



COMMUNITY AND PROTECTIVE SERVICES COMMITTEE

**Wednesday, December 12, 2012
4:00 PM**

Henry Baker Hall, Main Floor, City Hall



**Public Agenda
Community and Protective Services Committee
Wednesday, December 12, 2012**

Appointment of Chairperson and Vice-Chairperson

Approval of Public Agenda

Minutes of the meeting held on July 18, 2012

Administration Reports

CPS12-20 Appointment of Pest Control Officers and Bylaw Enforcement Officers

Recommendation

1. That the City Solicitor be instructed to amend Bylaw 2009-71 being *The Appointment and Authorization of City Officials Bylaw, 2009* to:

(a) appoint the following people as Pest Control Officers under *The Pest Control Act* from January 1, 2013 until December 31, 2013 unless the officer's employment with the City of Regina is terminated sooner:

<u>Name</u>	<u>Position</u>
Ray Morgan	Manager, Forestry, Horticulture and Pest Control
Wade Morrow	Supervisor, Pest Management
Russell Eirich	Supervisor, Forestry
Ryan Johnson	Pest Control Officer

(b) delegate authority to the Deputy City Manager, Community Planning and Development to appoint Bylaw Enforcement Officers pursuant to section 337 of *The Cities Act*.

2. That within 14 days of City Council passing the amendments to Bylaw 2009-71, that the City Clerk notify the Ministry of Agriculture of the appointment of the Pest Control Officers, as required by *The Pest Control Act*.

CPS12-21 Golf Course Fee Schedule 2013 - 2015

Recommendation

1. That the Golf Course Fee Schedule for 2013 - 2015 as set out in Appendix B, be approved.
2. That the City Solicitor be instructed to prepare a fees bylaw to give effect to the fees outlined in this report.



CPS12-22 2013 CDRP Fees & Charges

Recommendation

1. The 2013 fees and charges as outlined in Appendix A, Schedule H, be approved.
2. The City Solicitor be instructed to prepare an amendment to *The Community Services Fees Bylaw, 2011* to incorporate the fees and charges provided for in this Report.
3. That this report be forwarded to the December 17, 2012, City Council meeting for approval.

CPS12-23 National Fire Protection Association NFPA 1710 Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments

Recommendation

That item PCS06-59 be removed from the list of outstanding items for the Community and Protective Services Committee.

CPS12-24 Automatic Vehicle Location (AVL) Project

Recommendation

1. That City Council authorize the Deputy City Manager of City Operations, or his or her designate, to negotiate and approve the terms of an addendum (the "Addendum") to the Research and Development Trial Agreement relating to Transit Automatic Vehicle Location (the "AVL Trial"), dated as of September 1, 2011 between the City and 101150419 Saskatchewan Ltd., operating under the business name "CRL Engineering", ("CRL") to extend the term of the trial for an additional nine months, concluding on September 30, 2013.
2. That sufficient funding be reallocated within the Transit general operating budget to fund the costs relating to the extension of the AVL Trial.
3. That the Administration issue a Request for Proposals to obtain a permanent AVL system for installation and use on City transit vehicles following the completion of the AVL Trial, with (i) a contract term of 3 years plus 2 – optional 1-year extensions; and, (ii) a requirement that proponents meet an annual budget of between \$375,000.00 and \$400,000.00.



Office of the City Clerk

4. That City Council authorize the Deputy City Manager of City Operations to award and finalize the terms of an agreement with the successful proponent chosen from the permanent AVL system Request for Proposal (“RFP”) process.
5. That the City Clerk be authorized to execute the following agreements after review and approval by the City Solicitor:
 - (i) the Addendum extending the AVL with CRL;
 - and
 - (ii) the contract awarded to the successful proponent as a result of the AVL system RFP process.
6. That this report be forwarded to the December 17, 2012 meeting of City Council for approval.

CPS12-25 Fire and Protective Services Enforcement Statistics

Recommendation

That this report be received and filed.

CPS12-26 Review of Outstanding Items Report

Recommendation

1. That the following items be deleted from the list of outstanding items for the Community and Protective Services Committee:

<u>Item</u>	<u>Subject</u>
PCS06-59	Regina Professional Fire Fighters Association: National Fire Protection Agency and Emergency Medical Services
CR10-109	Regina Humane Society Inc. Spay/Neuter Contract
CPS11-16	Status of Pesticide-free Park Spaces

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



Office of the City Clerk

CPS12-27 Consideration of 2013 Meeting Dates and Times

Recommendation

1. That the 2013 meetings of the Community and Protective Services Committee be held at 4:00 p.m. on the following dates:

January 23	July 10
February 27	August 7
March 20	September 4
April 10	October 16
May 22	November 27
June 19	

2. That for 2014, the first meeting of the Community and Protective Services Committee be held on Wednesday, January 8, at 4:00 p.m.

Advisory Committee Reports

CPS12-28 Keith Knox Award

Recommendation

That the youth category in the Municipal Heritage Awards be named The Keith Knox Award in honour of Keith Knox.

CPS12-29 Idea Regina - CRPD

Recommendation

That the Community and Protective Services Committee refer this item to the City Administration to provide the Accessibility Advisory Committee with information on the current City policy in relation to the *United Nations Convention on the Rights of People with Disability* (CRPD) and that this information be provided to the January 2013 Accessibility Advisory Committee meeting.

CPS12-30 2012 Youth Advisory Committee Annual Report

Recommendation

That this report be received and filed.

Adjournment

AT REGINA, SASKATCHEWAN, WEDNESDAY, JULY 18, 2012

AT A MEETING OF THE
COMMUNITY AND PROTECTIVE SERVICES COMMITTEE
HELD IN PUBLIC SESSION

AT 4:00 PM

Present: Councillor John Findura
Councillor Jocelyn Hutchinson
Councillor Mike O'Donnell

Regrets: Councillor Wade Murray
Councillor Chris Szarka

Also in Attendance: Deputy City Clerk, Amber Smale
Committee Assistants: Linda Leeks, Mavis Torres
Director of Community Services, Chris Holden
Director of Development Engineering, Kelly Wyatt
Director of Parks & Open Space, Neil Vandendort
Coordinator, Landscape Design, Stuart MacMillan
Community Consultant, Peggy Chorney
Policy Analyst, Liberty Brears
Solicitor, Christine Clifford

Approval of Public Agenda

Councillor John Findura moved, AND IT WAS RESOLVED, that the meeting recess until following the public Executive Committee meeting.

The Committee recessed at 4:10 p.m.
The Committee Reconvened at 4:35 p.m.

Councillor Jocelyn Hutchinson moved, AND IT WAS RESOLVED, that the open agenda be approved, as submitted, and that the delegations be heard in the order they are called by the Chairperson.

Adoption of Minutes

Councillor Jocelyn Hutchinson moved, AND IT WAS RESOLVED, that the minutes for the meetings held on April 11 and May 9, 2012 be adopted, as circulated.

Administration Reports

CPS12-17 City/Regina Humane Society Spay and Neuter Program Update

Recommendation

That item CR10-109 be removed from the Community and Protective Services Committee's list of outstanding items.

Ms. Lisa Koch, Steve Battistolo and Dr. Brie Hamblin representing the Regina Human Society addressed and answered questions of the Committee.

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

Committee Reports

CPS12-18 2012 Youth Forum - Extreme Youth on the Move Evaluation Report

Recommendation

That this report be forwarded to City Council for information.

Ms. Annie Robertson, Ms. Faith Mbugva and Councillor Sharron Bryce, members of the Youth Advisory Committee addressed and answered questions of the Committee.

Councillor John Findura moved, AND IT WAS RESOLVED, that the recommendations contained in the report be concurred in.

CPS12-19 Conservation of the Davin Fountain

Recommendation

1. That the temporary storage of the Davin Fountain be in accordance with the conservation options provided in the *Davin Fountain Conservation Plan* (Appendix A) prepared by the McGinn Group and McGinn Engineering & Preservation Ltd./Barry McGinn Architect.
2. That this report be forwarded to the June 20, 2012 meeting of the Community and Protective Services Committee.
3. That the Community and Protective Services Committee direct the Municipal Heritage Advisory Committee to establish a working group to evaluate potential grants, sight selection criteria, stakeholder interest including communication and naming options for consideration by the Community & Protective Services Committee at their July 18, 2012 meeting.

Mr. Gord Goddard, representing himself and Mr. Don Black Chair of the Municipal Heritage Advisory Committee addressed and answered questions of the Committee.

Councillor Jocelyn Hutchinson moved, AND IT WAS RESOLVED, that the

recommendations contained in the report be concurred in after amending recommendation #3 to change the return date to the August meeting of the Community & Protective Services Committee or at the earliest convenience for the advisory committee.

Adjournment

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

The meeting adjourned at 5:13 p.m.

Chairperson

Secretary

December 12, 2012

To: Members,
Community and Protective Services Committee

Re: Appointment of Pest Control Officers and Bylaw Enforcement Officers

RECOMMENDATION

1. That the City Solicitor be instructed to amend Bylaw 2009-71 being *The Appointment and Authorization of City Officials Bylaw, 2009* to:

(a) appoint the following people as Pest Control Officers under *The Pest Control Act* from January 1, 2013 until December 31, 2013 unless the officer's employment with the City of Regina is terminated sooner:

<u>Name</u>	<u>Position</u>
Ray Morgan	Manager, Forestry, Horticulture and Pest Control
Wade Morrow	Supervisor, Pest Management
Russell Eirich	Supervisor, Forestry
Ryan Johnson	Pest Control Officer

(b) delegate authority to the Deputy City Manager, Community Planning and Development to appoint Bylaw Enforcement Officers pursuant to section 337 of *The Cities Act*.

2. That within 14 days of City Council passing the amendments to Bylaw 2009-71, that the City Clerk notify the Ministry of Agriculture of the appointment of the Pest Control Officers, as required by *The Pest Control Act*.

CONCLUSION

The Pest Control Act requires that Pest Control Officers be appointed by City Council. The Act does not contain a provision permitting City Council to delegate this authority. Prior to 2009 these appointments were made by resolution. In 2009 the City enacted *The Appointment and Authorization of City Officials Bylaw, 2009* to improve transparency and to make the City's various authorizations and appointments easier to locate. Annual amendments to the Bylaw are required to make the appointments of Pest Control Officers as these appointments are required to be made annually.

In addition, the proposed amending Bylaw will make a delegation of authority pursuant to sections 100 and 337 of *The Cities Act* to allow the Deputy City Manager, Community Planning and Development to appoint, assign duties of, and fix the remuneration of Bylaw Enforcement Officers.

BACKGROUND

The Appointment and Authorization of City Officials Bylaw, 2009 was enacted in 2009 in an effort to move away from appointing specific individuals to appointing persons by position titles where bylaws and statutes create and appoint various statutory officers. At that time many of the appointments had become outdated.

Pest Control Officers

In some cases, like that of Pest Control Officers, provincial legislation requires these appointments to be made by individual, and therefore, the City is unable to avoid annual appointment.

In 2003, a letter was sent to the Premier at the direction of City Council requesting that the provisions requiring annual appointments of Weed Inspectors and Pest Control Officers and the reporting of these appointments to the province be repealed. The Deputy Premier replied, denying the City's request stating that the appointments and reporting "are critical to the functioning of the legislation". The province has since amended *The Weed Control Act* to permit delegation to the administration, which was done by bylaw in 2011. The corresponding provisions in *The Pest Control Act* remain unchanged.

Bylaw Enforcement Officers

Since the enactment of *The Appointment and Authorization of City Officials Bylaw, 2009*, the appointment of bylaw Enforcement Officers is made by reference to position titles within the organization through each bylaw they enforce. Prior to 2009, the City had designated individual employees as Bylaw Enforcement Officers by way of City Council resolution. When these lists became outdated the City's enforcement efforts were complicated by having to ensure that authorizations made by Council are regularly updated.

DISCUSSION

Pest Control Officers

The Pest Control Act requires that Pest Control Officers be appointed by City Council on an annual basis.

The Administration proposes to have the following persons be appointed as Pest Control Officers for 2013:

<u>Name</u>	<u>Position</u>
Ray Morgan	Manager, Forestry & Pest Control, Parks & Open Space
Wade Morrow	Supervisor, Pest Management
Russell Eirich	Supervisor, Forestry
Ryan Johnson	Pest Control Officer

Bylaw Enforcement Officers

Bylaw Enforcement Officers are currently defined by reference to position titles within the organization through each bylaw they enforce. There are occasions when Bylaw Enforcement Officers are required to act as bylaw enforcement officers of the City outside of these specific bylaws, for example to serve summons' under *The Summary Offences Procedure Act, 1990*. Delegating authority to the Deputy City Manager, Community Planning and Development will allow the appointment and assignment of duties of an officer without requiring Council approval for each individual appointment or assignment.

RECOMMENDATION IMPLICATIONS

Financial Implications

There are no financial implications arising from this report.

Environmental Implications

There are no environmental implications arising from this report.

Strategic Implications

Appointing Pest Control Officers by bylaw instead of resolution increases transparency as such appointments are more readily accessible. Delegating the authority to appoint, assign duties and determine remuneration of Bylaw Enforcement Officers enhances the efficiency of City Administration.

Accessibility Implications

There are no accessibility implications arising from this report.

Other Implications

None with respect to this report.

COMMUNICATIONS

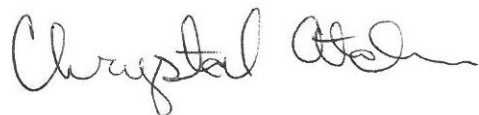
Section 14 of *The Pest Control Act* requires the City Clerk to notify the Minister of Agriculture of Council's appointment of Pest Control Officers within 14 days of the appointment.

The City will advise the Wascana Centre Authority and surrounding municipalities of the appointments.

DELEGATED AUTHORITY

Bylaw amendments and delegation of Council's authority to the City Administration requires City Council approval.

Respectfully submitted,



Chrystal Atchison, Legal Counsel
City Solicitor's Office

Respectfully submitted,



Byron Werry, City Solicitor
City Solicitor's Office

To: Members,
Community and Protective Services Committee

Re: Golf Course Fee Schedule 2013 - 2015

RECOMMENDATION

1. That the Golf Course Fee Schedule for 2013 - 2015 as set out in Appendix B, be approved.
2. That the City Solicitor be instructed to prepare a fees bylaw to give effect to the fees outlined in this report.

CONCLUSION

The Administration has developed a Golf Course Fee Schedule for 2013, 2014 and 2015 in consultation with Western Golf Management Limited, the golf course operator. The schedule has been prepared in the context of stated objectives, projected cost increases, results of golfer surveys, projected revenue based on current play trends, capital reserve transfer requirements and the need to continue to provide a high standard of maintenance.

Observations from Western Golf Management Ltd. and results from the golfer surveys conducted in the fall of 2012 indicate that the City of Regina golf courses represent good value, in terms of course conditions and green fees charged. Based on the number of rounds of golf played at City courses in recent years, it is presumed that golf participation levels will remain steady for the foreseeable future.

An infrastructure condition assessment of the courses suggests that the general infrastructure is in good condition and the buildings are in fair to good condition; however, it will be critical to ensure that funds continue to be available to maintain this infrastructure.

The proposed 2013 - 2015 Fee Schedule will ensure that the City of Regina golf course fees remain competitive with similar courses in the local market area.

BACKGROUND

The City of Regina owns five golf courses – the Joanne Goulet, Lakeview, Murray, Tor Hill and Regent Park Par 3. These courses accommodate a wide range of golfing skills and interests. The golf course grounds and facilities are maintained by the City. Clubhouse, pro-shop and golf program services are provided by Western Golf Management Ltd. (WGM) at the Joanne Goulet, Lakeview, Murray and Tor Hill courses. The City provides minimal clubhouse services at the Regent.

The scope of this report is to provide recommendations for a three-year Fee Schedule (2013 – 2015) for the Joanne Goulet, Lakeview, Murray and Tor Hill golf courses. The Regent Park course is excluded from the analysis and fee recommendations, as this course falls outside the scope of the Golf Course Program budget.

DISCUSSION

In preparing the Fee Schedule for 2013 – 2015, the Administration identified the following key objectives:

- To take into consideration the 2012 customer survey results;
- To ensure that capital development resources are sufficient to maintain and renew the infrastructure; and,
- To operate golf courses on the principle of providing a high quality golf experience at a reasonable price, and to ensure that the Fee Schedule reflects current and emerging market conditions.

The process used in establishing the Fee Schedule included a review of recent customer survey feedback, implementing the capital plan for course and building infrastructure life cycle requirements, consideration of future projected operating costs and the financial status of the courses. Comparative and emerging market conditions were also considered. The following discussion represents highlights of each of the aforementioned objectives.

Annual Customer Survey

The Administration has partnered with WGM to conduct golfer surveys in three of the last five years. The most recent survey was conducted in the fall of 2012. The Administration developed the questionnaire in consultation with WGM, and used WGM's email database to deliver the survey. Notification was sent out to all golfers who had purchased passes or held tournaments in recent years, as well as to the various clubs that play at the courses. Notices were sent out by email with a link to the survey questionnaire (Appendix A).

The objective of the survey was to receive feedback from golf course users regarding their perceptions of value for dollar spent, type of use, feedback on the services provided and what services would enhance their golf experience. The survey asked customers a series of questions about course conditions, amenities, clubhouse services and course playability; and asked them to rank the various types of services in terms of importance to their golf experience. Survey participants were also asked to rate the current performance of these services. The survey allowed participants to provide comments regarding their overall rating of the course, and to offer suggestions on enhancements and services that would improve their golf experience. Golfers were encouraged to complete a separate survey for each of the City-owned golf courses at which they played.

The 2012 survey was conducted at the Tor Hill, Murray, Joanne Goulet and Lakeview golf courses over a five week period from mid September through to October. Of the 6500 email notices sent, a total of 1600 responses were received, which is an increase of 20 percent over the number of responses received in 2008.

The results of the 2012 survey revealed that, in general, users feel there is good quality and value at the City-owned golf courses. Based on the overall responses, over 90 percent of participants rated the product as acceptable to excellent. Over 85 percent of survey participants rated the product as good to excellent value for the cost. There were also numerous positive comments to the open-ended questions with respect to the level of maintenance provided at the courses, as well as recognition and acknowledgement of recent course improvements and the level of clubhouse service currently being provided.

The majority of users place considerable importance on quality. A large percentage of users appear pleased with the quality and value provided at City-owned golf courses. While there is always concern about fee increases, it appears that most individuals feel the courses offer good value, and that the Administration and WGM are meeting the expectations of the majority of customers, both in terms of service provided and the costs associated with maintaining and enhancing the courses.

Golf Course Infrastructure

One of the key objectives of a fee review is to ensure that golf course revenues are sufficient to maintain and renew golf course infrastructure and buildings. Revenue generated from golf sales, in excess of operating expenses, is transferred to the Golf Course Reserve and is used to fund the capital program to restore and replace existing infrastructure and equipment and for upgrading components to meet user needs.

An asset condition assessment was completed for all courses. This assessment forecasts future capital budget requirements and, where possible, lifecycle measurements were applied to determine replacement schedules. The assessment identified several major capital projects that will be required in the next several years. These include a multi year plan to replace irrigation components, valves and sprinklers at Murray and Tor Hill, rehabilitation of the irrigation well at Tor Hill, addition of course washrooms to replace portable toilets, drainage projects, tree maintenance and several upgrades to clubhouse system components that are at or past their useful life.

There is a need and expectation to continue with pathway and turf improvements, addition of trees, replacement of winter greens covers, rectifying drainage and erosion issues and general course improvements. The five-year capital plan 2013 – 2017 forecasts a five-year budget of \$1,750,000 for course infrastructure replacement and improvements.

The Administration applies an industry standard for measuring condition, commonly referred to as the Facility Condition Index (FCI). The FCI is a measure of the deferred maintenance compared to the replacement cost of a facility. The goal for golf course buildings is an FCI of 10 percent. All City golf course buildings were assessed by a consultant in 2008.

Based on the condition assessment of golf course clubhouse and support buildings the Administration has identified a capital budget requirement of \$1,225,000 over the next five years 2013 – 2017 in order to address the shortfalls identified to revitalize and sustain buildings and systems.

The Administration has determined that the infrastructure of the course assets and buildings is generally in fair to good condition. However, it is important to maintain the quality of the courses and to address building shortfalls. To achieve this, the Administration has identified a capital program expense requirement in the range of \$450,000 - \$550,000 annually.

Customer Expectations

In order to ensure that customer expectations are being met, it is essential that there are adequate funds to support the expected level of maintenance, as well as sufficient funds being transferred into the Golf Course Reserve Account to maintain the infrastructure requirements.

In each of the next three years, the Administration is projecting a 3.5 percent operating cost increase. This projection includes increase in costs for equipment, materials, fuel, labour and

utilities. Based on the current operating budget, this represents a cost increase of approximately \$76,000 in each of the next three years.

Results of the golfer survey identify course conditions as one of the most important factors that determine a golfer's choice of courses. Other highlights suggest eight out of ten golfers feel the value closely approximates the cost; with the exception being the Joanne Goulet, where the results indicated seven out of ten felt this way. To ensure that City courses remain competitive in the marketplace, sufficient funds must be generated to offset the increase in operating expenses.

Current and Emerging Market Conditions

The Joanne Goulet and Lakeview courses are unique venues. The Joanne Goulet course is an executive length course that caters to a more casual type golfer, beginners and youth. The course recovered quite well in 2012 from the flood conditions in 2011, which severely damaged portions of the course and caused it to be closed for an extended period of time during the 2011 season. In 2012, overall revenues have returned to approximately 80 percent of pre 2011 revenues. The flood events of 2011 resulted in a loss of regular players in 2012, who likely found other courses to play when the Joanne Goulet course was closed in 2011. It is important to re-establish the revenues to pre 2011 amounts as soon as possible by increasing rounds played.

The Lakeview is a short par 3 course, which primarily serves as a venue for seniors, with a strong senior ladies club presence. It is a popular golf location for youth and beginners of all ages. Both of these courses have the capacity to accommodate a greater number of golfers and allow for walk on play throughout the season. These attributes create a good opportunity to introduce new players to the game.

Given the market share loss at the Joanne Goulet resulting from the flood event of 2011 and the unique nature and capacity to accommodate more players, the Administration recommendation is to maintain the fees in 2013 at the 2012 rate at the Joanne Goulet and Lakeview courses. This should create an opportunity to attract new players. This may create a greater revenue return, rather than increased fees might at these locations. This recommendation is supported by Western Golf Management Ltd.

Three Year Fee Schedule: 2013-2015

In consultation with Western Golf Management, the Administration is proposing an increase in golf fees in 2013 - 2015, as shown in Appendix B.

The following represents the highlights of the proposed Fee Schedule:

- Adult green fees would increase by \$1.50 at the Murray and Tor Hill golf courses to \$45.50 in 2013; \$47.00 in 2014 and \$48.50 in 2015. All other fees and passes would be adjusted in accordance with the fee formula, which uses the adult green fee as the base.
- Adult weekend green fees at the Joanne Goulet golf course would remain at the 2012 rate of \$36.75 in 2013, increase by \$1.25 to \$38.00 in 2014 and increase \$1.25 to \$39.25 in 2015. All other fees and passes would be adjusted in accordance with the fee formula, which uses the adult weekend green fee as the base.

- The weekend green fees at the Lakeview Golf Course would remain at the 2012 rate of \$14.50 in 2013, increase \$0.50 to \$15.00 in 2014 and increase \$0.50 \$15.50 in 2015. All other fees and passes would be adjusted in accordance with the fee formula, which uses the adult weekend green fee as the base.

Taking the proposed fee increases into consideration, City golf course fees would remain competitive with other courses. Comparable rates are shown in Appendix C. It is anticipated that other courses will adjust their fees in 2013.

RECOMMENDATION IMPLICATIONS

Financial Implications

Approval of the Fee Schedule will ensure that there is sufficient funding available to meet increases in maintenance costs and fund future capital infrastructure requirements.

The financial objective of the municipal golf courses is to operate on a full cost recovery basis. Fees are established based on the objective of generating revenue sufficient to offset projected annual operating and capital budget requirements. The proposed fee increases are necessary to cover increased operating expenditures and to provide an annual transfer to the Golf Course Reserve of \$350,000 - \$400,000 in order to maintain the infrastructure. Without an increase in golf fees, there will be insufficient funding to maintain the golf course infrastructure.

Environmental Implications

None with respect to this report.

Strategic Implications

The actions of the Administration as an outcome of this report will contribute to achieving operational excellence and to strengthening the golf course infrastructure and managing the assets.

Other Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

A copy of this report has been sent to the operator, Western Golf Management. The operator is responsible for carrying out marketing activities; however, the City will work with WGM to ensure the Fee Schedule is communicated to the golfing public, once approved.

DELEGATED AUTHORITY

The Community & Protective Services Committee decision on this matter requires City Council approval.

Respectfully submitted,



Neil Vandendort, Director
Open Space & Environmental Services

Respectfully submitted,



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

NV/tv

APPENDIX A

Survey Questionnaire

THE MURRAY GOLF COURSE WANTS YOUR FEEDBACK

In an effort to provide you with the best possible service, we would appreciate your feedback about your experience at one of the City of Regina Golf Courses listed below. To begin the survey, please click on the golf course(s) that you use most frequent.

Complete these questions by November 30th and you will be entered into a draw for a \$250, \$150 or \$100 gift certificate by providing your name and phone number at the end of the survey. Draw date: December 3rd. One entry per person.

1. Overall, how would you rate the Murray Golf Course?

☐ Poor ☐ Needs Improvement ☐ Acceptable ☐ Good ☐ Excellent

Comments: _____

2. What type of user are you? ☐ Membership ☐ Punch Pass ☐ Pay for Play ☐ Tournament Play

3. Did you know that there are 11 punch and 28 punch passes available? ☐ Yes ☐ No

4. How do you feel about the value you receive for the fees you pay to use the Murray Golf Course? Was the price:

☐ Inexpensive ☐ About Right ☐ Too Expensive

5. For each of the following, please rate their Importance to you, and then provide a performance rating:

	Importance Rating					Performance Rating						
	Not at all Important	Not Important	Neutral	Important	Very Important	N/A	Poor	Needs Improvement	Acceptable	Good	Excellent	N/
Challenges/playability	1	2	3	4	5	N/A	1	2	3	4	5	N/
Food and beverages	1	2	3	4	5	N/A	1	2	3	4	5	N/
Customer Service	1	2	3	4	5	N/A	1	2	3	4	5	N/
Cleanliness of club house	1	2	3	4	5	N/A	1	2	3	4	5	N/
General course condition	1	2	3	4	5	N/A	1	2	3	4	5	N/
Condition of greens	1	2	3	4	5	N/A	1	2	3	4	5	N/
Condition of fairway	1	2	3	4	5	N/A	1	2	3	4	5	N/
Condition of tee box	1	2	3	4	5	N/A	1	2	3	4	5	N/
Condition of sand bunker	1	2	3	4	5	N/A	1	2	3	4	5	N/

6. What services should we consider adding or enhancing? _____

7. Would you return to the Murray Golf Course? ☐ Yes ☐ No

If no, why not _____

8. How many times per week do you use the Murray Golf Course?

☐ Once a week ☐ Less than once per week ☐ Once per week ☐ More than once per week

9. How do you want to receive information regarding the Murray Golf course?

☐ Telenium ☐ Newsletter ☐ E-mail ☐ Newspaper ☐ Internet ☐ Other: _____

10. Other comments: Do you have any additional comments about the Murray Golf Course or how your experience could be improved? _____

11. Your Age: ☐ under 18 ☐ 18-29 ☐ 30-39 ☐ 40-49 ☐ 50 and over ☐ Prefer not to say

12. Your Gender: ☐ Male ☐ Female

13. Postal Code: _____

Name: _____

Telephone Number: _____

APPENDIX B

Golf Fees

City of Regina

Proposed Golf Fees - 2013-2015

Golf Fee Schedule - Individual Green Fees

		2013	2014	2015
		Total	Total	Total
Golf Courses	Approved Formula			
Murray and Tor Hill				
Weekends - All Players	100% - Basis for all other rates	45.50	47.00	48.50
Senior - Monday to Thursday	85% of adult weekend	38.75	40.00	41.25
Youth - Monday to Thursday	60% of adult weekend	27.25	28.25	30.00
Twilight (all players)	70% of adult weekend	31.75	33.00	34.00
Nine Hole (morning only)	50% of adult weekend	22.75	23.50	24.25
Late Twilight (2.5 hours) 9 hole	50% of adult weekend	22.75	23.50	24.25
Mid Afternoon 18 hole rate	85% of adult weekend	38.75	40.00	41.25
Daytime 9 hole rate	70% of adult weekend	31.75	33.00	34.00
Joanne Goulet - 18 Holes				
Weekends - All Players	100% - Basis for all other rates	36.75	38.00	39.25
Adult - Monday to Thursday	85% of adult weekend	31.00	32.25	33.50
Senior - Monday to Thursday	85% of adult weekend	31.00	32.25	33.50
Youth - Monday to Thursday	60% of adult weekend	22.00	23.00	23.50
Early Twilight	70% of adult weekend	25.50	26.75	27.50
Late Twilight (2 hours)	50% of adult weekend	18.25	19.00	19.00
Joanne Goulet - 9 Holes				
Weekends - All Players	70% of adult weekend 18 holes	25.50	26.75	27.50
Adult - Monday to Thursday	85% of adult weekend 9 holes	21.75	22.75	23.50
Senior - Monday to Thursday	85% of adult weekend 9 holes	21.75	22.75	23.75
Youth - Monday to Thursday	60% of adult weekend 9 holes	15.25	16.00	16.50
Lakeview Par 3				
Adult	100% - Basis for all other rates	14.50	15.00	15.50
Senior	85% of adult	12.25	12.75	13.25
Youth	75% of adult	10.75	11.25	11.75
Twilight (1 1/2 hours)	70% of adult	10.00	10.50	11.00
Child (with an adult)	60% of adult	8.75	9.00	9.50
Elementary School		5.50	5.75	6.00
High School		6.50	6.75	7.00

City of Regina

Proposed Golf Fees - 2013-2015

Golf Fee Schedule - Season Passes

		2013	2014	2015
		Total	Total	Total
Golf Courses	Approved Formula			
Dual Play (golf at Murray/Tor Hill)				
Adult Unrestricted ^{#1}	42 Adult weekend rounds	1,911.00	1,974.00	2,037.00
Senior Unrestricted ^{#1}	21 Senior weekend rounds 21 Senior weekday rounds	1,769.25	1,827.00	1,884.75
Adult Restricted ^{#2}	4/7th X Adult Dual Pass	1,092.00	1,128.00	1,164.00
Senior Restricted ^{#2}	4/7th X Senior Dual Pass	1,011.00	1,044.00	1,077.00
Youth Restricted ^{#2}	14 Youth weekday rounds	381.50	395.50	420.00
Joanne Goulet				
Adult Unrestricted ^{#1}	20 Adult weekend rounds 20 Adult weekday rounds	1,350.00	1,422.75	1,455.00
Senior Unrestricted ^{#1}	20 Senior weekend rounds 20 Senior weekday rounds	1,350.00	1,475.25	1,455.00
Adult Restricted ^{#2}	4/7th X Adult Pass	771.50	813.00	831.50
Senior Restricted ^{#2}	4/7th X Senior Pass	771.50	843.00	831.50
Youth Restricted ^{#2}	14 Youth weekday rounds	308.00	322.00	329.00
Lakeview Pitch and Putt				
Adult Restricted ^{#3}	Adult rate X 40 rounds X 6/7ths	497.00	514.25	531.50
Senior Restricted ^{#3}	Senior rate X 40 rounds X 6/7ths	420.00	437.25	454.50
Youth Restricted ^{#3}	Youth rate X 24 rounds X 6/7ths	221.25	231.50	241.75

^{#1} Unrestricted pass means golf can be played on all 7 days of the week

^{#2} Restricted pass means golf can only be played from Monday to Thursday, excluding Statutory Holidays

^{#3} Restricted pass means pass cannot be used on Saturday, Sunday or Statutory Holidays between 9:00 a.m. and 5:00 p.m.

City of Regina

Proposed Golf Fees - 2013-2015

Golf Fee Schedule – 11 Round Punch Passes

		2013	2014	2015
Golf Courses	Approved Formula	Total	Total	Total
Murray and Tor Hill				
Weekends – All Players	10 Adult weekend rounds	455.00	470.00	485.00
Senior – Monday to Thursday ^{#1}	10 Senior weekday rounds	387.50	400.00	412.50
Joanne Goulet – 18 Holes				
Weekends – All Players	10 Adult weekend rounds	365.00	380.00	392.50
Adult – Monday to Thursday ^{#1}	10 Adult weekday rounds	310.00	322.50	335.00
Senior – Monday to Thursday ^{#1}	10 Senior weekday rounds	310.00	322.50	335.00
Youth – Monday to Thursday ^{#1}	10 Youth weekday rounds	220.00	230.00	235.00
Joanne Goulet – 9 Holes				
Weekends – All Players	10 Adult weekend rounds	255.00	267.50	275.00
Adult – Monday to Thursday ^{#1}	10 Adult weekday rounds	217.50	227.50	235.00
Senior – Monday to Thursday ^{#1}	10 Senior weekday rounds	217.50	227.50	237.50
Youth – Monday to Thursday ^{#1}	10 Youth weekday rounds	152.50	160.00	165.00
Lakeview Par 3				
Adult	10 Adult rounds	144.75	150.00	155.00
Senior	10 Senior rounds	122.50	127.50	132.50
Youth	10 Youth rounds	107.50	112.50	117.50

^{#1} Restricted pass - pass cannot be used on Saturday, Sunday or Statutory Holidays between 9:00 a.m. and 5:00 p.m.

City of Regina

Proposed Golf Fees - 2013-2015

Golf Fee Schedule – 28 Round Punch Passes

		2013	2014	2015
Golf Courses	Approved Formula			
Murray and Tor Hill				
Weekends – All Players	25 Adult weekend rounds	1,137.50	1,175.00	1,212.50
Senior – Monday to Thursday ^{#1}	25 Senior weekday rounds	968.75	1,000.00	1,031.25
Joanne Goulet – 18 Holes				
Weekends – All Players	25 Adult weekend rounds	912.50	950.00	981.25
Adult – Monday to Thursday ^{#1}	25 Adult weekday rounds	774.75	806.25	837.50
Senior – Monday to Thursday ^{#1}	25 Senior weekday rounds	774.75	806.25	837.50
Youth – Monday to Thursday ^{#1}	25 Youth weekday rounds	550.00	575.00	587.50
Joanne Goulet – 9 Holes				
Weekends – All Players	25 Adult weekend rounds	637.50	668.75	687.50
Adult – Monday to Thursday ^{#1}	25 Adult weekday rounds	543.75	568.75	587.50
Senior – Monday to Thursday ^{#1}	25 Senior weekday rounds	543.75	568.75	593.75
Youth – Monday to Thursday ^{#1}	25 Youth weekday rounds	381.00	400.00	412.50
Lakeview Par 3				
Adult	25 Adult rounds	362.50	375.00	387.50
Senior	25 Senior rounds	306.25	318.75	331.25
Youth	25 Youth rounds	268.75	281.25	293.75

^{#1} Restricted pass - pass cannot be used on Saturday, Sunday or Statutory Holidays between 9:00 a.m. and 5:00 p.m.

APPENDIX C

Golf Fees - Comparable Rates

WESTERN CANADA GOLF FEE SCHEDULE 2012

City	Avonlea	Calgary	Calgary	Condie	Edmonton	Edmonton	Edmonton	Edmonton	Emerald Park	Lloydminster	Moose Jaw	North Battleford	Prince Albert	Regina
Golf Course	Long Creek	Maple Ridge	McCall Lake	Flowing Spring	Victoria	Riverside	Rundle	Aspen Links	Aspen Links	Lloydminster	Hillcrest	North Battleford	Cooke	Deer Valley
Course Type	Semi-Private	Municipal	Municipal	Semi-Private	Municipal	Municipal	Municipal	Semi-Private	Semi-Private	Semi-Private	Municipal	Municipal	Municipal	Semi-Private
GREEN FEES														
Adult Weekday Price	\$31.00	\$48.00	\$40.00	\$44.00	\$44.00	\$44.00	\$27.00	\$41.00	\$41.00	\$50.00	\$39.90	\$49.00	\$49.00	\$54.20
Adult Weekend Price	\$44.00	\$51.00	\$45.00	\$44.00	\$54.00	\$54.00	\$34.00	\$41.00	\$41.00	\$50.00	\$47.25	\$49.00	\$49.00	\$59.20

GST NOT INCLUDED

City	Regina	Regina	Regina	Saskatoon	Saskatoon	Saskatoon	Saskatoon	Saskatoon	Saskatoon	Saskatoon	Swift Current	Swift Current	Winnipeg
Golf Course	Tor Hill	Murray	Joanne Goulet	Holiday Park	Silverwood	Wildwood	Moon Lake	Perdue Oasis	Willows	Chinook	Elmwood	John Blunberg	Municipal
Course Type	Municipal	Municipal	Municipal	Municipal	Municipal	Semi-Private	Semi-Private	Semi-Private	Semi-Private	Municipal	Semi-Private	Municipal	Municipal
Adult Weekday Price	\$44.00	\$44.00	\$31.00	\$44.00	\$28.25	\$31.00	\$50.00	\$24.00	\$57.00	\$40.00	\$48.00	\$31.00	
Adult Weekend Price	\$44.00	\$44.00	\$36.75	\$44.00	\$28.25	\$31.00	\$58.00	\$34.00	\$62.00	\$44.00	\$52.00	\$32.00	

December 12, 2012

To: Members,
Community and Protective Services Committee

Re: 2013 Community Development, Recreation & Parks Fees and Charges

RECOMMENDATION

1. The 2013 fees and charges as outlined in Appendix A, Schedule H, be approved.
2. The City Solicitor be instructed to prepare an amendment to *The Community Services Fees Bylaw, 2011* to incorporate the fees and charges provided for in this Report.
3. That this report be forwarded to the December 17, 2012, City Council meeting for approval.

CONCLUSION

The Community Development, Recreation and Parks Department has reviewed fees and charges for outdoor recreational facilities (excluding Golf Courses) and is proposing a new fee schedule for 2013 (Appendix A – Schedule H). The review included an analysis of revenues and cost recovery levels over the past three years, consideration of market rates where they exist, and analysis of feedback from customers. The schedule includes an inflationary increase to maintain existing cost recovery levels.

A comprehensive review of services and programs at recreational facilities has been undertaken in order to develop a long-term fee strategy that appropriately balances the responsibility of users to pay for the services they receive with the municipality's role to subsidize services that provide benefits to the community-at-large. This review also focuses on identifying efficiencies and opportunities for cost reduction in the delivery of programs and services. Another component of the review will be to develop recommendations regarding the future incorporation of corporate overhead costs into pricing models and cost recovery reporting. This review is scheduled to be completed by spring of 2013. A fees and charges report will be brought to Council in the summer of 2013 with findings from this review incorporated into recommendations for the remaining Community Development, Recreation & Parks fee schedules (i.e. Leisure Passes, Indoor Recreational Facility Rentals, Arena Rentals, etc.)

BACKGROUND

The City of Regina has developed a fees and charges schedule related to outdoor recreational facilities for 2013. Recommendations were developed through a review that included customer feedback, a scan of pricing for comparable Western Canadian municipalities, and an analysis of historical cost recovery levels. The recommended schedules are consistent with the following pricing strategies:

- Market-based pricing: Where others in the marketplace offer services that are similar to those offered by the City of Regina, the prices of those services are used as a measure of the value citizens place on the services. These services are priced to be at par with comparable programs and services offered by other providers. This market-based pricing

strategy ensures that participation and sales are not impacted by prices that are higher than other service providers, but also that the private and not-for-profit sectors are not discouraged from participating in the provision of leisure services because they cannot compete with the level of subsidization of the municipality.

- Cost recovery based pricing: Where the municipality is the exclusive or primary local service provider, cost recovery levels are established using a “benefits-based” approach. When there is a higher degree of ‘benefit’ to the community-at-large (i.e., for facilities that are targeted at children and youth, that have high barriers to participation, that attract a high proportion of residents and that provide basic rather than advanced levels of instruction or participation), cost recovery levels are lower. When there is a lesser degree of ‘benefit’ to the community-at-large (i.e., for facilities targeted at adults, that have few barriers to participation, and that attract a smaller proportion of residents), cost recovery levels are higher.

This approach is consistent with the strategies that guide recommendations related to programming and facility provision, as outlined in the Recreation Facility Plan.

DISCUSSION

Review of revenues and cost recovery levels using the benefits-based approach

Consistent with the Guiding Principles and Pricing Objectives previously adopted by Council in report *2008-2010 Leisure Services Fees & Charges: Guiding Principles & Pricing Objectives*, recommended fees and charges for 2013 have been developed to enable as many residents as possible to participate in leisure activities of their choice, while responsibly balancing the subsidization of such services through tax revenues with the customer’s obligation to pay for services that they directly benefit from. A benefits-based approach had been used to create this balance¹.

To reflect this approach, cost recovery levels for services that are less specialized and targeted mostly at children and youth – such as Athletic Fields – have been between 20 and 30 percent, with the community as a whole sharing between 70 to 80 percent of the cost through tax subsidies. Cost recovery levels for services that are more specialized – such as fitness and aquatic facilities or indoor arenas – have been between 50 and 60 percent, with the community as a whole subsidizing between 40 and 50 percent of the cost through tax subsidies.

Table 1 below provides information on the revenue collected from 2009 to 2011, projected 2012 revenues, and the percentage change that has occurred over that time period. It should be noted that revenues may fluctuate heavily from year to year due to the weather and its impact on the number of rentable hours at outdoor facilities.

¹ The benefits-based approach recognizes that the role of the municipality is to provide a base level of service that enables the majority of citizens to participate in a range of leisure services; however, those who benefit from a particular City service are expected to pay for that service according to the level of value or benefit received. Specifically, this approach suggests that when the community benefits from an individual’s use of a program or services as a whole (i.e., services provided to children or youth), all citizens should pay for the program or service through higher levels of subsidization. When an individual benefits from the use of a program or service (i.e., advanced levels of instruction or programs and services that are targeted for adults), individuals should pay through user fees.

TABLE 1: Revenue 2009-2012

Service Area	2009	2010	2011	Projected 2012	2009-2012 % Change
Athletic Fields	\$480,300	\$481,500	\$589,000	\$540,000	+12.5%

Table 2 below provides specific cost recovery levels for 2009-2011. These levels are based on revenues and direct costs. They do not include the cost of corporate overhead (i.e. Human Resources, Administrative, and Financial Services costs, etc.).

TABLE 2: Cost Recovery 2009-2012

Service Area	2009	2010	2011
Athletic Fields	29.9%	29.0%	33.9%

The information presented in Tables 1 and 2 displays larger revenue and cost recovery levels in 2011 than in previous years. There are two main reasons for this increase, including: 1) An abnormally dry summer with significantly less “rain days” that resulted in more rental hours used by organizations, and 2) The addition of Rambler Park and Leibel Field (only available for use in September – November, 2011) as two new rental facilities resulting in increased revenue.

Review of market information

An environmental scan of comparable facilities across Western Municipalities and in Regina (such as rates at the University of Regina) verifies that the City of Regina’s rental rates for outdoor recreational facilities are comparable to what other service providers charge.

Highlights of Recommended Schedule

All rental rates have been increased by approximately three percent in order to maintain existing cost recovery rates and adjust for the increased costs of operating and maintaining outdoor recreational facilities.

RECOMMENDATION IMPLICATIONS

Financial Implications

Implementation of the proposed fee schedule, which includes an approximate increase of three percent in order to ensure cost recovery levels are maintained, will result in nominal increases in revenue to the City in 2013. Based on 2012 projected revenues and assuming demand for rentals stay at a similar level to 2012, this rate increase would result in approximately \$16,000 of additional revenue. This additional revenue will allow the City to mitigate bearing the full burden of the increased costs of facility operation and maintenance.

Environmental Implications

There are no environmental implications related to the content of this report.

Strategic Implications

The Community Development, Recreation & Parks Department has undertaken a comprehensive review of services in an effort to develop long-term strategies that appropriately balance the

responsibility of users to pay for the services they receive with the municipality's role to subsidize services that provide benefits to the community-at-large. This review, scheduled to be complete in spring 2013, considers recommendations for increased revenue as well as identifies opportunities for cost reductions and efficiencies. It will also include recommendations regarding the inclusion of corporate overhead as a component of future pricing models and cost recovery reporting. A long-term fees and charges strategy will be brought forward to City Council in the summer of 2013 as a part of this review.

Other Implications

There are no other implications related to the content of this report.

Accessibility Implications

By setting cost recovery targets of approximately 25% for athletic fields, and subsidizing Youth rental rates at 65% of the Adult rate, the City of Regina makes every effort to offer affordable rental rates that allow sport organizations to charge lower rates for youth participation.

The City makes physical accessibility a major focus whenever building new facilities and also looks to improve the accessibility to existing facilities for persons with disabilities.

COMMUNICATIONS

The Administration has consulted with frequent facility rental groups to discuss the inflationary increase proposed within this 2013 fee schedule. More than 65 groups were notified and consulted with through email or personal interviews. While little feedback was received from the groups regarding these newly proposed rates, this limited feedback is in line with past years where inflationary increases have been supported by the organizations because groups understand the need for gradual increases to cover increasing costs. Groups have stated in the past that inflationary increases have little to no impact on their programs and that they are able to justify those minimal cost increases to their participants.

The Administration also meets with user groups throughout the year to discuss numerous topics including fees and charges. There are no significant outstanding issues pertaining to the current fees and charges strategy that have been brought up by user groups throughout these meetings.

Upon approval of the Community Development, Recreation & Parks Fees and Charges, Schedule H, the Administration will ensure customers have advance notice of the rental fee changes by communicating through the City of Regina website. Rental groups will be sent correspondence advising them of the fee change prior to the fees being implemented. It should be noted that the implementation dates for the proposed increases will provide organizations and groups with adequate time to plan their programs and if necessary, adjust their fees to reflect the City's new fees.

DELEGATED AUTHORITY

This disposition of this report requires City Council approval.

Respectfully submitted,

Handwritten signature of Chris Holden in cursive script.

Chris Holden, Director
Community Development, Recreation & Parks

Respectfully submitted,

Handwritten signature of Jason Carlston in cursive script.

Jason Carlston, Deputy City Manager
Community Planning and Development

cc

Schedule "H"
2013 Community Services Fees
Athletic Fields
(GST Not Included)

Fee Category	Jan-01 2012	Jan-01 2013
Mosaic Stadium at Taylor Field		
Adult/Private Allocations (Including Regina Rams)	\$ 90.00	92.60
Youth/Child Governing Sport Body Allocations (65% of Adult Rate)	58.60	60.20
Stair/Ramp Program Rate	24.40	25.20
Leibel Field		
Adult/Private	79.40	81.80
Youth/Child Governing Sport Body Allocations (65% of Adult Rate)	51.60	53.20
Currie and Kaplan Fields		
Adult /Private	57.20	59.00
Youth/Child Governing Sport Body Allocations (65% of Adult Rate)	37.20	38.40
Rambler Fields		
Adult/Private	51.60	53.20
Youth/Child Governing Sport Body Allocations (65% of Adult Rate)	33.60	34.60
Adult Tournament Rate	25.80	26.60
Youth Tournament Rate (65% of Adult Tournament Rate)	16.80	17.20
Livingstone and Soccer		
Adult /Private	45.00	46.40
Youth/Child Governing Sport Body Allocations (65% of Adult Rate)	29.20	30.20
Level 2A (per Hour):		
Adult /Private	22.00	22.60
Youth/Child Governing Sport Body Allocations (65% of Adult Rate)	14.40	14.60
Level 2B (Per Hour):		
Adult /Private	17.60	18.20
Youth/Child Governing Sport Body Allocations (65% of Adult Rate)	11.40	11.80
Level 3 & 4, All Parks, Boarded Outdoor Rinks, Outdoor Shelters,		
Outdoor Basketball Courts and City Hall Courtyard:		
Facility Permit Fee (Single use and/or seasonal)	15.00	15.40
Canada Games Athletics Complex(Track and Infield) (Per Hour):		
Exclusive Use:		
Adult /Private	33.20	34.20
Youth/Child Governing Sport Body Allocations (65% of Adult Rate)	21.60	22.20
Shared Use		
Adult/Private (50% of exclusive use)	16.60	17.00
Youth/Child (50% of exclusive use)	10.30	11.00

Tennis Courts (Per Hour/Per Court):
AE Wilson, Canada Games Complex, Gardiner Park,
Lakeview.

Adult /Private	7.60	7.80
Youth/Child Governing Sport Body Allocations (65% of Adult Rate)	5.00	5.00
Kiwanis Waterfall (per hour)	22.00	22.60
Facility Permit Fee (Single use and/or seasonal)	15.00	15.40

Notes:

1. The rate charged to commercial users will be 1.5x the applicable adult or private rate.
2. Rentals on statutory holidays (if staff are required) will be charged actual staff costs.
3. The maximum daily rental fee for competitive events shall be no more than the cost of 12 hours of rental.
4. The applicable athletic field rental rate for school use of fields adjacent to schools only be applied to games.
5. The applicable athletic field rental rate be assessed for school use of Taylor Field, Mount Pleasant, Leibel Field and 2A fields not adjacent to schools (for games and practices).
6. School activity use of 2B, Class 3 and lower athletic fields during school hours not be subject to rental fees.
7. Lighting charges (both demand and per hour) are charged based on the operational charges. These charges will be passed onto the customer once the monthly bill is received and the appropriate portions of the charges can be separated amongst all of the user groups.

December 12, 2012

To: Members,
Community and Protective Services Committee

Re: National Fire Protection Association NFPA 1710 Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments.

RECOMMENDATION

That item PCS06-59 be removed from the list of outstanding items for the Community and Protective Services Committee.

CONCLUSION

The Regina Professional Fire Fighters Association requested the City of Regina to conduct an independent audit of the fire department to determine if the department is in line with the National Fire Protection Association (NFPA) 1710 standard. NFPA 1710 is a broad and far reaching standard with requirements that impact most services delivered by a modern fire department. It has taken many years to respond and the department has recently completed a comprehensive and multi-levelled review of all of its business functions across 241 performance indicators, a critical task analysis, community risk assessment, service performance analysis from 2006 to 2011 and a development of a new Standards of Cover for Regina in an effort to achieve International Fire Accreditation. On August 2, 2012, following an independent audit process, the Regina Fire & Protective Services department became only the sixth fire department in Canada and the 168th department internationally to be awarded the status of accredited agency. In achieving accreditation, and completing an extensive independent review process, an external third party has confirmed that the department meets or exceeds several industry standards and best practices, including NFPA 1710, for service level objectives.

The department will continue to monitor recommended resource levels compared to NFPA 1710, best practices, other industry benchmark standards, and regular critical task analysis to ensure the effective and safe emergency response for the City of Regina and responders. The department will also monitor quarterly service performance levels for all services and compare them against the local benchmark objectives and industry benchmark standards as outlined in NFPA 1710.

BACKGROUND

On December 13, 2006, the Regina Professional Fire Fighters Association called on the Parks and Community Services Committee, as it was then called, to conduct an independent audit of the Regina Fire Department, as it was then called, to determine if its consistent with NFPA 1710. The Association asked for a review of response times, staffing on apparatus and locations of fire stations to ensure the department is meeting the needs and expectations of the community as well as planning for the anticipated growth of Regina.

The Parks and Community Services Committee passed the following two motions:

1. The Administration be requested to prepare a report to the Parks and Community Services Committee respecting Regina Professional Fire Fighters Association's request for an independent audit to determine if the Regina Fire Department is compliant with National Fire Protection Association NFPA 1710 standards.
2. The Administration be requested to meet with the Regina Qu'Appelle Health Region (Emergency Medical Services) and the Regina Professional Fire Fighters Association to review the current Emergency Medical Services Agreement and provide a follow up report to the Parks and Community Services Committee.

The second motion was addressed in January 2009 when a report regarding a Mutual Aid Agreement between Regina Qu'Appelle Health Region and the City of Regina was considered. The recommendations contained within that report were concurred by the Parks and Community Services Committee.

Preparing a response to the first motion has taken much longer. NFPA 1710 (2010 Edition) is the "Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments." This comprehensive standard contains minimum requirements relating to organization and deployment of fire suppression operations, emergency medical operations and special operations. The requirements address functions and objectives of fire department emergency service delivery, response capabilities and resources. The standard also contains general requirements for managing resources and systems, such as health and safety, incident management, training, communications, and pre-incident planning.

While the standard includes many requirements on a broad array of emergency services, two requirements within NFPA 1710 that receive an abundance of attention and scrutiny are the requirements for staffing levels and emergency response times. NFPA 1710 requires four-person staffing on most types of fire companies. Fire companies whose primary functions include pumping and water delivery, basic fire fighting at fires, including search and rescue, forcible entry, aerial operations, utility control, illumination, overhaul, and salvage all require a minimum of four personnel.

Compliance with NFPA 1710 is not required by federal or provincial law although most career fire departments use the standard as an industry benchmark for the applicable services they provide.

DISCUSSION

It has taken many years to respond, but the department has recently completed a comprehensive review and external assessment of all of its business functions across 241 performance indicators in a departmental self assessment, a critical task analysis, community risk assessment, service performance analysis between 2006 to 2011, and development of a new Standards of Cover (SOC) for Regina all in an effort to achieve International Fire Accreditation. The department is not required by legislation to comply with NFPA 1710; however, it has consistently referenced NFPA 1710 in addition to other industry standards and best practices. These have been adopted from the Commission on Fire Accreditation International (CFAI) Fire & Emergency Service Self-Assessment Manual, eighth edition; CFAI Standards of Cover, fifth edition; NFPA 1221: Standard

for the Installation, Maintenance, and Use of Emergency Services Communications Systems; the Fire Protection Research Foundation; and, the National Institute of Standards and Technology (NIST) throughout the accreditation process.

All of the information that the department prepared for international accreditation has been thoroughly reviewed at three major phases. In the first phase, five fire industry specialists contracted by the department through the Center for Public Safety Excellence conducted a comprehensive online technical document review over a ten month period between January and October 2011. Two of the fire industry specialists concluded the phase with an onsite visit to Regina in November 2011 to document and verify accreditation documentation and performance data.

The second phase consisted of an independent online document review and an on-site visit to Regina in May 2012 by a peer assessment team made up of four fire officials on behalf of the Commission on Fire Accreditation International (CFAI). Following a detailed assessment and analysis, the peer assessment team believed by consensus that the alarm handling time, turnout time, travel time for first due and travel time for effective response force components of the total response time continuum, as identified in the department's SOC, are in line with the expectations identified in the eighth edition of the *Fire and Emergency Services Self Assessment Manual (FESSAM)* which draws in existing promulgated standards including NFPA 1710.

The third and final independent review phase concluded after the nine members of the CFAI reviewed the technical report and held a commission hearing in Denver, Colorado on August 1, 2012. The peer team leader and three officials from Regina Fire & Protective Services presented before the commission.

The CFAI awarded the department the status of accredited agency on August 2, 2012. Regina Fire & Protective Services became the sixth fire department in Canada and the 168th department internationally to be awarded the status of accredited agency. The status lasts for five years, until August 2017, as long as the department submits annual compliance reports and works towards addressing the strategic recommendations approved by the CFAI. After August 2017, the department will need to again complete the departmental self assessment process, standards of cover, community risk assessment, and successfully complete the levels of review in order to be re-accredited for an additional five years. In achieving accreditation, and completing an extensive independent review process, an external third party has confirmed that Regina Fire & Protective Services meets or exceeds several industry standards and best practices, including NFPA 1710, with respect to service level objectives.

RECOMMENDATION IMPLICATIONS

Financial Implications

There are no immediate financial implications as a result of this report. The goal to achieve international fire accreditation was new to Regina Fire & Protective Services and the City of Regina. The functional capacity required to achieve accreditation including data collection, analysis, testing, process mapping, process review, and standard operating procedure revisions already existed. The department will continue to monitor all service performance levels to anticipate when current resources need to be reallocated or when new resources are required to

maintain local benchmarks objectives for Regina or to continue to strive towards industry standards such as NFPA 1710.

Environmental Implications

None with respect to this report.

Strategic Implications

The work to achieve international fire accreditation status for Regina Fire & Protective Service assists the City in achieving its vision of being a safe and harmonious community. In addition, the process of evaluation and sustainable continuous improvement of department services will help maintain high levels of professionalism, while enhancing service delivery. Fire accreditation supports the corporate Excellence Canada initiative.

Other Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

Regina Fire & Protective Services will continue to monitor quarterly service performance against the industry benchmark standard of NFPA 1710. Service performance levels will be circulated to all departmental staff and will be used during annual business and budget planning processes.

DELEGATED AUTHORITY

The disposition of this report is within the Community and Protective Services Committee's authority.

Respectfully submitted,



Rick McCullough, Director
Regina Fire & Protective Services

Respectfully submitted,



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

RM/pv/cg

December 12, 2012

To: Members,
Community and Protective Services Committee

Re: Automatic Vehicle Location (AVL) Project

RECOMMENDATION

1. That City Council authorize the Deputy City Manager of City Operations, or his or her designate, to negotiate and approve the terms of an addendum (the “Addendum”) to the Research and Development Trial Agreement relating to Transit Automatic Vehicle Location (the “AVL Trial”), dated as of September 1, 2011 between the City and 101150419 Saskatchewan Ltd., operating under the business name “CRL Engineering”, (“CRL”) to extend the term of the trial for an additional nine months, concluding on September 30, 2013.
2. That sufficient funding be reallocated within the Transit general operating budget to fund the costs relating to the extension of the AVL Trial.
3. That the Administration issue a Request for Proposals to obtain a permanent AVL system for installation and use on City transit vehicles following the completion of the AVL Trial, with (i) a contract term of 3 years plus 2 – optional 1-year extensions; and, (ii) a requirement that proponents meet an annual budget of between \$375,000.00 and \$400,000.00.
4. That City Council authorize the Deputy City Manager of City Operations to award and finalize the terms of an agreement with the successful proponent chosen from the permanent AVL system Request for Proposal (“RFP”) process.
5. That the City Clerk be authorized to execute the following agreements after review and approval by the City Solicitor:
 - (i) the Addendum extending the AVL with CRL; and
 - (ii) the contract awarded to the successful proponent as a result of the AVL system RFP process.
6. That this report be forwarded to the December 17, 2012 meeting of City Council for approval.

CONCLUSION

Automatic Vehicle Location (AVL) technology allows customers to access real-time information about when their buses will arrive in order to reduce the amount of time spent standing at bus stops and allow more flexibility with their travel plans.

The City's Transit Investment Plan recommended that the City investigate the use of AVL technology. In order to investigate the benefits that an AVL system could provide, the City entered into a research and development trial agreement with CRL where CRL would develop and test its proprietary AVL system using the City's transit fleet, and the City would work with an AVL system directly in order to determine (i) whether such a system could provide any benefits; and, (ii) what attributes in an AVL system would be desirable should the City elect to purchase a permanent solution.

Transit has seen a direct impact on both ridership and revenues since implementing the AVL system and wishes to extend the AVL Trial such that additional information can be obtained that will assist the City in being able to ultimately purchase a suitable permanent AVL solution that can increase ridership and customer satisfaction, as well as provide additional marketing opportunities.

BACKGROUND

In 2009, the Transit Department was approached by CRL Engineering in relation to the development and testing of a real time bus tracking project called TransitLive. CRL Engineering had the support of Communities of Tomorrow to help fund the initial project. TransitLive consisted of allowing customers to view the location of their bus at any moment and projected accurate arrival times for each bus stop using GPS technology. The location of each bus is updated once every 1.5 seconds, allowing customers instant dynamic information. This information is available to the customers through:

- (a) The TransitLive website (www.transitlive.com), which allows customers to view where the buses are at any moment and set up customizable alerts to receive texts when their bus was getting close to their bus stop;
- (b) A texting feature (596-6136) that allows customers to receive updates of the next bus at their bus stop instantly;
- (c) Phoning the Transit RIDE line (777-7433) and selecting the TransitLive option. This lets customers enter their four digit bus stop number and have an audible voice inform the customer of the next bus at the particular bus stop; and
- (d) Schedule monitors located at the Transit Information Centre and the University of Regina Riddell Centre showing arrival times based entirely in real time.

After some initial development work, the City and CRL entered into a Research and Development Trial Agreement in 2011 relating to the AVL Trial, where CRL agreed to pilot the TransitLive technology on all 106 conventional City Transit buses. To fund the AVL Trial, Transit reallocated funding from underutilized services and allocated the additional revenue expected from increased ridership.

Throughout the AVL Trial, Transit has conducted studies with actual Transit users to gauge their feedback on the system. The overall feedback has been positive and several suggestions have been received that could improve the system, such as changes relating to the display configuration, adding additional features, increasing functionality of the user interface, and having a better mobile experience. Several changes and improvements have been made to date, but the AVL Trial is scheduled to conclude on December 31, 2012.

The City continues to work with CRL to further develop and refine the systems, and is continuing its internal review to determine what types of attributes the City would wish to have in the event that a permanent solution is obtained. The extension of the AVL Trial to September 30, 2013 will permit further development and refinement of the AVL product being tested, as well as provide the City with additional time to determine its requirements in obtaining an effective AVL system.

Due to the benefits an AVL system provides to users of Regina's transit system and the additional information and efficiencies an AVL system can provide to the Transit Operations Branch, the Administration is recommending that the City obtain a permanent AVL system. The City is required by its trade treaty obligations to undertake a public procurement process to obtain a more permanent solution. The Administration has been working to refine its requirements list during the AVL Trial and the extension of the trial for an additional nine (9) months will permit the City to finalize its requirements list and complete an RFP process such that a permanent solution can be found without affecting transit systems users with a break in service from the current trial systems that are in place.

DISCUSSION

Extension of AVL Research and Development Trial

On September 1, 2011, the City and CRL entered into a Research and Development Trial Agreement where CRL agreed to pilot its TransitLive technology on all 106 conventional City Transit buses. The AVL Trial has been a success to date, with CRL being able to fully test and develop its technology and the City obtaining excellent feedback from transit users and its employees on the type of AVL product that would be most beneficial to the City.

The AVL Trial is scheduled to conclude on December 31, 2012, but CRL is still in the process of developing and refining its technology. The City is continuing its internal review to determine what types of attributes the City would wish to have in the event that a permanent solution is obtained. The extension of the AVL Trial to September 30, 2013 will permit further development and refinement of the AVL product being tested, as well as provide the City with additional time to determine its requirements in obtaining an effective AVL system.

The cost of the current AVL Trial is \$28,800.00 per month and the full cost of the first year of the AVL Trial will be \$345,600.00. A benefit of the CRL technology being tested is that there is no upfront capital investment or internal City of Regina IT resources required as CRL provides a fully hosted solution that operates from a cloud-based server and uses general purpose hardware.

The cost of an extension of the AVL Trial is \$28,800.00 per month, for additional total of \$259,200.00 for the time period from January 1, 2013 to September 30, 2013.

Reallocation within General Operating Budget to fund AVL Trial

As there was no additional budget to fund the original AVL Trial, the following adjustments and service efficiencies were made to reallocate budget within Transit to fund the AVL Trial:

- (a) Transit examined the current service being delivered for underutilized services as identified from the electronic fareboxes installed in 2010. Administration adjusted some service on the road from 20 minute frequencies to 30 minute frequencies. The changes were implemented September 2011 and there have not been any drawbacks as a result of the service change.
- (b) The tools that TransitLive has provided Administration allow for a more efficient use of services. Budget spent on overtime, printing of schedules, and resources dedicated to Transit supervision have been able to be reduced, saving \$37,700 annually.
- (c) Increases in ridership and revenue as a result of the AVL technology have been allocated to pay for the trial. The addition of an AVL system for customers has generally increased ridership by an estimated 2.5 per cent, which resulted in \$135,500.00 in additional revenue each year. In 2012, ridership has increased 10 per cent (as of September 2012). Although the overall increase in ridership can not be exactly expressed, below are the assumptions that make up for the growth in ridership.

Transit Ridership	
Reason	Percent Increase
City Population Growth	3%
TransitLive	2.5%
Increased Private Vehicle Costs	2%
New Communication Tools	1%
R-Card 31 Day Pass	1%
New Services	.5%
Total	10%

Table 1 – Ridership Growth in 2012

No new funding is required to fund the AVL Trial; however, Council approval is sought to reallocate funding within the Transit general operating budget to fund the costs relating to the extension of the AVL Trial.

Request for Proposals for Permanent AVL System

Due to the benefits an AVL system provides to users of Regina's transit system and the additional information and efficiencies an AVL system can provide to the Transit Operations Branch, the Administration is recommending that the City obtain a permanent AVL system.

In addition to the real-time information that can be provided to transit-users to improve their transit use, the present AVL technology provides the following benefits for Transit operations:

- (a) It allows the dispatch area to have a snapshot of system performance at any moment in time. The manual task of checking to see if buses are late, early, or on time can be done by looking at a summary screen and supervisors can react to situations immediately and reallocate resources accordingly;
- (b) Each bus has a display screen for the operator that indicates the current time and how late/early the bus is at any time, based on the schedule. The operator can then adjust their driving based on the output on the display. On time performance is key to customer satisfaction;
- (c) The AVL system acts as a communication tool with dispatch to alert dispatch to any equipment concerns or if immediate assistance is required. Dispatch can also send customizable messages to an individual bus, route or the entire fleet to be viewed on this screen; and
- (d) The AVL system tracks historic bus movements and that information can be recalled at a later date. This means that concerns received from the public about excessive speed or dwell times can be investigated, validated, and resolved quickly with supporting data readily available.

In addition to the operational benefits, a permanent AVL system is estimated to increase transit ridership by another one per cent as it provides additional opportunities to increase marketing to residents that do not currently use the City's transit system. The increased ridership will result in increased revenues.

In addition to the ridership revenue increase, a permanent AVL system will have the ability to sell advertising space throughout various platforms. The information screens that are present at the Transit Information Centre and the University of Regina provide a display for advertising on a rotating basis. Current tests with advertising have worked well and advertising options will begin to be explored in the extended AVL Trial, which will be a part of the RFP requirements list. It is estimated that a permanent AVL system will increase advertising revenues by \$25,000.00 per year.

The City is required by its trade treaty obligations to undertake a public procurement process to obtain a more permanent solution and the AVL Trial currently in process has enabled the City to test and refine its requirements list for an eventual purchase of a permanent system. The extension of the AVL Trial for an additional nine (9) months will permit the City to finalize its requirements list and complete an RFP process such that a permanent solution can be found without affecting transit systems users with a break in service from the current trial systems that are in place. The City will be preparing an RFP to solicit qualified proposals that can offer a permanent AVL system that can meet an annual budget of between \$375,000.00 and \$400,000.00.

RECOMMENDATION IMPLICATIONS

Financial Implications

The cost of an extension of the AVL Trial is \$28,800.00 per month for 106 conventional Transit buses, or an additional total of \$259,200.00. This sum requested on an annual basis is \$345,600.00 (\$28,800.00 per month for 12 months) which was the cost of the original 12 month AVL Trial.

The funding proposed for the AVL Trial and extension of the AVL Trial will not require new or additional funding as adjustments and service efficiencies were made to reallocate existing budget within Transit.

Environmental Implications

Transit ridership has increased 10% so far in 2012. Of the 10% increase in ridership, AVL technology is estimated to have increased ridership by 2.5%, which equals over 87,000 additional trips from January to September 2012 on the bus system. Transit is an important contributor to better air quality and prevention of climate change. The additional trips taken on transit reduce the amount of congestions on our streets and reduce the amount of single car trips taken in the City. With AVL technology taking some of the guesswork in taking transit, this trend will continue.

Strategic Implications

Investing in AVL technology was a recommendation of the Transit Investment Plan. To trial this service, Administration strategically reallocated existing resources to benefit all customers of the transit system. This innovation has not only increased ridership and revenues, but has also decreased our cost to deliver transit service. Further investigation and research of the benefits of an AVL system through the AVL Trial has led the Administration to believe that an investment in a permanent AVL system would be of benefit to the City and its transit users.

As an extensive research and development trial will have been completed prior to the City undertaking the procurement of a permanent solution, the City will be in a good position to see what the market has to offer, and to investigate other service options in order to choose the best solution for the City's needs.

Other Implications

None with respect to this report.

Accessibility Implications

The system being tested in the AVL Trial has a unique function that allows users to identify where conventional lowfloor buses are located in the system. Approximately 80 per cent of the transit fleet are low floor, and customers with the need for a lowfloor bus can easily identify their

trip using the technology currently being tested. A requirement providing similar functionality will be sought from the market during the RFP process, but Regina Transit expects to have the entire fleet fully lowfloor accessible by 2016 with the bus fleet replacement program.

COMMUNICATIONS

As the AVL Trial is being undertaken for research and development purposes, this application has not been actively communicated to all residents and those that are considering bus service. A more aggressive marketing plan that promotes the use of the AVL technology will be developed should the program continue and a permanent solution be obtained.

DELEGATED AUTHORITY

The disposition of this report is within the authority of City Council.

Respectfully submitted,



Brad Bells, Director
Transit Department

Respectfully submitted,



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

NL/ch

To: Members,
Community and Protective Services Committee

Re: Fire & Protective Services Enforcement Statistics

RECOMMENDATION

That this report be received and filed.

CONCLUSION

In 2010, The Regina Fire Bylaw (Bylaw) was amended to implement a ticketing system for certain offences of the Bylaw and the National Fire Code, and to allow fire pits under certain conditions.

The result of the amendments to allow fire pits has resulted in an increased number of complaints received by Fire & Protective Services for investigation. Further, enforcement costs have increased based on call-outs of fire inspectors after hours and on weekends. The implementation of a ticketing system has achieved the goal of providing Fire Inspectors with a mechanism to immediately commence enforcement proceedings against Bylaw offenders in certain situations which increases administrative efficiency in enforcement of the Bylaw. The implementation of the voluntary fine payment option associated with the ticketing system means less reliance on court process to collect fines for minor offences and therefore also provides administrative efficiency in enforcement of the Bylaw.

BACKGROUND

On May 19, 2010, the Community & Protective Services Committee approved amendments to The Regina Fire Bylaw (Bylaw). Two types of amendments were implemented. The first permitted certain types of fire pits to be used on private property under certain conditions. The second implemented a ticketing process whereby the enforcement of certain offences of the Bylaw or the National Fire Code could be prosecuted by immediate issuance of a ticket to an offender.

The purpose of the amendment permitting ticketing as an enforcement mechanism was intended to achieve administrative efficiencies in the prosecution process and to provide an immediate deterrent to any person contravening the fire and life safety provisions contained within the Bylaw.

To evaluate the effectiveness of the ticketing system, the Administration committed to provide the Committee with annual enforcement statistics that include information in the following categories:

1. the number of complaints;
2. the number of Bylaw contraventions;
3. the number of outstanding Bylaw contraventions;
4. the number of fines imposed and number of payments made;
5. the number of Order to Remedy Contraventions issued; and,
6. the voluntary compliance rate to inspection reports.*

*These six points are from the official Minutes of the Community & Protective Services Committee.

DISCUSSION

The Fire & Protective Services department used a five year period (2008 to 2012) to analyze the implementation of the ticketing program.

	2008	2009	2010	2011	2012*
Complaints	179	158	230	215	240
Bylaw Contraventions	-	-	11	112	86
Outstanding Bylaw Contraventions	-	-	2	18	21
Fines Imposed	-	-	9	94	65
Payments Made (Fines Collected)	-	-	\$1,000	\$24,000	\$10,950
Order to Remedy	-	-	0	0	0
Voluntary Compliance Rate (Compliance with Orders to Remedy)	-	-	N/A	N/A	N/A

* 2012 (YTD – September 30, 2012)

When an inspector from Regina Fire & Protective Services investigates a complaint and determines an offence has been committed, immediate issuance of a Notice of Violation ticket is one means by which the Fire Inspector may pursue enforcement of the Bylaw.

The Notice of Violation ticket states the offence that has been committed, contains a fine amount and a date by which the fine must be paid. The offender may pay the fine associated with the ticket, in which case the offender is deemed to have taken responsibility for the offence and further enforcement through court process is unnecessary. If the offender does not pay the fine associated with the ticket by the specified date, the offender is deemed not to have taken responsibility for the offence and the matter is referred to the City's Bylaw Prosecutor for further enforcement through the court.

Notice of Violation tickets are not available or appropriate for all offences of the Bylaw. The Bylaw specifies which offences may be enforced through issuance of a ticket. Other available enforcement mechanisms include proceeding directly to prosecution through the court or issuance of an Order to Remedy pursuant to *The Fire Prevention Act, 1992*. The choice of procedure will depend on the type and severity of the offence.

Most contraventions identified by Regina Fire & Protective Services are appropriately addressed by issuance of a Notice of Violation ticket. Previously, those contraventions would have required reliance on a prosecution through the court system. Implementation of a ticketing system has greatly reduced reliance on the court process as the means of penalizing offences of the Bylaw. As a result, administrative efficiencies have been achieved which benefit not only the department but also the public.

Since amendment of the Bylaw in 2010, complaints fielded by the department have risen by 50 percent; the majority being related to fire pits. Using 2011 as the first full year of implementation, 50 percent of the complaints investigated regarding fire pits resulted in enforcement proceedings being implemented. As people become more aware of the Bylaw, and what constitutes a legal fire pit, violations as a percentage of complaints have fallen to 35 percent. The high volume of complaints in relation to actual contraventions of the Bylaw may be explained by citizens' disagreement with the policy of allowing fire pits rather than actual Bylaw infractions. Complainants often express the feeling that any use of a fire pit in their neighbourhood unreasonably interferes with their enjoyment of their own property.

As fire pits are typically utilized in the evenings and on weekends, investigation of fire pit complaints has increased enforcement costs due to call-outs of Fire Inspectors after hours and on weekends.

The department will continue to monitor the number of complaints received and the number of contraventions identified. It is anticipated that both complaints and contraventions will fall as awareness and proper use of fire pits grows.

RECOMMENDATION IMPLICATIONS

Financial Implications

None with respect to this report.

Environmental Implications

None with respect to this report.

Strategic Implications

None with respect to this report.

Other Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

None with respect to this report at this time. Communication plans, specific to some of the initiatives outlined in the report, will be developed when appropriate.

DELEGATED AUTHORITY

The disposition of this report is within the Community and Protective Services Committee's authority.

Respectfully submitted,



Rick McCullough, Director
Regina Fire & Protective Services

RM/GK/CC/cg

Respectfully submitted,



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

December 12, 2012

To: Members,
Community and Protective Services Committee

Re: Review of Outstanding Items

RECOMMENDATION

1. That the following items be deleted from the list of outstanding items for the Community and Protective Services Committee:

<u>Item</u>	<u>Subject</u>
PCS06-59	Regina Professional Fire Fighters Association: National Fire Protection Agency and Emergency Medical Services
CR10-109	Regina Humane Society Inc. Spay/Neuter Contract
CPS11-16	Status of Pesticide-free Park Spaces

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

CONCLUSION

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

BACKGROUND

Subsection 35(2) of City Council's Procedure Bylaw requires the City Clerk to provide a report to the Executive Committee annually which lists all items and the priority of the items that have been tabled or referred by City Council or one of its committees. The purpose of this report is to provide a list of the outstanding items for the Community and Protective Services Committee as at December 12, 2012.

DISCUSSION

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

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

The Office of the City Clerk is responsible for maintaining and updating the lists. Items remain on the list until a report or the committee recommends their removal. The lists are updated with additions and deletions, as meetings are held and after review by the Executive Committee. The last review of outstanding items as at December 14, 2011, was considered on January 18, 2012.

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

- the list of outstanding items as at July 27, 2012 was circulated to departments for comments;
- the comments and lists were returned to the Office of the City Clerk for consolidation.

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

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

RECOMMENDATION IMPLICATIONS

Financial Implications

None with respect to this report.

Environmental Implications

None with respect to this report.

Strategic Implications

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

Other Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

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

DELEGATED AUTHORITY

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

Respectfully submitted,



Joni Swidnicki
City Clerk

APPENDIX "A"

**COMMUNITY AND PROTECTIVE SERVICES COMMITTEE
LIST OF OUTSTANDING ITEMS
AS AT DECEMBER 12, 2012**

OPEN ITEMS

REPORT #:	PCS06-59
DATE TABLED/REFERRED:	December 13, 2006
SUBJECT:	Regina Professional Fire Fighters Association: National Fire Protection Agency and Emergency Medical Services
MOTION:	The Administration be requested to prepare a report to the Parks and Community Services Committee respecting Regina professional Fire Fighters Association's request for an independent audit to determine if the Regina Fire Department is compliant with National Fire Protection Agency (NFPA) 1710 standards.
DIVISION:	Community Planning & Development – Fire
COMMENT:	<p>There are several steps to the development, approval and review of the Standards of Cover including the presentation to City Council (Nov 2011), CPSE Peer Review (April 2012), Peer Review Report (June 2012) and appearance before the CFAI (Commission) in August 2012. The Peer and Commission review of the Standards of Cover would qualify as an "independent audit".</p> <p>Return Date: 3rd Quarter of 2012. CPS12-29, December 12, 2012.</p> <p>Remove from List.</p>

REPORT #:	PCS07-51
DATE TABLED/REFERRED:	September 12, 2007
SUBJECT:	Joint Use Agreements
MOTION:	2. The Parks and Community Services Committee provide an answer to the Parks and Recreation Advisory Board as early as the Board's first meeting in 2008.
DIVISION:	Community Planning & Development
COMMENT:	<p>Due to a lack of organizational capacity, this will be a 2013 initiative</p> <p>Return Date: June 2013.</p>

REPORT #:	CR10-109
DATE TABLED/REFERRED:	October 18, 2010
SUBJECT:	Regina Humane Society Inc. Spay/Neuter Contract
MOTION:	2. The Administration provide a follow-up report to the Community & Protective Services Committee and City Council within one year on how the new process is working, including input from affected associations, including affected communities via their respective community associations.
DIVISION:	Community Planning & Development
COMMENT:	Return Date: 2 nd Quarter 2012. CPS12-17 - July 18/12. Remove from List.

REPORT #:	CPS11-16
DATE TABLED/REFERRED:	June 22, 2011
SUBJECT:	Status of Pesticide-free Park Spaces
MOTION:	4. That a status report on the pesticide-free park initiative be provided in the second quarter of 2012.
DIVISION:	Community Planning & Development
COMMENT:	Return Date: As a result of a report by the Environment Advisory Committee to the Public Works Committee, the overall pesticide use strategy is being reviewed. This now falls within the purview of the Public Works Committee and will be considered in conjunction with a report to Public Works Committee in the 1 st Quarter of 2013. Remove from List.

December 12, 2012

To: Members,
Community and Protective Services Committee

Re: Consideration of Meeting Dates and Times for 2013

RECOMMENDATION

It is recommended that:

1. The 2013 meetings of the Community and Protective Services Committee be held at 4:00 p.m. on the following dates:

January 23	July 10
February 27	August 7
March 20	September 4
April 10	October 16
May 22	November 27
June 19	

2. For 2014, the first meeting of the Community and Protective Services Committee be held on Wednesday, January 8, at 4:00 p.m.

CONCLUSION

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

BACKGROUND

City Council, at its meeting held on November 19, 2012, approved the meeting schedule for regular Council and Executive Committee meetings for 2013. This schedule is set each year in accordance with the provisions of *The Procedure Bylaw, 9004*. Committees of City Council are then asked to establish regular meeting dates and times at their first meeting of the year. The purpose of this report is to facilitate the establishment of 2013 regular meeting dates for the Community and Protective Services Committee.

DISCUSSION

The Community and Protective Services Committee should establish its regular meeting schedule for 2013, with the dates selected:

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

Based on the above and a review of the regular meeting dates of the Community and Protective Services Committee held last year, it is proposed that regular meetings for 2013 be held on the following dates at 4:00 p.m.:

January 23	July 10
February 27	August 7
March 20	September 4
April 10	October 16
May 22	November 27
June 19	

It is also proposed that the Community and Protective Services Committee select a date for its first meeting in January 2014. Based on this year's meeting schedule, it is proposed the committee hold its first meeting of 2014 on Wednesday, January 8 at 4:00 P.M.

A calendar which lists the above dates and the approved meeting dates for City Council and the Executive Committee is attached as Appendix "A".

RECOMMENDATION IMPLICATIONS

Financial Implications

None to this report.

Environmental Implications

None to this report.

Strategic Implications

None to this report.

Other Implications

None to this report.

Accessibility Implications

None to this report.

COMMUNICATIONS

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

DELEGATED AUTHORITY

The Community and Protective Services Committee has the authority to establish a meeting schedule.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Joni Swidnicki".

Joni Swidnicki
City Clerk

/lil

2013 COUNCIL AND COMMITTEE MEETINGS

JANUARY

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

FEBRUARY

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

MARCH

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

APRIL

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

MAY

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

JUNE

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

◆ Holiday

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

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

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

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

MONDAY

TUESDAY

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

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

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

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

WEDNESDAY

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

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

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

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

THURSDAY

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

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

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

CITY CLERKS PURPOSES ONLY
NOT AN OFFICIAL CITY
CALENDAR

2013 COUNCIL AND COMMITTEE MEETINGS

JULY

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

AUGUST

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

SEPTEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
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NOVEMBER

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DECEMBER

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◆ Holiday

MONDAY

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

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

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

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

TUESDAY

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

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

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

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

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

WEDNESDAY

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

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

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

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

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

THURSDAY

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

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

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

CITY CLERKS PURPOSES ONLY
NOT AN OFFICIAL CITY
CALENDAR

December 12, 2012

To: Members,
Community and Protective Services Committee

Re: Keith Knox Award

**RECOMMENDATION OF THE MUNICIPAL HERITAGE ADVISORY COMMITTEE
- JULY 30, 2012**

That the youth category in the Municipal Heritage Awards be named The Keith Knox Award in honour of Keith Knox.

MUNICIPAL HERITAGE ADVISORY COMMITTEE – JULY 30, 2012

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

Donald Black, Ray Plosker, Margot Mack, David McLennan, Joseph Ralko, Ingrid Thiessen, and Victor Thomas were present during consideration of this report by the Municipal Heritage Advisory Committee.

The Municipal Heritage Advisory Committee, at its meeting held on July 30, 2012, considered the following report from committee member Don Black:

RECOMMENDATION

That the youth category in the Municipal Heritage Awards be named The Keith Knox Award in honour of Keith Knox.

CONCLUSION

The exemplary commitment to civic volunteerism embodied in the life of the late Keith Knox will be appropriately recognized by naming the youth category of the City of Regina's Municipal Heritage Awards in his honour. Annually, citizens will be able to reflect on his amazing example of civic engagement. Keith's legacy of selfless volunteerism and active community building will be preserved and emulated.

BACKGROUND

The Municipal Heritage Awards Program recognizes individuals or organizations that have helped to enhance the quality of life in Regina through demonstrated commitment to the heritage of our community and sustainability. Awards are presented in nine categories. The Youth Award recognizes the special contribution of non-professionals under the age of 25. Council approved the addition of the Youth Award to the Municipal Heritage Awards in 2011.

At the June 4th, 2012 City of Regina Municipal Heritage Advisory Committee (MHAC) meeting it was suggested that the Youth Award be named to honour the memory and legacy of Keith

Knox. All MHAC members supported the idea as a suitable way to recognize the immense contribution of long-serving MHAC member Keith Knox, who passed away on May 6th, 2012.

DISCUSSION

As a volunteer, Keith Knox either founded, helped establish, led, or belonged to the following:

- City of Regina Municipal Heritage Advisory Committee, (Vice-Chair and member, 1995-2012)
- City of Regina Transit Advisory Committee, (founding Chair)
- Saskatchewan History & Folklore Society Inc., (President)
- Heritage Regina, (founding member)
- Saskatchewan Architectural Heritage Society, (founding member)
- Saskatchewan Archaeological Society, (founding member)
- Regina Plains Museum, (President)
- Transport 2000 Saskatchewan, (President)
- Transport 2000 Canada, (member of the National Board of Directors)
- Regina Astronomical Society, (President)
- Regina Lyric Light Opera Society, (founding member)
- Biographies Regina, (founding member)
- Bell Barn Society of Indian Head, (founding member)
- Regina Male Voice Choir, (President and member for 52 years)
- Regina and District Old Timers' Association, (member)
- Heritage Canada Foundation, (Saskatchewan Governor)
- Canadian Aviation Historical Society, (member, Regina Chapter)
- Government House Historical Society, (member, Board of Directors)
- Claybank Brick Plant Historical Society, (member)
- Monarchist League of Canada, Saskatchewan Chapter, (Chair, Board of Directors)

Additionally, Keith Knox was awarded the Volunteer Recognition Medal from the City of Regina in 1985, the Silver Medal for Exceptional Service from the Monarchist League of Canada in 1985, the Saskatchewan Centennial Medal in 2005, and the Saskatchewan Volunteer Medal in 2006. He was strongly committed to each of those organizations. His obituary, which appeared in the May 8th, 2012 *Leader-Post*, noted that: "Indeed, just two days before he (Keith) died he suggested he should attend a May 7 meeting (of the Municipal Heritage Advisory Committee) to discuss the preservation of Regina's historic Davin fountain."

The success and continued contribution to our city's heritage, scientific and cultural fabric made by the organizations listed above is a testament to the value of Keith's volunteer commitment. Much of the City's social infrastructure is held together by the selfless dedication of volunteers like Keith Knox. It is hoped that by naming the Youth Award in his honour, a valuable role model will be available for other civic volunteers to emulate.

It is suggested that the naming of the Youth Award in honour of Keith Knox be formally announced at the February 2013 Municipal Heritage Award ceremony.

RECOMMENDATION IMPLICATIONS

Financial Implications

Each of the Municipal Heritage Award recipients receives a framed certificate. The costs associated with the awards ceremony are allocated in the operating budget of the Planning and Sustainability Department.

Environmental Implications

None with this report.

Strategic Implications

The Municipal Heritage Awards program responds to the City's Vision and its Priority of managing growth and community development, by contributing to the recognition and promotion of initiatives that conserve, utilize, enhance or commemorate Regina's historic built and cultural environment. By honouring Keith Knox, an individual who demonstrated such exceptional commitment to the City, and by linking his legacy with youth who may be embarking on a similar level of engagement with the City's heritage, the City will help foster a new generation of civic volunteers.

Accessibility Implications

None with this report.

COMMUNICATIONS

Award recipients will be invited to attend an awards presentation ceremony, which will be held in February of 2013. The names of the award recipients are published in a public service announcement, listed on the City's website and advertised in the Regina *Leader-Post*. The Knox family is supportive of the initiation of the Keith Knox Award (see attached). As well, all MHAC members fully support the naming of the award in Keith's honour.

DELEGATED AUTHORITY

City Council has authorized the Municipal Heritage Advisory Committee to select Award recipients, however changes to award categories require City Council approval.

Respectfully submitted,

MUNICIPAL HERITAGE ADVISORY COMMITTEE



Linda Leeks, Secretary

3203 - 4550 10th Ave.
Regina, SK. S4T 7X1
June 25, 2012

Mr. Don Black
Committee Chair
Municipal Heritage Advisory Committee

Dear Don,

I was very pleased when you told me, in person, the Municipal Heritage Advisory Committee would like to name the youth category of the MHAC awards in honour of Keith Knox.

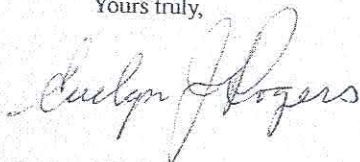
The untimely passing of my brother was a great loss not only to us, his immediate family, but to his extended family in the world of heritage preservation.

Keith was passionate in his endeavours to learn, inform, promote and inspire others to be interested in heritage especially local history.

We, his family, know he would have felt a little embarrassed to have this award named after him but, at the same time, he would have been delighted.

Please pass on our sincere thanks to the Municipal Heritage Advisory Committee for remembering Keith's legacy in this way.

Yours truly,

A handwritten signature in cursive script, appearing to read 'Evelyn J. Rogers'.

Evelyn J. Rogers (nee Knox)

also Keith's sons

James Knox, Rob Knox and families

December 12, 2012

To: Members,
Community and Protective Services Committee

Re: IDEA Regina - CRPD

**RECOMMENDATION OF THE ACCESSIBILITY ADVISORY COMMITTEE
- OCTOBER 3, 2012**

Jennifer Cohen moved, AND IT WAS RESOLVED, that the Community and Protective Services Committee refer this item to the City Administration to provide the Accessibility Advisory Committee with information on the current City policy in relation to the *United Nations Convention on the Rights of People with Disability* (CRPD) and that this information be provided to the January 2013 Accessibility Advisory Committee meeting.

ACCESSIBILITY ADVISORY COMMITTEE – OCTOBER 3, 2012

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

Councillor John Findura; Michelle Busch, Jennifer Cohen, Bill Gray, Richard Harmon, Michael Richter, Barbara Schmuland, Don Shalley, and Don Trew were present during consideration of this item by the Accessibility Advisory Committee.

The Accessibility Advisory Committee, at its meeting held on October 3, 2012, considered the following communication from the secretary:

The purpose of this communication is to facilitate review and discussion regarding the attached: “The Next Steps” communication from IDEA Regina. This communication is in follow-up to the Accessibility Advisory Committee’s 2011 Accessibility Forum report.

Respectfully submitted,

ACCESSIBILITY ADVISORY COMMITTEE



Linda Leeks, Secretary

THE NEXT STEPS

FOLLOWING-UP ON THE CITY OF REGINA’S ACCESS ADVISORY COMMITTEE’S
2011 ACCESSIBILITY FORUM REPORT

Published by
Individual with Disability Equity Alliance, Regina
2220 Albert St.
Regina, SK. S4P 2V2

Email: info@idearegina.ca
Website: www.idearegina.ca

April, 2012

Background

Individuals with Disabilities Equity Alliance Regina¹ (IDEA) is "*a grassroots alliance dedicated to full citizenship for individuals with disabilities*". IDEA grew out of frustration over what we considered an inadequate provincial government response to the 2001 *Saskatchewan Disability Action Plan* developed in consultation with Saskatchewan citizens people with disabilities.

Our goal is to eliminate barriers and disadvantages for all people with disabilities and achieve a more inclusive society. We believe progress has been made, particularly with the introduction of the *United Nations Convention on the Rights of People with Disability* (CRPD), although much work remains to be done.

IDEA was actively involved in advocating for Canada's ratification of the CRPD. Since Canada ratified it in March 2010 we have advocated for its full implementation as soon as possible. An integral part of full implementation is the establishment of monitoring bodies that can insure that as Canadians we meet our obligations under the CRPD.

It is noteworthy that in ratifying the CRPD the government of Canada obligated all levels of government, including municipal governments, to the full implementation of the Convention

¹ www.IDEARegina.ca

Introduction

IDEA has a long history with the City of Regina concerning disability issues. Since 2006 IDEA has prepared two documents intended to bring important disability issues to the attention of the City of Regina. During the civic election of 2006 we introduced *We Love Reginabut!* an audiovisual presentation that focused on the issues of physical accessibility, employment, parking, public transportation and the development of a comprehensive plan to make Regina accessible to all of its citizens. It was at the first public showing of *We Love Regina... but!* that Mayor Fiocco committed to create the Mayor's Task Force on Accessibility.

In 2009 we released *We Love ReginaBut! , Progress towards a more inclusive Community?* In that document we noted that on some issues progress has been made, albeit slow. In addition we observed that little was done on the development of a comprehensive accessibility plan and concluded "...that the City must begin with dialogue with the disability community on the issue of a comprehensive plan that we hope will be based on the principles expressed in the *United Nations Convention on the Rights of Persons with Disabilities*."

A number of IDEA Board members participated in the Accessibility Forum sponsored by the AAC October 1st 2011 and in January we reviewed the report of the Forum. We were gratified to see the report highlight the need to "develop a more focused, strategic and consultative approach to planning and development of programs, services and infrastructure as they affect people with disabilities". This would appear to be well within the Terms of Reference of the AAC.

The Accessibility Advisory Committee is authorized to do the following:

- a. *advise on the development, implementation and evaluation of guiding principles, policies, strategies, and programs to position Regina as a model community for the inclusion of all citizens, including persons with disabilities;*

While over the last number of years progress toward a more accessible and inclusive community has been made, IDEA continues to believe, as we did in 2009, it is time to begin the dialogue with the disability community that will result in a comprehensive plan.

AS THE NEXT STEP WE RECOMMEND THAT in order to “...position Regina as a model community for the inclusion of all citizens, including persons with disabilities” the Accessibility Advisory Committee commit to use the *United Nations Convention on the Rights of Persons with Disability* as the foundation for its work and particularly for the development of a comprehensive plan for Regina.

The purpose of the CRPD, as stated in Article 1 is:

...to promote, protect and ensure the full and equal enjoyment of all human rights and fundamental freedoms by all persons with disabilities, and to promote respect for their inherent dignity.

The CRPD provides an excellent set of principles to guide strategic development. For example, Article 3 states:

The principles of the present Convention shall be:

- a. Respect for inherent dignity, individual autonomy including the freedom to make one's own choices, and independence of persons;*
- b. Non-discrimination;*
- c. Full and effective participation and inclusion in society;*
- d. Respect for difference and acceptance of persons with disabilities as part of human diversity and humanity;*
- e. Equality of opportunity;*
- f. Accessibility;*
- g. Equality between men and women;*
- h. Respect for the evolving capacities of children with disabilities and respect for the right of children with disabilities to preserve their identities.*

In Article 4.1 it provides a comprehensive list of actions all governmental bodies should undertake in order to “...ensure and promote the full realization of all human rights and fundamental freedoms for all persons with disabilities without discrimination of any kind on the basis of disability”

In short IDEA believe that by using the CRPD as it's guide, the AAC cannot fail in its task of helping “...to position Regina as a model community for the inclusion of all citizens, including persons with disabilities...”

FURTHER, WE RECOMMEND THAT the AAC adopt a more active strategy to involve people with disabilities and their organizations directly in the development of a comprehensive plan.

The strength of the CRPD grows out of the commitment of the United Nations to actively engage individuals with disabilities and representatives of the disability community in drafting the Convention. This principle, often expressed as “nothing about us without us”, is at the heart of the CRPD. The purpose of the Convention cannot be met without the active involvement of individuals with disabilities in the decision making process.

We are pleased that City of Regina saw fit as it developed the AAC to adopt this principle. We understand and appreciate that the AAC has been developed to allow for the input of the disability community initially through the membership of the AAC whose members provide important knowledge, experience, and leadership. Also, as part of the AAC’s mandate there will be regular forums like the one held last October and that information about what the Committee does is available on line. Understanding this, we believe the process can be more open and more transparent and that such a process would better service all citizens of Regina and reflect the “civil society” principles envisioned in the CRPD.

A few examples that might be considered:

To ensure transparency and make for better communication between the city and disability community third party facilitators could be used at forums.

To help develop the capacity of the disability community the AAC, on its own or in partnership with disability organizations, could sponsor education events.

To ensure that people in the disability community are better informed about the role and objectives of the AAC an email distribution list could be created and used to inform people of the work of the AAC so that individuals and organizations do not need to search through the City’s website to find out what happened at meetings. These regular messages could be sent with updates and links to reports to further build the capacity and involve the disabled community.

That in the development of a comprehensive plan AAC could adopt a consultative process similar to the one employed by the Saskatchewan Council on Disability Issue in 2001.

AND FINALLY RECOMMEND that the AAC call on the city council to publicly endorse the CRPD and commit to using the principles, goals, structure and collective wisdom outlined in the CRPD in setting future policy direction.

We contend that such a step would add substance and focus to the City of Regina's vision statement that see our city as *Canada's most vibrant, inclusive, attractive, sustainable community, where people live in harmony and thrive in opportunity.*

Conclusion

IDEA believes that in order for our community to become "... a model community for the inclusion of all citizens, including persons with disabilities", we need a guide that will help us make the vision a reality. We also believe that the CRPD is this guide. We believe it provides our best possible chance of achieving this goal.

December 12, 2012

To: Members,
Community and Protective Services Committee

Re: 2012 Youth Advisory Committee Annual Report

**RECOMMENDATION OF THE YOUTH ADVISORY COMMITTEE
- DECEMBER 4, 2012**

That this report be received and filed.

YOUTH ADVISORY COMMITTEE – DECEMBER 4, 2012

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

Councillor Sharron Bryce, Members: Scott Findura, Emma Knight, Faith Mbugua, Vlad Melnikov, Julia Ziyue Peng, Annie Robertson and Natalia Smith were present during the consideration of this report by the Youth Advisory Committee.

The Youth Advisory Committee, at its meeting held on December 4, 2012, considered the following report from the Chairperson:

RECOMMENDATION

That this report be forwarded to the Community & Protective Services Committee for information.

BACKGROUND

The Youth Advisory Committee (YAC) has had a busy year. Our 2012 work plan stated that we were going to do three things:

- Study the Calgary Youth Council Model
- Hold a Youth Forum
- Give recommendation on other issues

As a committee we are still working on looking into the Calgary Model. The City of Calgary has a very progressive Youth Committee that we hoped to model the Regina Youth Advisory Committee after. In recent correspondence with the adults that work with the Calgary Youth group, we found out that they would like their group to be more like ours. They admired our ability to get together and throw a big event for kids across the city.

The YAC's main event for the year was our 2012 Youth Forum. This event was named Extreme Youth on the Move. The event was attended by 126 kids, ages 5-18 from across Regina to try-out different sports and physical activities. It was an amazing day, we as a committee, are very proud of the accomplishments from our hard work. After the event we received many calls saying how great the event was and asking when the next one would be held. The YAC has already been discussing our plans for the 2013 youth forum. As a group we have discussed many ideas such as:

- Employment
- Careers
- Volunteering
- Sports
- Science
- Arts

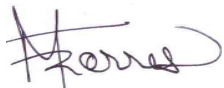
Lastly, on an on-going basis, City Administration and other committees have sought our opinions on their issues such as Design Regina and Vandalism. The committee members highly enjoyed hearing what other committees were doing and helping when we could. The YAC is interested in hearing from more committees and giving our youth perspective.

The Youth Advisory Committee had a great year and we are looking forward to the 2013 possibilities.

Thank you to all the Councillors and the support staff to the Committee for all your encouragement and help this year.

Respectfully submitted,

YOUTH ADVSORY COMMITTEE



Mavis Torres, Secretary