public Works and Infrastructure Committee”.

**Statutory Authority**

2 The authority for this Bylaw is sections 55 and 100 of *The Cities Act*.

**Bylaw 2009-40 amended**

3(1) Bylaw No. 2009-40, being *The Committee Bylaw, 2009*, is amended in the manner set forth in this section.

(2) “Public Works Committee” is struck out and replaced with “Public Works and Infrastructure Committee” wherever it appears.

(3) In Schedule “B”, Table 1, the following clause (1.1) is added after clause (1) in section 5:

“(1.1) Notwithstanding clause (1), members of the committee whose terms have expired will continue as members of the committee until such time as Council re-appoints the member or names a successor member.”

(4) In Schedule “B”, Table 2, the following clause (1.1) is added after clause (1) in section 6:

“(1.1) Notwithstanding clause (1), members of the committee whose terms have expired will continue as members of the committee until such time as Council re-appoints the member or names a successor member.”

(5) In Schedule “B”, Table 4, the following clause (2.1) is added after clause (2) in section 4:

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

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

- “(2.1) Notwithstanding clause (2), members of the committee whose terms have expired will continue as members of the committee until such time as Council re-appoints the member or names a successor member.”
- (6) In Schedule “B”, Table 5, the following clause (1.1) is added after clause (1) in section 5:
- “(1.1) Notwithstanding clause (1), members of the committee whose terms have expired will continue as members of the committee until such time as Council re-appoints the member or names a successor member.”
- (7) In Schedule “B”, Table 6, the following clause (2.1) is added after clause (2) in section 5:
- “(2.1) Notwithstanding clause (2), members of the committee whose terms have expired will continue as members of the committee until such time as Council re-appoints the member or names a successor member.”
- (8) In Schedule “B”, Table 7, the following clause (1.1) is added after clause (1) in section 5:
- “(1.1) Notwithstanding clause (1), members of the committee whose terms have expired will continue as members of the committee until such time as Council re-appoints the member or names a successor member.”
- (9) In Schedule “B”, Table 8, the following clause (1.1) is added after clause (1) in section 5:
- “(1.1) Notwithstanding clause (1), members of the committee whose terms have expired will continue as members of the committee until such time as Council re-appoints the member or names a successor member.”
- (10) In Schedule “B”, Table 9, the following clause (2.1) is added after clause (2) in section 5:
- “(2.1) Notwithstanding clause (2), members of the committee whose terms have expired will continue as members of the committee until such time as Council re-appoints the member or names a successor member.”
- (11) In Schedule “B”, Table 10, the following clause (1.1) is added after clause (1) in section 4:



“(1.1) Notwithstanding clause (1), members of the committee whose terms have expired will continue as members of the committee until such time as Council re-appoints the member or names a successor member.”

**Bylaw 9881 amended**

4(1) Bylaw No. 9881, being *The Clean Property Bylaw, 1997*, is amended in the manner set forth in this section.

(2) “Public Works Committee” is struck out and replaced with “Public Works and Infrastructure Committee” wherever it appears.

**Bylaw 9900 amended**

5(1) Bylaw No. 9900, being *The Regina Traffic Bylaw, 1997*, is amended in the manner set forth in this section.

(2) “Public Works Committee” is struck out and replaced with “Public Works and Infrastructure Committee” wherever it appears.

**Coming into Force**

6 This Bylaw comes into force on the date of passage.

READ A FIRST TIME THIS 24<sup>th</sup> DAY OF March 2014.

READ A SECOND TIME THIS 24<sup>th</sup> DAY OF March 2014.

READ A THIRD TIME AND PASSED THIS 24<sup>th</sup> DAY OF March 2014.

\_\_\_\_\_  
Mayor

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

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

CERTIFIED A TRUE COPY

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

## ABSTRACT

### BYLAW NO. 2014-25

#### THE COMMITTEE AMENDMENT BYLAW, 2014

---

PURPOSE:	The purpose of this Bylaw is to rename the Public Works Committee of Council and to modify the terms of service for members of the secondary Committees of Council.
ABSTRACT:	City Council is renaming the Public Works Committee to Public Works and Infrastructure Committee. This requires amendment of <i>The Committee Bylaw, 2009</i> , <i>The Clean Property Bylaw, 1997</i> and <i>The Regina Traffic Bylaw, 1997</i> . This Bylaw also amends the terms of service for members of the secondary Committees of Council to provide that those members remain as members, notwithstanding expiration of their term, until such time as Council names a successor appointee or the member is re-appointed. This amendment is to ensure the secondary committees have sufficient membership to continue work in the event of a delay in the annual appointment of committee members.
STATUTORY AUTHORITY:	Sections 55 and 100 of <i>The Cities Act</i> .
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	N/A
PUBLIC NOTICE:	N/A
REFERENCE:	Report EX14-10 from the March 12, 2014 meeting of the Executive Committee.
AMENDS/REPEALS:	Amends Bylaw 2009-40, Bylaw 9881 and Bylaw 9900
CLASSIFICATION:	Administrative
INITIATING DIVISION:	City Manager's Office
INITIATING DEPARTMENT:	City Clerk

BYLAW NO. 2014-26

THE PROPERTIES EXEMPT FROM TAXATION BYLAW, 2014

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

**Purpose**

- 1 The purpose of this Bylaw is to exempt certain properties from property taxes in whole or in part for the 2014 financial year.

**Authority**

- 2 The authority for this Bylaw is *The Cities Act*, and in particular, subsection 262(3) of the *Act*.

**Exemptions**

- 3 The named occupants of properties owned or under control of the City of Regina or properties adjacent to City property listed in Schedule "A" to this Bylaw are exempted from payment of property tax payable by the owner or occupant of the land and improvements specified in the Schedule.
- 4 Girl Guides of Canada – Guides du Canada is exempted from payment of property tax for the land and improvements located at 1530 Broadway Avenue; Lot D, Block 8, Plan FU 1338.
- 5 The Canadian Blood Services is exempted from payment of property tax for the portion of the land and improvements used for blood collection, which land and improvements are located at 2571 Broad Street; Lot B, Block 8, Plan FU 1338.
- 6 The Globe Theatre Society is exempted from payment of property tax for the portion of the land and improvements located at 1801 Scarth Street; units 2, 3 and 4, Plan 99RA23145.
- 7 Wudvue Management Ltd. and 101048839 Saskatchewan Ltd. is exempted from payment of property tax for the portion of the land and improvements located at 1375 Broad St. Plan 101864280 Lot E, Block 184, occupied by the Regina Plains Historical Museum.
- 8 Mackenzie Art Gallery Incorporated is exempted from payment of property tax payable by an occupant of a portion of the land and improvements located at 3475 Albert Street; part of the Plan 101991865, Block C Ext. 31, and Block D Ext. 43, known as the T.C. Douglas Building.

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

City Solicitor

- 9 Saskatchewan Science Centre Inc. is exempted from property tax payable by an occupant of the land and improvements located at 2901 Powerhouse Drive; Block A, Plan 101919416.
- 10 The Board of Education of the Regina School Division No. 4 of Saskatchewan is exempted from payment of property tax payable by an occupant of the lands located at:
  - (a) 142 Massey Road; Lot N 330', Block B, Plan AY 4087; and
  - (b) 1915 Retallack Street; Lot A, Block 339, Plan 101887623.
- 11 The Regina Trades and Skills Inc. is exempted from property tax payable by an occupant of the land and improvements located at 1275 Albert Street, Lot 22, Block 145, Plan 94R44318.
- 12 Caledonian Curling Co-Operative Limited is exempted from payment of property tax payable by an occupant of the land and improvements located at 2225 Sandra Schmirler Way; Block A, Plan 78R35572, Extension 7.
- 13 Theatre Regina Inc. (Regina Performing Arts Centre) is exempted from payment of property tax for the land and improvements located at 1077 Angus Street; Lots 1-10, Block 86, Plan OLD 33 and Block C, Plan GA1016.
- 14 Gran Holdings Inc. is exempted from payment of property tax for the portion of the land and improvements located at 2338 Dewdney Avenue; Lot A, Block 205, Plan 101399025, occupied by the Regina Boxing Club Inc.
- 15 Regina & District Food Bank Inc. is exempted from payment of property tax for the portion of the land and improvements used by the Regina & District Food Bank Inc. and non-profit agencies located at 445 Winnipeg Street; Block X, Plan 79R42384.
- 16 The Canadian Red Cross Society is exempted from the payment of property tax for the portion of the land and improvements owned and operated by the Canadian Red Cross Society located at 2050 Cornwall Street; Lot 45, Block 368, Plan 98RA28309.
- 17 The portion of property owned and occupied by the Regina Airport Authority Inc. and located at 5201 Regina Avenue; Block A, Plan 68R15859, and described in tax account 10065031 and as shown in the map attached as Schedule "B" is exempted from payment of property taxes in accordance with the following formula:

$$EX = PT - (0.65 \times PC)$$

Where:

EX is the amount of the tax exemption the Regina Airport Authority Inc. shall receive; and

PT is the total amount of property taxes that would be imposed against the Regina Airport Authority Inc.'s Property described above for the 2014 tax year prior to the exemption; and

PC is the total passenger count reported by the Regina Airport Authority Inc. for the 12 month period that commenced three years prior to the 2014 tax year.

- 18 The Regina Public Library is exempted from payment of property tax payable by an occupant of the land and improvements located at 331 Albert Street; Lot 2, Block 17, Plan 68R23751 and Lot 1, Block 17, Plan 68R23751.
- 19 The Regina Public Library is exempted from payment of property tax payable by an occupant of the land and improvements located at 2715 Gordon Road; Block M, Plan 66R13992; Block Q, Plan 78R20752 and Block N, Plan 101145710.
- 20 The Mounted Police Heritage Centre is exempted from payment of property tax payable by an occupant of the land and improvements located at 6101 Dewdney Ave; Block A NE/SW/SE/NW 22-17-20-2 and NW 23-17-20-2, Plan 101973494.
- 21 The exemptions in sections 3 to 20 shall:
  - (a) apply only to taxes assessed in 2014 on land or improvements; and
  - (b) not include special taxes, local improvement levies, public utility charges, development fees or other such charges imposed by the City or other taxing authority.
- 22 The City Assessor shall conclusively determine the scope and extent of any exemption.

23 This Bylaw comes into force on January 1, 2014.

READ A FIRST TIME THIS 24<sup>th</sup> DAY OF March 2014.

READ A SECOND TIME THIS 24<sup>th</sup> DAY OF March 2014.

READ A THIRD TIME AND PASSED THIS 24<sup>th</sup> DAY OF March 2014.

\_\_\_\_\_  
Mayor

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

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

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

SCHEDULE “A”

**Occupants of Regina Owned or Controlled Properties  
Exempted from Property Tax Payable by an Occupant**

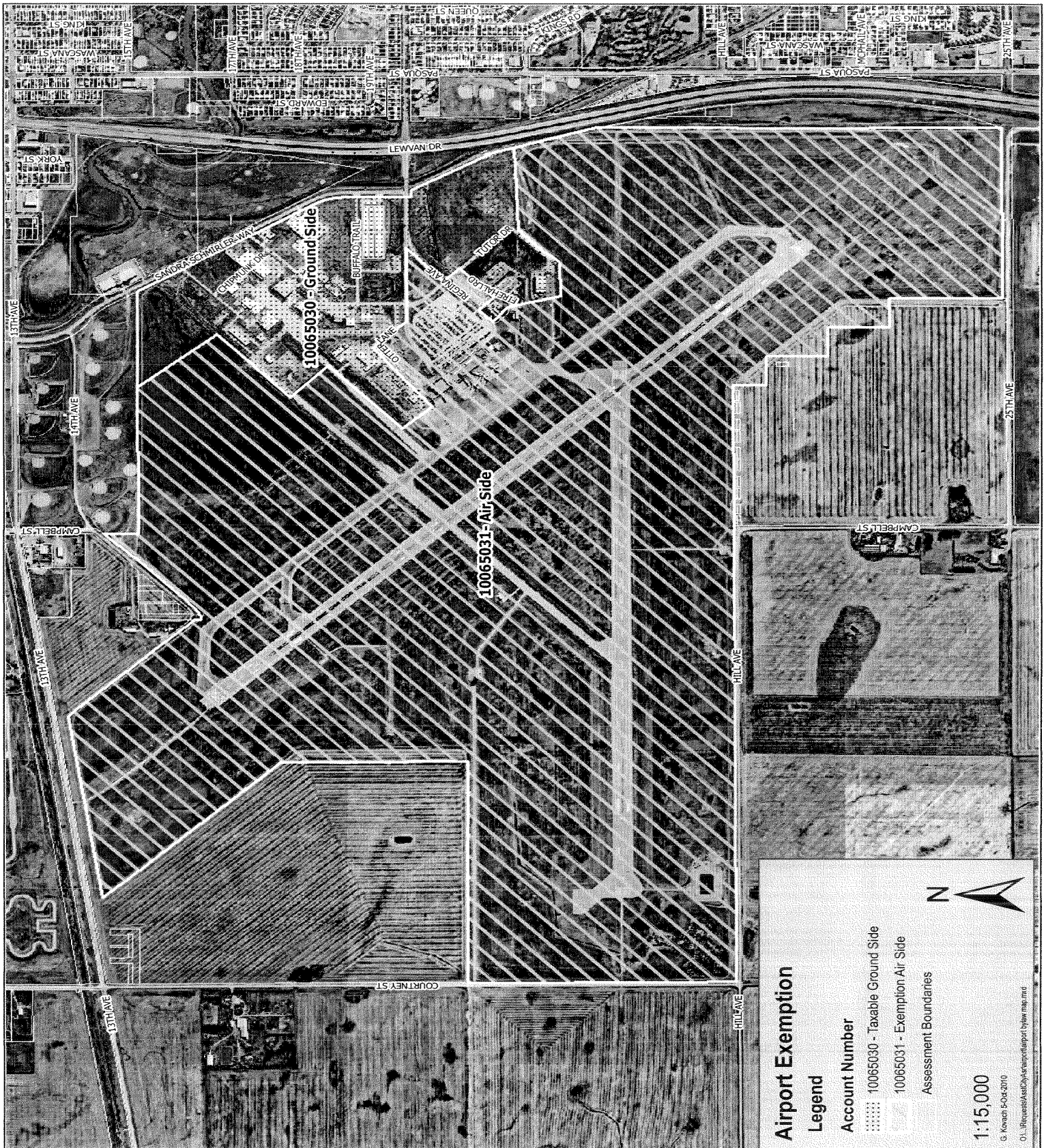
1. Columbus Park Board Inc.: 2940 Pasqua Street; Portion of Blocks L and K, Plan AO5241;
2. Regina Senior Citizens Centre Inc.: 2134 Winnipeg Street; Lot C, Block 417A, Plan 80R39494;
3. Regina Plains Museum Inc.: 1250 Winnipeg Street; Block C, Plan 67R03593;
4. Rotary Senior Citizens Recreational Centre: 2404 Elphinstone Street; Block C, Plan DV4420, and Blocks B and C, Plan K4654;
5. Core Community Group Inc.: 1654 11<sup>th</sup> Avenue; Lot A, Block 289, Plan 90R36844;
6. Cathedral Area Community Association: 2900 13<sup>th</sup> Avenue, Lot 51, Block 375, Plan 98RA28311; 2010 Arthur Street, Lots 1-3, Block 32, Plan I5211; 2005 Forget Street, Lot 19, Block 32, Plan I5211, Lot 22, Block 32, Plan 101197896; 2019 Forget Street, Lot 20, Block 32, Plan 101197896; 2021 Forget Street, Lot 17, Block 32, Plan I5211; 2029 Forget Street, Lot 16, Block 32, Plan I5211; and 2055 Forget Street, Lots 11-15, Block 32, Plan I5211;
7. The Art Gallery of Regina: 2404 Elphinstone Street; Block C, Plan DV 4420, and Blocks B and C, Plan K4654;
8. Saskatchewan Stock Growers Association: 1700 Elphinstone Street; Block H, Plan 14513; Block FF, Plan 84R29489; Block B, Plan 102012613; Block K, Plan DV4404;
9. The Saskatchewan Livestock Association: 1700 Elphinstone Street; Block H, Plan 14513; Block FF, Plan 84R29489; Block B, Plan 102012613; Block K, Plan DV4404;
10. Regina Lawn Bowling Club: 3820 Victoria Avenue; Lot (East of Blk H), Block G, Plan DV4420;
11. Regina Education and Action on Child Hunger Inc.: 1308 Winnipeg Street; Block C, Plan 67R03593;
12. Regina Thunder Football Club Inc.: 750 N Winnipeg Street; Block A, Plan 101838630; and

13. Grow Regina Community Gardens Incorporated: 3500 Queen Street, Block R2, Plan 60R07552.



**Owners of Property Adjacent to City Property  
Exempted from Property Tax Payable by an Occupant**

1. Lakeview Manor Condominium Corporation: 3403 Wascana Street; 12' in width of Lot A, Block 4, Plan 60R07552, adjacent to the west and south property lines of 4025 Hill Avenue; Units #1-21, Plan 94R35782;
2. Selo Estates Condominium Corporation: the portion of the following lane easements adjacent to 1180 McNiven Avenue; Plan 97R09147:
  - (a) 51 Martin Street; Lot 15, Block 19, Plan FZ 2501;
  - (b) 91 Martin Crescent; Lot 42, Block 19, Plan GE 191; and
  - (c) A 110 Patterson Drive; Lot 41, Block 19, Plan GE 191.
3. Regina Exhibition Association Ltd.:
  - (a) 1881 Elphinstone Street; a portion of Lot 1, Block A, Plan 94R41933; and
  - (b) 2905 North Railway Street; a portion of Lot 2, Block A, Plan 94R41933, south of North Railway Street;
4. Regina Travelodge Ltd.: 4175 Albert Street; use of Road Right of Way, boulevard adjacent to 4177 Albert Street; Lot 1, Block F, Plan 74R14627; Lot 2, Block F, Plan GB 1345; and Lot 2A, Block F, Plan 64R02963;
5. The Saskatchewan Roughrider Football Club:
  - (a) 2940 10<sup>th</sup> Avenue; Plan 80R38966, Block T;
  - (b) 1881 Elphinstone Street; a portion of Lot 1, Block A, Plan 94R41933; and
  - (c) 2905 North Railway Street; a portion of Lot 2, Block A, Plan 94R41933, south of North Railway Street;
6. 101063955 Saskatchewan Ltd.: 1834 E Victoria Avenue; the portion of Victoria Avenue North Service Road Boulevard adjacent to 1832 E Victoria Avenue; Block 33, Plan FM 4793; and
7. 626036 Saskatchewan Ltd. (Varsity Condominiums): 3242 Harding Street; portion of buffer strip Lot PB13, Block 22, Plan 86R36770.



ABSTRACT

BYLAW NO. 2014-26

THE PROPERTIES EXEMPT FROM TAXATION BYLAW, 2014

---

PURPOSE:	To exempt certain properties from property taxes in whole or in part for the 2014 financial year.
ABSTRACT:	Provide property tax exemptions to owners and occupants of land based on past practice or policy of the City of Regina.
STATUTORY AUTHORITY:	Subsection 262(3) of <i>The Cities Act</i>
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	N/A
PUBLIC NOTICE:	N/A
REFERENCE:	Finance and Administration Committee, March 4, 2014, FA14-2
AMENDS/REPEALS:	N/A
CLASSIFICATION:	Administrative
INITIATING DIVISION:	Community Planning and Development
INITIATING DEPARTMENT:	Assessment, Tax & Real Estate

BYLAW NO. 2014-29

THE REGINA TRAFFIC AMENDMENT BYLAW, 2014 (No. 2)

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

- 1 Bylaw No. 9900, being *The Regina Traffic Bylaw* is amended in the manner set forth in this Bylaw.
- 2 Schedule "J" - Fees and Charges is amended by repealing the following row:

Mobile Food Vending	\$500/year/unit
---------------------	-----------------

and substituting the following:

Mobile Food Vending	\$1,400/year/unit
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- 3 This Bylaw comes into force on the day of passage.

READ A FIRST TIME THIS 24th DAY OF March 2014.

READ A SECOND TIME THIS 24th DAY OF March 2014.

READ A THIRD TIME AND PASSED THIS 24th DAY OF March 2014.

\_\_\_\_\_  
Mayor

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

(SEAL)

CERTIFIED A TRUE COPY

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

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

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

## ABSTRACT

BYLAW NO. 2014-29

THE REGINA TRAFFIC AMENDMENT BYLAW, 2014 (No. 2)

---

PURPOSE:	To update the fee applicable to issuance of a Temporary Street Use Permit related to Mobile Food Vending.
ABSTRACT:	This Bylaw updates the fee applicable to issuance of a Temporary Street Use Permit related to Mobile Food Vending.
STATUTORY AUTHORITY:	Section 8(3)(c) of <i>The Cities Act</i> .
MINISTER'S APPROVAL:	Not Required.
PUBLIC HEARING:	Not Required.
PUBLIC NOTICE:	Not Required.
REFERENCE:	Public Works Committee, February 13, 2014, PW14-3.
AMENDS/REPEALS:	Amends Bylaw No. 9900.
CLASSIFICATION:	Regulatory
INITIATING DIVISION:	Community Planning and Development
INITIATING DEPARTMENT:	Planning

March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: Regina Rugby Clubhouse Agreement

---

**RECOMMENDATION OF THE COMMUNITY AND PROTECTIVE SERVICES  
COMMITTEE - MARCH 5, 2014**

1. That City Council authorize the Executive Director, Community Planning and Development to negotiate and approve an agreement between the City of Regina and Regina Rugby Union Inc.
2. That City Council authorize the City Solicitor's Office to prepare an agreement containing the terms negotiated by the Administration.
3. That the City Clerk be authorized to execute the agreement on behalf of the City of Regina.

*COMMUNITY AND PROTECTIVE SERVICES COMMITTEE – MARCH 5, 2014*

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

Councillors: John Findura, Jerry Flegel and Mike O'Donnell were present during consideration of this report by the Community and Protective Services Committee.

The Community and Protective Services Committee its meeting held on March 5, 2014, considered the following report from the Administration:

RECOMMENDATION

1. That City Council authorize the Executive Director, Community Planning and Development to negotiate and approve an agreement between the City of Regina and Regina Rugby Union Inc.;
2. That City Council authorize the City Solicitor's Office to prepare an agreement containing the terms negotiated by the Administration; and
3. That the City Clerk be authorized to execute the agreement on behalf of the City of Regina.

CONCLUSION

The Administration has developed a new agreement with the Regina Rugby Union Inc. for the management and operation of the Rugby Union Clubhouse. The agreement will be consistent with the principles and provisions of the previous agreement which, to date, has resulted in the efficient provision of services and amenities to the Regina community and has allowed sport user groups to practice, play and host events in the high-quality facility.

## BACKGROUND

In 1988, the City of Regina entered into an agreement with the Regina Rugby Union Inc. that provided funding toward the construction of the rugby clubhouse as well as leased the clubhouse to the Regina Rugby Union Inc. for \$10 per year for a period of 25 years. The agreement defined the terms of the construction, operation and maintenance of the rugby clubhouse located adjacent to two rugby playing fields, which are owned and maintained by the City of Regina. In consideration of the City's contributions, the Regina Rugby Union Inc. took responsibility for the operation, maintenance, taxes and insurance for the clubhouse. Concession services, washrooms and change room facilities were made available to both the public and sport user groups.

In 2001, an additional two fields were constructed by the City adjacent to the existing fields. The public and sport groups using the new fields were also granted access to the amenities and services in the clubhouse.

In 2013, the fields and facility provided services to a number of local groups, including the Regina Rugby Union, Highlanders Rugby Club, Regina High School Rugby, Regina Ultimate Flying Disc Club, Regina Touch Football League, Regina Thunder Alumni, and Rugby Saskatchewan. Participant numbers for 2013 amounted to over 2,300 participants representing over 140 individual teams.

Rugby participation in Regina has increased in recent years, with additional women's and high school teams participating in local leagues. In 2014, Saskatchewan Rugby will be initiating a Mini Rugby program in Regina for players aged 3 to 12.

In July 2014, the facility will play host to the Prairie Regional Boys and Girls Under 16 and Under 18 Championships and in July 2015 host the Rugby Canada Under 19 Canadian Rugby Championship.

The purpose of this report is to authorize the Administration to enter into a new agreement to March 31, 2024. The terms of the agreement are for less than Fair Market Value and require Council approval.

## DISCUSSION

The Administration has determined that there is no financial or operational advantage to the City assuming the operation and maintenance of the Rugby Clubhouse. By assuming this responsibility, the City will inherit operational, maintenance and capital costs for an aging facility. Consistent with the terms of the previous agreement the new agreement will require that the Regina Rugby Union Inc. assume all costs for the operation, maintenance and capital upgrades to the facility. Further, the Regina Rugby Union Inc. will maintain responsibility for payment of insurance costs and municipal taxes for the facility. The City will continue to provide maintenance to the fields supported by the Rugby Clubhouse and collect all revenues associated with the rental of the fields.

The benefits of continuing the relationship between the City and the Regina Rugby Union Inc. by entering into the new agreement include:

1. The agreement allows operation, maintenance and insurance coverage of the facility to continue at no cost to the City;
2. The public and sport user groups will have access to amenities that are critical to the success of their programs;
3. Consistent access and customer service at the facility are maintained;
4. The facility will continue to support provincial and national calibre events; and
5. The Regina Rugby Union Inc. has a vested interest in the long term viability of the facility to support rugby programming and events. The Regina Rugby Union Inc. has tentative plans to replace the roof of the facility in 2014 and is investigating washroom and change room upgrades in future years.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

The Regina Rugby Union Inc. is responsible for all municipal taxes, insurance, maintenance and utility costs for the building. The City of Regina collects all revenues generated from the four fields supported by the facility. Revenue generated through rental fees in 2013 was \$20,663.30.

### Environmental Implications

There are no environmental implications as a result of this report.

### Strategic Implications

This agreement is being negotiated with the Regina Rugby Union Inc. to ensure that Regina citizens have access to quality modern and efficient recreation facilities that will address the needs within our community. The relationship with the Regina Rugby Union Inc. is consistent with the strategic imperatives of Facilitating and Guiding Growth and Providing Excellent Service.

### Other Implications

There are no other implications as a result of this report.

### Accessibility Issues

There are no accessibility issues as a result of this report.

## COMMUNICATION

The City of Regina and the Regina Rugby Union Inc. have a good working relationship and will continue to communicate throughout the agreement period and beyond.



DELEGATED AUTHORITY

City Council approval is required to enter into this Agreement.

Respectfully submitted,

Community and Protective Services Committee

A handwritten signature in black ink, appearing to read 'Ashley Thompson', followed by a horizontal line.

---

Ashley Thompson, Secretary

March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: Organizational Appointments to Committees 2014

---

**RECOMMENDATION OF THE EXECUTIVE COMMITTEE  
- MARCH 12, 2014**

1. That the nominees of the organizational representatives on the remaining committees outlined in the attached chart be appointed for terms of office effective April 1 to December 31, 2014 unless otherwise noted.
2. That the members appointed continue, upon the expiration of their terms, to hold office until their successors are appointed.

*EXECUTIVE COMMITTEE – MARCH 12, 2014*

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

Mayor Michael Fougere, Councillors: Sharron Bryce, Bryon Burnett, John Findura, Bob Hawkins, Terry Hincks, Wade Murray, Mike O'Donnell and Barbara Young were present during consideration of this report by the Executive Committee.

The Executive Committee, at the **PRIVATE** session of its meeting held on March 12, 2014, considered the following report from the City Clerk:

RECOMMENDATION

1. That the nominees of the organizational representatives on the remaining committees outlined in the attached chart be appointed for terms of office effective April 1 to December 31, 2014 unless otherwise noted.
2. That the members appointed continue, upon the expiration of their terms, to hold office until their successors are appointed.

CONCLUSION

The attached chart summarizes the 2014 vacancies for organizational representatives on committees. The chart includes nominations received from organizations vacancies on committees.

## BACKGROUND

Pursuant to Section 4 of City Council's Procedure Bylaw 9004, the process for filling vacancies on City boards, commissions and committees has been initiated. The purpose of this report is to facilitate the appointment of organization representatives to committees for 2014 and to address any outstanding matters related to the appointments.

## DISCUSSION

The following information is provided on activities that have been carried out in preparation for the consideration of 2014 appointments and on any related matters.

### **Organizational Appointments:**

Letters were sent to all organizations that have representatives whose terms have expired as of December 2013. These organizations were requested to advise by November 30, 2013 of their nominations for the upcoming term. Where responses were received, this information was included in Appendix A.

The organizational nominees should be reviewed. A motion is required to recommend the nominees for the terms specified.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

There are no financial implications associated with the recommendations of this report.

### Environmental Implications

There are no other implications associated with the recommendations of this report.

### Strategic Implications

Serving on a committee of Council is both a privilege and means for the public to communicate with Council on behalf of the community. The time, effort and expertise members dedicate to committees of Council is invaluable and contributes significantly to Council's vision.

### Other Implications

There are no other implications associated with the recommendations of this report.

### Accessibility Implications

There are no other implications associated with the recommendations of this report.

## COMMUNICATIONS

After City Council has finalized the appointments, the Organizations and their appointees will be notified in writing.

All members on committees for 2013 will be invited to the committee reception. This program is arranged annually to provide committee members with the opportunity to meet informally with members of City Council, other committee members, and the Administration. This event is held annually in the spring.

## DELEGATED AUTHORITY

Appointments to Boards, Commissions and Committees requires City Council approval.

Respectfully submitted,

EXECUTIVE COMMITTEE

A handwritten signature in cursive script, appearing to read 'Erna Hall', written in black ink.

---

Erna Hall, A/Secretary

## Appendix "A"

2014 APPOINTMENTS TO BOARDS, COMMISSIONS AND COMMITTEES					March 12, 2014
BOARD, COMMISSION OR COMMITTEE	CITIZEN APPOINTMENTS	TERM	ORGANIZATION NOMINEES	TERM	
Community Leaders' Advisory Committee	N/A		1. Judith Veresuk .....(Regina Downtown BID) 2. Bill Coulthard.....(Regina & District Chamber of Commerce)	Dec 2014	
Crime Prevention Advisory Committee	N/A		Brian Lach.....(Separate School Board)	Dec 2014	
Municipal Heritage Advisory Committee	N/A		1. David McLennan .....(Heritage Regina) 2. Tyler Willox.....(Regina & District Chamber of Commerce) 3. Rhonda Lamb.....(RCMP Heritage Centre)	Dec. 2014	
School Board/City Council Liaison Committee	N/A		1. Rob Currie .....(Separate School Board – Admin) 2. Curt Van Parys .....(Separate School Board - Admin) 3. Rob Bresciani .....(Separate School Board) 4. Vicky Bonnell.....(Separate School Board)	Dec. 2014 Dec. 2014 Dec. 2014 Dec. 2014	

March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: Application for Discretionary Use (13-DU-32) Proposed Vocational School,  
2110 E. Redbear Avenue

---

**RECOMMENDATION OF REGINA PLANNING COMMISSION – MARCH 12, 2014**

That the discretionary use application for a proposed Vocational School located at 2110 E. Redbear Avenue, being Lot 7 in Block 47, Plan No 102110533 Ext. 3, Ross Industrial subdivision be APPROVED, and that a Development Permit be issued subject to the following conditions:

- a) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.4 inclusive, prepared by BBK Structural Engineers, dated December 2013; and
- b) The development shall comply with all applicable standards and regulations in Regina Zoning Bylaw No. 9250.

*REGINA PLANNING COMMISSION – MARCH 12, 2014*

The following addressed the Commission:

- Ada Chan Russell, City Planner, made a PowerPoint presentation, a copy of which is in the City Clerk's Office; and
- Chris Pass, representing Armour Safety.

The Commission adopted a resolution to concur in the recommendation contained in the report. Recommendation #2 does not require City Council approval.

Councillors: Mike O'Donnell and Barbara Young; Commissioners: Phil Evans, Dallard LeGault, Ron Okumura, Daryl Posehn, Laureen Snook and Phil Selenski were present during consideration of this report by the Regina Planning Commission.

The Regina Planning Commission, at its meeting held on March 12, 2014, considered the following report from the Administration:

**RECOMMENDATION**

1. That the discretionary use application for a proposed Vocational School located at 2110 E. Redbear Avenue, being Lot 7 in Block 47, Plan No 102110533 Ext. 3, Ross Industrial subdivision be APPROVED, and that a Development Permit be issued subject to the following conditions:
  - a) The development shall be consistent with the plans attached to this report as Appendix

A-3.1 to A-3.4 inclusive, prepared by BBK Structural Engineers, dated December 2013; and

- b) The development shall comply with all applicable standards and regulations in *Regina Zoning Bylaw No. 9250*.

2. That this report be forwarded to the March 24, 2014 meeting of City Council.

## CONCLUSION

The proposal to develop a vocational school on the subject property complies with the development standards and regulations contained in *Regina Zoning Bylaw No. 9250* and is consistent with the policies contained in *Regina Development Plan Bylaw No. 7877* (Official Community Plan).

## BACKGROUND

This application is being considered pursuant to *Regina Zoning Bylaw No. 9250*, *Regina Development Plan Bylaw No. 7877* (Official Community Plan), and *The Planning and Development Act, 2007*.

Pursuant to subsection 56(3) of the Act, Council may establish conditions for discretionary uses based on; nature of the proposed development (e.g. site, size, shape and arrangement of buildings) and aspects of site design (e.g. landscaping, site access, parking and loading), but not including the colour, texture or type of materials and architectural details.

## DISCUSSION

Land use and zoning details are summarized as follows:

<b>Land Use Details</b>	<b>Existing</b>	<b>Proposed</b>
Zoning	IB	IB
Land Use	Vacant	Vocational School
Number of Dwelling Units	0	0
Building Area	0 m <sup>2</sup>	1152 m <sup>2</sup>

<b>Zoning Analysis</b>	<b>Required</b>	<b>Proposed</b>
Number of Parking Stalls Required	12 stalls - Technical or Commercial Schools - 1 stall / 100 m <sup>2</sup>	85 stalls
Minimum Lot Area (m <sup>2</sup> )	2000 m <sup>2</sup>	4050 m <sup>2</sup>
Minimum Lot Frontage (m)	30 m	45 m
Maximum Building Height (m)	15 m	9.70 m
Maximum Floor Area Ratio	2	0.28
Maximum Coverage (%)	75%	14.2%

The applicant proposes to develop a two-storey building to operate a vocational school on the site that provides first aid and safety training courses for industrial and construction workers. The building accommodates classrooms, offices, workshops, kitchen, storage, and washrooms. The proposal is compliant with the landscaping standards in the Zoning Bylaw with respect to

perimeter screening, interior parking area and minimum landscaping requirements for industrial uses.

Surrounding land uses are intended for a wide range of manufacturing, processing, assembly, distribution, service and repair activities that are permitted or discretionary under the IB zone to the east, west and south. Many of these lots have not been developed yet. The SGI Commercial Auto Claims Centre is located north of the site.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

Capital funding to provide municipal infrastructure that is required for subdivision and development in the concept plan area will be the sole responsibility of the developer. The municipal infrastructure that is built and funded by the developer will become the City's responsibility to operate and maintain through future budgets.

Any infrastructure that is deemed eligible for Servicing Agreement Fee funding will be funded by the City of Regina in accordance with the *Administration of Servicing Agreements Fees and Development Levies* policy. Utility charges are applied to the costs of water, sewer and storm drainage services.

The property will be well served by transit. Regular transit service is provided along Fleet Street, which is located one-half block to the east of the subject property.

### Environmental Implications

The subject property is located within the Moderate Sensitivity Aquifer Protection Overlay Zone. The proposal is required to comply with the applicable performance standards within the *Regina Zoning Bylaw No. 9250*, which include:

- Excavations shall not exceed 4.5 m in depth; and
- All holes created by the removal of piles, foundations, drilling or any other similar activity shall be properly sealed in a manner that minimizes seepage into any underlying aquifers.

### Policy/Strategic Implications

The proposal is consistent with the policies contained within Part A: Policy Plan of *Regina Development Plan, Bylaw No. 7877 (Official Community Plan)* with respect to:

- Providing a range of choice of industrial locations and parcel sizes for firms searching for industrial lands within the City of meet various market needs, including industrial uses that have outdoor operations and create impacts, industrial park uses that have primarily indoor operations, and warehousing and distribution facilities that need large areas of land and excellent trucking and/or rail access.

The proposed development has primarily indoor operations and is in close proximity to industrial uses in the Ross Industrial subdivision that would benefit from the services provided at the vocational school.



### Other Implications

*Design Regina: Official Community Plan*, which was approved by City Council in December 2013, also has policies pertaining to industrial employment areas. The proposal is also consistent with policies contained in Part A of the plan with respect to:

- Ensuring an adequate supply of services industrial land to maintain a diverse range of development opportunities; and
- Permitting supporting services or amenities that complement industrial uses or cater to industrial employers or customers.

### Accessibility Implications

The proposed development provides one parking stall for persons with disabilities which meet the minimum parking stall requirements.

### COMMUNICATIONS

Public notification signage posted on	December 19, 2013
Letter sent to immediate property owners	December 19, 2013
Public Open House Held	Not Applicable
Number of Public Comments Sheets Received	3

A more detailed accounting of the respondents' concerns and the Administration's response to them is provided in Appendix B. Also included are the applicants and Administration's response to those issues, as well as the actual community comments received during the review process.

### DELEGATED AUTHORITY

City Council's approval is required, pursuant to Part V of *The Planning and Development Act, 2007*.

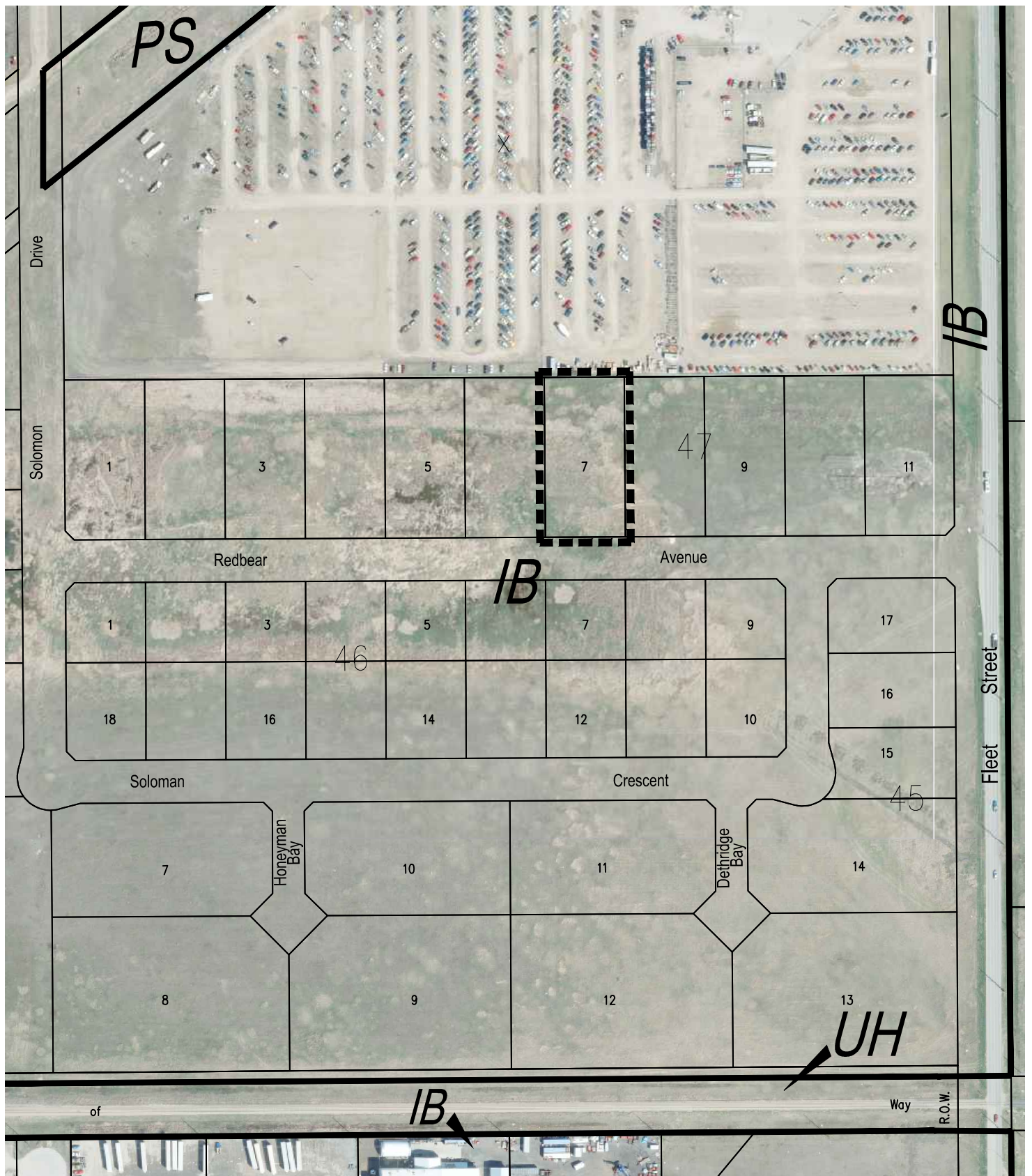
Respectfully submitted,

REGINA PLANNING COMMISSION



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Elaine Gohlke, Secretary



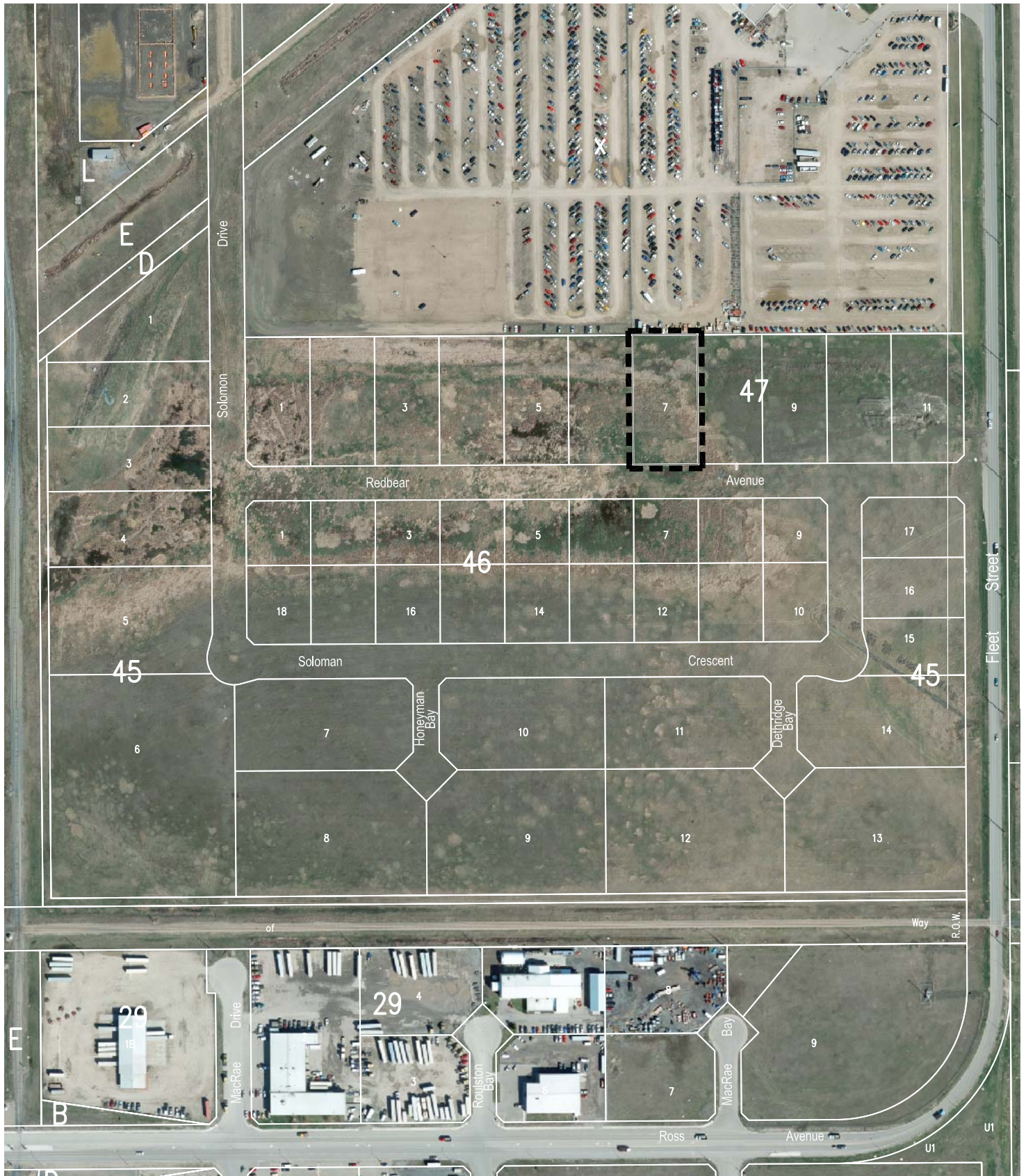
Subject Property



Project 13-DU-32

Civic Address/Subdivision 2110 E Red Bear Avenue





Subject Property

Date of Photography: 2012



Project 13-DU-32

Civic Address/Subdivision 2110 E Red Bear Avenue

# Appendix A-3.1



**STRUCTURAL ENGINEERS**  
BROWNLEE BEATON KREEKE  
SUITE 400 • 4022 PASQUA STREET • REGINA • SK • S4S 0B9  
TEL: (306) 584-6833 • EMAIL: bbk@bbkregina.com

Seal  
**PRELIMINARY**  
NOT FOR CONSTRUCTION

Consultant

Key Plan

Do not scale this drawing.

Dimensions of existing elements are generally nominal and have been taken by Others. The Contractor shall be responsible for verifying all dimensions and elevations which may affect the Work.

Revisions

No	Revision	Date	By
0	ISSUED FOR DISCRETIONARY USE APPLICATION ONLY	DEC12/13	ALB

External Reference List (Xref's)

XREF: File Name Consultant Source

## LEGEND



CG	SGK
Designed by	Checked by
ALB	DEC 2013
Drawn by	Date

Project Title  
**ARMOUR SAFETY  
OFFICE BUILDING**

REGINA, SASK.

Sheet Title  
**CODE REVIEW  
SITE PLAN**

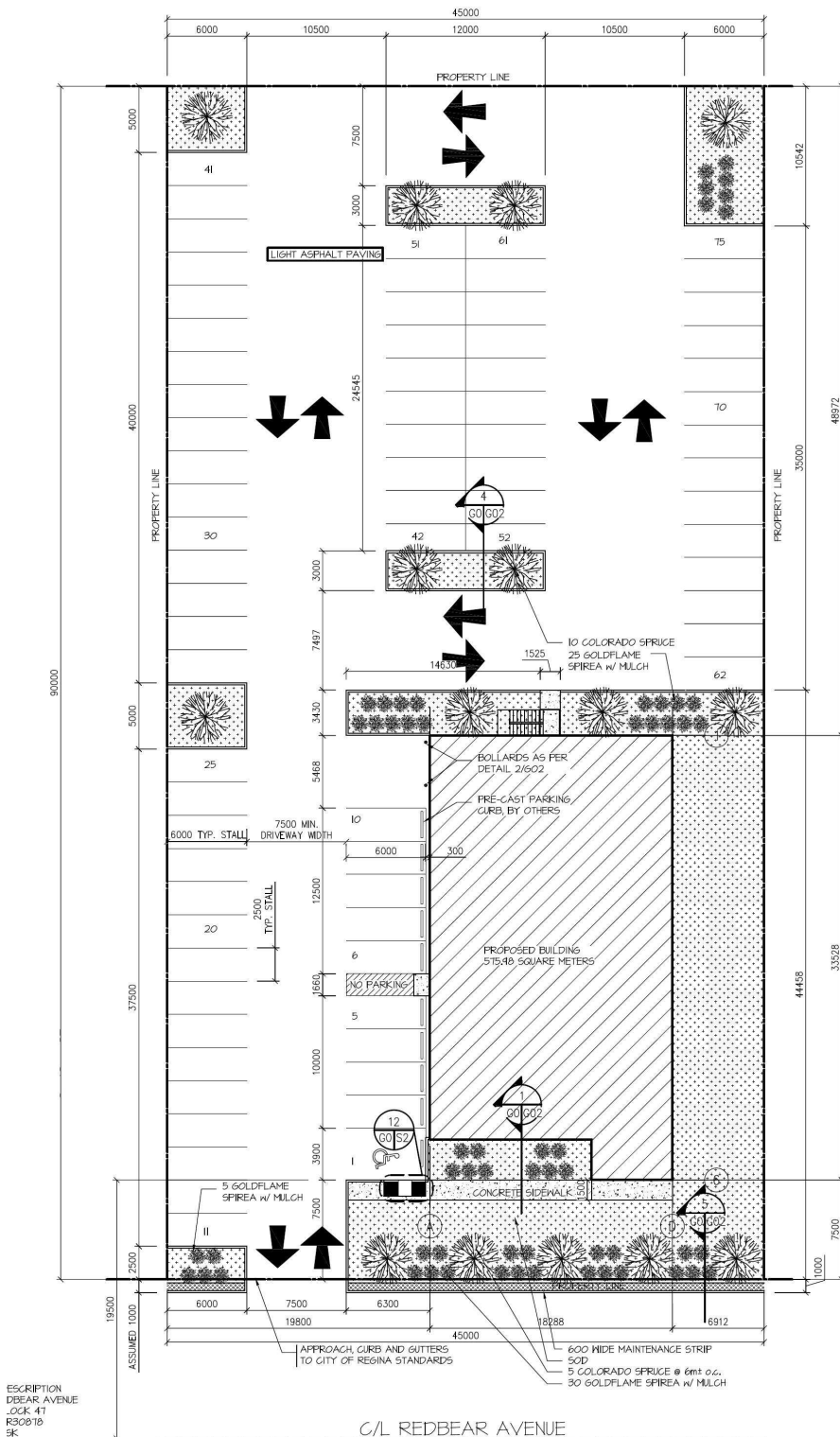
Client Project Number

Consultant Project Number  
65890

Consultant Computer File  
65890-G0

Sheet Number Revision

G0



DESCRIPTION  
DEAR AVENUE  
LOCK 41  
R30818  
SK

**1 SITE PLAN**  
G0/G0  
1:200

## Planning Department

Project **13-DU-32**

Civic Address/Subdivision

**2110 E. Redbear Ave.**



# Appendix A-3.2



Seal

**PRELIMINARY**  
NOT FOR CONSTRUCTION

Consultant

Key Plan

Do not scale this drawing.

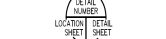
Dimensions of existing elements are generally nominal and have been taken by others. The Contractor shall be responsible for verifying all dimensions and elevations which may affect the work.

Revisions

No.	Revision	Date	By
1			
2			
3			
4			
5			

External Reference List (Ref's)  
XREF File Name Consultant Source

## LEGEND



CG Designed by SKK  
CG Checked by SKK  
CG Drawn by SKK  
CG Date SEPT 2013

Project Title  
**ARMOUR SAFETY  
OFFICE BUILDING**

REGINA, SASK.

Sheet Title  
**PROPOSED MAIN FLOOR  
SECOND FLOOR  
FRONT ELEVATION**

Client Project Number

Consultant Project Number

55890

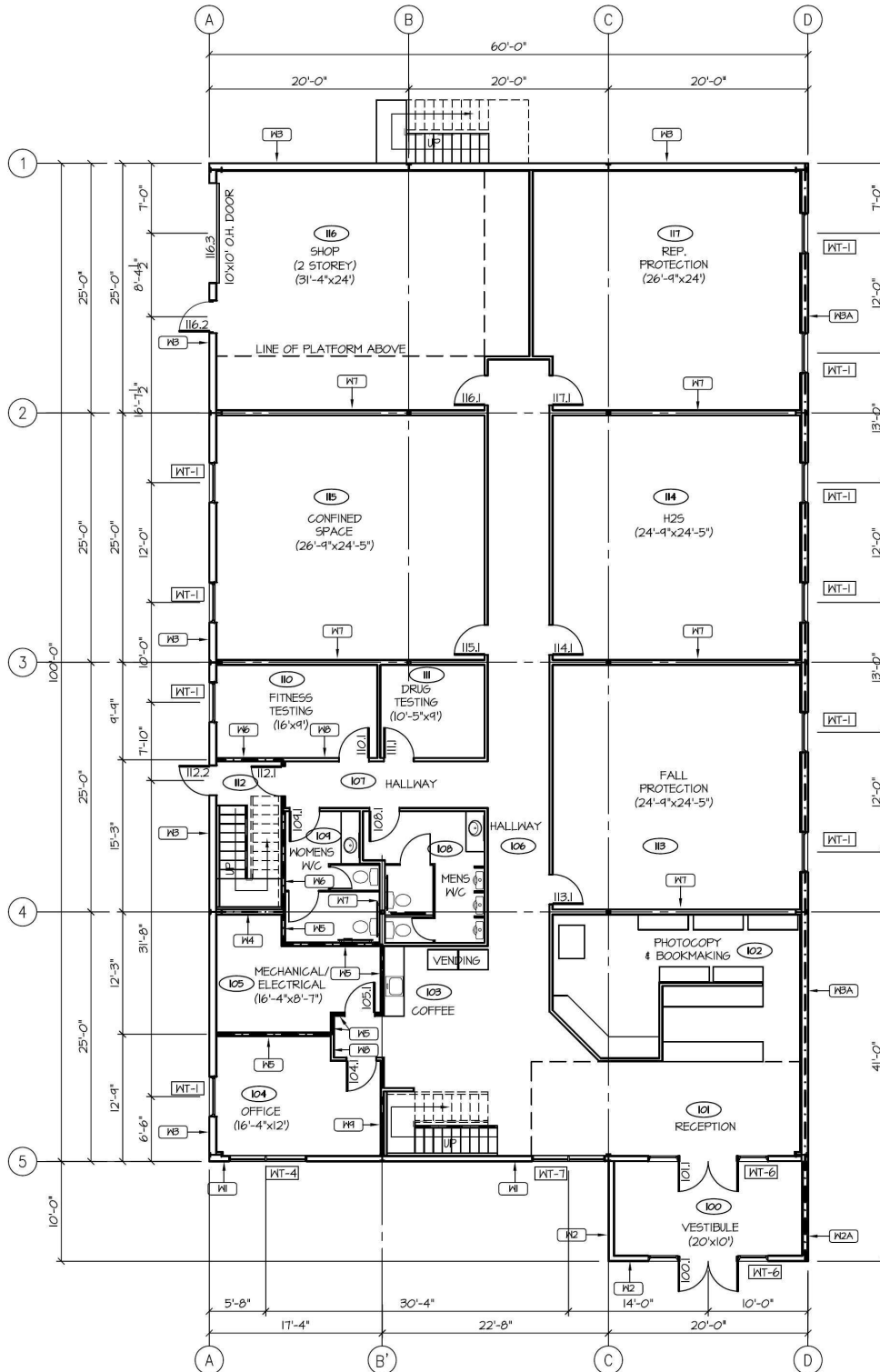
Consultant Computer File

55890-PS1

Sheet Number

PS1

Revision



**1**  
G1/G1 MAIN FLOOR PLAN  
1/8"=1'-0"

## Planning Department

Project **13-DU-32**

Civic Address/Subdivision

**2110 E. Redbear Ave.**

# Appendix A-3.3



**BBK**  
STRUCTURAL ENGINEERS  
BROWNLEE BEATON KREEK  
SURREY • 402.866.4444 • REGINA • SK • 366.7810  
TEL: (306) 596-8855 • EMAIL: info@bbkregina.com

Seal  
**PRELIMINARY**  
NOT FOR CONSTRUCTION

Consultant

Key Plan

Do not scale this drawing.

Dimensions of existing elements are generally nominal and have been taken by others. The Contractor shall be responsible for verifying all dimensions and elevations which may affect the work.

Revisions

No.	Revision	Date	By
1			
2			
3			
4			
5			

External Reference List (ref's)

XREF File Name	Consultant Source

LEGEND

DETAIL NUMBER	LOCATION	DETAIL SHEET

CG	SKK
Designed by	Checked by
CG	SEPT 2013
Drawn by	Date

Project Title  
**ARMOUR SAFETY OFFICE BUILDING**

REGINA, SASK.

Sheet Title  
**PROPOSED MAIN FLOOR SECOND FLOOR FRONT ELEVATION**

Client Project Number

Consultant Project Number

85890

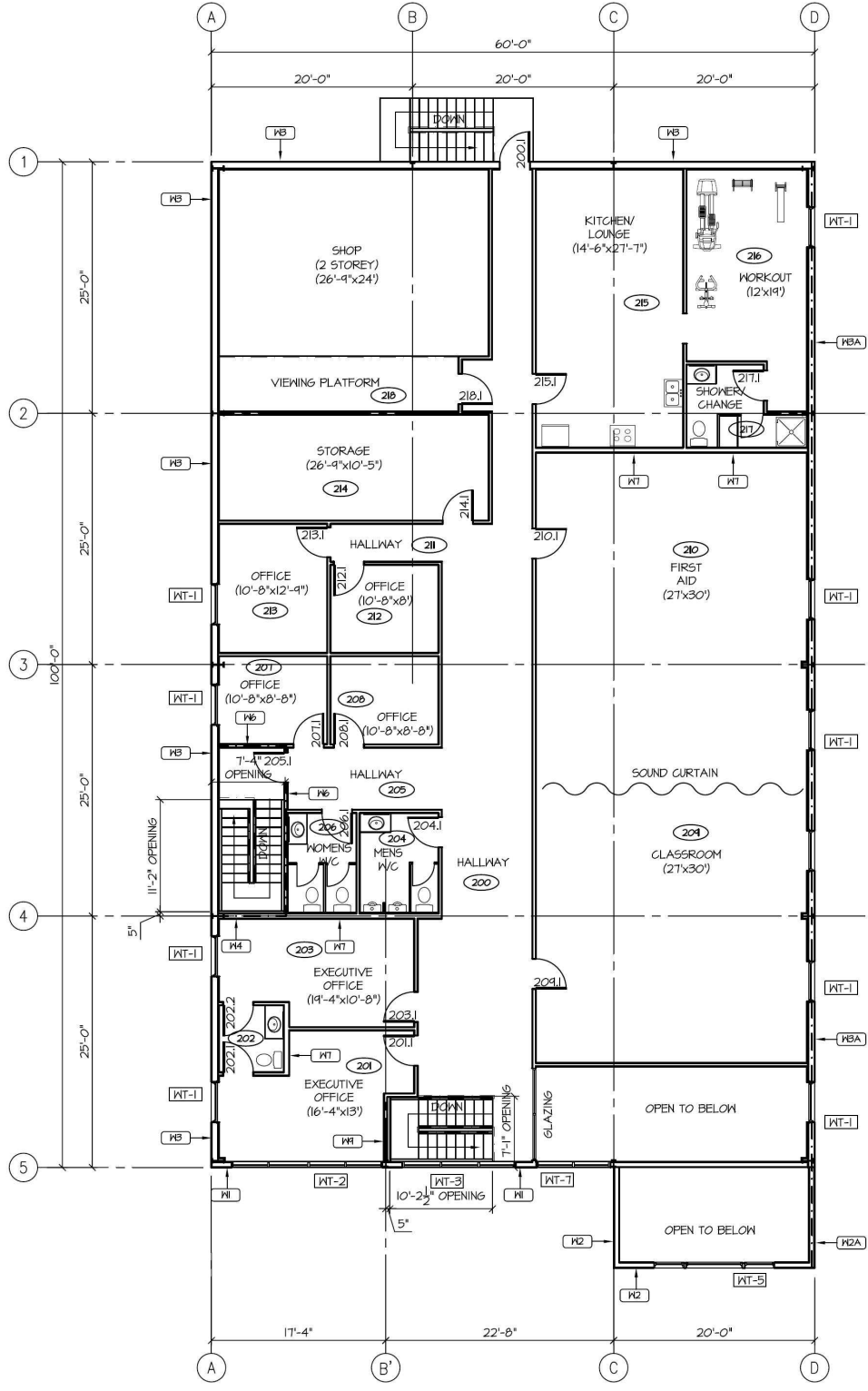
Consultant Computer File

85890-PS1

Sheet Number

PS1

Revision



2  
G1/G1

**SECOND FLOOR PLAN**  
1/8"=1'-0"



Public Consultation Summary

Response	Number of Responses	Issues Identified
<i>Completely opposed</i>		
<i>Accept if many features were different</i>		
<i>Accept if one or two features were different</i>		
<i>I support this proposal</i>	3	Too many cars parking on Redbear Avenue

**1. Issue**

I support this proposal as long as there are not many cars parked on Redbear Avenue.

*Administration's Response:*

The applicant has provided 85 on-site parking stalls, which exceeds the minimum requirements by 73 stalls. Based on the expected average number of students on site (30) and the surplus of parking on site, it is not expected there will be impacts on the on-street parking along Redbear Avenue.



March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: Application for Discretionary Use (13-DU-35) - Proposed House Form Commercial  
2321 Rose Street

---

**RECOMMENDATION OF REGINA PLANNING COMMISSION – MARCH 12, 2014**

That the discretionary use application for a proposed House Form Commercial located at 2321 Rose Street, being Lot 27 in Block 463, Plan No. 101187312, OLD 33 subdivision be APPROVED, and that a Development Permit be issued subject to the following conditions:

- a) The development shall be consistent with the plan attached to this report as Appendix A-3 inclusive, prepared by Zhao Cho Hua and dated February 12, 2014; and
- b) The development shall comply with all applicable standards and regulations in Regina Zoning Bylaw No. 9250.

*REGINA PLANNING COMMISSION – MARCH 12, 2014*

The following addressed the Commission:

- Ada Chan Russell, City Planner, made a PowerPoint presentation, a copy of which is in the City Clerk's Office; and
- Wang Qiang.

The Commission adopted a resolution to concur in the recommendation contained in the report. Recommendation #2 does not require City Council approval.

Councillors: Mike O'Donnell and Barbara Young; Commissioners: Phil Evans, Dallard LeGault, Ron Okumura, Daryl Posehn, Laureen Snook and Phil Selenski were present during consideration of this report by the Regina Planning Commission.

The Regina Planning Commission, at its meeting held on March 12, 2014, considered the following report from the Administration:

RECOMMENDATION

1. That the discretionary use application for a proposed House Form Commercial located at 2321 Rose Street, being Lot 27 in Block 463, Plan No. 101187312, OLD 33 subdivision be APPROVED, and that a Development Permit be issued subject to the following conditions:

- a) The development shall be consistent with the plan attached to this report as Appendix A-3 inclusive, prepared by Zhao Cho Hua and dated February 12, 2014; and
- b) The development shall comply with all applicable standards and regulations in *Regina Zoning Bylaw No. 9250*.

2. That this report be forwarded to the March 24, 2014 meeting of City Council.

## CONCLUSION

The applicant proposes to use an existing two-storey house as a House Form Commercial.

The subject property is currently zoned TARH30 – Transitional Area Residential and is located within the Central Square neighbourhood.

The proposal complies with the development standards and regulations contained in *Regina Zoning Bylaw No. 9250* and is consistent with the policies contained in *Regina Development Plan Bylaw No. 7877* (Official Community Plan).

## BACKGROUND

This application is being considered pursuant to *Regina Zoning Bylaw No. 9250*, *Regina Development Plan Bylaw No. 7877* (Official Community Plan), and *The Planning and Development Act, 2007*.

Pursuant to subsection 56(3) of the Act, Council may establish conditions for discretionary uses based on; nature of the proposed development (e.g. site, size, shape and arrangement of buildings) and aspects of site design (e.g. landscaping, site access, parking and loading), but not including the colour, texture or type of materials and architectural details.

## DISCUSSION

Land use and zoning details are summarized as follows:

Land Use Details		
	Existing	Proposed
Zoning	TARH30 – Transitional Area Residential	TARH30 – Transitional Area Residential
Land Use	Residential	House Form Commercial
Number of Dwelling Units	1	0
Building Area	116.6 m <sup>2</sup>	116.6 m <sup>2</sup>

Zoning Analysis		
	Required	Proposed
Number of Parking Stalls Required	1 stall Detached dwelling: 1/unit	2 stalls
Minimum Lot Area (m <sup>2</sup> )	250 m <sup>2</sup>	286 m <sup>2</sup>
Minimum Lot Frontage (m)	7.5 m	7.5 m
Maximum Building Height (m)	30 m	Approximately 6.5 m
Maximum Floor Area Ratio	0.75	0.41
Maximum Coverage (%)	50%	21%

The applicant proposes to use an existing two-storey detached dwelling as a house form commercial building. The house is currently used as a massage therapy business. The approval of this application will formally allow the applicant to continue operating the business in the building. A parking stall and a garage are located behind the building. However, no additional parking is required for a house form commercial building beyond what is currently provided on site.

Surrounding land uses include various low to high density housing and house form commercial buildings. The subject property faces the parking lot of an apartment building, located further west on Hamilton Street and the parking lot of the Co-operator's office building, located further south on College Street.

The proposed development is consistent with the purpose and intent of the TARH30 – Transitional Area Residential with respect to:

- accommodating smaller scale and lower impact commercial uses in house form structures in the area;
- preserving existing house-form buildings in the area which contribute to the mixed use character of the Centre Square neighbourhood; and
- accommodating commercial services that are complementary and compatible with land uses in the area.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

The subject area currently receives a full range of municipal services, including water, sewer and storm drainage.

The applicant will be responsible for the cost of any additional or changes to existing infrastructure that may be required to directly or indirectly support the development, in accordance with City standards and applicable legal requirements.

### Environmental Implications

None in respect to this report

### Policy/Strategic Implications

The proposal is consistent with the policies contained within Part A: Policy Plan of *Regina Development Plan, Bylaw No. 7877 (Official Community Plan)* with respect to:

- Encouraging the maintenance and revitalization of inner city neighbourhoods.
- Locating shopping and recreational uses in neighbourhoods to maximize the number of residents who live within walking distance.

Development of house form commercial buildings in the Transition area provides opportunity for local employment and services. The personal service business revitalizes the Centre Square neighbourhood by bringing more amenities to the area. Centre Square residents live within walking distance to this house form commercial building that provides personal services.

The proposal is also consistent with the policies contained in Part F Transitional Area Development Plan of the OCP with respect to:

- Considering the location of only low-noise, low traffic-generating commercial uses for house-form buildings within residential districts.
- Requiring self-sufficiency in both commercial and non-commercial establishments necessary to provide local residents with neighbourhood-based goods and services.
- Providing for the retention, maintenance and restoration of buildings in the Transitional Area which, by virtue of their individual architectural merit or contribution to the surrounding streetscape, reinforce the residential building form typified by the original buildings of the Area.

#### Other Implications

The proposal is also aligned with policies in *Design Regina* in regards to the following:

- Requiring that ( . . . ) built or approved neighbourhoods are planned and developed to include opportunities for daily lifestyle needs, such as services, convenience shopping, and recreation.
- Encouraging local commercial within residential areas.

#### Accessibility Implications

The business is located within an existing detached house that is not a barrier-free building. The house form commercial is not required to provide wheelchair accessible parking and as such, the proposed development does not provide parking stalls for persons with disabilities.

#### COMMUNICATIONS

Public notification signage posted on:	January 10, 2014
Letter sent to immediate property owners	January 8, 2014
Public Open House Held	Not Applicable
Number of Public Comments Sheets Received	2

A more detailed accounting of the respondents' concerns and the Administration's response to them is provided in Appendix B. Also included are the applicant's and Administration's response to those issues, as well as the actual community comments received during the review process.

#### DELEGATED AUTHORITY

City Council's approval is required, pursuant to Part V of *The Planning and Development Act, 2007*.

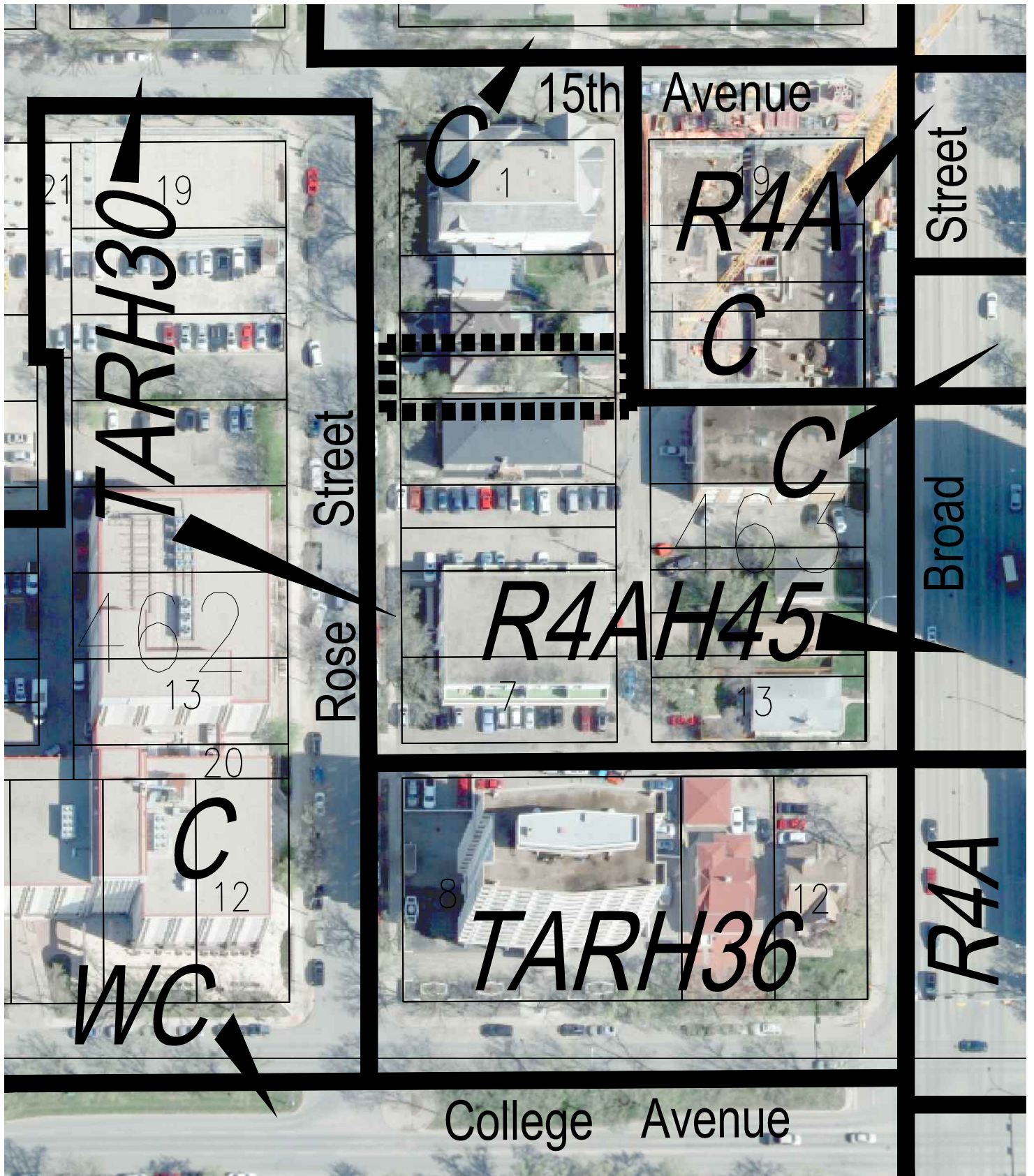
Respectfully submitted,

REGINA PLANNING COMMISSION



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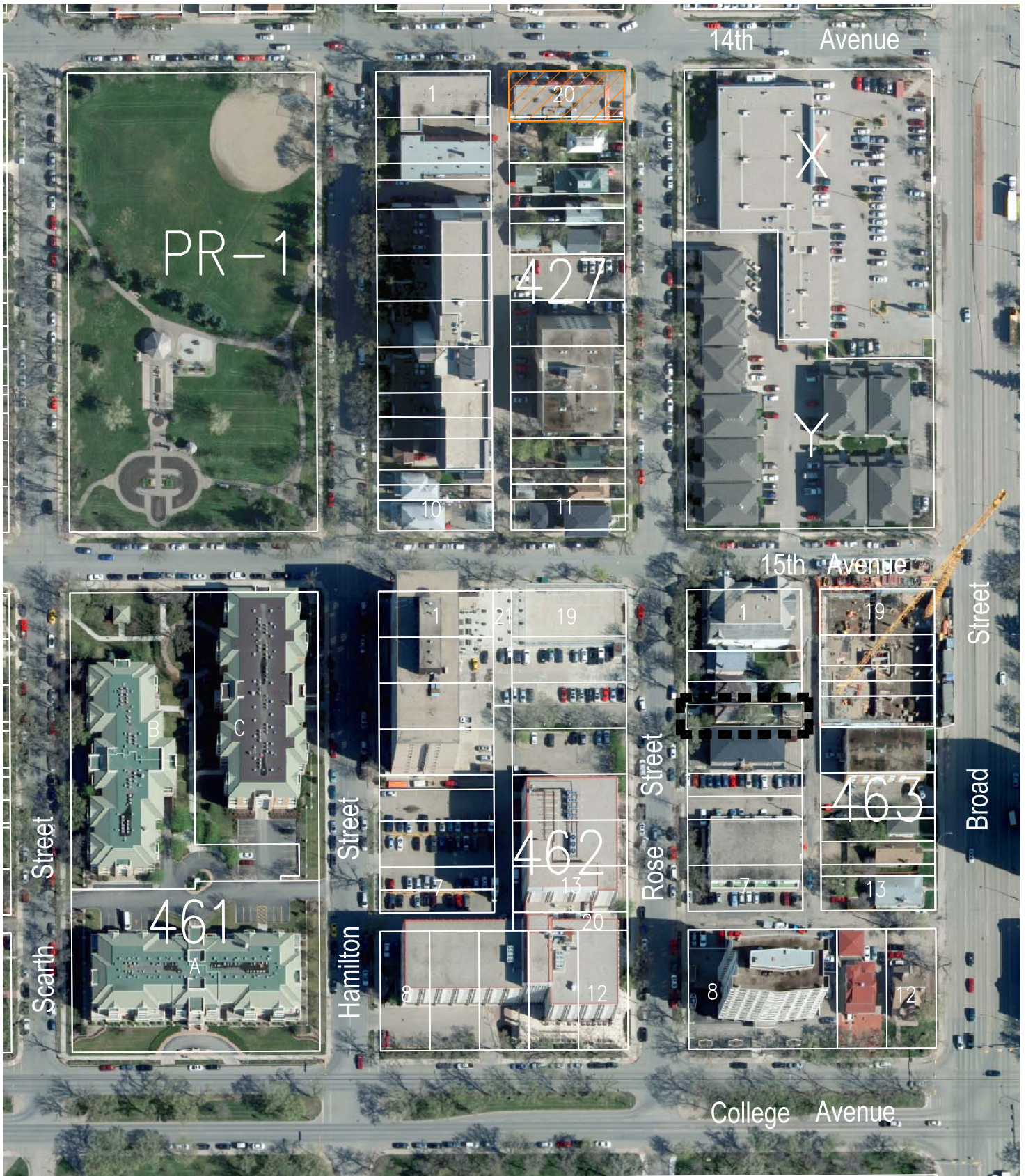
Elaine Gohlke, Secretary



Subject Property







Subject Property

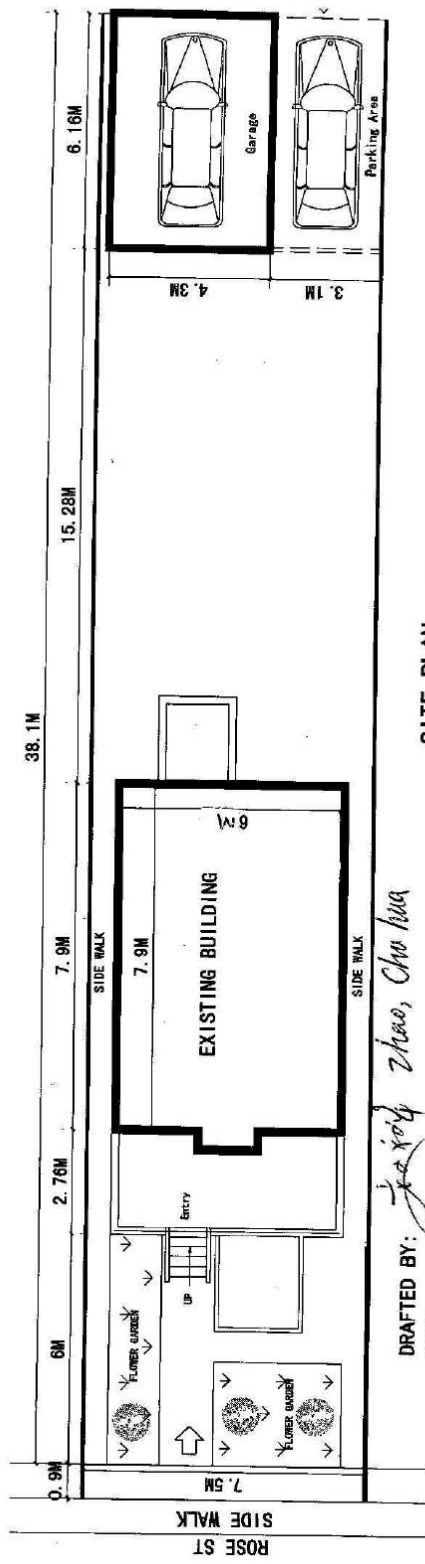
Date of Photography: 2012



Project 13-DU-35

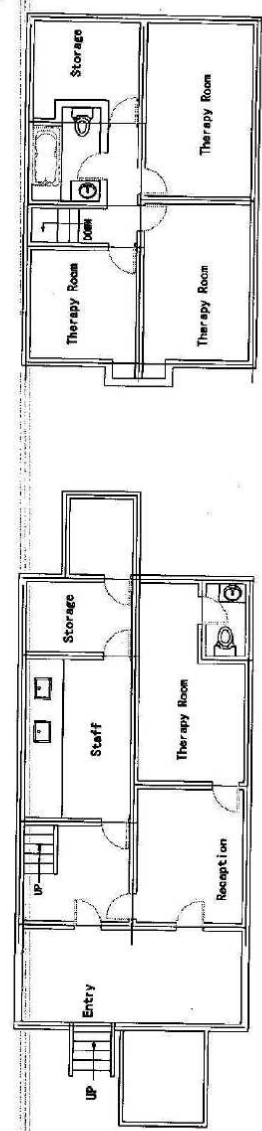
Civic Address/Subdivision

2321 Rose Street

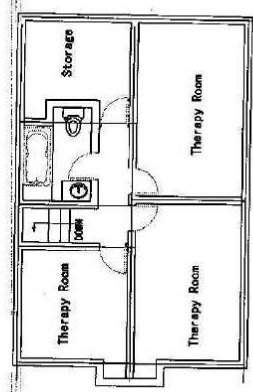


**SITE PLAN**  
LOT AREA 238M<sup>2</sup>

DRAFTED BY: *Li xia Zhao, Chuhua*  
DATE: 2014.2.12



**MAIN FLOOR PLAN**  
AREA 60M<sup>2</sup>



**SECOND FLOOR PLAN**  
AREA 56.0M<sup>2</sup>

**Planning Department**

Project \_\_\_\_\_ Civic Address/Subdivision \_\_\_\_\_



## Public Consultation Summary

Response	No. of Responses	Issues Identified
<i>Completely opposed</i>		
<i>Accept if many features were different</i>		
<i>Accept if one or two features were different</i>	1	We request the city clarify in writing the restriction of any additional parking spots. We request that the City inspect the house and garage to issue a bylaw enforcement work order.
<i>I support this proposal</i>		
<i>None of the above/other</i>	1	Will the current business be operating in the house form commercial building? What will the hours of operation be?

1. **Issue**

We are opposed to the introduction of additional parking. We request the city clarify in writing the restriction of any additional parking spots.

*Administration's Response:*

Although the *Zoning Bylaw No. 9250* includes minimum parking requirements, they do not include maximum restrictions on parking stalls. As such, we cannot restriction the addition of on-site parking stalls. House form commercial uses do not require additional parking and no additional parking is being proposed for this application.

2. **Issue**

The proposal has no indication of exterior improvements and building has not been well-maintained. We request that the City inspect the house and garage to issue a work order for the property.

*Administration's Response:*

The owner has indicated that he will be making repairs and conducting maintenance work on the property this summer.

3. **Issue**

Will the current business be operating in the house form commercial building?

*Administration's Response:*

Yes, the current business will be operating in the house form commercial building.

4. **Issue**

What will the hours of operation be?

*Administration's Response:*

The business accepts appointments only. Main business hours range from 9 am – 9 pm Monday to Friday with some appointments on weekends.



March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: New Building Canada Fund (NBCF)

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### RECOMMENDATION

That this report be received and filed.

### CONCLUSION

The new Building Canada Fund (NBCF) is expected to be implemented in time for the 2014 construction year. This report concludes the details known to date; however, many more details and questions remain to be concluded in the immediate term to ensure applications can be processed and projects can be approved for construction to commence this spring.

### BACKGROUND

On February 13, 2014 the Government of Canada announced the 2014 Budget, which included the framework for the \$47 million, ten year (2014 – 2024) new Building Canada Plan. The NBCP replaces the Building Canada Fund (BCF), a \$33 billion, seven-year plan, which began in 2007 and expires March 31, 2014.

Although not all of the details for funding have been released, Administration is acting proactively by preparing a list of projects, their description, priority, funding required, regional benefits, etc. which will ensure the City is well positioned to apply for project funding as soon as the federal government announces the date of the first intake for project applications.

In Budget 2011, the Government of Canada announced its intent to consult stakeholders in the design and requirements of a long-term, stable, predictable infrastructure plan that recognized the importance of cities and communities to the economy, both locally and nationally. Consultations since that announcement have not been extensive, however, municipalities are pleased that the Government of Canada has recently announced the framework for the new Building Canada Plan. Expectations are that more plan details will be announced in the near future and that the funding will begin to flow to municipalities this spring to ensure project construction can commence in the 2014 building season.

The federal government has reported that for Saskatchewan, the new Building Canada Plan will provide \$437 million, as well as a further estimated \$613 million under the federal Gas Tax Fund over the next ten years.

## DISCUSSION

Now that the framework for the NBCP has been announced, the federal government will work with provinces, territories and FCM to seek input on outstanding parameters to inform development of its terms and conditions. Unlike the 2007 BCF, framework agreements with provinces and territories will not be required, which should expedite the implementation of the new Plan.

The chart below summarizes the components of the current Building Canada Fund (expiring March 31, 2014) and the new Building Canada Plan:

<b>Current Building Canada Fund (BCF)</b>	<b>New Building Canada Plan (NBCP)</b>
Seven year plan; no review period	Ten year plan; five year review
\$2 billion per year – Gas Tax Fund, permanent	\$2 billion per year plus a 2% index beginning in 2014-15, Gas Tax Fund, permanent
\$900 million – 100% Municipal GST Rebate, permanent	\$900 million – 100% Municipal GST Rebate, permanent
\$8.8 billion over seven years – Building Canada Fund, expires March 31, 2014	\$14 billion over ten years – new Building Canada Fund (2014 – 2024)
\$1.25 billion over five years – P3 Canada Fund	\$1.25 billion over five years – P3 Canada Fund

Eligible projects under the New Building Canada Fund (National Infrastructure Component and Provincial-Territorial Infrastructure Component) will be for the construction, renewal, rehabilitation or material enhancement of infrastructure for public use or benefit. Below is a chart that summarized the categories:

<b>National Infrastructure Component (\$4 billion over 10 years)</b>	<b>Provincial-Territorial Infrastructure Component (\$9 billion over 10 years)</b>
Highways and Major Roads	Highways and Major Roads
Public Transit	Public Transit
Rail Infrastructure	Disaster Mitigation Infrastructure
Local and Regional Airports	Connectivity and broadband
Port Infrastructure	Innovation (infrastructure at post-secondary institutions that supports advanced research and teaching)
Intelligent Transportation Systems	Wastewater
Disaster Mitigation Infrastructure	Green Energy
	Drinking Water
	Solid Waste Management
	Brownfield Redevelopment
	Local and Regional Airports
	Short-line Rail
	Short-sea Shipping
	Northern Infrastructure (territories only)

All investment categories that were eligible under Building Canada 2007 are now eligible under the Gas Tax Fund, including public transit, local roads and bridges, wastewater, water, solid waste and community energy infrastructure, highways, local and regional airports, short-line rail, short-sea shipping, disaster mitigation, broadband and connectivity, brownfield redevelopment, culture, tourism, sport and recreation and capacity building.

### **Gas Tax Fund (GTF):**

In Budget 2013, the Government of Canada announced that, beginning in 2014, the federal Gas Tax Fund would be indexed at 2% per year permanently. Municipalities were pleased with this announcement as the indexation protects the purchasing power of the fund over the long-term, enabling it to keep pace with economic and population growth over time. The City of Regina expects to receive \$11.1 million in GTF for 2014.

### **Municipal Goods and Services Tax (GST) Rebate:**

The NBCP includes the ongoing 100% municipal GST rebate as part of the Plan's total amount of \$900 million. While not considered a new investment, this is the first time this ongoing commitment has been profiled as an investment in municipal infrastructure. The City of Regina expects to receive \$7.2 million in GST rebate funding for 2014.

### **New Building Canada Fund (NBCF):**

The Fund includes three primary components, as outlined below:

National Infrastructure Component	\$4 billion / 10 yrs
Provincial / Territorial Infrastructure Component	\$9 billion / 10 yrs
Small Communities Fund (under 100,000)	\$1 billion / 10 yrs

#### National Infrastructure Component:

The \$4 billion National Infrastructure Component will support infrastructure projects of "national significance" that contribute to Canada's long-term economic growth and prosperity. Project funding will be determined on its merits (competition based) by the Government of Canada alone, and must meet criteria aimed at promoting program objectives, as well as projects that contribute to Canada's long-term economic growth and prosperity. In addition, project assessment criteria will also include a minimum soft threshold for project size of \$100 million in total eligible costs. Projects below this threshold that demonstrate national significance could still be considered.

Given the details known to date, significant municipal projects will be eligible for the construction, renewal, rehabilitation or material enhancement of infrastructure for public use or benefit in the following areas:

Highways and Major Roads	Marine Port Infrastructure
Public Transit	Intelligent Transportation Systems
Rail Infrastructure	Disaster Mitigation Infrastructure
Local and regional airports	

Eligible recipients include:

- A province or territory or a municipal or regional government;
- A band council;
- A public sector body that is established by or under provincial or territorial statute or by regulation, or is wholly-owned by a province, territory, municipal or regional government;
- A private sector body, including for-profit organizations and not-for-profit organizations, In the case of for-profit organizations, they will need to be in partnership with one or more of the entities referred to above; and
- A Canada Port Authority, International Bridge and Tunnel Authority or United States federal and state-level transportation authority.

Federal funding will be capped at one-third of total eligible project costs for traditionally-procured projects, with the exception of traditionally procured projects that involve provincially-owned highways and major roads as well as public transit, which will be cost-shared at up to 50 per cent. As municipalities own a substantial amount of the infrastructure listed above as eligible, it will be important to ensure that the criteria are communicated well in advance of the application start date.

#### Provincial / Territorial (P/T) Infrastructure Component:

The P/T component will form the core funding for municipal infrastructure projects, with \$9 billion in funding over ten years to support infrastructure projects of national, regional and local significance that contribute to objectives related to economic growth, a clean environment and stronger communities.

Each province and territory will receive a base amount of \$250 million plus a per capita allocation. The per capita amount is based on the Statistics Canada Final 2011 Census, as at October 24, 2012. For Saskatchewan, with \$250 million for base funding, plus an additional \$186,658,080 in per capita funding, this represents a total of \$436,658,080 over the ten year period.

The majority of the funding will be provided for medium and large scale infrastructure projects, which will:

- allow people and goods to move freely and efficiently;
- increase the potential for innovation and economic development;
- help improve the environment; and
- support safer communities.

Significant changes have been made to the eligible categories, with the removal of local roads, sport and recreation infrastructure, culture and tourism. These categories have been moved to the Gas Tax Fund. Now included in the P/T category is innovation, which adds post-secondary institutions to the parties eligible for funding.

Eligible projects will be for the construction, renewal, rehabilitation or material enhancement of infrastructure for public use or benefit and must fall under one of the following categories:

Highways and major roads  
Public transit  
Drinking water  
Wastewater  
Solid waste management  
Green energy  
Innovation

Connectivity and broadband  
Brownfield redevelopment  
Disaster mitigation infrastructure  
Local and regional airports  
Short-line rail  
Short-sea shipping  
Northern infrastructure

Ultimate Eligible Recipients:

- A province or territory or a municipal or regional government;
- A band council;
- A public sector body that is established by or under provincial or territorial statute or by regulation, or is wholly-owned by a province, territory, municipal or regional government;
- An institution that is directly or indirectly authorized, under the terms of provincial, territorial or federal statute, to deliver post-secondary courses or programs that lead to recognized and transferable post-secondary credentials, or a public or not-for-profit Aboriginal controlled post-secondary institution; and
- A private sector body, including for-profit organizations and not-for-profit organizations, In the case of for-profit organizations, they will need to be in partnership with one or more of the entities referred to above.

Communities are seeking a commitment from the Government of Canada that a majority share of the NBCF should be dedicated to municipal infrastructure. However, it was communicated that the provinces, territories and municipalities will have unprecedented access to the federal infrastructure programs, which offers little assurance in terms of meeting the needs of municipalities.

In addition, under the new fund, the federal government will cover a maximum of 33 % of total project costs, ending the flexibility, or use of stacking, by municipalities who, under prior infrastructure funding, were able to use GTF funding as part of the municipal contribution. This represents a significant change that limits the source of funding available to local councils. It is our understanding, however, that for public transit projects, the maximum federal contribution will be higher, at 50%.

The NBCF now includes universities and colleges as also competing for federal infrastructure investments. The category of innovation could be a specific category of interest for this group. It is yet unclear how projects in this category will be evaluated and, more importantly, how they will be evaluated alongside provincial / territorial and municipal projects.

Funding for the National and Regional projects sub-component will operate much like the Major Infrastructure Component (MIC) of the current Building Canada Fund. As such, project priorities will be identified jointly with each province and territory.

### Small Communities Fund Component:

This \$1 billion component will provide targeted funding for communities with populations under 100,000. As such, the City of Regina is not eligible for projects under this component.

### P3 Canada Fund:

This \$1.25 billion Fund, administered by PPP Canada, will continue its work to encourage and support the use of P3s within projects supported by the Government of Canada. Although this funding envelope is not newly announced, a significant addition to this process is that the decision of PPP will be considered final and binding. This change concerns municipalities as local governments are and should remain the experts on their infrastructure needs.

In addition, a P3 screening process for projects over \$100 million could add six to eighteen months to complete the application process.

The P3 screening consists of:

- A suitability assessment, which requires that a qualitative questionnaire be filled out to help determine whether or not the project is suitable for P3 procurement; and
- If deemed suitable, procurement options analysis to examine whether a project would generate better value for money than the traditional procurement option. During this process, PPP Canada would work with the proponent, as needed, to assist with the analysis which would consider qualitative factors and entail quantitative financial analysis. It may also provide funding through the P3 Canada Fund to help cover the cost of the analysis.

Once complete, PPP Canada will review the results of the procurement options analysis to determine whether the analysis was rigorous and done in an acceptable manner according to generally accepted practices for this type of procurement; whether the project could be successfully delivered as a P3; and whether the P3 arrangement, as set out in the analysis, would generate better value for money than the traditional procurement option.

A streamlined review process will take place for those jurisdictions that have extensive experience in the use of P3s and their own robust P3 screens in place.

If it is determined that a project is: (a) suitable for P3 procurement; and (b) could be successfully delivered as a P3; and (c) that the P3 arrangement as set out in the procurement options analysis would generate better value for money than the traditional procurement option, then the funding from the National Infrastructure Component, if approved, would be contingent upon the project being procured as a P3.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

Under the new fund, the federal government will cover a maximum of 33 % of total project costs, ending the flexibility, or use of stacking, by municipalities who, under prior infrastructure funding, were able to use Gas Tax funding as part of the municipal contribution.

This represents a significant change that limits the source of funding available to local councils. It is our understanding, however, that for public transit projects, the maximum federal contribution will be higher, at 50%.

#### Environmental Implications

None with respect to this report.

#### Policy and/or Strategic Implications

The 2014 federal Budget included an announcement on the framework for the new Building Canada Plan, although some details are unknown and are of concern to municipalities. With the City of Regina's infrastructure deficit at approximately \$2 billion and limited means of collecting revenue, federal government funding is of significant importance. Due to the above pressures, it is important to be proactive and well positioned to have a list of potential projects that may be eligible for cost-shared funding.

#### Other Implications

None with respect to this report.

#### Accessibility Implications

None with respect to this report.

#### COMMUNICATIONS:

None with respect to this report.

#### DELEGATED AUTHORITY

The topic of the report is within the delegated authority of Council as it is for informational purposes only.

Respectfully submitted,



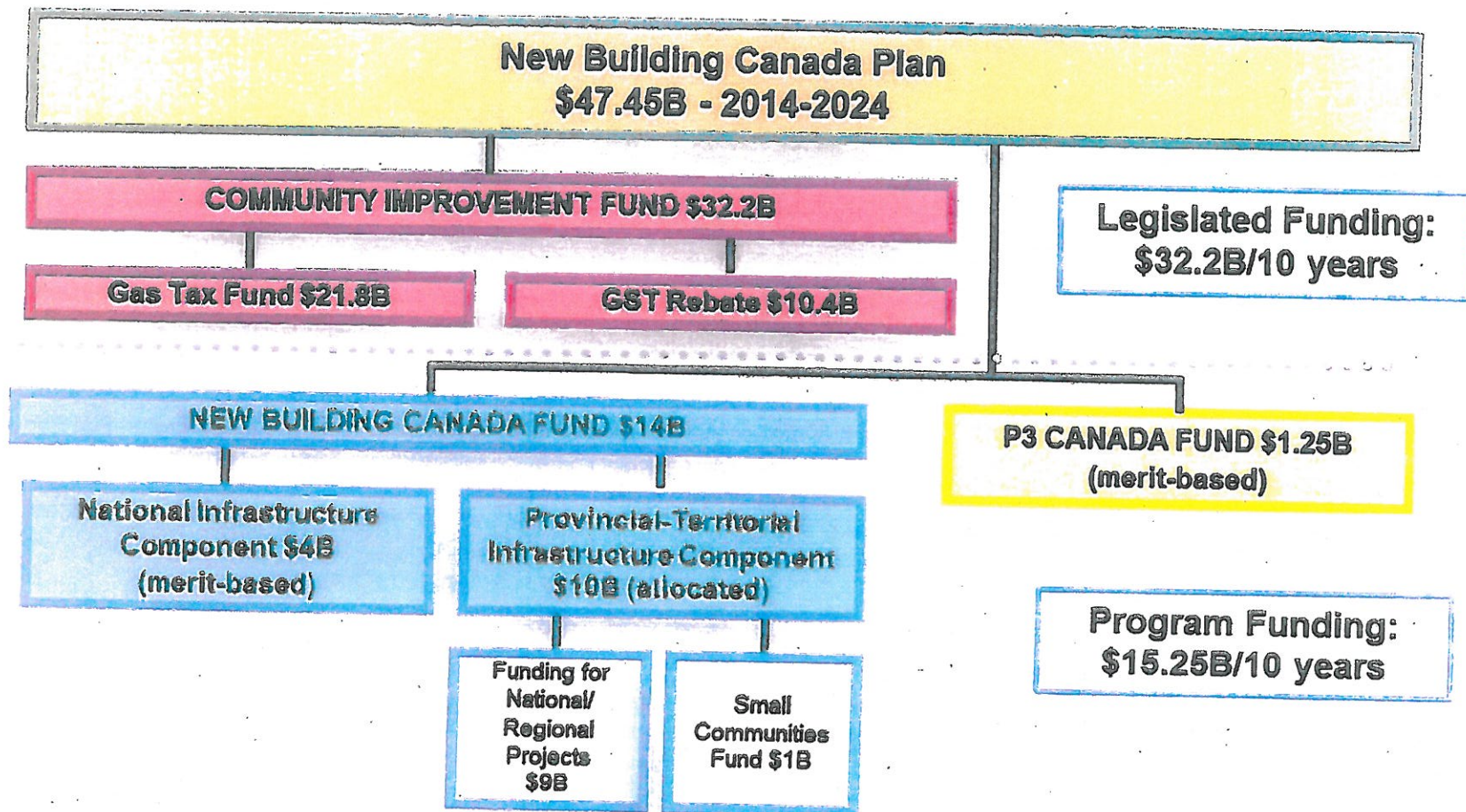
Sheila Harmatiuk,  
Manager of Government Relations,  
Governance and Strategy

Respectfully submitted,



Michael Fougere,  
Mayor

# Fact Sheet: New Building Canada Plan Framework





March 24, 2014

To: His Worship the Mayor  
and Members of City Council

Re: Regina Revitalization Initiative (RRI) Stadium Project – Notification of Preferred  
Proponent

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**RECOMMENDATION OF THE EXECUTIVE COMMITTEE  
- MARCH 14, 2014**

That this report be received and filed.

*EXECUTIVE COMMITTEE – MARCH 14, 2014*

The following address the Committee:

- Chad Novak, representing the Saskatchewan Taxpayers Advocacy Group; and
- Bill Clary, representing himself

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

Mayor Michael Fougere, Councillors: Sharron Bryce, Bryon Burnett, John Findura, Bob Hawkins, Terry Hincks, Wade Murray and Mike O'Donnell were present during consideration of this report by the Executive Committee.

The Executive Committee, at its special meeting held on March 14, 2014, considered the following report from the Administration:

RECOMMENDATION

That this report be forwarded to the March 24, 2014 meeting of City Council for information.

CONCLUSION

The Administration has now completed the evaluation process for the *Regina Revitalization Initiative Stadium Project RFP 2076*. As a result, PCL Construction Management Inc. has been notified that they have been identified as the Preferred Proponent to work with the City to complete the design, construction and interim financing of the stadium project. The City will now begin working with the Preferred Proponent to finalize the final Project Agreement. It is anticipated that the Project Agreement will be signed and Financial Close completed in early May 2014.

## BACKGROUND

At the July 8, 2013 City Council meeting (item CR13-96), City Council approved the following recommendations: “that the Administration issue a Request for Proposals (RFP) for the RRI Stadium Project using the evaluation criteria as presented in this report”; and, “that the Deputy City Manager of Corporate Services be authorized to award a contract for the RRI Stadium Project to the successful proponent selected by the RFP and based on the approved criteria”.

On July 16, 2013, the City of Regina released *Regina Revitalization Initiative Stadium Project RFP 2076* to three short listed Proponents who qualified through a Request for Qualifications (RFQ) process. The three short listed Proponents included: Bouygues Construction Graham Community Partners, Clark Builders-Turner Construction and PCL Construction Management.

## DISCUSSION

The purpose of this report is to inform City Council that through the RFP process a Preferred Proponent has been selected, and the Administration is working with the Preferred Proponent to finalize the Project Agreement and reach Financial Close for the transaction.

The RFP submission deadline was February 24, 2014. The evaluation team has evaluated the submissions based on the evaluation criteria approved by City Council on July 8, 2013. The approved evaluation criteria consisted of the following main categories:

1. Project Management Plan
2. Design Approach and Submission
3. Design and Construction Works Schedule
4. Construction Approach
5. Procurement Plan
6. Quality Assurance Plan
7. Safety Management Plan
8. Tenant Fit-up Coordination & 3<sup>rd</sup> Party Works Plan
9. Commissioning and Start-up Plan
10. Guaranteed Maximum Price that is the sum of all Interim and Substantial Payments.

The Administration has now completed the evaluation process, as described. As a result, PCL Construction Management Inc. has been notified that they have been identified as the Preferred Proponent to work with the City to complete the design, construction and interim financing of the stadium project. The City will now begin working with the Preferred Proponent to finalize the final Project Agreement. It is anticipated that the Project Agreement will be signed and Financial Close completed in early May 2014.

The City contracted P1 Consulting as its Fairness Advisor. P1 Consulting monitored the procurement process and has certified that the process was fair as is required by the City's P3 Policy and *The Regina Administration Bylaw*, 2003-69. Refer to Appendix A for this certification.

The evaluation team included representatives from the City of Regina, Saskatchewan Roughrider Football Club Inc., Regina Exhibition Association Limited, as well as a number of external technical and business advisors. The evaluation team was chaired by the Executive Lead of the Stadium Project (Deputy City Manager & COO).

### Next Steps:

- *Financial Close:* During the next eight weeks, the City will proceed to finalize the Project Agreement and related documents with the Preferred Proponent and award the contract for the design, construction and interim financing of the stadium. This process will be led by the City of Regina's legal advisor: Torys LLP; and, supported by a number of external technical and business advisors.
- *Announcement of Contract Award:* Pending the successful execution of the Project Agreement and Financial Close, a public announcement will be made which will include the unveiling of the design for the stadium.
- *Design Development:* Design development is expected to occur throughout the remainder of 2014 and into 2015 and happen concurrently with construction.
- *Construction Start:* As design elements are approved, permitting and construction processes will start. Activity at the construction site is expected to start during the 2014 construction season.

### RECOMMENDATION IMPLICATIONS

#### Financial Implications

The future achievement of Financial Close and the confirmation of the design/construction team will result in a fixed price contract that is consistent with the project budget.

#### Environmental Implications

None related to this report.

#### Policy and/or Strategic Implications

The procurement process was implemented as is required by the City's P3 Policy and *The Regina Administration Bylaw, 2003-69*.

P1 Consulting was contracted as the City's Fairness Advisor to monitor and provide fairness throughout the RRI Stadium Project procurement process. The Fairness Advisor has certified that the procurement process was conducted in a fair manner. Refer to Appendix A for this certification.

#### Other Implications

*Legal:* To maintain the integrity of the procurement process, the City cannot share specific information about the process, the proposals received or the outcomes of the evaluation. This information is privileged and confidential and must remain confidential to those involved within the process. A failure to maintain this confidentiality could put the City at risk of a challenge to the process and could result in the proponent's commercially confidential information being released publicly (which would harm the City's reputation).

To mitigate risk, the City of Regina has one spokesperson on the Notification of Preferred Proponent. The City spokesperson is Brent Sjoberg, Deputy City Manager & COO.

#### Accessibility Implications

None related to this report.

#### COMMUNICATIONS

A public announcement will be made by Brent Sjoberg that will include background information on the Preferred Proponent working towards the Financial Close of the contract. No other details about the Preferred Proponent or its proposal will be released at this time, as the procurement process remains active until Financial Close is achieved with the Preferred Proponent.

Until Financial Close is achieved, the City remains in an active procurement process. To maintain the integrity of the procurement process, the City cannot share specific information about the process, the proposals received or the outcomes of the evaluation. Sharing information in the middle of an active procurement process puts the procurement at risk.

The formal public announcement of the successful Proponent including the updated design drawings and construction start date will be made only once Financial Close has been achieved.

#### DELEGATED AUTHORITY

This report will be forwarded to City Council for information.

Authority was delegated to the Deputy City Manager of Corporate Services to award the contract for the RRI Stadium Project to the successful proponent selected by the RFP and based on the approved criteria by City Council on July 8, 2013 (item CR 13-96).

Respectfully submitted,

EXECUTIVE COMMITTEE



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Erna Hall, A/Secretary