CITY COUNCIL

Monday, June 27, 2016
5:30 PM

Henry Baker Hall, Main Floor, City Hall

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Revised Agenda
City Council
Monday, June 27, 2016

PRESENTATIONS

Chris Kutarna - International Acclaimed Writer

CONFIRMATION OF AGENDA

MINUTES FROM THE MEETING HELD ON MAY 30, 2016

PUBLIC NOTICE BYLAWS AND RELATED REPORTS

CR16-68 Regina Planning Commission: Application for Street Closure (16-CL-01) – Portion of Green Falls Drive Greens on Gardiner Phase 8

Recommendation

1. That the application for the closure and sale of a portion of Green Falls Drive as shown on the attached plan of proposed closure survey, prepared by Barry Clark S. L. S., dated March 14, 2016 be approved:

   All that portion of Green Falls Drive, registered Plan No. 102144305, as shown on the attached plan of survey prepared by Barry Clark, Saskatchewan Land Surveyor.

2. That the City Solicitor be directed to prepare the necessary bylaw.

CR16-69 Regina Planning Commission: Application for Discretionary Use (16-DU-14) Apartment Building Addition – 10 Michener Drive

Recommendation

1. That the existing Contract Zone Agreement be voided and the related Bylaw 8889-ZO-B89 be repealed and the subject property, Parcel B, Plan No. 78R53179 revert to R6-Residential Multiple Housing Zone.

2. That the Discretionary Use Application for a proposed Apartment, High Rise located at 10 Michener Drive, being Parcel B, Plan No. 78R53179, University Park Subdivision be approved and that a Development Permit be issued subject to the following conditions:

a) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.4 inclusive, prepared by AODBT Architecture and Interior Design and dated May 4, 2016.

b) The development shall comply with all applicable standards and regulations in the *Regina Zoning Bylaw No. 9250.*

CR16-70 Executive Committee: City Administration Reorganization and Bylaw Amendments

Recommendation
That the City Solicitor be instructed to prepare the necessary changes to City Bylaws to give effect to the organizational changes contained in this report as well as other house-keeping changes to position titles that were not updated following the previous re-organization.

CR16-71 Public Works and Infrastructure Committee: *The Wastewater and Storm Water Bylaw, 2016, No. 2016-24* - Correction

Recommendation
That the City Solicitor's Office prepare amendments to *The Wastewater and Storm Water Bylaw, 2016 No. 2016-24* (Bylaw) to accurately reflect the sewer surcharge formula for high strength wastewater by replacing Schedule C of the Bylaw, as identified in Appendix A of this report.

CR16-72 Public Works and Infrastructure Committee: 2017 Alley Maintenance Strategy and Special Tax Levy Funding Options

Recommendation
That the City Solicitor be instructed to prepare the appropriate bylaw for alley maintenance for 2017, which includes the following levies, proposed revenues and estimated costs.

2016-36 THE 2017 ALLEY MAINTENANCE SPECIAL TAX BYLAW, 2016

2016-42 THE WASTEWATER AND STORM WATER AMENDMENT BYLAW, 2016

2016-43 THE REGINA ZONING AMENDMENT BYLAW, 2016 (No. 10)

2016-44 A BYLAW TO PROVIDE FOR THE CLOSURE AND SALE OF A PORTION OF GREEN FALLS DRIVE

2016-48 THE CORPORATE REORGANIZATION BYLAW, 2016

DELEGATIONS, COMMUNICATIONS, BYLAWS AND RELATED REPORTS

DE16-53 Bob Linner – Saskatchewan Catholic Health Corporation: Discretionary Use Application (16-DU-06) -Seniors Assisted High Rise Apartment Building - Westerra Subdivision

DE16-54 Chad Jedlic – Westerra Development Corporation: Discretionary Use Application (16-DU-06) -Seniors Assisted High Rise Apartment Building - Westerra Subdivision

CR16-73 Discretionary Use Application (16-DU-06) -Seniors Assisted High Rise Apartment Building - Westerra Subdivision

Recommendation

That the Discretionary Use Application for a proposed Seniors Assisted High Rise Apartment located at 8351 Canola Avenue, being proposed Lot B in NW 21-17-20-2 in the Westerra Subdivision as shown in Appendix A-1 and A-2 be approved and that a Development Permit be issued subject to the following conditions:

a) The development is contingent on subdivision approval of the subject lots and subsequent title creation.

b) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.3 inclusive, prepared by Maurice Soulodre Architect Ltd. and dated February, 2016.

c) The development shall comply with all applicable standards and regulations in the *Regina Zoning Bylaw No. 9250*.

DE16-55 Chad Jedlic – Westerra Development Corporation: Discretionary Use Application (16-DU-05) - Planned Group of Apartment Buildings - Westerra Subdivision

CR16-74 Discretionary Use Application (16-DU-05) - Planned Group of Apartment Buildings - Westerra Subdivision

Recommendation

That the Discretionary Use Application for a proposed Planned Group of Apartment Buildings located at NW 21-17-20-W2M, proposed Lot C in the Westerra subdivision as shown in Appendix A-1 and A-2 be approved and that a Development Permit be issued subject to the following conditions:

a) The development is contingent on subdivision approval of the subject lots and subsequent title creation.

b) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.4 inclusive, prepared by Seymour Pacific Developments Ltd. and dated April 26, 2016.

c) The development shall comply with all applicable standards and regulations in *The Regina Zoning Bylaw No. 9250* with the exception of the minimum parking requirement for which a minor variance shall be approved reducing the minimum standard to 288 stalls.

DE16-56 David Todd: Regina Fire Bylaw

DE16-57 Wade Probe – PR Investments: Regina Fire Bylaw

CP16-9 Saskatchewan Landlords Association: Regina Fire Bylaw

CR16-75 Community and Protective Services Committee: Regina Fire Bylaw

Recommendation

1. That *The Regina Fire Bylaw*, *Bylaw 2005-1*8 be repealed.
2. That the City Solicitor be instructed to bring forward a new Fire Bylaw consistent with the draft bylaw attached as Schedule "A" to this report.

2016-46 THE REGINA FIRE BYLAW, 2016

MAYOR'S REPORTS

MR16-2 Federation of Canadian Municipalities (FCM) Big City Mayors' Caucus (BCMC) Meeting – June 2, 2016

Recommendation

That this report be received and filed.

COMMITTEE REPORTS

EXECUTIVE COMMITTEE

CR16-76 Buffalo Pound Water Treatment Corporation (Buffalo Pound) – Election of Directors

Recommendation

That the Chief Financial Officer, as the City's proxy, be authorized to exercise the City's voting rights in Buffalo Pound at the upcoming membership meeting to elect the following individuals to the Board of Directors:

Derrick Bellows – 1 year term
Josh Mickleborough – 1 year term
Chuck McDonald – 2 year term

Judy May – 3 year term
Dale Schoffer – 3 year term
Dave Richards – 2 year term

CR16-77 2016 Citizen Nominee for the Regina Airport Authority (RAA)

Recommendation

1. That Ms. Kellie Garrett be nominated to the Regina Airport Authority for a three year term of office effective July 1, 2016 to April 30, 2019.

2. That the member appointed to the committee continue to hold office for the term indicated or until their successor is appointed.

CR16-78 Tentative Agreement With the Amalgamated Transit Union Local 588

Recommendation

That the tentative agreement reached with the Amalgamated Transit Union, Local 588 (ATU) be approved.

FINANCE AND ADMINISTRATION COMMITTEE

CR16-79 Johnson Shoyama Graduate School of Public Policy – Executive Internship Program

Recommendation

That the City Clerk be authorized to enter into agreements with the Johnson Shoyama Graduate School of Public Policy (JSGS), at the University of Regina and the University of Saskatchewan, as well as with the individual interns, to provide a select number of internship opportunities on an annual basis for the period September 1, 2016 to April 30, 2021.

CR16-80 Support for Green Municipal Fund Community Brownfield Action Plan Grant

Recommendation

1. That subject to the 2017 budget deliberations, the City of Regina prepare an Underutilized Land Study in preparation of an Underutilized Land Improvement Strategy that includes sustainability goals, specific targets, actions and an implementation and monitor strategy.

2. That subject to the 2017 budget deliberations, the City of Regina commits $115,000 and an in-kind contribution of a minimum of $11,500 towards the costs of this initiative.

3. That City Council direct Administration to complete and submit an application under the Federation of Canadian Municipalities Green Municipal Fund program for a Brownfield Community Action Plan grant to assist in the funding of an Underutilized Land Study and Underutilized Land Improvement Strategy for the City of Regina.

4. That the Executive Director of City Planning and Development or their designate be authorized to negotiate and approve the Green Municipal Fund Grant Agreement between the City of Regina and the Federation of Canadian Municipalities.

REGINA PLANNING COMMISSION

CR16-81 Discretionary Use Application (16-DU-09) House-Form Commercial – 2305 Cornwall Street

Recommendation
That the Discretionary Use Application for a proposed House-Form Commercial Office located at 2305 Cornwall Street, being Lot 1, Block 460, Plan No. Old 33 Centre Square neighbourhood, be approved and that a Development Permit be issued subject to the following conditions:

a) The development shall be consistent with the plans attached to this report as Appendices A-3.1, A-3.2 and A-3.3.

b) The development shall comply with all applicable standards and regulations in the *Regina Zoning Bylaw No. 9250*.

CR16-82 Discretionary Use Application (15-DU-29) Addition of an Apartment Building to a Planned Group Dwellings – 75 Michener Drive

Recommendation
That the Discretionary Use Application for a proposed Apartment, High Rise located at 75 Michener Drive, being Block V, Plan No. 77R38342, University Park Subdivision be approved and that a Development Permit be issued subject to the following conditions:

a) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.4 inclusive, prepared by AODBT Architecture and Interior Design and dated September 11, 2015.

b) The development shall comply with all applicable standards and regulations in the *Regina Zoning Bylaw No 9250*.

CR16-83 Discretionary Use Application (16-DU-07) Repair Service – 3810 Dewdney Avenue

Recommendation
That the Discretionary Use Application for a proposed Repair Service at 3810 Dewdney Avenue being Lot 23, Block 220, Plan No.DV4404 be approved and that a Development Permit be issued subject to the following conditions:

a) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.3 prepared by KRN Design Ltd. and dated March 2016.

b) The development shall comply with all applicable standards and regulations in the *Regina Zoning Bylaw No. 9250*.

INFORMATIONAL REPORTS

IR16-5 Finance and Administration Committee: The Regina Civic Employees' Long Term Disability Plan 2015 Annual Report

Recommendation
That the Regina Civic Employees' Long Term Disability Plan 2015 Annual Report be received and filed.

MOTIONS

DE16-58 Leslie McNabb – United Steelworkers – District 3: Seasonal Taxi Licenses

MN16-6 Councillor Shawn Fraser: Seasonal Taxi Licenses

BYLAWS AND RELATED REPORTS

CM16-4 Proposed Amendments to *A Bylaw of the City of Regina to Regulate and Control the Subdivision of Land Bylaw* No. 7748 (Tabled May 30, 2016)

Recommendation

1. That *A Bylaw of the City of Regina To Regulate and Control the Subdivision of Land, Bylaw No. 7748* (commonly known as the Subdivision Bylaw), be amended as follows:

   a) By replacing Section 6. 8) with the following:

      Where the Development Officer is unable to certify a severance application because of non-compliance with the regulations herein, he shall deny approval of the application and notify the applicant of the Development Officer's decision.

   b) By replacing Section 9. 1) with the following:

      1) Where:

         a) an application for a proposed subdivision or severance is refused;
         b) an application for a proposed subdivision or severance is approved in part;
         c) an application for a proposed subdivision or severance is approved subject to specific development standards issued pursuant to Section 130 of the Act;
         d) approval of an application for a proposed subdivision or severance is revoked;

e) an agreement pursuant to Subsection 172 of the Act has not been entered into within the specified time limit; or

f) the applicant for subdivision or severance approval objects to producing any information requested by Council or the Development Officer other than information that is required by the subdivision regulations to accompany the application;

the applicant may appeal the decision by filing a written notice of appeal with the Development Appeals Board in the first instance and may appeal further to the Provincial Planning Appeals Board in accordance with Section 226 of the Act.

2. That item CM16-1 be removed from the list of outstanding items for City Council.

2016-41 THE HOUSING INCENTIVE PROGRAM TAX EXEMPTION BYLAW, 2016 (No. 2)

2016-45 A BYLAW OF THE CITY OF REGINA TO REGULATE AND CONTROL THE SUBDIVISION OF LAND AMENDMENT, 2016

2016-47 THE REGINA ZONING AMENDMENT BYLAW, 2016 (No. 4) AMENDMENT BYLAW, 2016

ADJOURNMENT

AT REGINA, SASKATCHEWAN, MONDAY, MAY 30, 2016

AT A MEETING OF CITY COUNCIL

AT 5:30 PM

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

Present: Mayor Michael Fougere, in the Chair
Councillor Sharron Bryce
Councillor Bryon Burnett
Councillor John Findura
Councillor Jerry Flegel
Councillor Shawn Fraser
Councillor Terry Hincks
Councillor Wade Murray
Councillor Mike O'Donnell
Councillor Barbara Young

Regrets: Councillor Bob Hawkins

Also in Attendance: Chief Legislative Officer & City Clerk, Jim Nicol
Deputy City Clerk, Erna Hall
City Manager & CAO, Chris Holden
A/Chief Financial Officer, Ian Rea
Executive Director, Legal & Risk, Byron Werry
Executive Director, City Services, Kim Onrait
Executive Director, City Planning & Development, Diana Hawryluk
Executive Director, Human Resources, Pat Gartner
A/Executive Director, Transportation & Utilities, Pat Wilson
Director, Assessment, Taxation and Real Estate, Don Barr
Director, Community Services, Laurie Shalley
Director, Development Services, Louise Folk
Director, Finance, June Schultz
Manager, Community & Cultural Development, Jeff Erbach
Manager, Corporate Accounting, Lorrie Schmalenberg
Manager, Current Planning, Fred Searle

CONFIRMATION OF AGENDA

Councillor Terry Hincks moved, seconded by Councillor Sharron Bryce that the agenda for this meeting be approved, with the following adjustments, and that the delegations listed on the agenda be heard when called forward by the Mayor.

ADD **A delegation request from Courtney Keith as item DE16-51 - Heritage Designation Application (16-H-02) Frontenac Apartments - 2022 Lorne Street**

ADD **A delegation request from Courtney Keith as item DE16-52 – Heritage Designation Application (16-H-03) - Somerset Block - 1806 Smith Street**

TABLE **Item CM16-4 - Proposed Amendments to *A Bylaw of the City of Regina to Regulate and Control the Subdivision of Land Bylaw* No. 7748 to the June**

27, 2016 meeting of City Council.

The motion was put and declared CARRIED UNANIMOUSLY.

ADOPTION OF MINUTES

Councillor Terry Hincks moved, seconded by Councillor Barbara Young, AND IT WAS RESOLVED, that the minutes for the meeting held on April 25, 2016 be adopted, as circulated.

DELEGATIONS, PUBLIC NOTICE BYLAWS AND RELATED REPORTS

DE16-45 Chad Novak – Saskatchewan Taxpayers Advocacy Group: Zoning Amendment Application (16-Z-04) Discretionary Use Application (16-DU-01) Proposed Shopping Centre - Westerra Parcel B

Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Chad Novak, representing Saskatchewan Taxpayers Advocacy Group addressed Council. There were no questions for the delegation.

Pursuant to the provisions of Section 16(11)(c) of City Council's *Procedure Bylaw No. 9004*, this brief was tabled until after consideration of CR16-50 a report from the Regina Planning Commission respecting the same subject.

DE16-46 Chad Jedlic and Blair Forster – Westera Development Corp.: Zoning Amendment Application (16-Z-04) Discretionary Use Application (16-DU-01) Proposed Shopping Centre - Westerra Parcel B

Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Blair Forster, representing Westera Development Corp. addressed Council and answered a number of questions.

Pursuant to the provisions of Section 16(11)(c) of City Council's *Procedure Bylaw No. 9004*, this brief was tabled until after consideration of CR16-50, a report from the Regina Planning Commission respecting the same subject.

CR16-50 Regina Planning Commission: Zoning Amendment Application (16-Z-04) Discretionary Use Application (16-DU-01) Proposed Shopping Centre - Westerra Parcel B

Recommendation

1. That the application to rezone portion of NW & NE 21-17-20-W2M, Lot B and E, Surface Parcels 109553801 and 111601695, Westerra Subdivision located at 8301 Dewdney Avenue as shown on the attached plan of proposed subdivision (Appendix A-4) within the Westerra Neighbourhood from MAC-Major Arterial Commercial Zone to DSC-Designated Shopping Centre be approved.

2. That the Airport Noise Attenuation Overlay Zone and Obstacle Limitation Surface Overlay Zone currently applied to the lands remain as overlay zones.

3. That the discretionary use application for a proposed Shopping Centre located at 8301 Dewdney Avenue, being portion of NW & NE 21-17-20-W2M, Lot B and E, Surface Parcels 109553801 & 111601695, be approved and that a Development Permit be issued subject to the following conditions:

   a. The development is contingent on subdivision approval of the subject lots and subsequent title creation.

   b. The development shall be consistent with the plans attached to this report as Appendix A-3.1, prepared by P3A and dated January 6, 2016.

   c. The development shall comply with all applicable standards and regulations in The Regina Zoning Bylaw No. 9250.

4. That The Regina Zoning Bylaw No. 9250, Chapter 5, Subsection 5B.4, Table 5.7, under Commercial Zone Development Standards, DSC - Designated Shopping Centre, Minimum Front Yard Setback (m) be amended to read "NIL" with an accompanying Note 7 which will read "Where this zone applies to lands identified for Main Street Retail configuration within secondary or concept plans."

5. That the City Solicitor be directed to prepare the necessary bylaw to authorize the respective zoning bylaw amendments.

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

CR16-51 Regina Planning Commission: Contract Zone Application (15-CZ-04) Former Weston Bakery Building - Mixed-Use Market (1377 Hamilton Street) and Off-Site Caveated Parking Lot (1350 Hamilton Street)

Recommendation

1. That the application to amend The Regina Zoning Bylaw No. 9250 to rezone 1377 Hamilton Street, being Lots 11-20, Block 182, Plan Old 33, and 1350 Hamilton Street, being Lots 28-30 and 41, Block 181, Plan Old 33, from IA and IA1 to C – Contract Zone be approved and that the contract zone agreement between the City of Regina and the owners of the subject properties be executed.

2. That further to Recommendation 1, the proposed contract zone agreement shall include the following terms:

   a. That the property at 1377 Hamilton Street be designated as a Municipal Heritage Property prior to the issuance of a building

permit.

b. That the property at 1377 Hamilton Street be used as a market with a mix of uses including retail, a licensed restaurant/night club, art gallery and a brewery/distillery on the main floor as well as a mix of office and residential uses on the second and third floors, and that the office use be restricted to 450 square meters.

c. That the property at 1350 Hamilton Street be designated as Off-Site Caveated Parking to provide parking at 1377 Hamilton Street.

d. The development shall conform to the attached plans prepared by Alton Tangedal Architect Ltd. and dated April 11, 2016 (Appendix A-3).

e. Signage on the subject property shall comply with the development standards for Special Zones pursuant to Table 16.1 of The Regina Zoning Bylaw No. 9250.

f. Any zoning related detail not specifically addressed in the contract zone agreement shall be subject to the applicable provisions of The Regina Zoning Bylaw No. 9250.

g. The agreement shall be registered in the City of Regina's interest at the applicant's cost pursuant to *Section 69* of *The Planning and Development Act, 2007*.

3. That the City Solicitor be directed to prepare the necessary bylaws to authorize the respective Zoning Bylaw amendment.

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

CR16-52 Regina Planning Commission: Heritage Designation Application (16-H-04) Weston Bakery Building - 1377 Hamilton Street

Recommendation

1. That the application to designate the Weston Bakery Building located at 1377 Hamilton Street and including the lands legally described as Lots 11–20, Block 182, Plan No. Old 33, as Municipal Heritage Property be approved.

2. That the City Solicitor be instructed to prepare the necessary bylaw to:

   a. Designate the subject property as Municipal Heritage Property.

   b. Identify the reasons for designation and character-defining elements as stated in Appendix A-4 to this report.

   c. Provide that any subsequent alterations to the property be consistent

with the "Standards and Guidelines for the Conservation of Historic Places in Canada."

3. That Schedule A of the *Bylaw of the City of Regina to Deny a Permit for the Alteration or Demolition of Properties that the Council of the City of Regina may wish to Designate as Municipal Heritage Properties No. 8912* (commonly known as the Heritage Holding Bylaw) be amended to remove the property listed as Item 8.18 (Weston Bakery Building) upon designation.

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

CR16-53 Regina Planning Commission: Heritage Designation Application (16-H-01) - Old Number One Fire Hall - 1654 11th Avenue

Recommendation

1 That the Old Number One Fire Hall located at 1654 11th Avenue and including the lands described as that portion of Lot A, Block 289, Plan No. 90R36844 commencing at the most south-westerly corner and proceeding northerly 30.48m in perpendicular width throughout, then easterly 53.34m in perpendicular width throughout, then southerly 30.48m in perpendicular width throughout, thence westerly 53.34m to the point of commencement, be designated as Municipal Heritage Property be approved.

2. That the City Solicitor be instructed to prepare the necessary bylaw to:

a. Designate the subject property as Municipal Heritage Property.

b. Identify the reasons for designation and character-defining elements as stated in Appendix A-4 to this report.

c. Provide that any subsequent alterations to the property be consistent with the "Standards and Guidelines for the Conservation of Historic Places in Canada."

d. Repeal *Bylaw No. 7297, A Bylaw to Designate Number One Fire Hall as Being of Architectural and Historical Value*.

Councillor Mike O'Donnell moved, seconded by Councillor Barbara Young that the recommendations of the Regina Planning Commission contained in the report be concurred in.

(Councillor Hincks left the meeting.)

The motion was put and declared CARRIED.

DE16-51 Courtney Keith – Frontenac Apartments Ownership Group/Nicor Developments: Heritage Designation Application (16-H-02) Frontenac Apartments - 2022 Lorne Street

Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Courtney Keith, representing Frontenac Apartments Ownership Group/Nicor Developments addressed Council and answered a number of questions.

Pursuant to the provisions of Section 16(11)(c) of City Council's *Procedure Bylaw No. 9004*, this brief was tabled until after consideration of CR16-54, a report from the Regina Planning Commission respecting the same subject.

CR16-54 Regina Planning Commission: Heritage Designation Application (16-H-02) Frontenac Apartments - 2022 Lorne Street

Recommendation

1. That the application to designate the Frontenac Apartments, located at 2022 Lorne Street and including the lands legally described as Lot 42, Block 369, Plan No. 98RA28309, as Municipal Heritage Property be approved.

2. That the City Solicitor be instructed to prepare the necessary bylaw to:

   a. Designate the subject property as Municipal Heritage Property.

   b. Identify the reasons for designation and character-defining elements as stated in Appendix A-4 to this report.

   c. Provide that any subsequent alterations to the property be consistent with the "Standards and Guidelines for the Conservation of Historic Places in Canada."

3. That Schedule A of the *Bylaw of the City of Regina to Deny a Permit for the Alteration or Demolition of Properties that the Council of the City of Regina may wish to Designate as Municipal Heritage Properties No. 8912* (commonly known as the Heritage Holding Bylaw) be amended to remove the property listed as Item 3.16 (Frontenac Apartments) upon designation.

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

DE16-52 Courtney Keith – Somerset Building Ownership Group/Nicor Developments: Heritage Designation Application (16-H-03) Somerset Block - 1806 Smith Street

Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Courtney Keith, representing Somerset Building Ownership Group/Nicor Developments addressed Council. There were no questions for the delegation.

Pursuant to the provisions of Section 16(11)(c) of City Council's *Procedure Bylaw No. 9004*, this brief was tabled until after consideration of CR16-55, a report from the Regina Planning Commission respecting the same subject.

CR16-55 Regina Planning Commission: Heritage Designation Application (16-H-03) - Somerset Block - 1806 Smith Street

Recommendation

1. That the application to designate the Somerset Block, located at 1806 Smith Street and including the lands legally described as Lot 41, Block 310, Plan No. 00RA12095, as Municipal Heritage Property be approved.

2. That the City Solicitor be instructed to prepare the necessary bylaw to:

   a. Designate the subject property as Municipal Heritage Property.

   b. Identify the reasons for designation and character-defining elements as stated in Appendix A-4 to this report.

   c. Provide that any subsequent alterations to the property be consistent with the "Standards and Guidelines for the Conservation of Historic Places in Canada."

3. That Schedule A of the *Bylaw of the City of Regina to Deny a Permit for the Alteration or Demolition of Properties that the Council of the City of Regina may wish to Designate as Municipal Heritage Properties No. 8912* (commonly known as the Heritage Holding Bylaw) be amended to remove the property listed as Item 1.34 (Somerset Block) upon designation.

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

2016-29	BYLAW TO DESIGNATE THE SOMERSET BLOCK AT 1806 SMITH STREET AS MUNICIPAL HERITAGE PROPERTY
2016-30	BYLAW TO DESIGNATE THE FRONTENAC APARTMENTS AT 2022 LORNE STREET AS MUNICIPAL HERITAGE PROPERTY
2016-31	BYLAW TO DESIGNATE THE WESTON BAKERY BUILDING AT 1377 HAMILTON STREET AS MUNICIPAL HERITAGE PROPERTY
2016-32	BYLAW TO DESIGNATE THE OLD NO. 1 FIRE HALL (CENTRAL FIRE HALL) AS MUNICIPAL HERITAGE PROPERTY
2016-33	THE REGINA ZONING AMENDMENT BYLAW, 2016 (No. 7)
2016-34	THE REGINA ZONING AMENDMENT BYLAW, 2016 (No. 8)

Councillor Wade Murray moved, seconded by Councillor Shawn Fraser, AND IT WAS RESOLVED, that Bylaws No. 2016-29, 2016-30, 2016-31, 2016-32, 2016-33 AND 2016-34 be introduced and read a first time. Bylaws were read a first time.

No letters of objection were received pursuant to the advertising with respect to Bylaws No. 2016-29, 2016-30, 2016-31, 2016-32, 2016-33 AND 2016-34.

The Clerk called for anyone present who wished to address City Council respecting Bylaws No. 2016-29, 2016-30, 2016-31, 2016-32, 2016-33 AND 2016-34 to indicate their desire.

No one indicated a desire to address Council.

Councillor Wade Murray moved, seconded by Councillor Jerry Flegel, AND IT WAS RESOLVED, that Bylaws No. 2016-29, 2016-30, 2016-31, 2016-32, 2016-33 AND 2016-34 be read a second time. Bylaws were read a second time.

Councillor Wade Murray moved, seconded by Councillor John Findura that City Council hereby consent to Bylaws No. 2016-29, 2016-30, 2016-31, 2016-32, 2016-33 AND 2016-34 going to third and final reading at this meeting.

The motion was put and declared CARRIED UNANIMOUSLY.

Councillor Wade Murray moved, seconded by Councillor Sharron Bryce, AND IT WAS RESOLVED, that Bylaws No. 2016-29, 2016-30, 2016-31, 2016-32, 2016-33 AND 2016-34 be read a third time. Bylaws were read a third and final time.

DELEGATIONS, COMMUNICATIONS AND RELATED REPORTS

DE16-47 Carol Brouwers – Regina Region Local Immigration Partnership: Regina Cultural Plan

Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Carol Brouwers, representing Regina Region Local Immigration Partnership addressed Council and answered a number of questions.

Pursuant to the provisions of Section 16(11)(c) of City Council's *Procedure Bylaw No. 9004*, this brief was tabled until after consideration of CR16-56, a report from the Community and Protective Services Commi9ttee respecting the same subject.

DE16-48 Jackie Schmidt – Heritage Regina: Regina Cultural Plan

Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Jackie Schmidt, representing Heritage Regina addressed Council. There were no questions for the delegation.

Pursuant to the provisions of Section 16(11)(c) of City Council's *Procedure Bylaw No. 9004*, this brief was tabled until after consideration of CR16-56, a report from the Community and Protective Services Committee respecting the same subject.

CP16-4 Nicor Group: Regina Cultural Plan

CP16-5 Knox-Metropolitan United Church: Regina Cultural Plan

CP16-6 CARFAC-SASK: Regina Cultural Plan

CP16-7 Regina Folk Festival Inc.: Regina Cultural Plan

CP16-8 Ray Plosker: Regina Cultural Plan

Councillor Sharron Bryce moved, seconded by Councillor John Findura, AND IT WAS RESOLVED, that communications CP16-4, CP16-5, CP16-6, CP16-7 and CP16-8 be received and filed.

CR16-56 Community and Protective Services Committee: Regina Cultural Plan

Recommendation

1 That the Regina Cultural Plan, outlined in Appendix A, be endorsed.

2 That Administration report back to Community & Protective Services Committee annually on the progress and implementation of the Plan.

3 That CPS14-18 be removed from the list of outstanding items for Community and Protective Services Committee.

Councillor Jerry Flegel moved, seconded by Councillor Barbara Young that the recommendations of the Community and Protective Services Committee contained in the report be concurred in.

Mayor Michael Fougere stepped down to enter debate.
Councillor Wade Murray assumed the Chair.
Mayor Michael Fougere returned to the Chair prior to the vote.

The motion was put and declared CARRIED.

DE16-49 Chad Novak – Saskatchewan Taxpayers Advocacy Group: 2015 City of Regina Annual Report and Public Accounts

Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Chad Novak, representing Saskatchewan Taxpayers Advocacy Group addressed Council. There were no questions for the delegation.

Pursuant to the provisions of Section 16(11)(c) of City Council's *Procedure Bylaw No. 9004*, this brief was tabled until after consideration of CR16-57, a report from the Finance and Administration Committee respecting the same subject.

CR16-57 Finance and Administration Committee: 2015 City of Regina Annual Report and Public Accounts

Recommendation

That the 2015 City of Regina Annual Reports and Public Accounts be approved.

Councillor Wade Murray moved, seconded by Councillor Barbara Young that the recommendations of the Finance and Administration Committee contained in the report be concurred in.

Mayor Michael Fougere stepped down to enter debate.
Councillor Wade Murray assumed the Chair.
Mayor Michael Fougere returned to the Chair prior to the vote.

The motion was put and declared CARRIED.

DE16-50 Chad Novak – Saskatchewan Taxpayers Advocacy Group: City of Regina Unconsolidated Unaudited Year-End 2015 Financial Report

Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Chad Novak, representing Saskatchewan Taxpayers Advocacy Group addressed Council and answered a number of questions.

Pursuant to the provisions of Section 16(11)(c) of City Council's *Procedure Bylaw No. 9004*, this brief was tabled until after consideration of IR16-4, a report from the Finance and Administration Committee respecting the same subject.

IR16-4 Finance and Administration Committee: City of Regina Unconsolidated Unaudited Year-End 2015 Financial Report

Recommendation
That this report be received and filed.

Councillor Wade Murray moved, seconded by Councillor Shawn Fraser moved, AND IT WAS RESOLVED, that this report be received and filed.

(Councillor Bryce left the meeting.)

COMMITTEE REPORTS

COMMUNITY AND PROTECTIVE SERVICES COMMITTEE

CR16-58 Supply of Annual Bedding Plants

Recommendation

1 That City Council approve the sole sourcing of annual bedding plants be obtained through Wascana Centre Authority for the 2017 planting season, and up to four additional years.

2 That City Council authorize the Executive Director, City Services to negotiate, approve and amend a contract with Wascana Centre Authority (WCA) for an initial period of one year, renewable for up to four additional one year terms, as further detailed in this report.

3 That the City Clerk be authorized to execute the contract with WCA after review by the City Solicitor.

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

EXECUTIVE COMMITTEE

CR16-59 2016 Appointments to Mayor's Housing Commission

Recommendation

1 That the following organization representatives be appointed to the Mayor's Housing Commission for a three year term, effective June 1, 2016:

- Mr. Blair Forster representing Forster Projects Inc. and nominated by Regina & Region Home Builders' Association for a three year term, effective June 1, 2016 to December 31, 2018.
- Mr. Patrick Cooper representing and nominated by Saskatchewan Housing Corporation for a three year term, effective June 1, 2016 to December 31, 2018.

2 That the members appointed to the Commission continue to hold office for the term indicated for each vacancy or until their successors are appointed.

Councillor Wade Murray moved, seconded by Councillor Bryon Burnett, AND IT WAS RESOLVED, that the recommendations contained in the report be concurred in.

FINANCE AND ADMINISTRATION COMMITTEE

CR16-60 Lease of City Property – South Saskatchewan Kart Club (SSKC) - King's Park Area

Recommendation

1. That the lease of the subject property to the South Saskatchewan Kart Club be approved under the terms and conditions shown in the body of this report.

2. That the Administration be authorized to finalize the terms and conditions of the lease documents.

3 That the City Clerk be authorized to execute the Lease Agreement documents as prepared by the City Solicitor.

Councillor Wade Murray moved, seconded by Councillor Barbara Young, AND IT WAS RESOLVED, that the recommendations contained in the report be concurred in.

CR16-61 Lease of City Property – Regina Motocross Club - King's Park Area

Recommendation

1 That the lease of the subject property to the Regina Motocross Club be approved under the terms and conditions shown in the body of this report.

2 That the Administration be authorized to finalize the terms and conditions of the lease documents.

3 That the City Clerk be authorized to execute the Lease Agreement documents as prepared by the City Solicitor.

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

CR16-62 Cathedral Area Community Association Lease of Land for Community Gardens

Recommendation

1 That the proposed lease between the City of Regina and the Cathedral Area Community Association be approved under the terms and conditions outlined in the body of this report.

2 That the City Manager be authorized to resolve the final terms and conditions of the Lease Agreements.

3 That the City Clerk be authorized to execute the lease documents, as prepared by the City Solicitor.

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

CR16-63 Business Transformation Program – Planning, Budget & Analysis Implementation Project

Recommendation

1 That City Council authorize the Chief Financial Officer to award and enter into a contract with the highest ranked proponent from the Request For Proposal (RFP) process for professional and consulting services to support the configuration and implementation of financial planning and budgeting system enhancements.

2 That the City Clerk be authorized to execute the contracts after review and approval from the City Solicitor.

Councillor Wade Murray moved, seconded by Councillor Bryon Burnett, AND IT WAS RESOLVED, that the recommendations contained in the report be concurred in.

REGINA PLANNING COMMISSION

CR16-64 Discretionary Use Application (16-DU-04) Licensed Restaurant - 2510 East Victoria Avenue

Recommendation

That the discretionary use application for a proposed licenced restaurant located at 2510 East Victoria Avenue, being Block B, Plan No. 80R21511, be approved and that a Development Permit be issued subject to the following conditions:

a) The development shall be consistent with the plans attached to this report as Appendix A-3.1 and Appendix A-3.2 prepared by Property Development Support Services Inc. (PDSS) and dated February, 2016.

b) The development shall comply with all applicable standards and regulations in The Regina Zoning Bylaw No. 9250.

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

MOTIONS

MN16-5 Councillor Shawn Fraser: Living Wage Employer

Pursuant to due notice, Councillor Shawn Fraser moved, seconded by Councillor Mike O'Donnell, that:

1 **Regina City Council direct City Administration to research the cost, logistics, and impact of adopting a Living Wage Policy for the City of Regina as an employer or contractor and how this policy would relate to other community programs and support systems.**

2 **The results of this research be forwarded for consideration in the City Regina's 2017 budgeting process.**

Mayor Michael Fougere stepped down to enter debate.
Councillor Wade Murray assumed the Chair.
Mayor Michael Fougere returned to the Chair prior to the vote.

Councillor Wade Murray moved, seconded by Councillor Barbara Young, AND IT WAS RESOLVED, that this item be referred to the Administration to research the cost, logistics, and impact of adopting a Living Wage Policy for the City of Regina as an employer or contractor and how this policy would relate to other community programs and support systems with a report to be considered during the 2018 budget process.

BYLAWS AND RELATED REPORTS

CR16-65 Community and Protective Services Committee: Amendments to *The Regina Animal Bylaw*, 2009

Recommendation

1 That amendments to *The Regina Animal Bylaw,* 2009*,* Bylaw No. 2009-44 as identified in this report be approved.

2 That the City Solicitor be requested to prepare the required amending bylaw for consideration by City Council.

3 That the amendments to *The Regina Animal Bylaw*, 2009*,* Bylaw No. 2009-44 come into effect June 1, 2016.

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

CR16-66 Community and Protective Services Committee: Amendment to *Transit Fare Bylaw,* 2009-22

Recommendation

1. That the amendments to *The Regina Transit Fare Bylaw,* 2009 as described in this report be approved.

2 That the City Solicitor be instructed to prepare the required amending bylaw based on the changes identified in this report.

Councillor Jerry Flegel moved, seconded by Councillor Mike O'Donnell, AND IT WAS RESOLVED, that the recommendations of the contained in the report be concurred in.

CR16-67 Community and Protective Services Committee: Paratransit Charter Rates

Recommendation

1. That the following formula be used to calculate the rates of charter service for Regina Paratransit Service effective September 1, 2016 to June 30, 2021.

   a) The Operations and Maintenance Services Agreement cost per hour, plus an additional 40 per cent.

Paratransit Charter Service Rates

Effective Date	Operations and Maintenance Services Agreement cost/hour	Paratransit Charter Rates
September 1, 2016	$48.95	$68.53
July 1, 2017	$50.07	$70.10
July 1, 2018	$51.69	$72.37
July 1, 2019	$52.59	$73.63
July 1, 2020	$53.90	$75.46

b) For the charter trips outside of city limits, an additional per kilometre rate be charged. The per kilometre rate will be calculated as follows and updated every six months on July 1 and January 1 of each year to be consistent with the current City kilometre reimbursement rate:

The average "Consumer Price Index for Saskatchewan, Private Transportation" (or a comparable successor to such price index should it be discontinued) published by Statistics Canada for the following six month periods, divided by 100 and multiplied by $0.35:

(i) November-April average CPI/100 x .35 to take effect July 1; and
(ii) May-October average CPI/100 x .35 to take effect January 1.

2. That the City Solicitor prepare a bylaw amendment to enable the implementation of the new paratransit charter service rate formula, effective September 1, 2016.

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

2016-37 THE REGINA ANIMAL AMENDMENT BYLAW, 2016

2016-38 THE REGINA TRANSIT FARE AMENDMENT BYLAW, 2016

Councillor Wade Murray moved, seconded by Councillor Bryon Burnett, AND IT WAS RESOLVED, that Bylaws No. 2016-37 AND 2016-38 be introduced and read a first time. Bylaws were read a first time.

Councillor Wade Murray moved, seconded by Councillor Mike O'Donnell, AND IT WAS RESOLVED, that Bylaws No. 2016-37 AND 2016-38 be read a second time. Bylaws were read a second time.

Councillor Wade Murray moved, seconded by Councillor Barbara Young that City Council hereby consent to Bylaws No. 2016-37 AND 2016-38 going to third and final reading at this meeting.

The motion was put and declared CARRIED UNANIMOUSLY.

Councillor Wade Murray moved, seconded by Councillor Shawn Fraser, AND IT WAS RESOLVED, that Bylaws No. 2016-37 AND 2016-38 be read a third time. Bylaws were read a third and final time.

ADJOURNMENT

Councillor John Findura moved, seconded by Councillor Wade Murray, AND IT WAS RESOLVED, that Council adjourn.

The meeting adjourned at 7:49 p.m.

Mayor

City Clerk

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: Application for Street Closure (16-CL-01) – Portion of Green Falls Drive
Greens on Gardiner Phase 8

RECOMMENDATION OF THE REGINA PLANNING COMMISSION – JUNE 8, 2016

1. That the application for the closure and sale of a portion of Green Falls Drive as shown on the attached plan of proposed closure survey, prepared by Barry Clark S. L. S., dated March 14, 2016 be approved:

   All that portion of Green Falls Drive, registered Plan No. 102144305, as shown on the attached plan of survey prepared by Barry Clark, Saskatchewan Land Surveyor.

2. That the City Solicitor be directed to prepare the necessary bylaw.

REGINA PLANNING COMMISSION – JUNE 8, 2016

Lorne Yagelniski, representing Yagar Developments, addressed the Commission.

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

Councillors: Mike O'Donnell (Chairperson), Jerry Flegel and Barbara Young; Commissioners: Pam Dmytriw, Adrienne Hagen Lyster, Simon Kostic, Ron Okumura and Laureen Snook were present during consideration of this report by the Regina Planning Commission.

The Regina Planning Commission, at its meeting held on June 8, 2016, considered the following report from the Administration:

RECOMMENDATION

1. That the application for the closure and sale of a portion of Green Falls Drive as shown on the attached plan of proposed closure survey, prepared by Barry Clark S. L. S., dated March 14, 2016 be approved:

   All that portion of Green Falls Drive, registered Plan No. 104144305, as shown on the attached plan of survey prepared by Barry Clark, Saskatchewan Land Surveyor.

2. That the City Solicitor be directed to prepare the necessary bylaw.

3. That this report be forwarded to the June 27, 2016 City Council meeting for approval, which will allow sufficient time for advertising of the required public notice for the respective bylaw.

CONCLUSION

The proposed road closure applies to lands described as part of Green Falls Drive. Upon approval the City of Regina (City) shall transfer part of Green Falls Drive and consolidate the closed lands with the adjacent Parcel A Plan 101880277 Ext 1. The closure and conveyance will have no negative impact on adjacent properties nor will the transfer have any negative impact on traffic circulation, flow or parking. The right of way is currently undeveloped.

BACKGROUND

Recent changes to the Greens on Gardiner Concept Plan resulted in changes to the street network. One of the changes is closing part of Green Falls Drive. The land from the proposed road closure is intended to be consolidated with the shopping center site.

This application is being considered pursuant to *The Regina Zoning Bylaw No. 9250*, *Design Regina*: *The Official Community Plan Bylaw No. 2013-48* (OCP), *The Planning and Development Act, 2007* and *The Cities Act.*

A related subdivision application is being considered concurrently by the Administration, in accordance with *A Bylaw of the City of Regina to Regulate and Control the Subdivision of Land Bylaw No. 7748* (Subdivision Bylaw), by which subdivision approval authority has been delegated to the Development Officer.

DISCUSSION

The Greens on Gardiner Concept Plan as shown in Appendix A-3.2 is the recently amended Plan showing the adjustments in land use designation and street network. The change in the street network resulted in this portion of road no longer being needed for traffic circulation purposes. As a result, the portion of the street described on the attached plan of survey, will be closed and consolidated with an adjacent parcel of land as development proceeds in the area.

The subject land is 0.04 hectares and the adjacent parcel is 14.26 hectares and is intended to be developed as a shopping centre.

RECOMMENDATION IMPLICATIONS

Financial Implications

The sale price for the portion of the street is $29,010.00 plus $1,450.50 GST for a total amount $30,460.50. Consolidation of the closed road into the adjacent property will result in modest increase in property tax assessment attributable to the subject property owner. The proposed closure will relieve the City of any obligations for its maintenance or physical condition of the closed right-of-way.

Environmental Implications

None with respect to this report.

Policy/Strategic Implications

The proposal is consistent with the policies contained within the OCP with respect to the community goal of achieving long term financial viability. By divesting itself of an unused portion of road right-of-way, the City has ensured that there will not be any long term financial implications associated with the land.

The proposed partial road closure and subdivision is aligned with the recently amended Greens on Gardiner Concept Plan.

Other Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

Communication with the public is summarized below:

Will be published in the Leader Post on	June 11, 2016
Number of Public Comments Sheets received	0

Notice of the partial closure to the surrounding land owners is not required and deemed unnecessary because the applicant owns the land immediately surrounding the part of the street being closed.

DELEGATED AUTHORITY

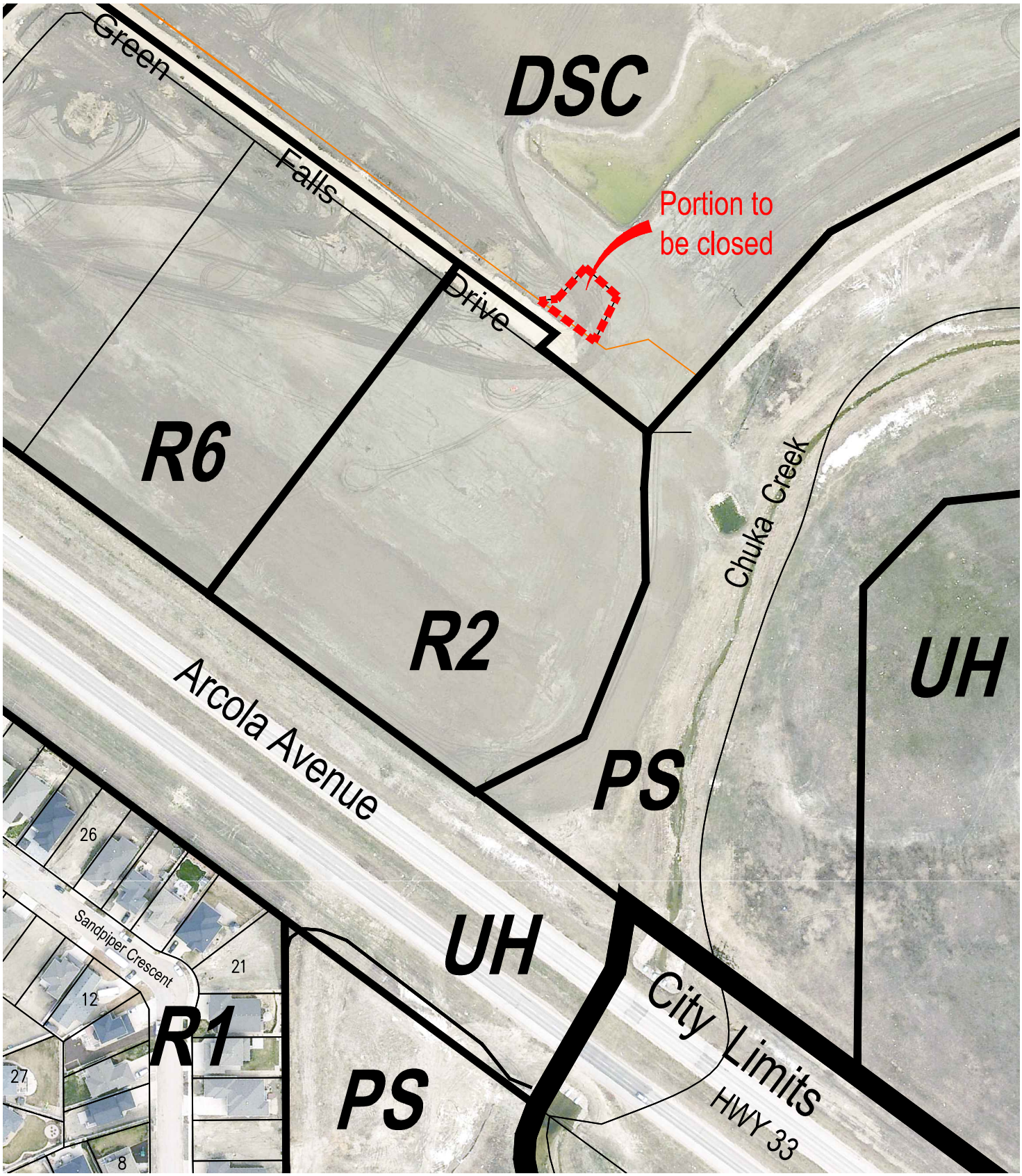
City Council's approval is required, pursuant to Section 13 of *The Cities Act.*

Respectfully submitted,

REGINA PLANNING COMMISSION

Elaine Gohlke

Elaine Gohlke, Secretary



Subject Property

Project 16-CL-01

Civic Address/Subdivision Greens on Gardiner: Phase 8
Proposed Road Closure

O:\UP\DWGS\DEVELOP\CL\2016\16-CL-01.dwg

Appendix A-2

Subject Property

Date of Photography: 2014

Project 16-CL-01

Civic Address/Subdivision Greens on Gardiner: Phase 8
Proposed Road Closure

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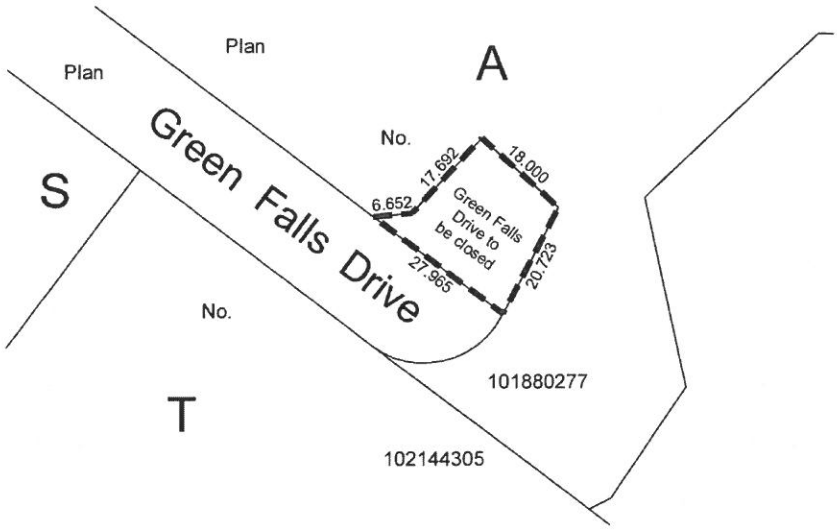
The Greens on Gardiner

WSP

DWG. NO. 010054798-SDPE05-R00

Phase 8

Plan Showing
PROPOSED ROAD CLOSURE
of Part of Green Falls Drive,
Plan No. 102144305,
S.E.1/4 Sec.11,
Twp.17 Rge.19 W.2 Mer.
Regina, Saskatchewan
2016
Scale 1:1000



Notes

Measurements are in metres and decimals thereof.
Area to be approved is outlined with a heavy dashed line and contains approximately 0.04 hectares.
Dimensions are approximate and are subject to changes up to ±2.0m at the time of legal survey.

Dated at Regina in the
Province of Saskatchewan
This 14th day of March, 2016.

Barry Clark, S.L.S.
Saskatchewan Land Surveyor

SASKATCHEWAN LAND SURVEYORS' ASSN.
B. G. CLARK
261
SLS

GREENS ON GARDINER CONCEPT PLAN
LAND-USE

LEGEND

1) LAND USE & AREAS

CONCEPT PLAN BOUNDARY		
LOW DENSITY	64.10 ha	36.15 %
MEDIUM DENSITY	11.89 ha	6.71 %
LIVE/WORK OR MEDIUM DENSITY	0.55 ha	0.31 %
HIGH DENSITY	10.47 ha	5.90 %
MEDIUM OR HIGH DENSITY	2.89 ha	1.63 %
MIXED USE	8.19 ha	4.62 %
MIXED-USE AND/OR COMMERCIAL	8.56 ha	4.83 %
MUNICIPAL RESERVE (MR)	15.28 ha	8.62 %
ROADS	38.26 ha	21.58 %
OTHER		
FLOODWAY / ENVIRONMENTAL RESERVE (ER)	7.88 ha	4.44 %
FLOOD FRINGE / ENVIRONMENTAL RESERVE (ER)	4.46 ha	2.52 %
MUNICIPAL UTILITY (MU)	1.28 ha	0.72 %
SASKTEL	0.17 ha	0.10 %
CHURCH	3.32 ha	1.87 %
TOTAL AREA	177.30 ha	100 %

2) INFRASTRUCTURE

- ARTERIAL ROAD
- COLLECTOR ROAD
- LOCAL ROAD
- WALKWAY
- POTENTIAL STORM POND
- CREEK CENTERLINE
- PATHWAY
- POTENTIAL FUTURE PATHWAY EXTENSIONS

0m 500m

Associated Engineering

CR16-69

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: Application for Discretionary Use (16-DU-14)
Apartment Building Addition – 10 Michener Drive

RECOMMENDATION OF THE REGINA PLANNING COMMISSION – JUNE 8, 2016

1. That the existing Contract Zone Agreement be voided and the related Bylaw 8889-ZO-B89 be repealed and the subject property, Parcel B, Plan No. 78R53179 revert to R6-Residential Multiple Housing Zone.

2. That the Discretionary Use Application for a proposed Apartment, High Rise located at 10 Michener Drive, being Parcel B, Plan No. 78R53179, University Park Subdivision be approved and that a Development Permit be issued subject to the following conditions:

   a) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.4 inclusive, prepared by AODBT Architecture and Interior Design and dated May 4, 2016.

   b) The development shall comply with all applicable standards and regulations in the *Regina Zoning Bylaw No. 9250.*

REGINA PLANNING COMMISSION – JUNE 8, 2016

Jason Hurd, aodbt architecture + design ltd., representing New Summit Developments addressed the Commission.

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

Councillors: Mike O'Donnell (Chairperson), Jerry Flegel and Barbara Young; Commissioners: Pam Dmytriw, Adrienne Hagen Lyster, Simon Kostic, Ron Okumura and Laureen Snook were present during consideration of this report by the Regina Planning Commission.

The Regina Planning Commission, at its meeting held on June 8, 2016, considered the following report from the Administration:

RECOMMENDATION

1. That the existing Contract Zone Agreement be voided and the related Bylaw 8889-ZO-B89 be repealed and the subject property, Parcel B, Plan No. 78R53179 revert to R6-Residential Multiple Housing Zone.

2. That the Discretionary Use Application for a proposed Apartment, High Rise located at 10 Michener Drive, being Parcel B, Plan No. 78R53179, University Park Subdivision be approved and that a Development Permit be issued subject to the following conditions:

   c) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.4 inclusive, prepared by AODBT Architecture and Interior Design and dated May 4, 2016.

   d) The development shall comply with all applicable standards and regulations in the *Regina Zoning Bylaw No. 9250.*

3. That this report be forwarded to the June 27, 2016 meeting of City Council for approval.

CONCLUSION

The applicant proposes to develop an addition to an existing High Rise Apartment building on the subject property. The existing building contains 75 dwelling units and the proposed addition will contain 48 dwelling units for a total of 123 dwelling units in the expanded building. The proposal contributes positively to the community by providing a diversity of housing choice in close proximity to existing community services and amenities.

The proposal complies with the development standards and regulations contained in the *Regina Zoning Bylaw No. 9250* and is consistent with the policies contained in *Design Regina: The Official Community Plan Bylaw No. 2013-48* (OCP). Accordingly, the Administration recommends approval.

BACKGROUND

In 1989 City Council approved a Contract Zone for the existing 75 unit apartment building on the subject property located at 10 Michener Drive. A Contract Zone was recommended at the time to accommodate a side yard reduction that resulted from the dedication of a lane adjacent to the property.

An application has been received to rezone the subject property from C – Contract Zone to R6 – Residential Multiple Housing Zone to accommodate an addition to an existing High Rise Apartment building on the subject property located at 10 Michener Drive.

Although this project could be reviewed as a Contract Zone amendment, the project meets the requirements of the *Regina Zoning Bylaw No. 9250* that would apply to High Rise Apartment buildings in the R6 Zone and as such the Administration recommends rezoning of the subject property.

This application is being considered concurrently with an application that the applicant has filed for Discretionary Use for the property located at 75 Michener Drive.

This application is being considered pursuant to the *Regina Zoning Bylaw No. 9250*, the OCP and *The Planning and Development Act, 2007*.

Pursuant to Subsection 56(3) of *The Planning and Development Act*, *2007,* City Council may establish conditions for discretionary uses based on the nature of the proposed development (e.g. site, size, shape and arrangement of buildings) and aspects of site design (e.g. landscaping, site access, parking and loading), but not including the colour, texture or type of materials and architectural details.

DISCUSSION

The applicant proposes to develop an addition to an existing High Rise Apartment building on the subject property. The *Regina Zoning Bylaw No. 9250* defines a High Rise Apartment building as "a building containing more than four dwelling units which exceeds 13 metres in height. The proposed building will have a height of 18 metres to mid-point of the peak roof (20 metres to roof peak).

The existing apartment building contains 75 dwelling units. The proposed addition contains 48 dwelling units for a total of 123 dwelling units in the expanded building.

The land use and zoning details are provided in the table below:

Land Use Details	Existing	Proposed
Zoning	C	R6
Land Use	Apartment, High Rise	Apartment, High Rise
Number of Dwelling Units	75	48 – Proposed Addition 123 – Total Expanded Building
Building Area	2809 m^2	1155 m^2

Zoning Analysis	Required	Proposed
Number of Parking Stalls Required	185 stalls 123 x 1.5 = 185	69 new stalls 186 stalls total
Minimum Lot Area (m^2)	500 m^2	10632 m^2
Front Yard Setback	6.0 m	7.82 m
Minimum Lot Frontage (m) University Park Drive	15 m	88.98 m
Side Yard Setback	.45	.50
Maximum Building Height (m)	20 m	18 m to mid-point
Maximum Floor Area Ratio	3	1.37
Maximum Coverage (%)	50%	37%

The proposed building will replace some open space that is part of the current layout of the site. The proposal does not impact any existing dedicated neighbourhood parks as all changes to open space are located on private property. Access to the proposed building will be through the rear lane.

Surrounding land uses include a shopping center to the north, fourplex builds to the west, detached dwellings across University Park Drive and University Park across from Michener Drive to the south.

The proposed development is consistent with the purpose and intent of the R6- Residential Multiple Housing Zone with respect to:

- Regulating the location and standards for apartment buildings.

- Encouraging the provision of affordable housing, particularly for low and moderate income households and special needs groups.

Traffic Impact Analysis

The Administration required the applicant to submit a Transportation Impact Assessment (TIA) which addressed the traffic impacts associated with this development along with a development that is being considered concurrently with this application for 75 Michener Drive. The study described existing and proposed site conditions, traffic forecast, trip generation, impact on the surrounding road network and access. The study concluded that the existing street network can support the additional traffic generated by the proposed development.

The analysis was conducted during peak hours, early morning and late afternoon. The analysis focused on potential areas of traffic congestion. The report concluded that the existing roadway network and conditions have the capacity to accommodate the volumes of traffic generated by the proposed development.

RECOMMENDATION IMPLICATIONS

Financial Implications

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

Environmental Implications

None with respect to this report

Policy/Strategic Implications

The proposal is consistent with the policies contained within Part A: Policy Plan of the OCP with respect to:

Complete Neighbourhoods

- A diversity of housing types to support residents from a wide range of economic levels, backgrounds and stages of life, including those with special needs.

Housing Supply and Affordability

- Support attainable housing in all neighbourhoods through ownership, rental housing and specific needs housing.
- Support residential intensification in existing and New Neighbourhoods to create complete neighbourhoods.

Other Implications

None with respect to this report.

Accessibility Implications

The *Uniform Building and Accessibility Standards Act* requires five per cent of units in new rental buildings to be barrier-free including accessible washrooms, space in bedrooms and kitchens, and balconies. For this proposal, this equates to two barrier-free units for the proposed addition. The applicant's proposal will include three barrier free units in the proposed addition. The building is also be equipped with an elevator.

The *Regina Zoning Bylaw No. 9250* requires that two per cent of the required parking stalls be provided for persons with disabilities, which is equivalent to four parking stalls. The proposed development will provide four parking stalls for persons with disabilities which meets the minimum requirements.

COMMUNICATIONS

Communications with the public is summarized as follows:

Public notification signage posted on	January 19, 2016
Letter sent to immediate property owners	January 12, 2016
Public Open House held	January 21, 2016 (27 Attendees)
Number of Public Comments Sheets received	19
Date notice published in Leader Post	June 18, 2016

A more detailed accounting of the respondents' comments and the Administration's response to them is provided in Appendix B.

The Arcola East Community Association (AECA) was notified of the proposed project. No comments were provided by the AECA prior to the deadline for submission of this report. The AECA has since advised that there are no comments on the proposed project.

The applicant and other interested parties will receive a copy of the report and notification of the meeting to appear as a delegation in addition to receiving written notification of City Council's decision.

DELEGATED AUTHORITY

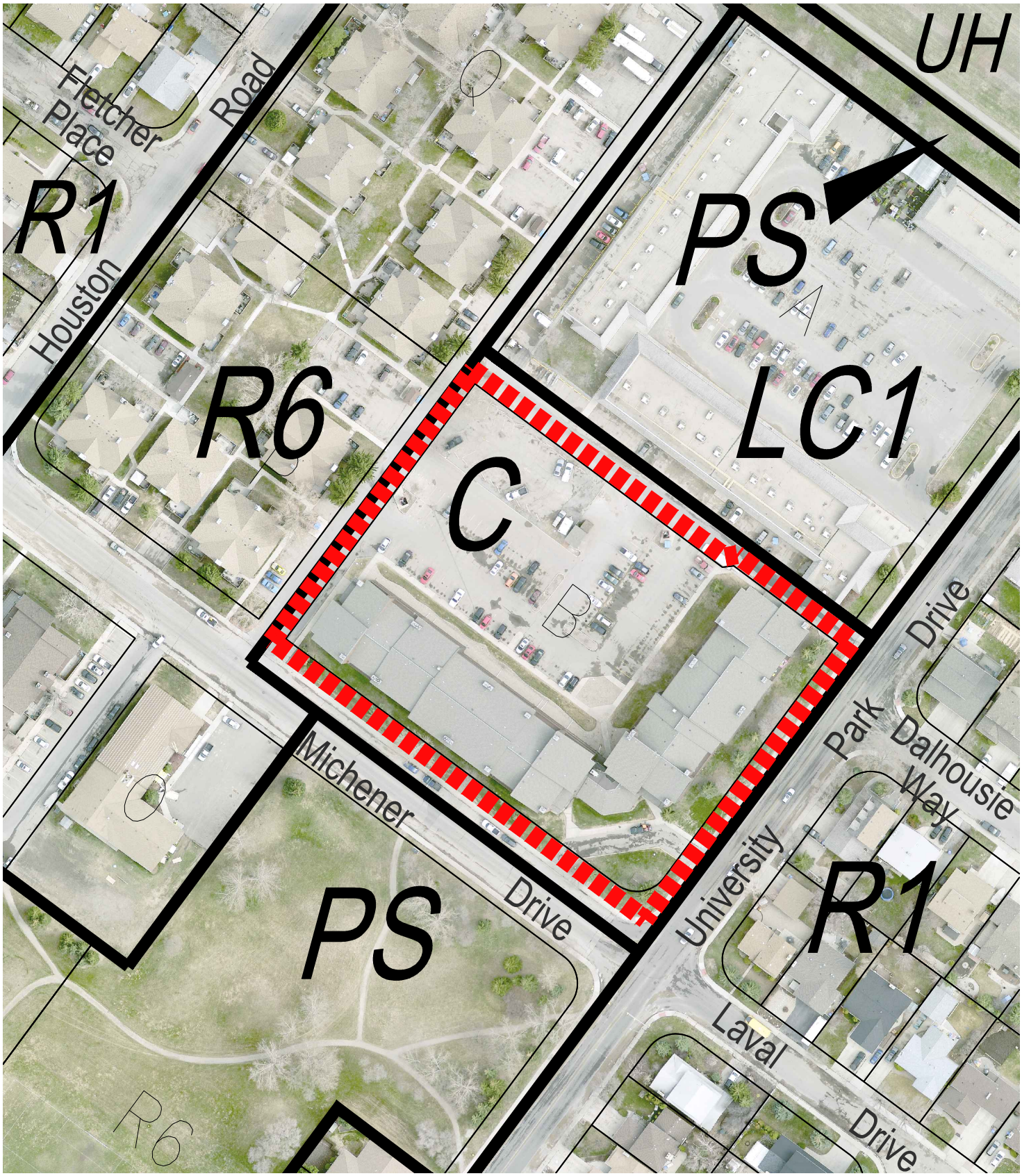
City Council's approval is required, pursuant to Part V of *The Planning and Development Act, 2007.*

Respectfully submitted,

REGINA PLANNING COMMISSION

Elaine Gohlke

Elaine Gohlke, Secretary



Subject Property

Project 16-DU-14 Civic Address/Subdivision 10 Michener Drive

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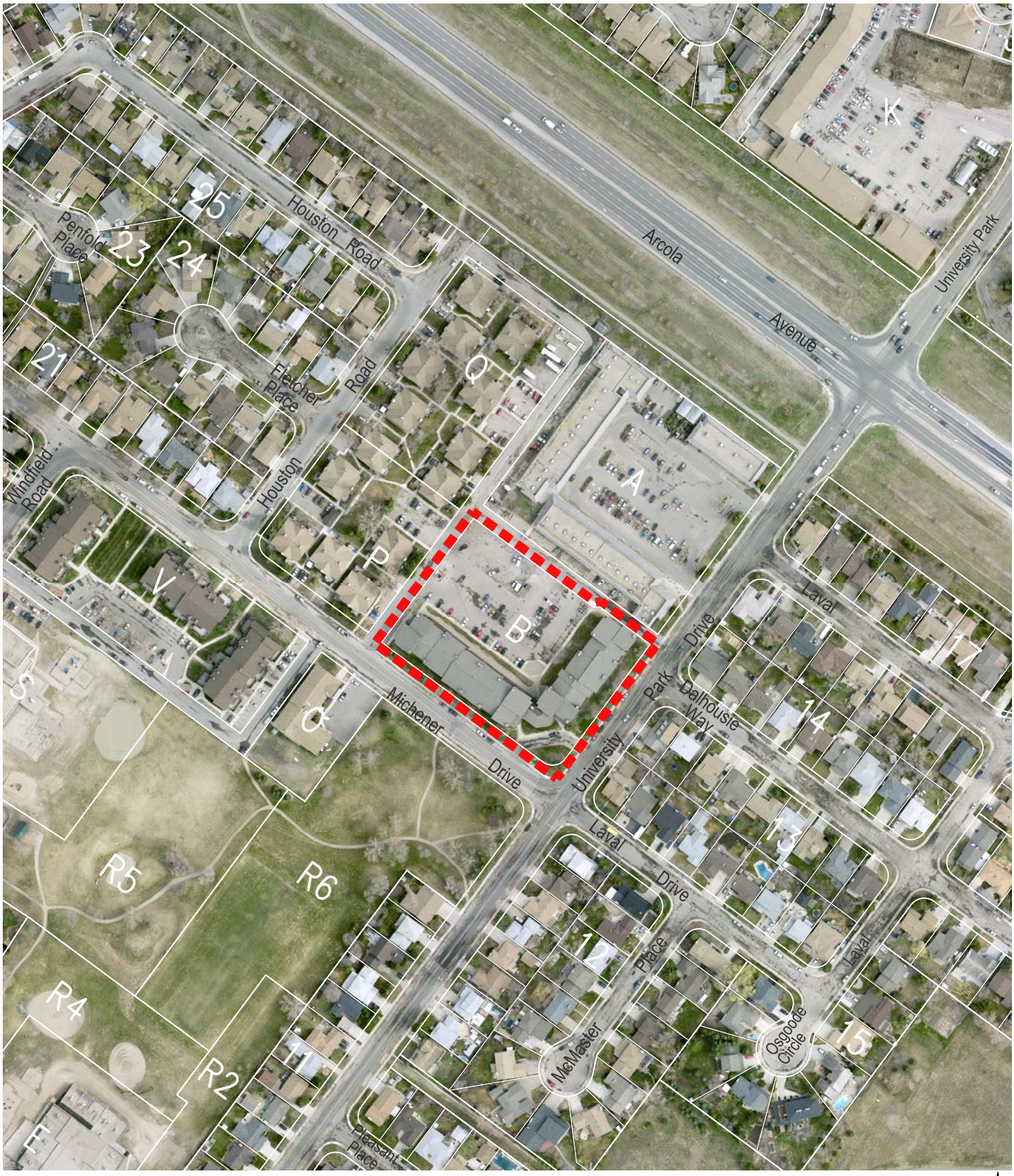
Appendix A-2



Subject Property

Date of Photography: 2014

Project 16-DU-14 Civic Address/Subdivision 10 Michener Drive

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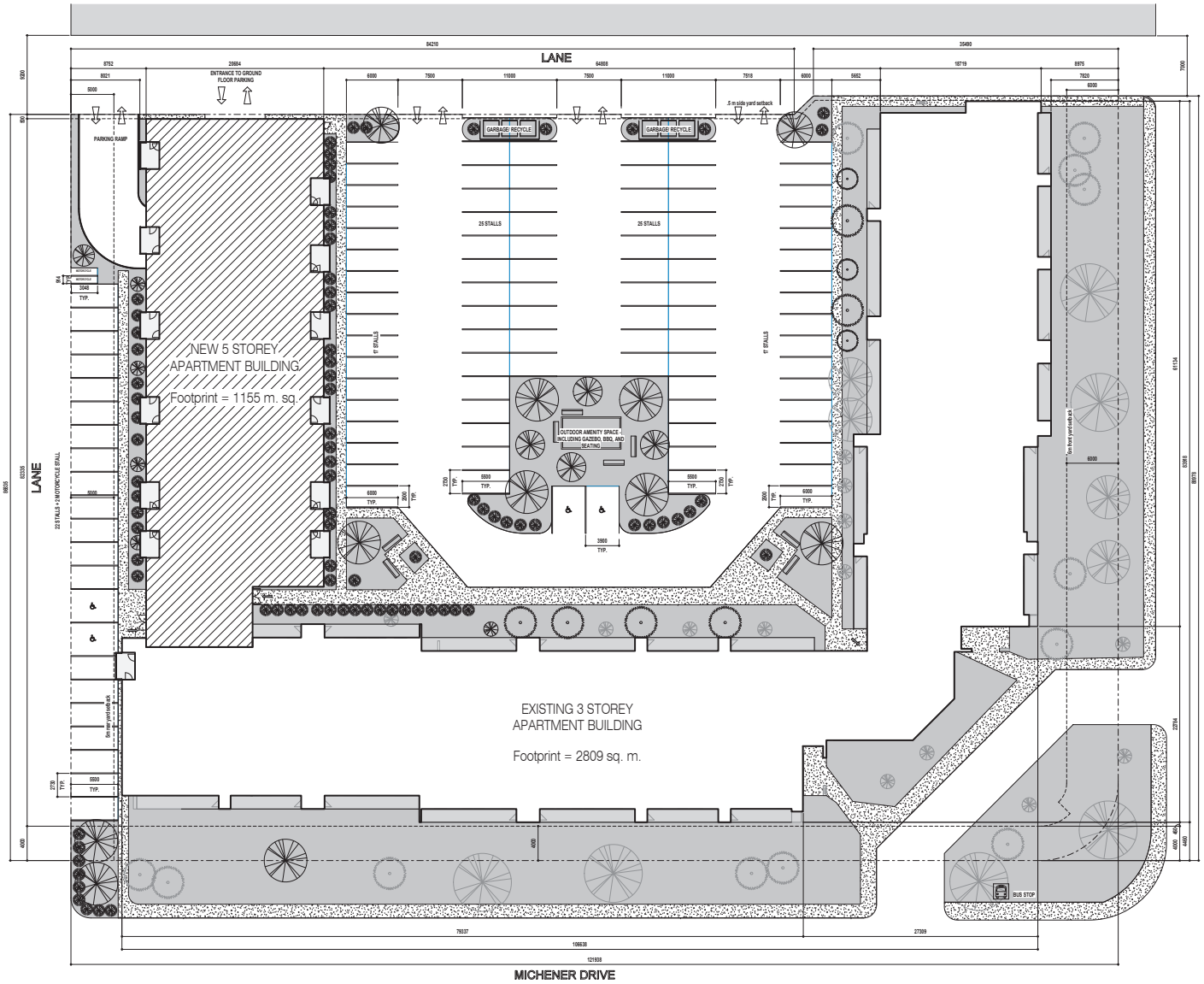

1 SITE PLAN
1 : 250

Revised May 20, 2016

10 MICHENER DRIVE, REGINA SK
R6 Zoning Application
Multiple Unit Dwelling

Setbacks:
Required Front Yard: 6m
Provided Front Yard: 7.820m (University Drive)
Required Side Yard: 0.45m
Provided Side Yard: 0.5m (North Lane)
Provided Side Yard: 4.460m (Michener Drive)
Required Rear Yard: 5m
Provided Rear Yard: 8.021m (West Lane)

Site Coverage:
Existing:
Total Site Area: 10 632 sq.m.
Existing Building Footprint: 2809 sq.m.
Total Site Coverage: 2 836 sq.m. (26%)
Existing Floor Area Ratio: 1.3
Proposed Building:
Proposed Building Footprint: 1155 sq.m.
New Total Site Coverage: 4 046 sq.m. (37%)
New Total Floor Area: 14 556 sq.m.
New Floor Area Ratio: 1.34
Building Height:
Existing building: 10.8m
New building: 18m
Proposed Units:
Existing Units: 75 Units
New Standard Units: 45 Units
New Barrier-Free Units: 3 Units (5% of new units)
Total New Units: 48 Units
Total Units: 123 Units

Parking:
Required Parking: 185 stalls
2% Handicap: 4 stalls
2% Motorcycle Allowed: 4 Stalls

Outdoor Parking: 110 stalls
Handicap: 4 Stalls
Motorcycle: 2 Stalls

Covered Parking: 40 stalls
Underground Parking: 36 stalls

Total Provided Parking: 186 stalls
Required Bicycle Parking: 10 spaces (5% of Total Parking)

Communal Amenity Space:
Required: 531 sq.m. (5% of site area)
Provided Indoor: 72.4 sq.m.
Provided Exterior: 478.8 sq.m.
Total Provided Amenity Space: 551.2 sq.m.

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PRELIMINARY NOT FOR CONSTRUCTION
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NO.	DESCRIPTION :	DATE :
0		May 9, 2016

REVISIONS :

PROJECT NAME :
The Standard Apartments

10 MICHENER DRIVE, REGINA SK

PROJECT NUMBER : 15024

DRAWING NAME :
SITE PLAN

DRAWN : aodbt
CHECKED : JH

01

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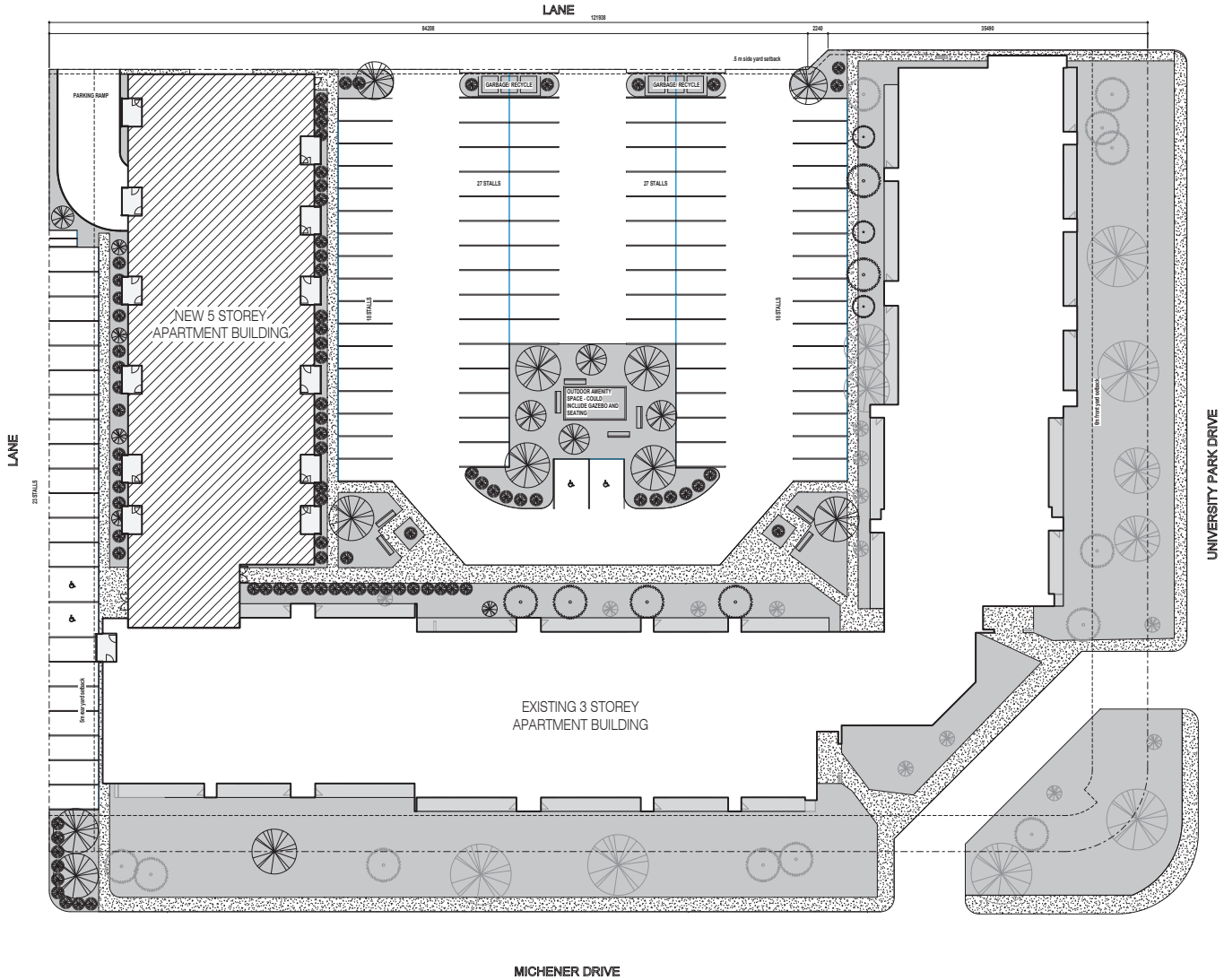

1 LANDSCAPING PLAN
1 : 250

Site Information:
10 632 sq.m. Gross Site Area
2 858 sq.m. Gross Parking Area

Landscaping Requirements:
Required Landscaping: 1595 sq.m. (15% of site area)
Interior Parking Area: 2513 sq.m.
252 sq.m. Interior Landscaping (10% of gross parking lot)
Provided Interior Landscaping 450 sq.m.
9 Trees (1/30 sq.m. of req'd interior landscaping)
Provided Interior Trees: 33
26 Shrubs (1/10 sq.m. of req'd interior landscaping)
Provided Interior Shrubs: 58

Planting Requirements:
40 Trees Required (1/40 sq.m. of req'd site landscaping)
35 Existing Trees
31 New Trees
Provided Trees: 66
80 Shrubs Required (1/20 sq.m. of req'd site landscaping)
Provided Shurbs: 82

LEGEND

Existing
New
Conifer
Deciduous
Shrub

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NO.	DESCRIPTION :	DATE :
0		May 9, 2016

REVISIONS :

PROJECT NAME :
The Standard Apartments

10 MICHENER DRIVE, REGINA SK

PROJECT NUMBER : 15024

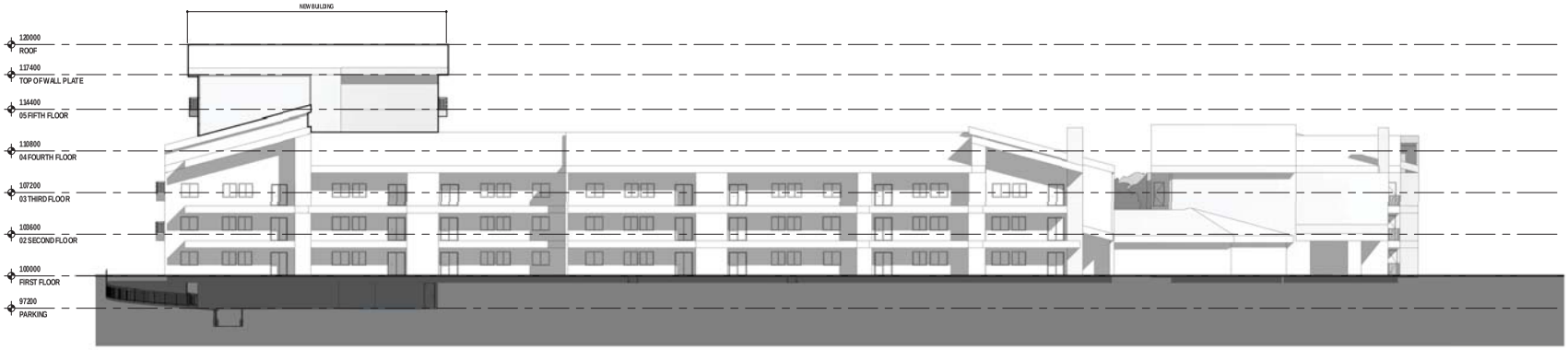
DRAWING NAME :
LANDSCAPE PLAN

DRAWN : aodbt
CHECKED : JH

01.1

A1 (594 x 841)

1 NORTH ELEVATION
1 : 200



2 SOUTH ELEVATION
1 : 200

3 COURTYARD ELEVATION
1 : 200

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NO.	DESCRIPTION :	DATE :
0		May 9, 2016

REVISIONS :

PROJECT NAME :
The Standard Apartments

10 MICHENER DRIVE, REGINA SK

PROJECT NUMBER : 15024

DRAWING NAME :
NORTH, SOUTH & COURTYARD ELEVATIONS

DRAWN : aodbt

CHECKED : JH

01.4

15 10 5 0 10 20 30 40 50 60

1 WEST ELEVATION

1 : 200

2 EAST ELEVATION

1 : 200

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NO.	DESCRIPTION :	DATE :
0		May 9, 2016

REVISIONS :

PROJECT NAME :

The Standard Apartments

10 MICHENER DRIVE, REGINA SK

PROJECT NUMBER : 15024

DRAWING NAME :

EAST & WEST ELEVATIONS

DRAWN : aodbt

CHECKED : JH

01.5

15 10 5 0 10 20 30 40 50 60

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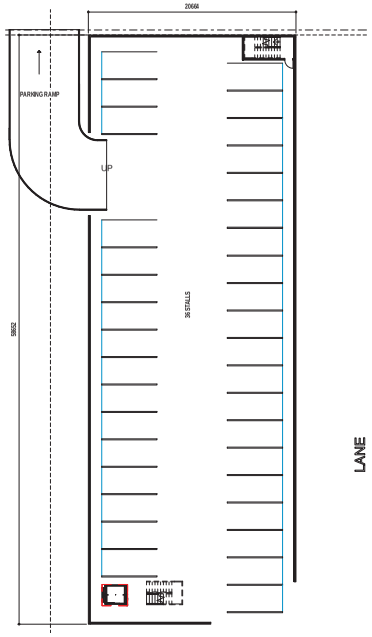
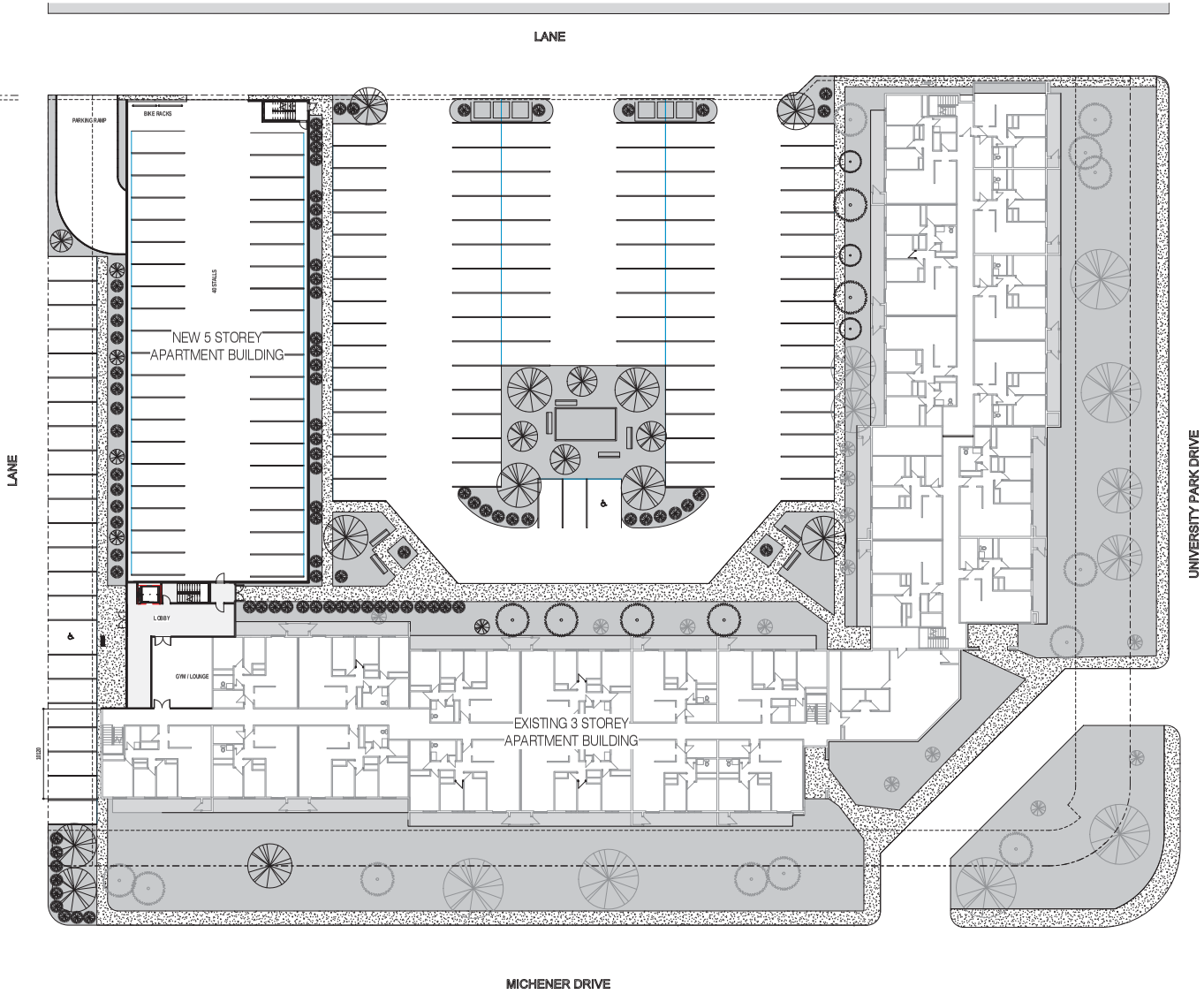


2 LOWER PARKADE LEVEL
1 : 250



1 FIRST FLOOR PLAN
1 : 250

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NO.	DESCRIPTION :	DATE :
0		May 9, 2016

REVISIONS :

PROJECT NAME :
The Standard Apartments

10 MICHENER DRIVE, REGINA SK

PROJECT NUMBER : 15024

DRAWING NAME :
LOWER PARKADE PLAN & FIRST FLOOR PLAN

DRAWN : aodbt

CHECKED : JH

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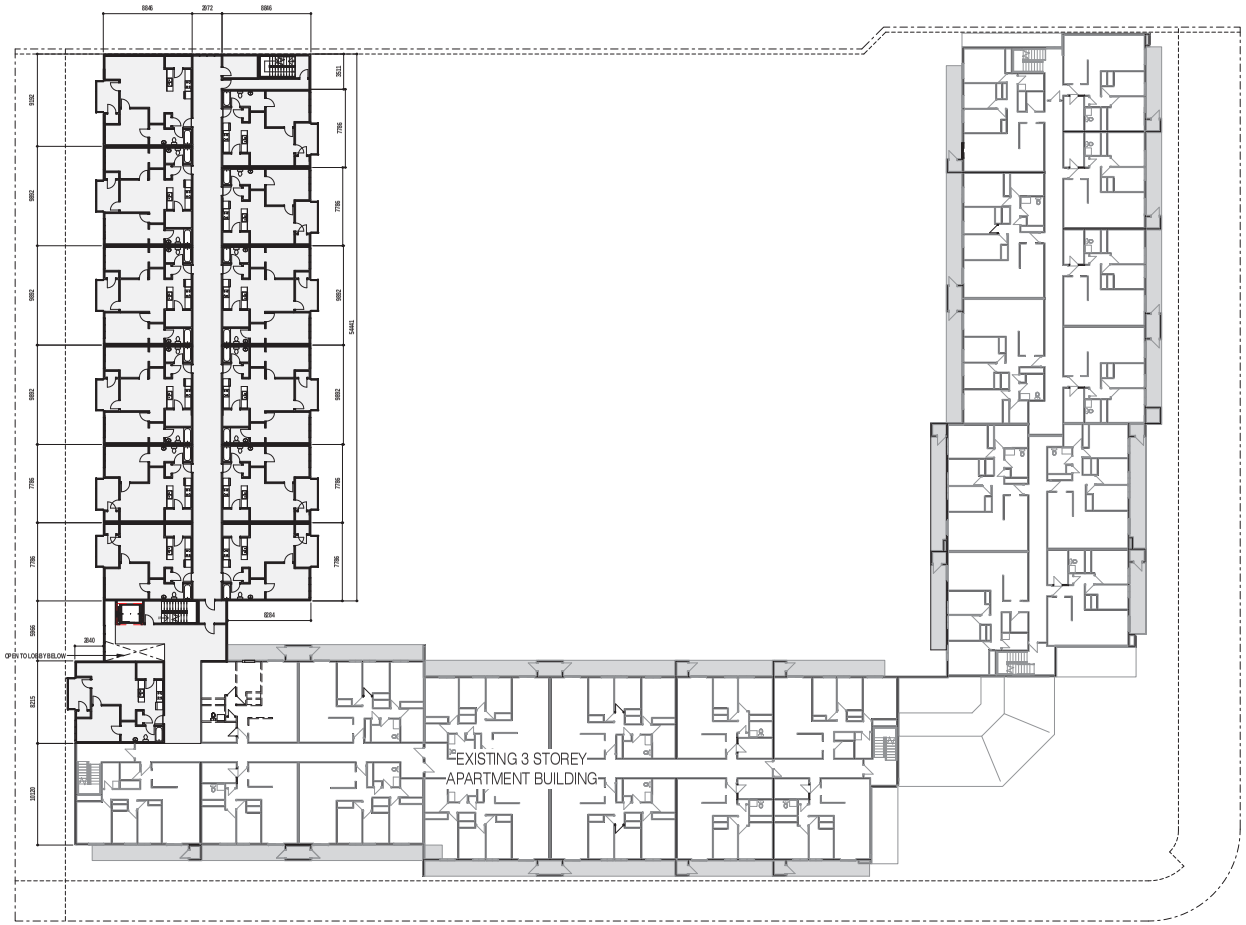
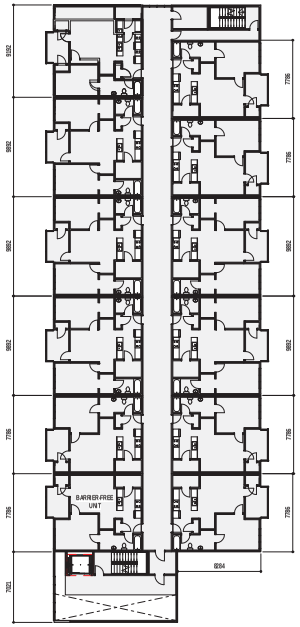


1 SECOND FLOOR
1 : 250



2 TYPICAL 3rd - 5th FLOOR
1 : 250

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NO.	DESCRIPTION :	DATE :
0		May 9, 2016

REVISIONS :

PROJECT NAME :
The Standard Apartments

10 MICHENER DRIVE, REGINA SK

PROJECT NUMBER : 15024

DRAWING NAME :
SECOND FLOOR PLAN & TYPICAL 3rd - 5th FLOOR PLANS

DRAWN : aodbt

CHECKED : JH

01.3

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Public Consultation Summary – 10 Michener Drive

Response	Number of Responses	Issues Identified
Completely opposed	17	• Shortage of parking • Noise concerns • Negatively affect house values • Project will add to excess rental units • Increase density • Traffic congestion in the neighbourhood • Safety concerns for school children • Effects of more low income housings • Pedestrian safety and traffic congestion • Problems with lane access during construction and winter months • Compromise available open space • School capacity
Accept if many features were different	2	• Traffic and pedestrian safety concerns addressed • Improve crosswalk and pedestrian mobility • Buildings more compatible • Prefer 3 storey building
Accept if one or two features were different	0	
I support this proposal	0	
Other		

1. **Issue: The proposal would contribute to increased traffic and increased noise.**
   Administration's Response:
   The proposed development raised several concerns regarding traffic congestion and noise. As a result the City requested an independent Traffic Impact Analysis (TIA). According to the report conducted by Stantec Consulting the proposed development will not have adverse effects on traffic flows or noise levels. The TIA addressed the impacts associated with this development as well as a development that is being considered concurrently for the subject property located at 75 Michener Drive.

   The Administration is in agreement with the conclusions of the TIA and that the existing road network has capacity and traffic impacts will be relatively incremental.

2. **Issue: The proposal will contribute to the existing parking challenges.**
   Administration's Response:
   The site currently provides 117 parking spaces. The proposed development will add an additional 69 new parking stalls for a total of 186 parking stalls. The proposed parking complement exceeds the minimum parking stall requirements of the Zoning Bylaw.

3. **Issue: The proposal will reduce valued open space.**
   Administration's Response:
   The site will continue to meet the open space requirement as indicated in the Zoning Bylaw for total site landscaping requirements as well as communal amenity space requirements. The proposal does not impact any existing dedicated neighbourhood parks as all changes to open space are located on private property.

CR16-70

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: City Administration Reorganization and Bylaw Amendments

RECOMMENDATION OF THE EXECUTIVE COMMITTEE - MAY 18, 2016

That the City Solicitor be instructed to prepare the necessary changes to City Bylaws to give effect to the organizational changes contained in this report as well as other house-keeping changes to position titles that were not updated following the previous re-organization.

EXECUTIVE COMMITTEE – MAY 18, 2016

The Committee adopted the following resolution:

1. That the City Solicitor be instructed to prepare the necessary changes to City Bylaws to give effect to the organizational changes contained in this report as well as other house-keeping changes to position titles that were not updated following the previous re-organization.

2. That this report be forwarded to the June 27, 2016 City Council meeting for approval.

Mayor Michael Fougere, Councillors: Wade Murray (Chairperson), Sharron Bryce, Bryon Burnett, John Findura, Jerry Flegel, Shawn Fraser, Bob Hawkins, , Mike O'Donnell and Barbara Young were present during consideration of this report by the Executive Committee.

The Executive Committee, at its meeting held on May 18, 2016, considered the following report from the Administration:

RECOMMENDATION

1. That the City Solicitor be instructed to prepare the necessary changes to City Bylaws to give effect to the organizational changes contained in this report as well as other house-keeping changes to position titles that were not updated following the previous re-organization.

2. That this report be forwarded to the May 30, 2016 City Council meeting for approval.

CONCLUSION

The purpose of this report is to advise Executive Committee of changes to the organizational structure and to seek Council approval for Bylaw amendments required as a result of such changes.

BACKGROUND

Mr. Chris Holden was appointed City Manager effective March 1, 2016. Subsequent to that appointment there have been changes in the Executive Leadership makeup. These changes resulted in an opportunity to re-examine and update the corporate organizational structure. The resulting changes necessitate administrative updates to various City Bylaws that make references to positions and reporting under the former structure. This report seeks approval for the administrative changes required to be made to various City Bylaws which reference out-dated position titles.

DISCUSSION

The changes are designed to build a stronger leadership team, a team that will strengthen collaboration across the entire organization, is more empowered, promote strategic long-range planning and serves citizens well.

The overall goal of the organizational change is to:

- Continue to evolve our organization and respond to our changing circumstances
- Eliminate silos (both vertical and horizontal) across the organization and ensure we have a common approach as it relates to strategy and improve the interface between the Executive and Senior Leadership
- Respond to future strategic needs in the organization

Changes to the Organizational Structure

There are no changes to Divisions or Departments. The most significant change is to the Operations Group. The Deputy City Manager/COO position is being discontinued. The changes include:

- The Operations Group will no longer be grouped together
- The Executive Directors (ED) of City Services, City Planning & Development and Transportation & Utilities will report to the City Manager
- The Director of Fire & Protective Services will report to the City Manager
- The Major Projects team will report to the Executive Director of City Services, and the executive assistant to the former Deputy City Manager/Chief Operating Officer position will be assigned to the Executive Director of City Services as an additional support to ensure continuity in supporting major projects
- The Strategy & Operations team, from within the former Operations Group, will be combined with Strategy Management and report to the Chief Financial Officer (CFO). The CFO will undertake a review to develop new processes for corporate strategy

Changes to City Bylaws

The Regina Administration Bylaw sets out Council's delegated authority to the City employees with respect to the financial administration of the City. While the Bylaw does contain a deeming provision that deems discontinued position titles to refer to their substituted title or the title to which the duties have been transferred, updating the position titles names in the Bylaw add to the transparency and clarity of the Bylaw. Changes are being recommended to this Bylaw in order to reflect the organizational changes described above.

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

- Delete references to Deputy City Manager/COO;
- Delete reference to Chief Administrative Officer in the definition of City Manager;
- Add a provision that clarifies that all authorities conveyed onto any City employee other than the City Manager can also be exercised by the City Manager; and
- Amend all authorities that were delegated to the Deputy City Manager/COO to be delegated to the City Manager.

Various other City Bylaws reference the Deputy City Manager/COO position title as well as other position titles that have been amended since the last revisions to these Bylaws. Due to the deeming provision mentioned above, although it is not necessary to continue to update the position titles, the Administration recommends doing so whenever a Bylaw is being amended. It is therefore recommended that various house-keeping changes be made to City Bylaws to update position titles and duties that were re-assigned as a result of the re-organization described above, or any previous re-organization where Bylaws were not updated.

RECOMMENDATION IMPLICATIONS

Financial Implications

The discontinuation of the Deputy City Manager/COO position salary will result in an annualized saving of $304,000 which will either be reallocated for other initiatives or be directed to the General Fund Reserve.

Environmental Implications

There are no environmental implications with this report.

Strategic Implications

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

Other Implications

There are no other implications with this report.

Accessibility Implications

There are no other implications with this report.

COMMUNICATIONS

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

DELEGATED AUTHORITY

The recommendation contained in this report require City Council approval.

Respectfully submitted,

EXECUTIVE COMMITTEE

Jim Nicol, Secretary

/mrt

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: *The Wastewater and Storm Water Bylaw, 2016 No. 2016-24* - Correction

RECOMMENDATION OF THE PUBLIC WORKS AND INFRASTRUCTURE COMMITTEE - JUNE 20, 2016

That the City Solicitor's Office prepare amendments to *The Wastewater and Storm Water Bylaw, 2016 No. 2016-24* (Bylaw) to accurately reflect the sewer surcharge formula for high strength wastewater by replacing Schedule C of the Bylaw, as identified in Appendix A of this report.

PUBLIC WORKS AND INFRASTRUCTURE COMMITTEE – JUNE 20, 2016

The Committee adopted a resolution to concur in the recommendation contained in the report. Recommendation #2 does not require City Council approval.

Councillors: Bob Hawkins (Vice-Chairperson), John Findura and Barbara Young were present during consideration of this report by the Public Works and Infrastructure Committee.

The Public Works & Infrastructure Committee, at its meeting held on June 20, 2016, considered the following report from the Administration:

RECOMMENDATION

1. That the City Solicitor's Office prepare amendments to *The Wastewater and Storm Water Bylaw, 2016 No. 2016-24* (Bylaw) to accurately reflect the sewer surcharge formula for high strength wastewater by replacing Schedule C of the Bylaw, as identified in Appendix A of this report.

2. That this report and associated Bylaw be forwarded to the June 27, 2016 meeting of City Council for approval.

CONCLUSION

A typographical error occurred when drafting the Bylaw. The sewer surcharge formula for high strength wastewater was not accurately transferred to the Bylaw from the report presented to the Public Works and Infrastructure Committee and City Council (PWI16-4 and CR16-32). The error results in a significant under charging for high strength wastewater and is not representative

of what was presented to Public Works and Infrastructure Committee and City Council. The error will be remedied by replacing Schedule C of the Bylaw with Appendix A of this report.

BACKGROUND

On April 25, 2016, City Council repealed *Sewer Services Bylaw No. 5601* and replaced it with the Bylaw. The intent of the new Bylaw was to improve regulation of the wastewater and storm water systems. One component of the change was to align charges for treating high strength wastewater with actual treatment costs. These surcharges are calculated using a formula included in Schedule C of the Bylaw.

Shortly following the passing of the new Bylaw, administration began calculating surcharges for sewer customers. It was at this point that it became apparent the formula did not calculate the appropriate surcharge values.

DISCUSSION

The typographical error was made while incorporating recommended changes from the Public Works and Infrastructure Committee and City Council reports to the actual wording of Schedule C to the Bylaw. The error makes the amount the City of Regina (City) can collect for high strength wastewater nearly zero. Changing the formula will allow the City to collect the appropriate fees for high strength wastewater, as intended in the reports presented to Public Works and Infrastructure Committee and City Council.

RECOMMENDATION IMPLICATIONS

Financial Implications

The current surcharge formula does not allow the City to collect fees for the increased cost of treating high strength wastewater. Not approving the proposed change to correct the error will have an approximate cost of $400,000 per year at current rates.

Environmental Implications

As discussed in the original report (CR16-32), the proposed change will promote pre-treatment of high strength wastewater by industry.

Policy and/or 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.

DELEGATED AUTHORITY

The recommendations contained in this report require City Council approval.

Respectfully submitted,

PUBLIC WORKS AND INFRASTRUCTURE COMMITTEE

Linda Leeks

_____

Linda Leeks, Secretary

APPENDIX A

WASTEWATER SURCHARGE

Surcharge Substances

Surcharge Substance	Limit Concentration (mg/L)		
	2016 (Existing)	2017 (Existing)	2018
BOD	300	300	300
COD	-	-	600
TSS	300	300	300
Non-Mineral Grease	100	100	100
Mineral Grease	15	15	15
Phosphorus (as phosphates)	30	30	10
TKN	-	-	50

Surcharge Equation

$$\text{Surcharge} = \sum \left(\frac{Measured\ Concentration - Limit\ Concentration}{Limit\ Concentration} \right) * Wastewater\ Volume * R$$

Where,

Measured Concentration = the concentration (mg/L) of the respective surcharge parameter measured in the effluent discharged
Limit Concentration = the concentration limit (mg/L) for the respective parameter at which overages result in surcharge
Wastewater Volume = total flow discharged (m^3)

R is a constant, designated as follows

Year	Year	R value ($/$m^3$) wastewater
1	2016	0.0026
2	2017	0.0026
3	2018	0.0620
4	2019	0.1015
5	2020	0.1407
6	2021	0.1801
7	2022	0.2195
8	2023	0.2590
9	2024	0.2980
10	2025	0.3375
11	2026	0.3770
12	2027	0.4164

CR16-72

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: Alley Maintenance Strategy and Special Tax Levy Funding Options

RECOMMENDATION OF THE PUBLIC WORKS AND INFRASTRUCTURE COMMITTEE – JUNE 20, 2016

That the City Solicitor be instructed to prepare the appropriate bylaw for alley maintenance for 2017, which includes the following levies, proposed revenues and estimated costs.

PUBLIC WORKS AND INFRASTRUCTURE COMMITTEE – JUNE 20, 2016

The Committee adopted a resolution to concur in the recommendation contained in the report. Recommendation #1 does not require City Council approval.

Councillors: Bob Hawkins (Vice-Chairperson), John Findura and Barbara Young were present during consideration of this report by the Public Works and Infrastructure Committee.

The Public Works & Infrastructure Committee, at its meeting held on June 20, 2016, considered the following report from the Administration:

RECOMMENDATION

1) That this report be forwarded to the June 27, meeting of City Council for approval.

2) That the City Solicitor be instructed to prepare the appropriate bylaw for alley maintenance for 2017, which includes the following levies, proposed revenues and estimated costs.

Paved Alleys:

Levy	$3.98 per assessable foot
Proposed Revenue	$3,334,679
Estimated Cost	$3,334,679

Gravel Alleys:

Levy	$2.80 per assessable foot
Proposed Revenue	$1,725,000
Estimated Cost	$1,725,000

CONCLUSION

The proposed increase for the 2017 Alley Maintenance Program is consistent with the previously approved strategy to continue to maintain the City of Regina's (City) alley inventory in an acceptable and sustainable condition. The 2017 alley maintenance budget is recommended to increase by an amount that reflects rising inflationary costs of labour, equipment and materials. For paved alleys, this represents an increase of 3.4 per cent, and for gravel alleys, an increase of 3.3 per cent.

Administration is committed to ensuring that the full costs of delivering alley maintenance services are reflected in the levies charged to residents. Ongoing reviews will be necessary due to the upcoming changes occurring in Solid Waste Collection service delivery and the impact this will have on alleys. In particular, the solid waste conversion to cart containers and the addition of a recycling cart service has the potential to alter or influence the public's view of the level of service associated with the alleys.

BACKGROUND

The City Alley Maintenance Program is intended to provide a sustainable alley system that is passable, safe, affordable, efficient, equitable and environmentally responsible. There are approximately 306 km of alleys in the city consisting of 172 km of paved alleys and 134 km of gravel alleys. Typically, the Sweeping & Alleys branch accomplishes the following tasks each season:

Paved Alleys

- Reconstruction of approximately 6 km each year.
- One sweep of alleys (typically after the completion of the spring sweep).
- Maintenance including repairing potholes, depressions and failures.
- Plowing as outlined in the Winter Maintenance Policy.
- Tree pruning to ensure there are no obstructions that may cause safety concerns.

Gravel Alleys

- Maintenance of alleys four to five times each summer, including blading to ensure even surfaces and adding additional gravel as required.
- Refreshing of 14 km including repairing soft spots, correcting minor drainage concerns, removing contaminated material and replacing with new material. This is done on a ten-year cycle.
- Cleaning of catch basin sumps as required.
- Plowing as outlined in the Winter Maintenance Policy.
- Tree pruning to ensure there are no obstructions that may cause safety concerns.

The City Alley Maintenance Program is governed by *The Cities Act*, Sections 275-278, which provides the authority to levy a special tax on properties for specific services. Property owners

abutting paved or gravel alleys are required to pay the special tax. The revenues collected from the special tax provide 100 per cent of the operating and maintenance funds dedicated to the Alley Maintenance Program.

Additional historical information on the Alley Maintenance Program has been attached as Appendix A of this report. The historical data of the special tax levy and the yearly deferred revenue amounts have been attached as Appendix B of this report. Increased precipitation in previous years created a surplus and deferred revenue which accumulated in 2016. As a result there was no increase to the fees.

DISCUSSION

Proposed 2017 Paved & Gravel Alley Budgets
The proposed special tax levy for 2017, for paved and gravel alleys are summarized in Table 1 and Table 2, respectively. It is based on the continuation of the strategy for a sustainable alley system. The approved 2016 special tax levy is provided for comparison. A 3.4 per cent increase to the paved alley budget and a 3.3 per cent increase to the gravel alley budget, are recommended to adjust for the estimated increased inflationary costs of labour, equipment, materials and the 2011 City Council approved corporate overhead of 22 percent.

Table 1: Existing and Proposed Paved Alley Special Tax Levy

Paved Alley Levy	2016 Levy	Proposed 2017 Levy
Assessable Footage*	837,859	837,859
Levy Rate	$3.85/ft.	$3.98/ft.
Levy Amount per 50 ft. lot	**$192.50**	**$199.00**

* Any change in assessable footage can be attributed to continual updating of City records.

Table 2: Existing and Proposed Gravel Alley Special Tax Levy

Gravel Alley Levy	2016 Levy	Proposed 2017 Levy
Assessable Footage*	616,250	616,250
Levy Rate	$2.71/ft.	$2.80
Levy Amount per 50 ft. lot	**$135.50**	**$140.00**

* Any change in assessable footage can be attributed to continual updating of City records.

Full Level of Service Cost Recovery
The maintenance and reconstruction of alleys is based on the principle of full cost recovery, which means that the costs associated with the maintenance and reconstruction of alleys is fully offset by the levy collected. The original 1996 Alley Maintenance Strategy, approved by City Council, provided basic clarity on the reconstruction/gravel refresh components of the gravel and paved alleys. That strategy provided a 30-year reconstruction life cycle for paved alleys and a ten-year systematic gravel refreshment cycle in gravel alleys. A recent condition assessment of the City's alleys shows 92% of the alleys are rated as Fair or better, with 51% of alleys rated as Good or Very Good.

With the implementation of the cart system for the solid waste/recycling curbside collection program, Administration is committed to monitoring the impact of this new method of waste collection on the condition of alleys. If necessary, the frequency of preventative maintenance and reconstruction schedules may be adjusted. The principles of asset management will also be

incorporated in the alley maintenance program. Additional light treatments will be introduced to keep alleys in good or fair condition for a longer period of time. This may extend the life cycle of

paved alleys well beyond 30 years, which would reduce the overall cost of these assets. It would also delay the inconvenience associated with alley reconstruction. The overall evaluation of the

condition of alleys will take place over the year. Based on these results, a detailed maintenance plan will be further developed. The maintenance plan will determine whether or not the levies need to be adjusted. It is anticipated that it will take a few years to fully determine the impacts of the solid waste/recycling collection program on alley maintenance.

RECOMMENDATION IMPLICATIONS

Financial Implications

The recommended increases to paved and gravel alley levies will allow Administration to maintain its current service levels. The increases are a result of inflationary cost increases for labour, equipment, materials. The Alley Maintenance Program is fully funded by revenues obtained through the special alley tax levy to property owners abutting alleys.

Environmental Implications

None with respect to this report.

Policy and/or Strategic Implications

The Alley Maintenance Strategy approved by City Council in 1996 was intended to maintain the alley inventory in an acceptable and sustainable condition. Funding to fully implement that strategy was phased in over a ten-year period. Full funding for the strategy was achieved in 2006 and has continued since that time. The primary focus of the strategy is the provision of a 30-year reconstruction cycle in paved alleys and a ten-year systematic gravel refreshment cycle in gravel alleys.

Other Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

Public notice of the special tax levy will be carried out in accordance with the requirements contained in *The Cities Act*. Administration also provides information to various parties, including affected property owners upon request. In addition, construction notices, where the scope of construction is significant, are hand delivered to affected abutting properties prior to the commencement of work.

DELEGATED AUTHORITY

The recommendations contained in this report requires City Council approval.

Respectfully submitted,

PUBLIC WORKS AND INFRASTRUCTURE COMMITTEE

Linda Leeks

_____

Linda Leeks, Secretary

Appendix A: History of the Alley Tax Levy

Paved Alley Maintenance
In 1996, a condition survey estimated that over 47 per cent of paved alleys required extensive repair or reconstruction. The majority of those alleys were constructed in the 1960s or 1970s and had far exceeded their design life expectancy.

As a result, in 1996 City Council adopted a strategy to achieve a 30 year reconstruction cycle for paved alleys. This approved strategy was phased in over a 10 year period by increasing the number of paved alley reconstructions by four alleys per year until a full implementation of 45 alley reconstructions per year was achieved. During the first half of the 10 year period, annual funding increases were approximately in the order of 10 percent. However, in 2001, City Council deferred the increase to the special tax levy for one year pending the results of an evaluation on strategy objectives, design methodology, and construction costs. The 2001 evaluation concluded that the approach was sound. In 2002, the strategy continued along with the requested special tax increases.

In 2006, funding for the strategy was fully phased in and the 30 year reconstruction cycle strategy has been maintained since that time. In 2008, an additional line item was added to the paved alley budget for snow plowing paved alleys. In 2009, additional line items were added to the paved alley budget to initiate bylaw enforcement for the pruning of private trees and for the time spent cost of engineering work related to alleys.

Gravel Alley Maintenance
Typical maintenance activities, which are undertaken to maintain stable surfaces in gravel alleys, are regular maintenance blading, systematic gravel refreshing, re-grading to improve significant drainage concerns, and spot gravelling. During the 1996 review, a 40-year reconstruction life cycle strategy was adopted by City Council for gravel alleys with the original intent that the 40 year life cycle be fully phased in by 2005.

Increasing funding levels between 1996 and 2001 resulted in the completion of those gravel alley reconstruction locations, which had originally been identified and required. The 2001 alley evaluation previously referred to confirmed objectives for reconstruction had been substantially met. A revised strategy was developed, which provided additional efforts aimed towards improving surface maintenance rather than the deeper, structural reconstructions. The revised gravel alley maintenance strategy involved maintenance blading approximately four to five times during the non-winter months, spot gravelling, cleaning of catch basin sumps, minor reconstruction/drainage improvements, and achieving a systematic program of gravel refreshment based on a 10 year cycle. In conjunction, the number of full depth reconstructions was reduced to roughly the equivalent of two locations per year.

In 2006, the revised strategy was fully phased in and the strategy has been maintained since that time. In 2008, an additional line item was added to the gravel alley budget for snow plowing gravel alleys. In 2009, additional line items were added to the gravel alley budget to initiate bylaw enforcement for the pruning of private trees and for the time spent cost of engineering work related to alleys.

Appendix B: Historical Data (Special Tax Levy & Deferred Revenue

Table 1: Special Tax Levy - Historical

Gravel & Paved Alley Tax by Year			
Year	Gravel ($/ft)	Paved ($/ft)	Comments
1996	-	-	Data was not collected during this time period.
1997	-	-	“
1998	-	-	“
1999	-	-	“
2000	$1.02	$1.57	“
2001	$1.02	$1.57	“
2002	$1.12	$1.73	“
2003	$1.23	$1.90	“
2004	$1.35	$2.09	“
2005	$1.39	$2.15	“
2006	$1.43	$2.21	“
2007	$1.48	$2.28	“
2008	$1.55	$2.40	“
2009	$1.66	$2.64	“
2010	$1.71	$2.72	“
2011	$1.81	$2.88	“
2012	$2.04	$3.09	Added 7% corporate overhead (COH)
2013	$2.33	$3.56	Added 7% (2012) + 7% (2013) COH
2014	$2.57	$3.90	Added 7% (2012) + 7% (2013) + 8% (2014) COH
2015	$2.71	$3.85	22% COH & added flankage to assessable footage so that is why there is a decrease to paved alley $/ft
2016	$2.71	$3.85	Remain the same as 2015
2017	$3.12	$4.31	22% COH & 3.4% to both paved and gravel for labour, material & equipment costs

Table 2: Deferred Revenue – Historical Data

Gravel Alley Deferred Revenue	
Year	End of Year Amount
2003	$370,442.78
2004	$207,943.40
2005	$25,676.71
2006	$187,677.68
2007	$319,795.66
2008	$196,469.88
2009	$93,294.11
2010	$90,102.11
2011	$162,081.54
2012	$294,173.54
2013	$636,506.67
2014	$943,648.85
2015	$928,086.01
2016	$928,086.01

Paved Alley Deferred Revenue	
Year	End of Year Amount
2003	$166,959.97
2004	$86,032.21
2005	$283,700.51
2006	$302,293.43
2007	$109,536.61
2008	$142,193.07
2009	$282,509.23
2010	$7,013.23
2011	$390,651.62
2012	$1,020,655.97
2013	$1,742,235.33
2014	$2,413,196.59
2015	$2,398,757.68
2016	$2,398,757.68

BYLAW NO. 2016-36

THE 2017 ALLEY MAINTENANCE SPECIAL TAX BYLAW, 2016

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

Statutory Authority

1 The statutory authority for this Bylaw is section 275 of *The Cities Act*.

2 In this Bylaw:

"alley" means a public highway within the City of Regina that is primarily intended to give vehicles access to the rear of real property;

"**Director**" means the person appointed to the position of Director of Assessment and Property Taxation for the City of Regina;

"flankage" means the longer side of a lot, including an irregularly shaped lot;

"**general maintenance"** includes blading, tree pruning, mowing, permanent patching or other work required to keep the alley in a reasonable state of repair or to allow maintenance equipment to access the alley;

"gravel alley" means any alley that is not a paved alley;

"paved alley" means an alley that is surfaced with asphalt regardless of the condition or attributes of the subsurface of the alley.

Levy

3 Subject to section 5, the City of Regina will charge the following levies to raise revenue to pay for alley maintenance in 2017:

(a) $2.80 per assessable foot against properties abutting or flanking gravel alleys; and

(b) $3.98 per assessable foot against all properties abutting or flanking paved alleys.

Rate

4 The Director will determine the assessable frontage of each property abutting an alley to which the rates in section 3 apply.

Approved as to form this _____ day of _____, 20__.

City Solicitor

5. The Director will determine the assessable flankage of each property flanking an alley to which rates in section 3 apply in a manner consistent with the City's policy for determining an equivalent front footage for irregular shaped lots.

6 Where a property to which section 3 applies both abuts and flanks an alley such property shall only be assessed a levy for the portion of the property that abuts the alley.

Planned Work

7(1) The work planned for gravel alleys includes:

(a) general maintenance;

(b) spot gravelling;

(c) catch basin cleaning;

(d) drainage improvements;

(e) reconstruction and gravel refreshing; and

(f) snow plowing.

(2) The work planned for the paved alleys includes:

(a) general maintenance;

(b) reconstruction;

(c) drainage improvements;

(d) sweeping; and

(e) snow plowing.

Estimated Cost

8 The estimated cost of providing alley maintenance services in 2017 is:

(a) $1,725,500.00 for gravel alleys; and

(b) $3,334,679.00 for paved alleys;

for a total estimated cost of $5,060,179.00.

Review

9(1) Where the owner of property against which the special tax is levied believes that a specific error has been made in the application or calculation of the special tax on the property, the owner may, in writing, request the Director to review the specific error.

(2) The Director must receive the request in subsection (1) within 30 days from the date on which the notice of taxation respecting the property was mailed.

(3) Upon receipt of a request in subsection (1), the Director will:

(a) review the application or calculation of the special tax on the property specifically with respect to the alleged error; and

(b) will provide a written response to the owner of the findings of the review.

(4) Where the Director determines that an error has been made in the calculation or the application of the special tax on a property, the Director must take whatever action is necessary to correct the error on the tax roll.

Excess Revenue

10 If there is excess revenue from the special tax levied pursuant to this Bylaw as of December 31, 2016, then the excess revenue shall be considered deferred revenue and used for alley maintenance services in subsequent years.

In Force

11 This Bylaw comes into force on the 1st day January, 2017.

READ A FIRST TIME THIS 27th DAY OF JUNE 2016.

READ A SECOND TIME THIS 27th DAY OF JUNE 2016.

READ A THIRD TIME AND PASSED THIS 27th DAY OF JUNE 2016

Mayor

City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk

ABSTRACT

BYLAW NO. 2016-36

THE 2017 ALLEY MAINTENANCE SPECIAL TAX BYLAW, 2016

PURPOSE:	To levy a special tax to raise money for alley maintenance.
ABSTRACT:	The bylaw imposes a special tax based on the assessable frontage and flankage of all properties abutting alleys on their rear property line or flank to raise revenue for alley maintenance. The Director will determine the assessable flankage of that property in a manner consistent with the City's policy for determining an equivalent front footage for irregular shaped lots to ensure all properties with alley access will be charged an equitable amount for alley maintenance. The tax rate is $2.80 per assessable foot for gravel alleys and $3.98 per assessable foot for paved alleys. The estimated annual cost of providing alley maintenance is $5,060,179.00. A property owner may request that the Director of Financial Services review the application or calculation of the tax on a property if the owner considers that an error or omission was made. As required by section 278(2) of *The Cities Act*, the Bylaw states that any excess revenue will be held in reserve and used for alley maintenance in future years.
STATUTORY AUTHORITY:	Section 275 of *The Cities Act*
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	N/A
PUBLIC NOTICE:	Subsections 275(3) and 278(2) of *The Cities Act*; *Public Notice Policy Bylaw*, Bylaw No. 2003-8. Public Notice was provided in the Leader Post, the City's public notice board and City's website on June 11, 2016 and June 18, 2016.
REFERENCE:	Public Works Committee, June 20, 2016, PWI16-9
AMENDS/REPEALS:	N/A
CLASSIFICATION:	Regulatory
INITIATING DIVISION:	City Operations
INITIATING DEPARTMENT:	Roadways Operations

BYLAW NO. 2016-42

THE WASTEWATER AND STORM WATER AMENDMENT BYLAW, 2016

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

1 Bylaw No. 2016-24, being *The Wastewater and Storm Water Bylaw, 2016* is amended in the manner set forth in this Bylaw.

2 Section C is repealed and the attached Schedule C is substituted.

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

READ A FIRST TIME THIS 27th DAY OF JUNE 2016.

READ A SECOND TIME THIS 27th DAY OF JUNE 2016.

READ A THIRD TIME AND PASSED THIS 27th DAY OF JUNE 2016.

Mayor	City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk

Approved as to form this _____ day of _____, 20__.

City Solicitor

Schedule C

WASTEWATER SURCHARGE

Surcharge Substances

Surcharge Substance	Limit Concentration (mg/L)		
	2016 (Existing)	2017 (Existing)	2018
BOD	300	300	300
COD	-	-	600
TSS	300	300	300
Non-Mineral Grease	100	100	100
Mineral Grease	15	15	15
Phosphorus (as phosphates)	30	30	10
TKN	-	-	50

Surcharge Equation

$$\text{Surcharge} = \sum\left(\frac{Measured\ Concentration - Limit\ Concentration}{Limit\ Concentration}\right) * Wastewater\ Volume * R$$

Where,

Measured Concentration = the concentration (mg/L) of the respective surcharge parameter measured in the effluent discharged

Limit Concentration = the concentration limit (mg/L) for the respective parameter at which overages result in surcharge

Wastewater Volume = total flow discharged (m^3)

R is a constant, designated as follows

Year	Year	R value ($/m^3) wastewater
1	2016	0.0026
2	2017	0.0026
3	2018	0.0620
4	2019	0.1015
5	2020	0.1407
6	2021	0.1801
7	2022	0.2195
8	2023	0.2590
9	2024	0.2980
10	2025	0.3375
11	2026	0.3770
12	2027	0.4164

ABSTRACT

BYLAW NO. 2016-42

THE WASTEWATER AND STORM WATER AMENDMENT BYLAW, 2016

PURPOSE:	To amend Bylaw 2016-24 to accurately reflect the sewer surcharge formula for high strength wastewater.
ABSTRACT:	This Bylaw amends *The Wastewater and Storm Water Bylaw, 2016* to substitute the sewer surcharge formula for high strength wastewater.
STATUTORY AUTHORITY:	Section 8 of *The Cities Act*
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	N/A
PUBLIC NOTICE:	N/A
REFERENCE:	Public Works meeting dated June 20, 2016, PW116-10
AMENDS/REPEALS:	Amends Bylaw 2016-24, *The Wastewater and Storm Water Bylaw, 2016*
CLASSIFICATION:	Administrative
INITIATING DIVISION:	Transportation and Utilities Division
INITIATING DEPARTMENT:	Water Works, Environmental Services, Infrastructure Planning, and Utility Billing

BYLAW NO. 2016-43

THE REGINA ZONING AMENDMENT BYLAW, 2016 (No. 10)

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

1 *Regina Zoning Bylaw No. 9250* is amended in the manner set forth in this Bylaw.

2 Chapter 9, Part 9C, Table 9.1 is amended by striking out the following row:

“

8889	-	B	78R53179	10 Michener Dr.	August 28/89

”

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

READ A FIRST TIME THIS 27th DAY OF June 2016.

READ A SECOND TIME THIS 27th DAY OF June 2016.

READ A THIRD TIME AND PASSED THIS 27th DAY OF June 2016.

Mayor

City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk

Approved as to form this _____ day of _____, 20__.

City Solicitor

ABSTRACT

BYLAW NO. 2016-43

THE REGINA ZONING AMENDMENT BYLAW, 2016 (No. 10)

PURPOSE:	To void and repeal Contract Zone previously approved and continued pursuant to the *Regina Zoning Bylaw No. 9250*.
ABSTRACT:	The proposed amendment will void the contract zone agreement and the Lands will revert to the applicable underlying zone, being R6.
STATUTORY AUTHORITY:	Section 46 of *The Planning and Development Act, 2007.*
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	Not required
PUBLIC NOTICE:	Required, pursuant to section 69 of *The Planning and Development Act, 2007.*
REFERENCE:	Regina Planning Commission, June 8, 2016, RPC16-33.
AMENDS/REPEALS:	Amends *Regina Zoning Bylaw No. 9250.*
CLASSIFICATION:	Regulatory
INITIATING DIVISION:	Community Planning and Development
INITIATING DEPARTMENT:	Planning

BYLAW NO. 2016-44

A BYLAW TO PROVIDE FOR THE CLOSURE AND SALE OF A PORTION OF GREEN FALLS DRIVE

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

1 The lane described as follows is closed and may be sold:

"All that portion of Green Falls Drive, Registered Plan No. 102144305, as shown on the attached plan of survey prepared by Barry Clark, SLS, dated March 14, 2016"

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

READ A FIRST TIME THIS 27th DAY OF June 2016.

READ A SECOND TIME THIS 27th DAY OF June 2016.

READ A THIRD TIME AND PASSED THIS 27th DAY OF June 2016.

Mayor	City Clerk (SEAL)
	CERTIFIED A TRUE COPY
	City Clerk

Approved as to form this _____ day of _____, 20__.

City Solicitor

APPENDIX "A"

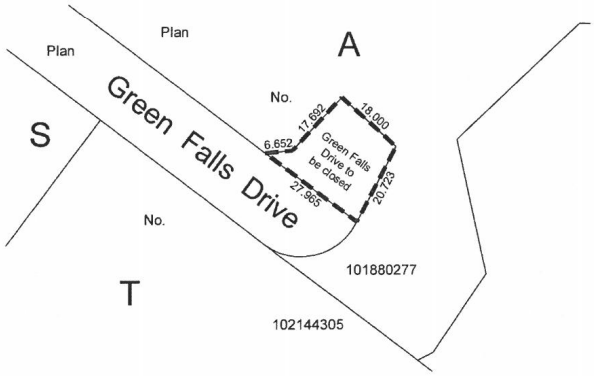
The Greens on Gardiner

WSP

DWG. NO. 010054798-SDPE05-R00

Phase 8

Plan Showing
PROPOSED ROAD CLOSURE
of Part of Green Falls Drive,
Plan No. 102144305,
S.E.1/4 Sec.11,
Twp.17 Rge.19 W.2 Mer.
Regina, Saskatchewan
2016
Scale 1:1000



Notes

Measurements are in metres and decimals thereof.
Area to be approved is outlined with a heavy dashed line and contains approximately 0.04 hectares.
Dimensions are approximate and are subject to changes up to ±2.0m at the time of legal survey.

Dated at Regina in the
Province of Saskatchewan
This 14th day of March, 2016.

Barry Clark, S.L.S.
Saskatchewan Land Surveyor

SASKATCHEWAN LAND SURVEYORS ASSN. B. G. CLARK 261 SLS

ABSTRACT

BYLAW NO. 2016-44

A BYLAW TO PROVIDE FOR THE CLOSURE AND SALE OF A PORTION OF GREEN FALLS DRIVE

PURPOSE:	To close a portion of Green Falls Drive.
ABSTRACT:	The proposed closure would allow for consolidation with adjacent parcels.
STATUTORY AUTHORITY:	Section 13 of *The Cities Act.*
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	Yes
PUBLIC NOTICE:	Required, pursuant to section 13(6) of *The Cities Act.*
REFERENCE:	Regina Planning Commission, June 8, 2016, RPC16-34.
AMENDS/REPEALS:	N/A
CLASSIFICATION:	Regulatory
INITIATING DIVISION:	City Planning and Development
INITIATING DEPARTMENT:	Planning

BYLAW NO. 2016-48

THE CORPORATE REORGANIZATION BYLAW, 2016

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

Purpose

1 The purpose of this Bylaw is to amend City of Regina bylaws and contracts to reflect the new organization structure of the City and to otherwise correct names of outdated position titles.

Statutory Authority

2 The authority for this Bylaw is sections 8, 84, 100, 144-147 and 154 and 337 of *The Cities Act*, Part III of *The Heritage Property Act*, section 10 of *The Condominium Property Act, 1993,* section 9 of *The Emergency Planning Act,* and section 14 of *The Alcohol Control Regulations, 2013*.

Contracts

3 For the purposes of any contract that the City has entered into with any person prior to the enactment of this Bylaw, any references in the contract to Chief Operating Officer, Deputy City Manager or any other position title that no longer exists shall be amended to "City Manager".

Bylaw 7640

4(1) Bylaw 7640, being *A Bylaw of the City of Regina to Control Domestic Pigeons,* is amended in the manner set forth in this section.

(2) Subclause 2(a.1)(iii) is amended by striking out "Standards" and substituting "Enforcement".

Bylaw 8912

5(1) Bylaw No. 8912, being *The Bylaw To Deny A Permit For The Alteration Or Demolition Of Properties That The Council Of The City Of Regina May Wish To Designate As Municipal Heritage Properties,* is amended in the manner set out in this section.

(2) In section 1, "Director of Planning and Sustainability of the City of Regina, or his" is struck out and "Executive Director, City Planning and Development, of the City of Regina, or his or her" is substituted.

Bylaw 8942

6(1) Bylaw No. 8942, being *The Regina Water Bylaw,* is amended in the manner set forth in this section.

Approved as to form this _____ day of _____, 20__.

City Solicitor

(2) In section 2, the definition of "Deputy City Manager" is repealed.

(3) In section 2, the following definition is added after the definition of "designated property":

"**'Director'** means the Director, Finance, or any other employee who has been delegated with the authority to act on his or her behalf;".

(4) Subsection 5(8) is repealed and the following substituted:

"(8) The Director shall assess the creditworthiness of each primary customer and at the Director's discretion, require that the primary customer pay to the City the applicable security deposit for service based on the size of the water meter as set out in Schedule "C"."

(5) Subsection 5(10) is amended by striking out "Deputy City Manager" and substituting "Director".

(6) Subsection 5(15) is repealed and the following substituted:

"(15) The Director may periodically review each primary customer's creditworthiness and may, in the Director's discretion, return any security deposits required pursuant to subsection (8)."

(7) Subsections 5(16) and (17) are amended by striking out "Deputy City Manager" and substituting "Director" wherever it appears.

(8) Subsection 10(3.1) is amended by striking out "Deputy City Manager" and substituting "Director".

(9) Subsection 10(4) is amended by striking out "clause 333(1)(a)" and substituting "section 333".

(10) Subsection 13(4) is amended by striking out "Deputy City Manager" and substituting "Director".

(11) Subsections 15(3.1) and (3.2) are amended by striking out "Deputy City Manager" and substituting "Director" wherever it appears.

(12) Subsection 38(2) is amended by striking out "Director of Water and Sewer Services" and substituting "Director, Water Works,".

(13) Clause 38(2)(c) is amended by adding "Water Works," after "Director,".

(14) Subsection 38(3) is amended by adding ", Water Works," after "Director".

(15) Subsection 38(4) is amended by adding “, Water Works,” after “Director”.

(16) Schedule “A” is amended by striking out “Deputy City Manager of City Operations” and substituting “Director, Water Works”.

Bylaw No. 9635

7(1) Bylaw 9635, being *The Taxi Bylaw, 1994*, is amended in the manner set forth in this section.

(2) In section 2, the definition of “Deputy City Manager” is repealed.

(3) In section 2, the following definition is added before the definition of “electronic payment system”:

“‘Director’ means the person appointed to the position of Director, Community Services, of the City or his or her designate;”.

(4) In section 2, the definition of “Licence Inspector” is amended by striking out clauses (a) and (b) and substituting the following:

“(a) Manager, Business Support, Community Services;

(b) Billing Co-ordinator, Community Services; and”.

(5) Section 26.1 is amended by striking out “Deputy City Manager of Community Planning and Development” wherever this phrase appears and substituting “Director” in each case.

Bylaw 9881

8(1) Bylaw 9881 being *The Clean Property Bylaw* is amended in the manner set forth in this section.

(2) The definition of “Bylaw Enforcement Officer” in section 1 is amended by:

(a) striking out “Standards” in clause (c) and substituting “Enforcement”; and

(b) repealing clause (e).

(3) In section 1, the following definition is added after the definition of “City”:

“**‘City Manager’** means the City Manager of the City of Regina or any employee acting or authorized to act on his or her behalf;”.

(4) In section 1, the definition of “Deputy City Manager” is repealed.

(5) In section 1, the definition of "Director" is amended by striking out "of Transportation and Material" and substituting ", Roadways and Transportation".

(6) "Deputy" is struck out wherever it appears.

(7) Clause 12(a) is repealed and the following substituted:

"(a) a person who has been authorized by the City to erect traffic signs; and".

(8) Subsection 16 is amended by striking out "the City Operations Division of".

(9) The heading in Part 8 is amended by striking out "OF DECISION OF THE ENGINEERING AND WORKS DEPARTMENT".

(10) Section 18 is amended by striking out "by the City Operations Division or the Director" and "of the City Operations Division or Director".

(11) Schedule "C" is amended by:

(a) striking out "(City Operations Division –Phone 777-7421 or Fax: 777-6806)"; and

(b) striking out "Approved-City Operations Division" and substituting "Approved".

(12) Section 4.1 of Schedule "D" is amended by striking out "City Operations, Traffic Control and Parking Branch" and substituting "City Hall".

(13) Section 7 of Schedule "D" is amended by striking out "Operations Division".

(14) Section 7.4 of Schedule "D" is amended by striking out "by the City Operations Division".

(15) Subsection 11.1(1) of Schedule "D" is amended by striking out "- City Operations Division".

(16) Section 4 of Schedule "E" is amended by striking out "Operations, Traffic Control and Parking Branch".

(17) Section 4.1 of Schedule "E" is amended by striking out "City Operations, Traffic Control and Parking Branch 7th floor,".

(18) Section 8 of Schedule "E" is amended by striking out "Operations Division".

(19) Subsection 8.5(1) of Schedule "E" is amended by striking out "Operations Division".

(20) Subsection 8.5(5) of Schedule "E" is amended by striking out "by the City Operations Division".

(21) Section 4.1 of Schedule "F" is amended by striking out "City Operations, Traffic Control and Parking Branch" and "7th floor,".

(22) Subsection 6 of Schedule "F" is amended by striking out the phrase "Operations Division" wherever it appears.

(23) Section 5.1 of Schedule "G" is amended by striking out "Neighborhood Planning Branch and the Traffic control & Parking Branch" and substituting "City".

Bylaw 9900

9(1) Bylaw 9900, being *The Regina Traffic Bylaw, 1997,* is amended in the manner set forth in this section.

(2) In section 1, the definition of "Deputy City Manager" is repealed.

(3) The phrase "Deputy City Manager" is struck out wherever it appears in the Bylaw and "Director, Community Services," is substituted.

(4) The phrase "Deputy City Manager's Office" is struck out wherever it appears in the Bylaw and "Director, Community Services," is substituted.

(5) In section 1, the definition of "Director" is amended by striking out "of Transportation and Material Services" and substituting ", Roadways and Transportation Services,".

(6) In section 1, the following definition is added after the definition of "Director":

"**'Director, Community Services,'** means the Director, Community Services, and anyone authorized to act on his or her behalf."

(7) In section 1, the definition of "Traffic Engineer" is amended by striking out "Traffic Control Branch of the City Operations Division" and substituting "Traffic Branch of the Transportation and Utilities Division of the City".

(8) Clause 5(2)(e) is amended by striking out "City Operations Division" and substituting "Transportation and Utilities Division".

(9) Clause 6(4)(b) and subclause 6(6)(b)(iii) are amended by striking out "City Operations Division" and substituting "Transportation and Utilities Division" wherever it appears.

Bylaw 2002-39

10(1) Bylaw 2002-39, being *The Heritage Building Material Review Advisory Committee Bylaw,* is amended in the manner set forth in this section.

(2) Subsection 1.1 is repealed and the following substituted:

"1.1 In this Bylaw, 'City Manager' means the person appointed to the position of City Manager or his or her designate."

(3) "Deputy" is struck out wherever it appears.

Bylaw No. 2003-69

11(1) Bylaw No. 2003-69, being *The Regina Administration Bylaw*, is amended in the manner set forth in this section.

(2) Section 3 is amended by repealing the definition of **"Chief Operating Officer".**

(3) In section 3, the definition of "City Manager" is amended by striking out "and is the Chief Administrative Officer for the City".

(4) The following section 6.1 is added after section 6:

"6.1 Any delegation of authority to any City employee by Council through resolution or bylaw made before or after the enactment of this provision, is also delegated to the City Manager."

(5) In section 10, "or the Chief Operating Officer" is struck out.

(6) Section 11 is repealed.

(7) In section 12, "Chief Operating Officer," is struck out.

(8) In sections 13, 14, 15, 37.1, 37.2, 37.3 and 64.1, "or Chief Operating Officer" is struck out wherever it appears in these sections.

(9) In sections 24 and 24.3, "and Chief Operating Officer are designated officers" is struck out and "is a designated officer" substituted.

(10) In section 35, ", Chief Financial Officer or Chief Operating Officer" is struck out and "and Chief Financial Officer" substituted.

(11) In sections 35.1, "Chief Operating Officer" is struck out and "City Manager" substituted wherever it appears in this section.

(12) In section 46, "the Chief Financial Officer or the Chief Operating Officer" is struck out and "and Chief Financial Officer" substituted.

(13) Clause 47(b)(ii) is repealed and the following substituted:

"the City Manager or one other City employee to whom signing authority has been delegated in accordance with established policies and procedures; or"

(14) In section 54, "The Chief Operating Officer subject to the approval of the City Manager," is struck out and "The City Manager" substituted.

(15) The "Schedules" table of contents under the heading "E. Signing Authorities" is struck out and the following substituted:

"1.	Purpose	E1
2.	Purchase Orders	E1
3.	Agreements	E1".

Schedule "D"

12(1) Schedule "D" of Bylaw No. 2003-69, being *The Regina Administration Bylaw*, is amended in the manner set forth in this section.

(2) The definition of "emergency" in section 3 is amended by striking out "City Manager, Chief Financial Officer or Chief Operating Officer" and substituting "City Manager or Chief Financial Officer".

(3) In sections 6, 7, 8, 10, 24.1, 25, 29, 50, 57, 59, 69, 70, 71, 74, 76 and 77, "City Manager, Chief Financial Officer or Chief Operating Officer" is struck out and "City Manager or Chief Financial Officer" is substituted wherever it appears in these sections.

(4) Section 22 is amended by striking out "City Manager, Chief Financial Officer or Chief Operating Officer" and substituting "City Manager or Chief Financial Officer (or their respective delegate in accordance with the policies or procedures established pursuant to this Bylaw)" wherever it appears in that section.

(5) In sections 33, 34 and 41, "or Chief Operating Officer" is struck out.

Schedule "E"

13 Schedule "E" of Bylaw No. 2003-69, being *The Regina Administration Bylaw*, is amended by striking out "or Chief Operating Officer" in section 3.

Bylaw 2003-80

14(1) Bylaw 2003-80, being *The Regina Downtown Business Improvement District Bylaw, 2003,* is being amended in the manner set forth in this section.

(2) In section 3, the definition of "Deputy City Manager" is repealed.

(3) Clause 6(2.1)(f) is amended by striking out "Deputy City Manager of Community Planning and Development" and substituting "City Manager".

(4) Sections 11 and 14 are amended by striking out "Deputy" wherever it appears.

Bylaw 2004-27

15(1) Bylaw 2004-27, being *The Parks and Open Space Bylaw, 2004,* is amended in the manner set forth in this section.

(2) In section 3, the definition of "Deputy City Manager" is repealed.

(3) In section 3, the following definition is added before the definition of "missile":

"**'Executive Director'** means the person appointed to the position of Executive Director, City Services, or his or her designate;"

(4) "Deputy City Manager" is struck out wherever this phrase appears and is replaced with "Executive Director" in each case.

Bylaw 2004-81

16(1) Bylaw 2004-81, being *The Private Swimming Pool Bylaw, 2004,* is being amended in the manner set forth in this section.

(2) In section 3, the definition of "Director" is repealed.

(3) In section 3, the following definition is added after the definition of "enclosure":

"**'Executive Director'** means the person appointed to the position of Executive Director, City Planning and Development of the City or his or her designate;"

(4) In section 6, "Executive" is added each time before "Director" wherever this term appears.

Bylaw 2005-39

17(1) Bylaw 2005-39, being *The Currie Field Alcohol Bylaw,* is amended in the manner set forth in this section.

(2) Section 1 is amended by striking out "section 16 of *The Alcohol and Gaming Regulations, 2002*" and substituting "section 14 of *The Alcohol and Gaming Regulations, 2013*".

(3) In section 2, the following definition is added after the definition of "Beverage Alcohol":

"**'City Manager'** means the person appointed to the position of City Manager of the City or his or her designate".

(4) "Deputy City Manager of Community Planning and Development" is struck out wherever this phrase appears and "City Manager" is substituted in each case.

Bylaw 2005-79

18(1) Bylaw 2005-79, being *The Taylor Field Sale and Consumption of Alcohol Authorization Bylaw, 2005 (No. 2),* is amended in the manner set forth in this section.

(2) Section 1 is amended by striking out "section 16 of *The Alcohol and Gaming Regulations, 2002*" and substituting "section 14 of *The Alcohol and Gaming Regulations, 2013*".

(3) The following definition is added after clause 2(a):

"(a.1) **'City Manager'** means the person appointed to the position of City Manager of the City or his or her designate".

(4) "Deputy City Manager of Community Planning and Development" is struck out wherever this phrase appears and "City Manager" is substituted in each case.

Licensing Bylaw 2006-86

19(1) Bylaw 2006-86, being *The Licensing Bylaw, 2007,* is amended in the manner set forth in this section.

(2) In section 5, the definition of "Deputy City Manager" is repealed.

(3) In section 5, the following definition is added before the definition of "dwelling unit":

"**'Director'** means the person appointed to the position of Director, Community Services, of the City or his or her designate;"

(4) "Deputy City Manager" is struck out wherever this phrase appears and "Director" is substituted each time.

(5) In subsection 16(1), ", the Manager of Building and Engineering Standards, Manager of Development Review and the Fire Department" is struck out and "and any department of the City" is substituted.

(6) Subsection 16(5) is repealed and the following substituted:

(5) For the purpose of a licence renewal, where the City has previously confirmed that all necessary approvals required under *The Zoning Bylaw* and other relevant City bylaws have been obtained and

(a) there has not been a change in the business ownership since the City had given approval; and

(b) the business has been carried on continuously at the same premise and in the same manner;

the Director or his or her designate may renew the licence without requiring the prior approval of or consultation with any other City departments."

Bylaw 2009-22

20(1) Bylaw 2009-22, being *The Regina Transit Fare Bylaw, 2009,* is amended in the manner set forth in this Bylaw.

(2) Subsections 4(2) and (3) are amended by adding "Services" after "Transit" wherever this term appears.

Bylaw 2009-40

21(1) Bylaw 2009-40, being *The Committee Bylaw, 2009,* is amended in the manner set forth in this section.

(2) Clauses 3(h.1), (h.2), (h.3), (i), (j), (k), and (l) are repealed.

(3) Clause 3(m) is amended by striking out "of Protective Services" and substituting ", Fire and Protective Services" wherever this phrase appears in this clause.

(4) Section 6 of Table 1 of Schedule "A" to the Bylaw is repealed and the following substituted:

"6 The City Manager or his or her designate may provide administrative support to the Community Services Committee."

(5) Section 6 of Table 2 of Schedule "A" to the Bylaw is repealed and the following substituted:

"6 The Director, Fire and Protective Services, or his or her designate may provide administrative support to the Emergency Measures Committee."

(6) Section 6 of Table 4 of Schedule "A" to the Bylaw is repealed and the following substituted:

"6 The City Clerk and the City Manager or his or her designate may provide administrative support to the Finance and Administration Committee."

(7) Section 6 of Table 4.1 of Schedule "A" to the Bylaw is repealed and the following substituted:

"6 The City Manager or his or her designate may provide administrative support to the Mayor's Housing Commission."

(8) Clause 3(d) and (e) of Table 5 of Schedule "A" to the Bylaw is amended by striking out "Operations Division" wherever this phrase appears.

(9) Section 6 of Table 5 of Schedule "A" to the Bylaw is repealed and the following substituted:

"6 The City Manager or his or her designate may provide administrative support to the Public Works and Infrastructure Committee."

(10) Section 6 of Table 6 of Schedule "A" to the Bylaw is repealed and the following substituted:

"6 The City Manager or his or her designate may provide administrative support to the Regina Planning Commission."

(11) Section 7 of Table 1 of Schedule "B" to the Bylaw is repealed and the following substituted:

"7 The City Manager or his or her designate may provide administrative support to the Accessibility Advisory Committee."

(12) Section 8 of Table 2 of Schedule "B" to the Bylaw is repealed and the following substituted:

"8 The City Manager or his or her designate may provide administrative support to the Arts Advisory Committee."

(13) Section 8 of Table 5 of Schedule "B" to the Bylaw is repealed and the following substituted:

"8 The City Manager or his or her designate may provide administrative support to the Community Services Advisory Committee."

(14) Section 7 of Table 6 of Schedule "B" to the Bylaw is repealed and the following substituted:

"7 The City Manager or his or her designate and the Regina Police Service may provide administrative support to the Crime Prevention Advisory Committee."

(15) Section 7 of Table 7 of Schedule "B" to the Bylaw is repealed and the following substituted:

"7 The City Manager or his or her designate may provide administrative support to the Environment Advisory Committee."

(16) Section 8 of Table 8 of Schedule "B" to the Bylaw is repealed and the following substituted:

"8 The City Manager or his or her designate may provide administrative support to the Municipal Heritage Advisory Committee."

(17) Section 6 of Table 10 of Schedule "B" to the Bylaw is repealed and the following substituted:

"6 The City Manager or his or her designate may provide administrative support to the Youth Advisory Committee."

Bylaw 2011-37

22(1) Bylaw 2011-37 being *The Emergency Measures Bylaw, 2011* is amended in the manner set forth in this section.

(2) Section 3 is amended by striking out "Emergency Preparedness and Business Continuity Branch of the City Operations Division of the City of Regina" and substituting "Emergency Management and Business Continuity Branch".

(3) Section 4 is amended by striking out "Preparedness" and substituting "Management".

(4) Clauses 6(b), (c), (d) and (e) are repealed and the following substituted:

"(b) the Executive Director, Transportation and Utilities;

(c) the Executive Director, City Planning and Development;

(d) the Chief Financial Officer;

(e) the Executive Director, City Services;"

Bylaw 2012-14

23(1) Bylaw 2012-14, being *The City of Regina Condominium Policy Bylaw, 2012,* is amended in the manner set forth in this Bylaw.

(2) Clause 3(n) is repealed.

(3) Clause 3(o) is repealed and the following substituted:

"(o) **'Development Officer'** means the person appointed to the position of Executive Director, City Planning and Development, of the City or his or designate;"

(4) "Department" is struck out wherever it appears and "City" is substituted in each case.

(5) Sections 25, 26 and 27 are amended by striking out "Deputy City Manager of Community Planning and Development" wherever it appears and substituting "City Manager" in each case.

Bylaw 2012-63

24(1) Bylaw 2012-63, being *The Waste Management Bylaw, 2012,* is amended in the manner set forth in this section.

(2) Clause 3(j)(ii) is amended by striking out "Standards" and substituting "Enforcement".

(3) In section 3, the following definition is added after clause 3(l):

"3(l.1) **'City Manager'** means the City Manager or his or her designate;"

(4) Clause 3(v) is repealed.

(5) "Deputy" is struck out wherever it appears.

Bylaw 2016-24

25(1) Bylaw 2016-24 being *The Wastewater and Storm Water Bylaw, 2016* is amended in the manner set forth in this section.

(2) Clause 3(g)(ii) is amended by striking out "Standards" and substituting "Enforcement".

(3) Clause 3(h) is repealed.

(4) The following clause is added after clause 3(w):

"(w.1) '**Executive Director'** means the Executive Director, Transportation and Utilities, or his or her designate;"

(5) Sections 94, 95, 96, 97 and 98 are amended by striking out the phrase "Chief Operating Officer" wherever it appears and substituting "Executive Director" in each case.

Transitional

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

Coming into force

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

READ A FIRST TIME THIS 27th DAY OF June, 2016.

READ A SECOND TIME THIS 27th DAY OF June, 2016.

READ A THIRD TIME AND PASSED THIS 27th DAY OF June, 2016.

Mayor

City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk

ABSTRACT

BYLAW NO. 2016-48

THE CORPORATE REORGANIZATION BYLAW, 2016

PURPOSE: To amend various City Bylaws to remove references to the former position of Chief Operating Officer as well as to correct outdated position titles that were not changed following previous reorganizations or departmental re-alignments.

ABSTRACT: This Bylaw amends various City Bylaws to update position title references.

STATUTORY AUTHORITY: Sections 8, 84, 100, 144-147 and 154 and 337 of *The Cities Act*, Part III of *The Heritage Property Act*, section 10 of *The Condominium Property Act, 1993,* section 9 of *The Emergency Planning Act,* and section 14 of *The Alcohol Control Regulations, 2013*.

MINISTER'S APPROVAL: N/A

PUBLIC HEARING: N/A

PUBLIC NOTICE: Required by sections 101(2)(j) and 154 for adoption of the purchasing policy and the changes to Bylaw 2003-80. Notice was provided through publication in the Regina Leader-Post editions of June 11, 2016 and June 18, 2016, posting at City Hall and posting on the City's website, in accordance with *The Public Notice Bylaw* #2003-8.

REFERENCE: Executive Committee, May 18, 2016, EX16-12

AMENDS/REPEALS: Amends the following Bylaws: Bylaw 7640, Bylaw 8912, Bylaw 8942, Bylaw 9635, Bylaw 9881, Bylaw 9900, Bylaw 2002-39, Bylaw 2003-69, Bylaw 2003-80, Bylaw 2004-27, Bylaw 2004-81, Bylaw 2005-39, Bylaw 2005-79, Bylaw 2006-86, Bylaw 2009-22, Bylaw 2009-40, Bylaw 2011-37, Bylaw 2012-14, Bylaw 2012-63 and Bylaw 2016-24.

CLASSIFICATION: Administrative

INITIATING DEPARTMENT: Office of the City Manager

DE16-53

June 22, 2016

DELEGATION BRIEF REGINA CITY COUNCIL JUNE 27, 2016

RE: DISCRETIONARY USE APPLICATION (16-DU-06) SENIORS ASSISTED HIGH RISE APARTMENT BUILDING – WESTERRA SUBDIVISION

Your Worship Mayor Fougere and members of City Council my name is Bob Linner MCIP RPP independent professional planner representing this evening the Saskatchewan Catholic Health Corporation owned by the Catholic Bishops of Saskatchewan, the proposed developer of this exciting project. The Corporation owns four hospitals and 8 Long Term Care facilities and more recently the very successful Trinity Manor seniors assisted living apartment in Saskatoon after which this Regina project is modelled.

The project is 200 units of independent and assisted living in a full service facility designed to facilitate and support the transition for aging in place. It is a non denominational facility with full recreation, food, nursing and life style support.

The site in Westerra was chosen based on the Concept Plan supporting complete neighborhood development, walkability and diversity of housing. The location immediately abutting the commercial area and transit supports the life style transition for the residents. There are no similar facilities in the west central area of the city where many seniors wish to continue to live.

The report from the Regina Planning Commission and administration is thorough and fully supportive. We express our appreciation to both for their input, timely and helpful responses and positive recommendations.

Your Worship I appear before you to provide any further information you may request and to answer any questions.

Bob Linner MCIP RPP

On behalf of the Saskatchewan Catholic Health Care Corporation

DE16-54

Westerra

2000 – 1874 Scarth Street
Regina, Saskatchewan Canada S4P 4B3
Tel (306) 777-0600 Fax (306) 522-4171

June 23, 2016

Delegation to Council – Chad Jedlic, General Manager Residential Land, Harvard Developments Inc.

Re: City Council Meeting Monday, June 27, 2016
Discretionary Use Application (16-DU-06) -Seniors Assisted High Rise Apartment Building - Westerra Subdivision

Good afternoon your Worship, City Councillors and City Administration,

My name is Chad Jedlic, I am the General Manager of Residential Land Development for Harvard Developments Inc. I am here today to speak in support of the Discretionary Use Application (16-DU-06) - Seniors Assisted High Rise Apartment Building in the Westerra Subdivision.

We are very pleased to see this project proceed. The location of this development is within the Urban Centre of Westerra as detailed and approved in the Neighbourhood Plan. Locating this facility across from the retail site and transit allows for a walkable and less car dependent community. This asset class allows for residence to transition from “independent” to “assisted”-living while remaining in the same community. These concepts are in line with the OCP.

These apartments will support growth on the west side of the City and will add to the diversity of housing options.

I am now available to answer any questions you may have.

Regards,

Westerra Development Corp.

Chad Jedlic
General Manager Residential Land

CR16-73

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: Discretionary Use Application (16-DU-06)
Seniors Assisted High Rise Apartment Building
Westerra Subdivision

RECOMMENDATION OF THE REGINA PLANNING COMMISSION – JUNE 8, 2016

That the Discretionary Use Application for a proposed Seniors Assisted High Rise Apartment located at 8351 Canola Avenue, being proposed Lot B in NW 21-17-20-2 in the Westerra Subdivision as shown in Appendix A-1 and A-2 be approved and that a Development Permit be issued subject to the following conditions:

a) The development is contingent on subdivision approval of the subject lots and subsequent title creation.

b) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.3 inclusive, prepared by Maurice Soulodre Architect Ltd. and dated February, 2016.

c) The development shall comply with all applicable standards and regulations in the *Regina Zoning Bylaw No. 9250*.

REGINA PLANNING COMMISSION – JUNE 8, 2016

The following addressed the Commission:

- Bob Linner, representing Sask Health Care Corp.; and
- Chad Jedlick, representing Westerra Development Corp.

The Commission adopted a resolution to concur in the recommendation contained in the report. Recommendation #2 does not require City Council approval

Councillors: Mike O'Donnell (Chairperson), Jerry Flegel and Barbara Young; Commissioners: Pam Dmytriw, Adrienne Hagen Lyster, Simon Kostic, Ron Okumura and Laureen Snook were present during consideration of this report by the Regina Planning Commission.

The Regina Planning Commission, at its meeting held on June 8, 2016, considered the following report from the Administration:

RECOMMENDATION

1. That the Discretionary Use Application for a proposed Seniors Assisted High Rise Apartment located at 8351 Canola Avenue, being proposed Lot B in NW 21-17-20-2 in

the Westerra Subdivision as shown in Appendix A-1 and A-2 be approved and that a Development Permit be issued subject to the following conditions:

a) The development is contingent on subdivision approval of the subject lots and subsequent title creation.

b) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.3 inclusive, prepared by Maurice Soulodre Architect Ltd. and dated February, 2016.

c) The development shall comply with all applicable standards and regulations in the *Regina Zoning Bylaw No. 9250*.

2. That this report be forwarded to the June 27, 2016 meeting of City Council for approval.

CONCLUSION

The applicant proposes to develop a four storey Seniors Assisted High Rise Apartment building which will include 200 dwelling units. The proposal complies with the Westerra Concept Plan which identifies this site for high density residential development. It will contribute positively to the objective of making Westerra a complete community by providing a housing option for persons with special needs in close proximity to future community services and amenities. The proposal complies with the development standards and regulations contained in the *Regina Zoning Bylaw No. 9250* and with the policies contained in *Design Regina: The Official Community Plan Bylaw No. 2013-48* (OCP). Accordingly, the Administration is recommending approval.

BACKGROUND

The application is being considered pursuant to the *Regina Zoning Bylaw No. 9250*, the OCP and *The Planning and Development Act, 2007*.

Pursuant to Subsection 56(3) of *The Planning and Development Act*, *2007,* City Council may establish conditions for discretionary uses based on the nature of the proposed development (e.g. site, size, shape and arrangement of buildings) and aspects of site design (e.g. landscaping, site access, parking and loading), but not including the colour, texture or type of materials and architectural details.

DISCUSSION

The land use and zoning related details of this proposal are summarized in the following table:

Land Use Details	Existing	Proposed
Zoning	R6 - Residential Multiple Housing Zone	R6 - Residential Multiple Housing Zone
Land Use	Vacant	Seniors Assisted High Rise Apartment Building
Number of Dwelling Units	N/A	200
Building Floor Area	N/A	15,068 m^2

Zoning Analysis	Required	Proposed
Number of Parking Stalls Required	80 stalls 0.4 stalls per dwelling unit	107 stalls
Minimum Lot Area (m^2)	500 m^2	21,015 m^2
Minimum Lot Frontage (m)	15 m	123.2 m
Maximum Building Height (m)	20 m	17.6 m
Maximum Floor Area Ratio	3.0	0.72
Maximum Coverage (%)	50%	20%

This application was reviewed for conformity with the regulations of the *Regina Zoning Bylaw No. 9250*. The use is proposed to accommodate seniors as they age and will include common areas for dining and socializing and provide services such as meals, housekeeping and personal care. The building is defined as a High Rise Apartment building as the highest portion of the proposed apartment building is 17.6 metres in height which exceeds the threshold of 13 metres for consideration as a Low Rise Apartment building.

The proposal is consistent with the Westerra Neighbourhood Plan which identifies this site for high density residential land use. The subject property is identified on the Westerra Neighbourhood Plan attached to this report as Appendix A-2. The range of future land use types in proximity to this site are identified on the Plan. Of note, City Council approved a Discretionary Use for a Shopping Centre on lands to the north along Canola Avenue on May 30, 2016, as well as a Discretionary Use Application for Live/Work Units to the east along West Market Street on March 29, 2016. A Discretionary Use Application for a Planned Group of Apartment Buildings on lands located immediately to the west of the subject property is being considered concurrently with this application.

The subject lands are able to be serviced by transit. There is a potential layby bus stop on Canola Avenue to service the surrounding development areas.

The proposal requires screening and buffering as well as street trees along the north, east and west property lines. These landscaping elements are identified conceptually on the site plan in Appendix A-3.1 Interior landscaping and amenity space (5%) will also be included on the site as per the *Regina Zoning Bylaw No. 9250* requirements.

The proposed development is consistent with the purpose and intent of the R6 – Residential Multiple Housing Zone with respect to providing in excess of 50 dwelling units per hectare as the proposed development will provide approximately 100 dwelling units per hectare. The R6 – Residential Multiple Housing Zone also encourages the provision of housing for persons with special needs.

RECOMMENDATION IMPLICATIONS

Financial Implications

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

Environmental Implications

Due to the proximity to the Regina Airport, the Westerra Neighbourhood Plan provides policy direction for airport constraints during Plan implementation. However, the subject lands are outside of the area required for further restrictions and therefore the Airport Noise Attenuation Overlay Zone and Obstacle Limitation Surface Overlay Zone were not applied to the subject property.

The subject property is located within the Low Sensitivity Aquifer Protection Overlay Zone. The proposal is required to comply with the applicable performance regulations that limit the depth of excavation (6 metres) and not expose the aquifer. In addition, land use restrictions for those uses that may pose a risk of contaminating the aquifer.

Policy/Strategic Implications

The proposal is consistent with the policies contained within the OCP with respect to:

Complete Neighbourhoods

- A diversity of housing types to support residents from a wide range of economic levels, backgrounds and stages of life, including those with specific needs.

Diversity of Housing Forms

- Encourage developers to provide a greater mix of housing to accommodate households of different incomes, types, stages of life, and abilities in all neighbourhoods.

Social Inclusion

- Support the city's population of seniors and persons with specific needs.

The proposal is also consistent with the policies contained in of the Westerra Neighbourhood Plan with respect to:

Design Principles

- A wide range of housing product and housing density will be offered in Westerra to support a diverse population and allow residents to remain in the community as they move through various stages of their life cycle. Anticipated housing will range from low to high density residential development and include single detached residential, attached housing forms, seniors housing and apartment units.

Residential

- Multi-dwelling residential development shall be located throughout the area predominately in locations that support transit and mixed use development.
- Multi-dwelling residential development should be sensitive to the context of adjacent development and have a strong street presence.

High-Density Development

- The density target for high density development should be approximately 85 units per net hectare.

Other Implications

None with respect to this report.

Accessibility Implications

The Uniform Buildings and Accessibility Standards Act requires five per cent of units in new rental buildings to be barrier-free including accessible washrooms, space in bedrooms and kitchens and balconies. For this proposal, this equates to 11 barrier-free units. The applicant is required to demonstrate compliance with this under the building permit process.

The *Regina Zoning Bylaw No. 9250* requires two per cent of the required parking stalls be provided for persons with disabilities, which is equivalent to two parking stalls. The proposed development provides four parking stalls for persons with disabilities which meets the minimum requirements.

COMMUNICATIONS

Communication with the public is summarized as follows:

Public notification signage posted on	March 29, 2016
Letter sent to immediate property owners	March 23, 2016
Public Open House held	N/A
Number of Public Comments Sheets received	1

The application was circulated to the Dieppe Place Community Association. The Community Association informed the Administration by phone that they are in full support of the project.

The Administration received one public comment sheet. A more detailed accounting of the respondents' concerns and the Administration's response to them is provided in Appendix B.

The applicant and interested parties will receive a copy of the report and notification of the meeting to appear as a delegation in addition to receiving written notification of City Council's decision.

DELEGATED AUTHORITY

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

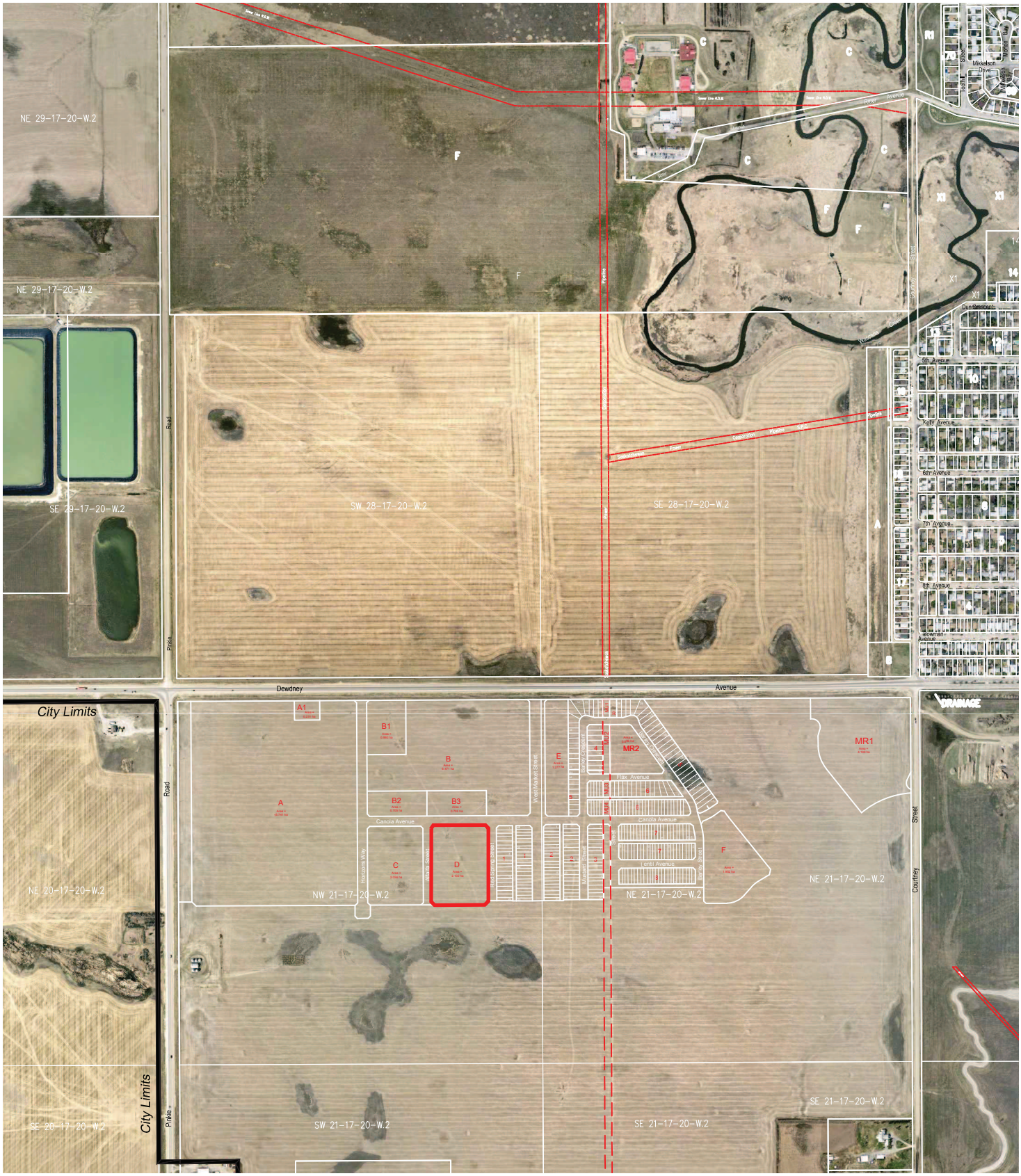
Respectfully submitted,

REGINA PLANNING COMMISSION

Elaine Gohlke

Elaine Gohlke, Secretary

Appendix A-1



Subject Property

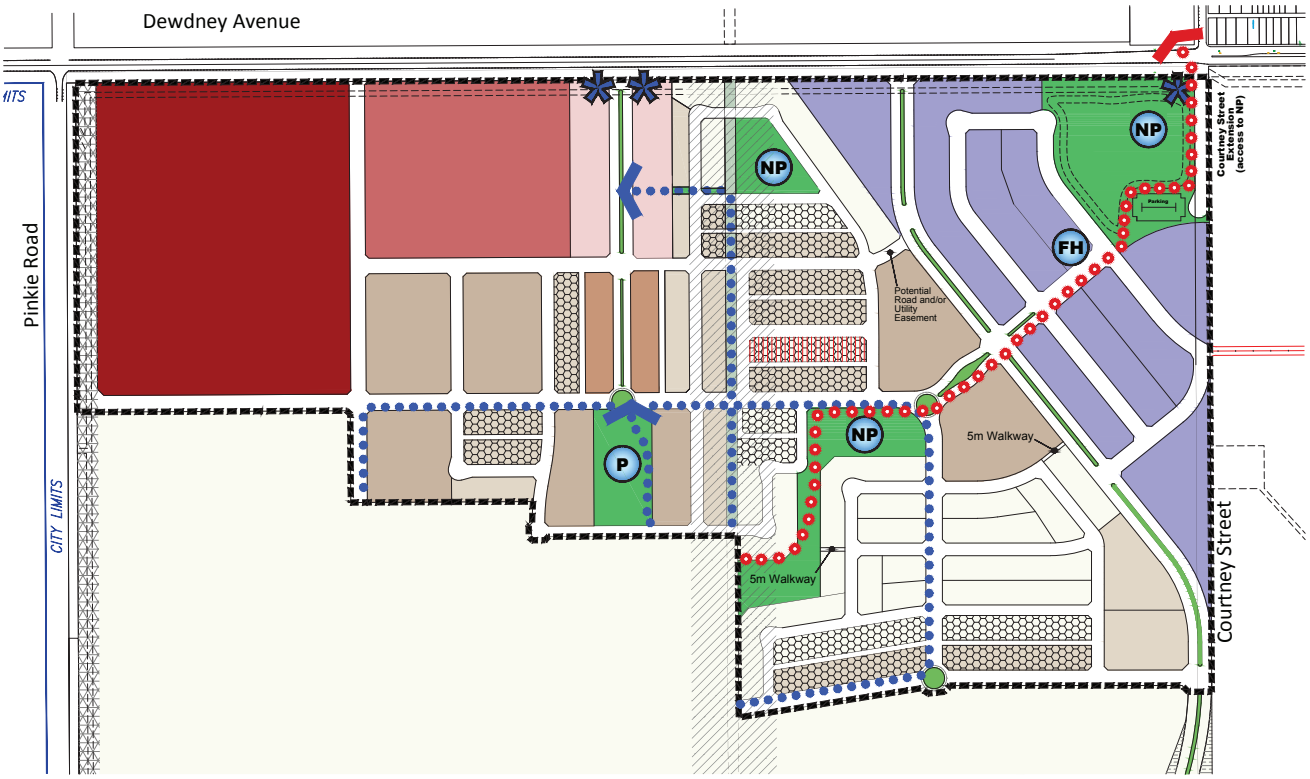
Date of Photography: 2012

Project 16-DU-06 Civic Address/Subdivision 8351 Canola Avenue/Westerra Subdivision

Appendix A

Approved Concept Plans

A.1.1 - Phase 1 Concept Plan - Land Use Plan



1:3000

0 50 100 150 200 250

Legend

Plan Area			
Ph 1 Concept Plan Boundary	111.16 ha±	(274.67 ac±)	(100.0%)
Large Format Retail	15.98 ha±	(39.48 ac±)	(14.4%)
Community Retail	7.32 ha±	(18.09 ac±)	(6.6%)
Main Street Retail	2.82 ha±	(6.98 ac±)	(2.5%)
High Density Residential	11.30 ha±	(27.86 ac±)	(10.2%)
Medium Density Residential	10.08 ha±	(24.92 ac±)	(9.1%)
Medium or Low Density Residential	0.58 ha±	(1.43 ac±)	(0.5%)
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Municipal Utility Parcel	0.87 ha±	(2.16 ac±)	(1.0%)
Walkways	0.06 ha±	(0.14 ac±)	
Road Widening	1.36 ha±	(3.36 ac±)	(1.2%)
Roads	25.69 ha±	(63.48 ac±)	(23.1%)

Special Development Area (60m from pipeline)

Potential Laneway Housing

Existing Right of Way Easement

NP Neighbourhood Park

P Neighbourhood Park / Plaza

FH Potential Fire Hall Site

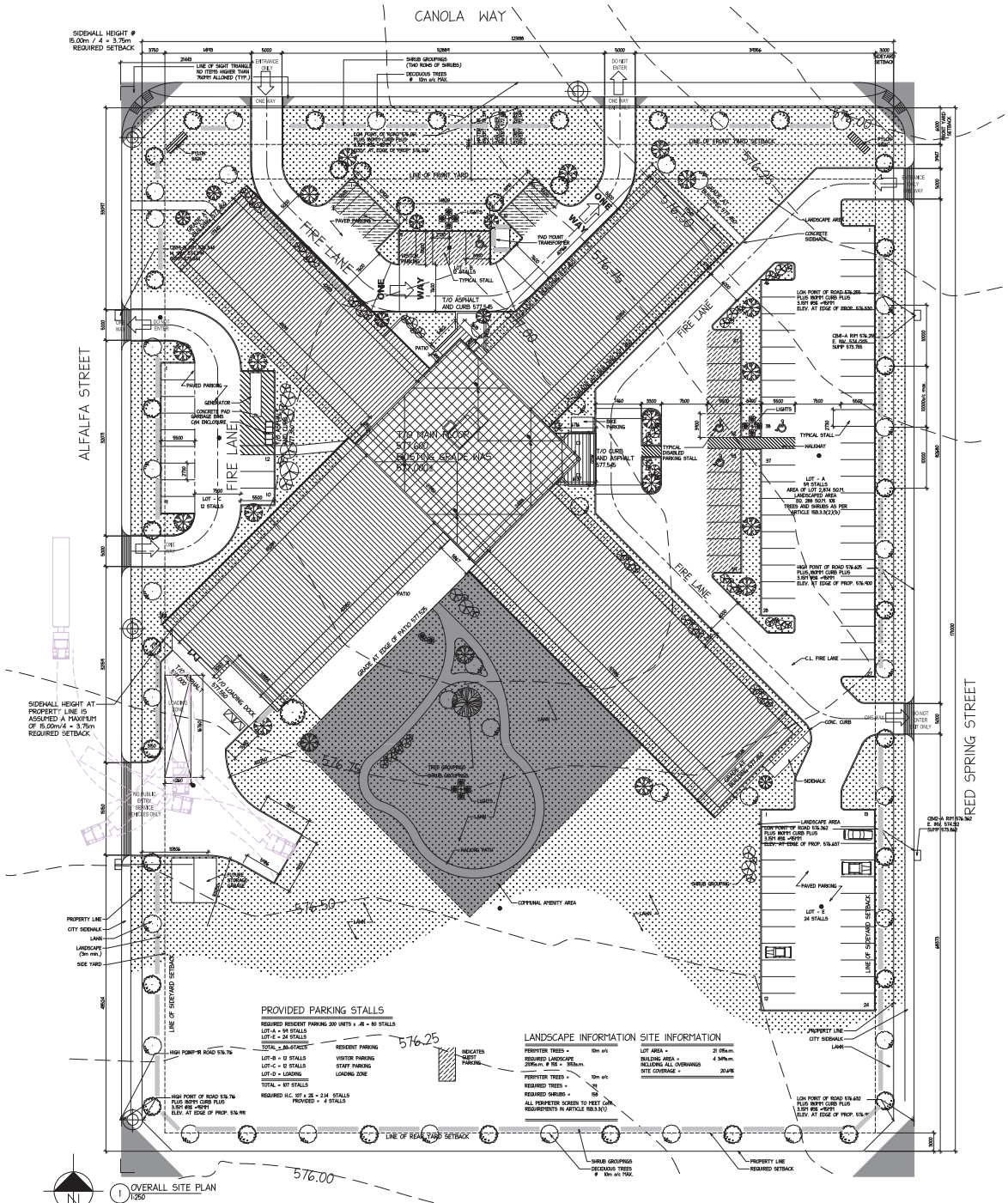
Stormwater Facility

Entry Feature

Devonian Pathway

Local Pathway

Appendix A-3.1



1 OVERALL SITE PLAN
1:250

LEGAL DESCRIPTION

BLOCK PROPOSED PARCEL D
N 1/2
SEC. 21
TOWNSHIP 17
RANGE 20
WEST OF THE 2ND MERIDIAN
ZONE R6

BUILDING AREA BREAKDOWN

MAIN FLOOR	3,661 SQ.M.
SECOND, THIRD, FOURTH FLOORS	3,670 SQ.M.
BALCONIES PER FLOOR LEVEL 25 X 5.3 SQ.M.	397.5 SQ.M.
OVERALL SITE COVERAGE INCLUDING ALL OVERHANGS	4,349 SQ.M.
COMMUNAL AMENITY AREA MINIMUM 21 015x5%	1050 SQ.M.

NO.	REVISION	DATE
	ISSUED FOR DU PERMIT REV. 1	29-04-16
	ISSUED FOR DU PERMIT	29-02-16
	ISSUED FOR DESIGN REVIEW	12-02-16

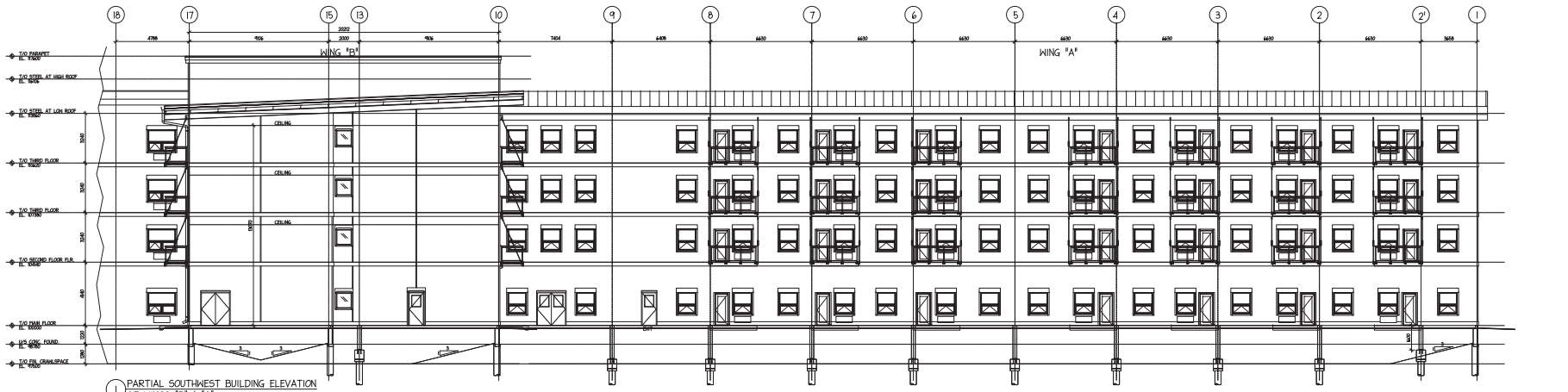
MAURICE SOULODRE
ARCHITECT LTD
1815C LORNE AVE
SASKATOON, SK S7H 1Y5
TEL (306) 955-0323
FAX (306) 955-2449
EMAIL soulodre@sasktel.net

PROJECT
TRINITY MANOR
AT WESTERRA
REGINA, SASKATCHEWAN
FOR THE
SASKATCHEWAN CATHOLIC HEALTH CORPORATION
3602 TAYLOR STREET EAST
SUITE 104
SASKATOON, SASK. S7H5H1
DRAWING
OVERALL SITE PLAN

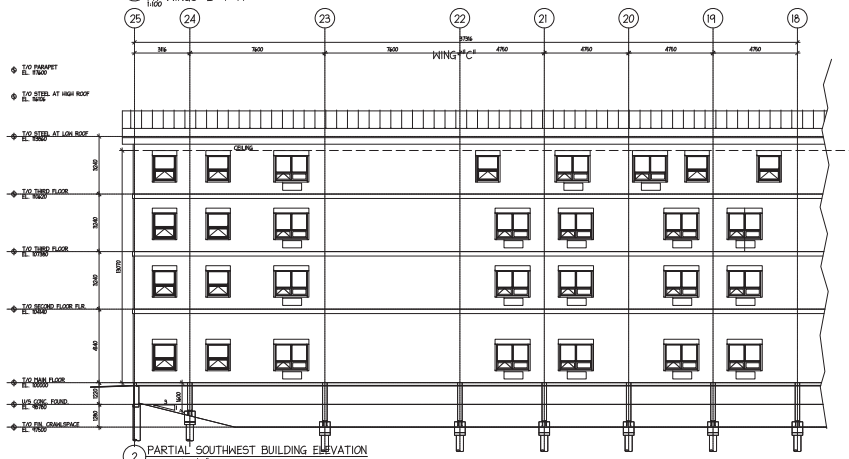
SCALE:	1:250 (A0 24x36 SHEET) (ALL DIMENSIONS ARE FOOT-INCH)
PLOTTED:	22-02-2016
FILE:	3602
DATE:	FEB., 2016
DESIGN:	MS
DRAWN:	BA, RTG

DRAWING NO. A.100

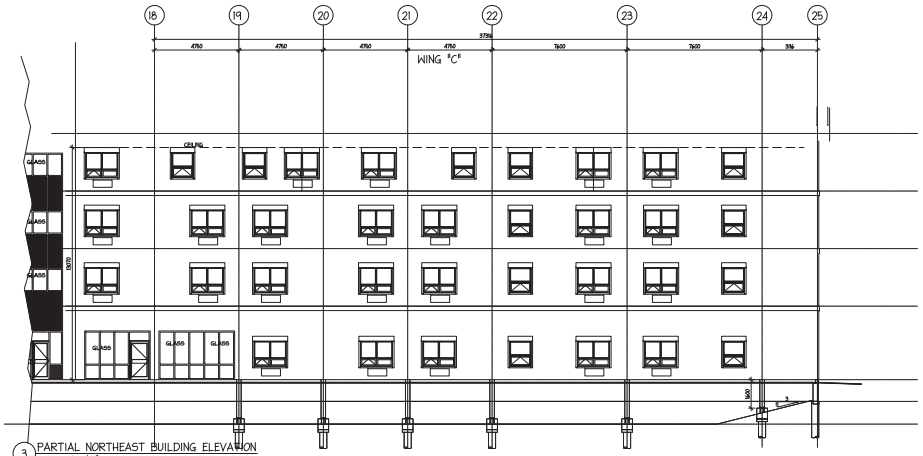
Appendix A-3.2



1 PARTIAL SOUTHWEST BUILDING ELEVATION AT WINGS "B" & "A"
1:100



2 PARTIAL SOUTHWEST BUILDING ELEVATION AT WING 'C'
1:100



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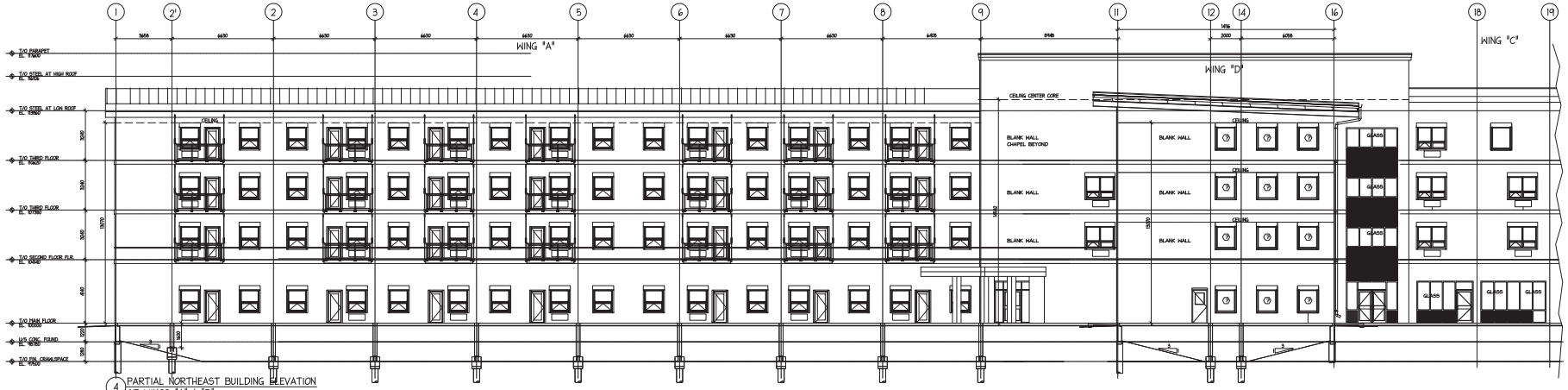


4 PARTIAL NORTHEAST BUILDING ELEVATION AT WINGS "A" & "D"
1:100

NO.	REVISION	DATE
	ISSUED FOR DU PERMIT	22-02-16
	ISSUED FOR DESIGN REVIEW	12-02-16

MAURICE SOULODRE
ARCHITECT LTD
1815C LORNE AVE
SASKATOON, SK S7H 1Y5
TEL (306) 955-3323
FAX (306) 955-3349
EMAIL soulodre@sasktel.net

PROJECT
TRINITY MANOR
AT WESTERRA
REGINA, SASKATCHEWAN

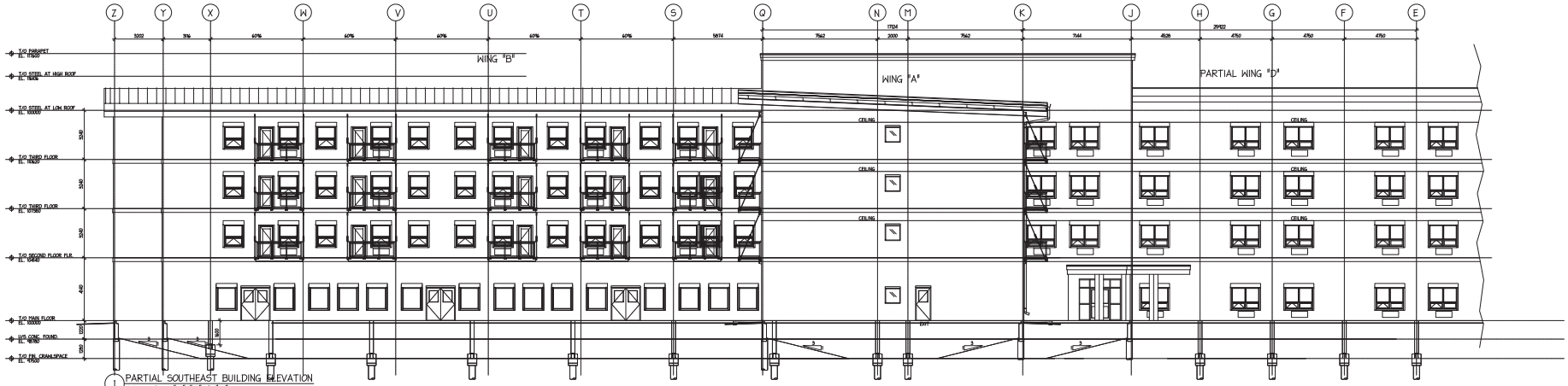
FOR THE
SASKATCHEWAN CATHOLIC HEALTH CORPORATION
3602 TAYLOR STREET EAST
SUITE 104
SASKATOON, SASK. S7H5H1

DRAWING
EXTERIOR ELEVATIONS

SCALE:	1:50 (AS NOTED ON SHEET) (PLOT @ 432 x 280 PLOT SIZE ONLY)
PLOTTED:	22-02-2016
FILE:	3602
DATE:	FEB., 2016
DESIGN:	MS
DRAWN:	RTG

DRAWING NO. A.200

Appendix A-3.3



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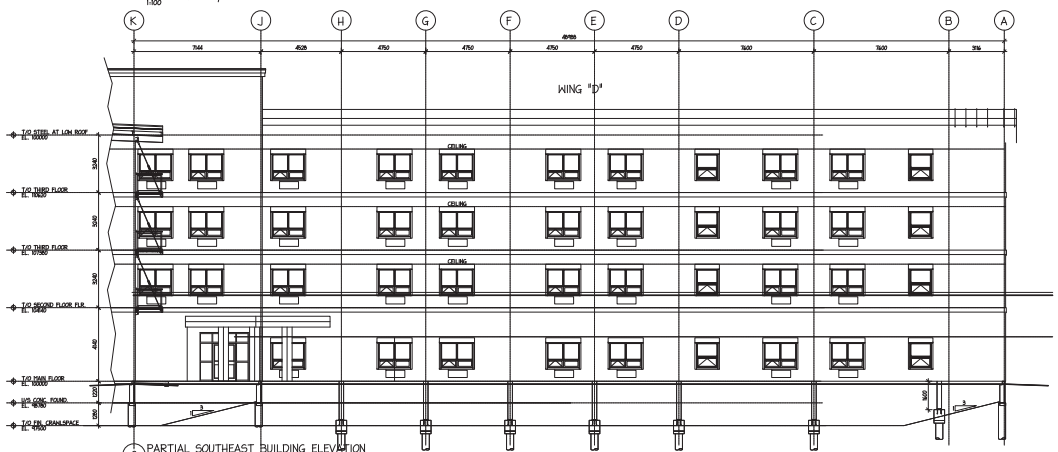

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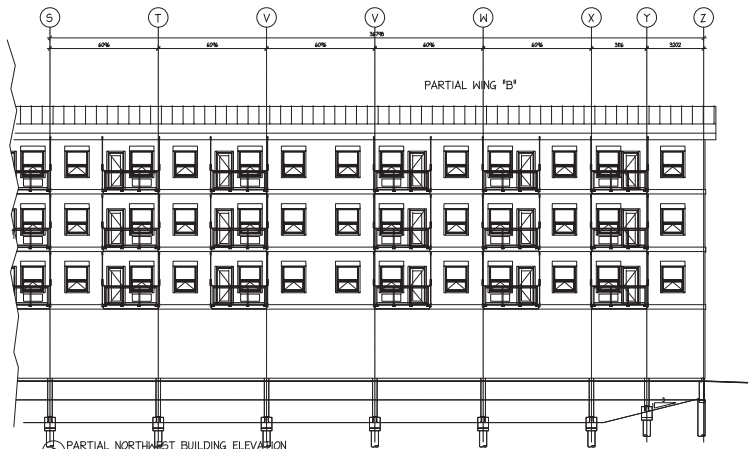
1:100



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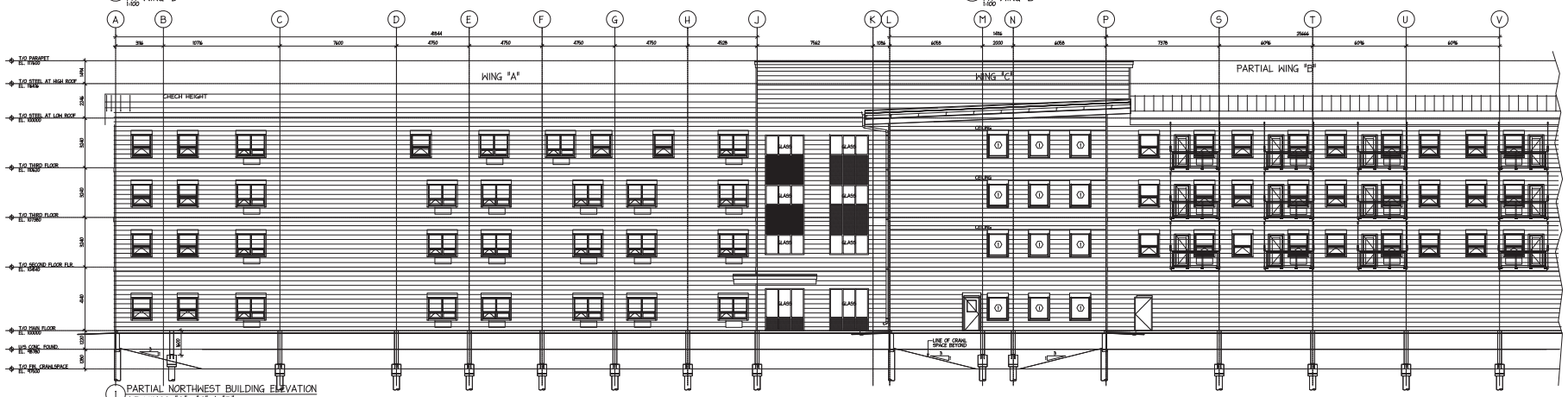
1:100



1 PARTIAL NORTHWEST BUILDING ELEVATION AT WINGS "A", "C" & "B"
1:100

NO.	REVISION	DATE
	ISSUED FOR DU PERMIT	22-02-16
	ISSUED FOR DESIGN REVIEW	12-02-16

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SUITE 104
SASKATOON, SASK. S7H5H1

DRAWING
EXTERIOR ELEVATIONS

SCALE:	1:50 (AS NOTED ON SHEET) (FOR 24x36 AND 11x17 HALF)
PLOTTED:	22-02-2016
FILE:	3602
DATE:	FEB., 2016
DESIGN:	MS
DRAWN:	RTG

DRAWING NO. A.201

Appendix B

Public Consultation Summary

Response	Number of Responses	Issues Identified
I support this proposal	0	
Accept if one or two features were different	0	
Accept if many features were different	0	
Completely opposed	1	▪ Low rise apartment is preferred over high rise apartment. ▪ Location of senior's apartment should be directed to the central City. ▪ Increase in traffic is a concern.

1. **Issue: High Rise Apartment**

   Administration's Response: A low rise apartment is a permitted use in the R6 – Residential Multiple Housing Zone whereas a high rise apartment is a discretionary use. All four wings (A-D) shown in Appendix A-3.1-3.3 are under the height of a low rise apartment building measuring at 13m to the highest ceiling of the suites, however the common areas located at the centre of the four wings measures to 17.6 at the highest point of the building and therefore the building was deemed to be a high rise apartment building.

2. **Issue: Location of Senior's Apartment**

   Administration's Response: City of Regina policy does not direct these types of uses to the central City, rather the OCP encourages social inclusion including seniors and persons with specific needs within communities. The provision of different housing types contribute positively to the objective of complete communities by providing options for people with different needs which are in close proximity to future community services and amenities.

3. **Issue: Increase in Traffic**

   Administration's Response: A Traffic Impact Assessment was completed for the entire Westerra Neighbourhood Plan and included the projected impact that development in Westerra would have on traffic volumes and capacity on Dewdney Avenue based on the approved arrangement of land uses. The traffic analysis at the time revealed that Dewdney Avenue would have long-term capacity to accommodate traffic that would be generated by the Westerra development. The road network within Westerra was designed with capacity to manage traffic flow. Dewdney Avenue is an arterial road and currently heavy truck traffic is restricted at this location.

DE16-55

Westerra

2000 – 1874 Scarth Street
Regina, Saskatchewan Canada S4P 4B3
Tel (306) 777-0600 Fax (306) 522-4171

June 23, 2016

Delegation to Council – Chad Jedlic, General Manager Residential Land, Harvard Developments Inc.

Re: City Council Meeting Monday, June 27, 2016
Discretionary Use Application (16-DU-05) - Planned Group of Apartment Buildings - Westerra Subdivision

Good afternoon your Worship, City Councillors and City Administration,

My name is Chad Jedlic, I am the General Manager of Residential Land Development for Harvard Developments Inc. I am here today to speak in support of the Discretionary Use Application (16-DU-05) – for the Planned Group of Apartment Buildings in the Westerra Subdivision.

We are very pleased to see this project proceed. The location of these apartments is within the Urban Centre of Westerra as detailed and approved in the Neighbourhood Plan. Locating these rental units across from the retail site and transit allows for a walkable and less car dependent community as envisioned in the OCP.

These apartments will support growth on the west side of the City and will provide a needed housing option for current and future employment.

I am now available to answer any questions you may have.

Regards,

Westerra Development Corp.

Chad Jedlic
General Manager Residential Land

CR16-74

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: Discretionary Use Application (16-DU-05)
Planned Group of Apartment Buildings
Westerra Subdivision

RECOMMENDATION OF THE REGINA PLANNING COMMISSION – JUNE 8, 2016

That the Discretionary Use Application for a proposed Planned Group of Apartment Buildings located at NW 21-17-20-W2M, proposed Lot C in the Westerra subdivision as shown in Appendix A-1 and A-2 be approved and that a Development Permit be issued subject to the following conditions:

a) The development is contingent on subdivision approval of the subject lots and subsequent title creation.

b) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.4 inclusive, prepared by Seymour Pacific Developments Ltd. and dated April 26, 2016.

c) The development shall comply with all applicable standards and regulations in *The Regina Zoning Bylaw No. 9250* with the exception of the minimum parking requirement for which a minor variance shall be approved reducing the minimum standard to 288 stalls.

REGINA PLANNING COMMISSION – JUNE 8, 2016

The following addressed the Commission:

- Chad Jedlic, representing Westerra Development Corp.; and
- Adam Cooper, representing Seymour Pacific Developments and Broad Street Properties.

The Commission adopted a resolution to concur in the recommendation contained in the report. Recommendation #2 does not require City Council approval

Councillors: Mike O'Donnell (Chairperson), Jerry Flegel and Barbara Young; Commissioners: Pam Dmytriw, Adrienne Hagen Lyster, Simon Kostic, Ron Okumura and Laureen Snook were present during consideration of this report by the Regina Planning Commission.

The Regina Planning Commission, at its meeting held on June 8, 2016, considered the following report from the Administration:

RECOMMENDATION

1. That the Discretionary Use Application for a proposed Planned Group of Apartment Buildings located at NW 21-17-20-W2M, proposed Lot C in the Westerra subdivision as shown in Appendix A-1 and A-2 be approved and that a Development Permit be issued subject to the following conditions:

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b) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.4 inclusive, prepared by Seymour Pacific Developments Ltd. and dated April 26, 2016.

c) The development shall comply with all applicable standards and regulations in *The Regina Zoning Bylaw No. 9250* with the exception of the minimum parking requirement for which a minor variance shall be approved reducing the minimum standard to 288 stalls.

2. That this report be forwarded to the June 27, 2016 meeting of City Council for approval.

CONCLUSION

The applicant proposes to develop a planned group of three apartment buildings containing a total of 213 rental units on the subject property. The proposal complies with the Westerra Concept Plan which identifies this site for high density residential development. It will contribute positively to the objective of making Westerra a complete community by providing a diversity of housing choice in close proximity to future community services and amenities.

The proposal complies with the development standards and regulations contained in *The Regina Zoning Bylaw No. 9250* with the exception of the minimum parking requirements which will be addressed through the minor variance review process. The proposal complies with the policies contained in *Design Regina: The Official Community Plan Bylaw No. 2013-48* (OCP). Accordingly, the Administration is recommending approval.

BACKGROUND

The application is being considered pursuant to *The Regina Zoning Bylaw No. 9250*, the OCP, and *The Planning and Development Act, 2007*.

Pursuant to Subsection 56(3) of *The Planning and Development Act*, *2007,* City Council may establish conditions for discretionary uses based on the nature of the proposed development (e.g. site, size, shape and arrangement of buildings) and aspects of site design (e.g. landscaping, site access, parking and loading), but not including the colour, texture or type of materials and architectural details.

The application is being considered pursuant to *The Regina Zoning Bylaw No. 9250*, the OCP, and *The Planning and Development Act, 2007*.

DISCUSSION

The land use and zoning related details of this proposal are summarized in the following table:

Land Use Details	Existing	Proposed
Zoning	R6 - Residential Multiple Housing Zone	R6 - Residential Multiple Housing Zone
Land Use	Vacant	Planned Group of Apartment Buildings
Number of Dwelling Units	N/A	213
Building Area	N/A	5,640.1 m^2

Zoning Analysis	Required	Proposed
Number of Parking Stalls Required	319 stalls (1.5 stalls per unit)	288 stalls
Minimum Lot Area (m^2)	500 m^2	20,598.5 m^2
Minimum Lot Frontage (m)	15 m	107.6 m
Maximum Building Height (m)	20 m	10.8 m
Maximum Floor Area Ratio	3.0	1.04
Maximum Coverage (%)	50%	26.7%

As identified in the table above, the proposed development contains 288 parking stalls which does not meet the minimum parking standard of 1.5 parking stalls per unit required by *The Regina Zoning Bylaw No. 9250* which is 319 parking stalls. This represents a variance from parking standard of nine per cent. The variance from standard can be accommodated through a Minor Variance Application process as the deviation from the standard is not more than 10 per cent. The Minor Variance Application process is an authority that is delegated to the Administration and is a means to achieve zoning compliance. The Administration is supportive of the requested variance from standard as there will be minimal impact on the streetscapes and adjacent properties.

The applicant has indicated that based on their experience with previous apartment rental projects, the demands for parking typically are below 1.5 parking stalls per units. The Administration is currently following up on a request by the Regina Planning Commission for information on parking generation demands for multi-unit residential complexes and parking utilization. This is similar to the parking reduction request that was approved on 5300 Parliament Avenue for a Planned Group of Dwellings.

Also in support of the minor variance, the subject property is located adjacent to two proposed collector roads, Horizons Way and Canola Avenue, and one proposed local road, Alfalfa Street. Alfalfa Street will have on-street parking available. In addition, the site is proposed to be serviced by a bus route and a bus layby transit hub just northeast of the site on Canola Avenue.

The proposal is consistent with the Westerra Neighbourhood Plan which identifies this site for high density residential land use. The subject property is identified on the Westerra Neighbourhood Plan attached to this report as Appendix A-2. The range of future land use types in proximity to this site are identified on the Plan. Of note, City Council approved a Discretionary Use for a Shopping Centre on lands to the north along Canola Avenue on May 30, 2016, as well as a Discretionary Use Application for Live/Work Units to the east along West Market Street on March 29, 2016. A Discretionary Use Application for a Planned Group of Apartment Buildings on lands located immediately to the west of the subject property is being considered concurrently with this application.

The proposal requires screening and buffering as well as street trees along the north, east and west property lines. These landscaping elements are identified conceptually on the site plan in Appendix A-3.1 Interior landscaping and amenity space (5%) will also be included on the site as per *The Regina Zoning Bylaw No. 9250* requirements.

The proposed development is consistent with the purpose and intent of the R6 - Residential Multiple Housing Zone with respect to providing in excess of 50 dwelling units per hectare as the proposed development will provide approximately 103.4 dwelling units per hectare.

RECOMMENDATION IMPLICATIONS

Financial Implications

The subject area will receive a full range of municipal services, including water, sewer and storm drainage. The applicant will be responsible for the cost of any additional or changes to existing infrastructure that may be required to directly or indirectly support the development, in accordance with City standards and applicable legal requirements. The development may apply for a five-year tax exemption under the City's Housing Incentives Policy for purpose-built rental units.

Environmental Implications

Due to the proximity to the Regina Airport, the Westerra Neighbourhood Plan provides policy direction for airport constraints during plan implementation. However, the subject lands are outside of the area required for further restrictions and therefore the Airport Noise Attenuation Overlay Zone and Obstacle Limitation Surface Overlay Zone were not applied to the subject property.

The subject property is located within the Low Sensitivity Aquifer Protection Overlay Zone. The proposal is required to comply with the applicable performance regulations that limit the depth of excavation (six metres) and not expose the aquifer. In addition, land use restrictions for those uses that may pose a risk of contaminating the aquifer.

Policy/Strategic Implications

The proposal is consistent with the policies contained within Part A: Policy Plan of the OCP with respect to:

Complete Neighbourhoods

- A diversity of housing types to support residents from a wide range of economic levels, backgrounds and stages of life, including those with special needs.

Housing Supply and Affordability

- Support attainable housing in all neighbourhoods through ownership, rental housing and specific needs housing.
- Support residential intensification in existing and New Neighbourhoods to create complete neighbourhoods.

The proposal is also consistent with the policies contained in of the Westerra Neighbourhood Plan with respect to:

Design Principles

- A wide range of housing product and housing density will be offered in Westerra to support a diverse population and allow residents to remain in the community as they move through various stages of their life cycle. Anticipated housing will range from low to high density residential development and include single detached residential, attached housing forms, seniors housing and apartment units.

Residential

- Multi-dwelling residential development shall be located throughout the area predominately in locations that support transit and mixed use development.
- Multi-dwelling residential development should be sensitive to the context of adjacent development and have a strong street presence.

High-Density Development

- The density target for high density development should be approximately 85 units per net hectare.

Other Implications

None with respect to this report.

Accessibility Implications

The Uniform Buildings and Accessibility Standards Act requires five per cent of units in new rental buildings to be barrier-free including accessible washrooms, space in bedrooms and kitchens and balconies. For this proposal, this equates to 11 barrier-free units. The applicant is required to demonstrate compliance with this under the building permit process.

The Regina Zoning Bylaw No. 9250 requires that two per cent of the required parking stalls be provided for persons with disabilities, which is equivalent to six parking stalls. The proposed development provides six parking stalls for persons with disabilities which meets the minimum requirements.

COMMUNICATIONS

Communications with the public is summarized as follows:

Public notification signage posted on	March 30, 2016
Letter sent to immediate property owners	March 23, 2016
Public Open House held	N/A
Number of public comments sheets received	1

The application was circulated to the Dieppe Place Community Association. The Community Association informed staff by phone that they are in full support of the project.

The Administration received one public comment sheet. A more detailed accounting of the respondents' concerns and the Administration's response to them is provided in Appendix B.

The applicant and interested parties will receive a copy of the report and notification of the meeting to appear as a delegation in addition to receiving written notification of City Council's decision.

DELEGATED AUTHORITY

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

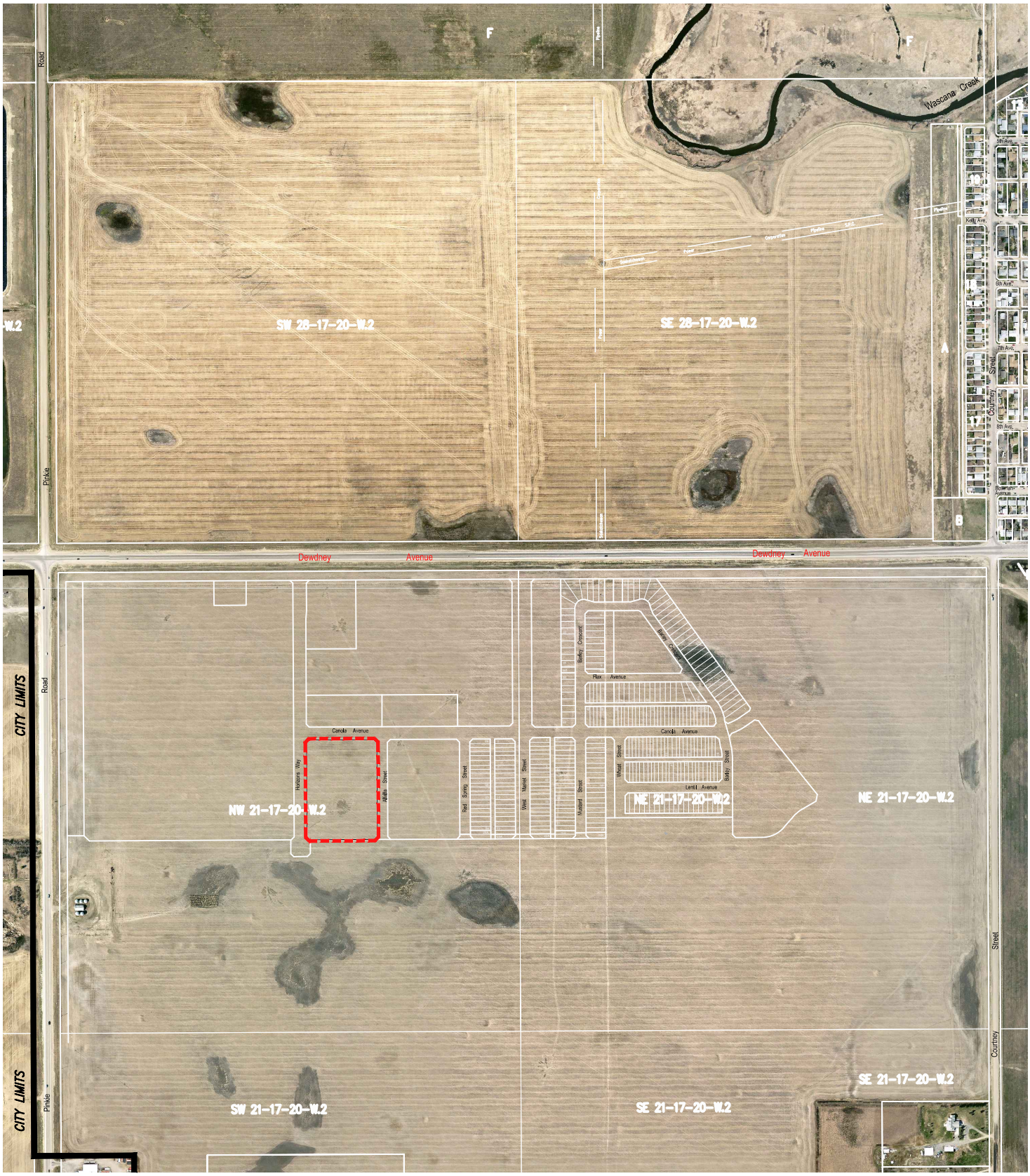
Respectfully submitted,

REGINA PLANNING COMMISSION

Elaine Gohlke

Elaine Gohlke, Secretary

Appendix A-2



Subject Property

Date of Photography: 2012

Project 16-DU-05

Civic Address/Subdivision

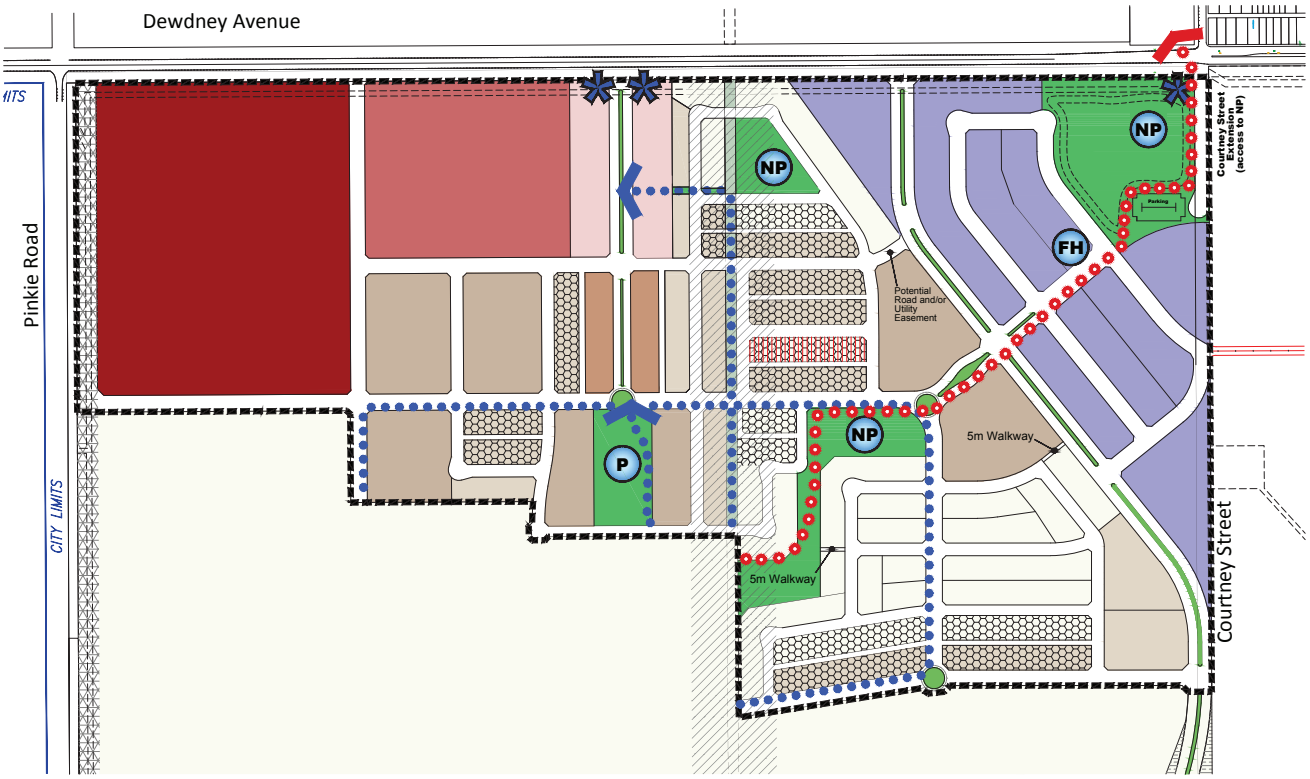
Proposed Subdivision of Part of N1/2 Sec.21, Twp.17, Rge.20, W2M
Westerra Development Phase 1 Stage 1

O:\UP\DWGS\DEVELOP\DU\2016\16-DU-05a.dwg

Appendix A

Approved Concept Plans

A.1.1 - Phase 1 Concept Plan - Land Use Plan



1:3000

0 50 100 150 200 250

Legend

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Roads	25.69 ha±	(63.48 ac±)	(23.1%)

Special Development Area (60m from pipeline)

Potential Laneway Housing

Existing Right of Way Easement

NP Neighbourhood Park

P Neighbourhood Park / Plaza

FH Potential Fire Hall Site

Stormwater Facility

Entry Feature

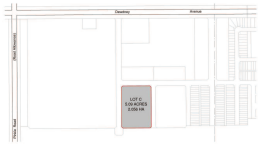
Devonian Pathway

Local Pathway

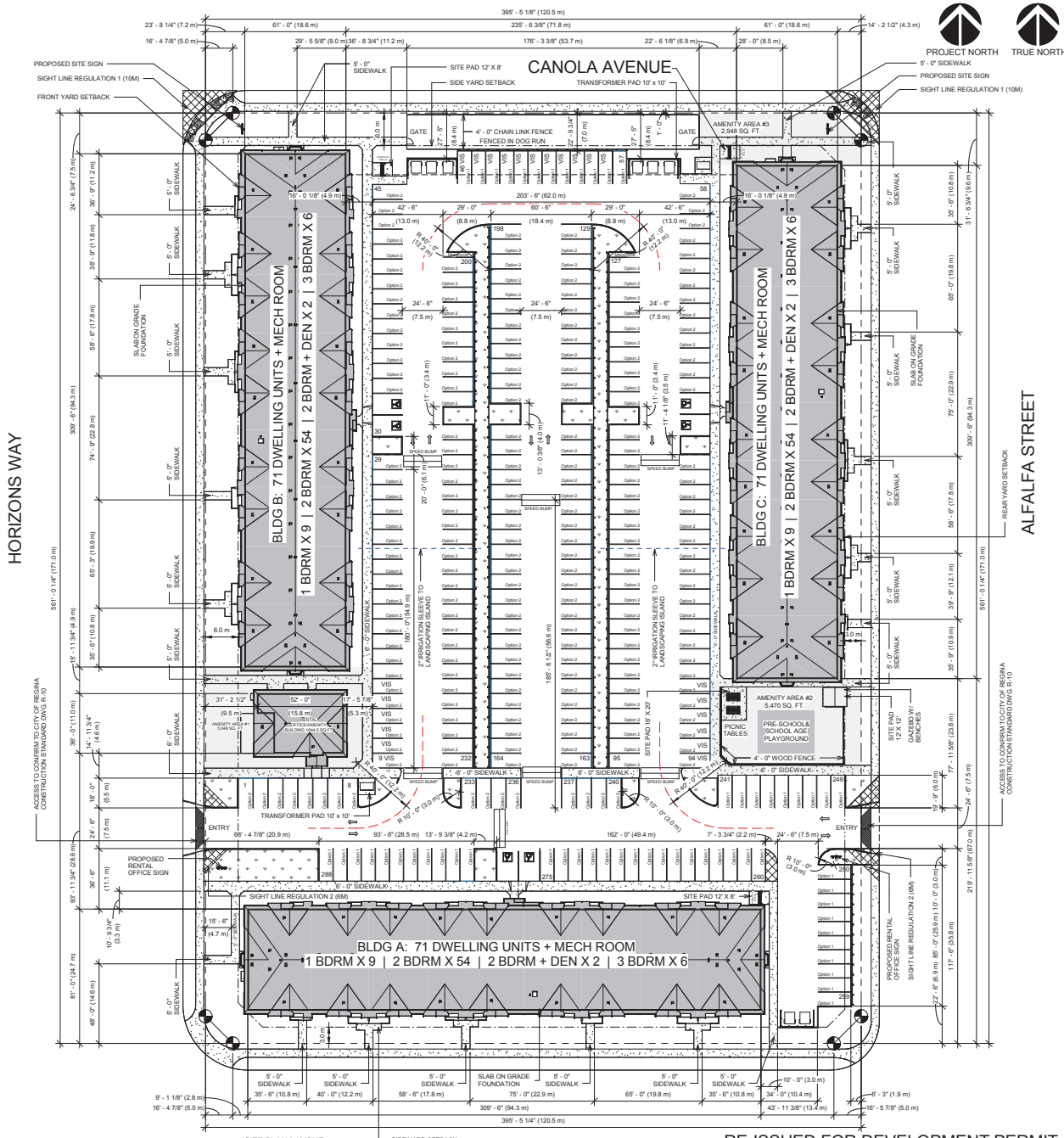
WESTERRA (213 UNITS)

SITE CALCULATIONS

CIVIC ADDRESS:					
BLDG A (71 UNITS):					
BLDG B (71 UNITS):					
BLDG C (71 UNITS):					
Amenity Building:					
CITY / PRV:	REGINA, SK				
LEGAL DESCRIPTION:	LEGAL DESCRIPTION: TO BE SUBDIVIED FROM NW21-17-20-2 EXT 0				
ZONING:	R6				
DENSITY:	41.9	D.U. / ACRE	103.40	D.U. / HECTARE	
GROSS FLR SPACE RATIO:	1.06	F.A.R. PROVIDED			
	3	F.A.R. MAX.			
PARCEL SIZE:	5.09	ACRES	20,558.76 M²	221,284.80 SQ. FT.	
	2.06	HECTARES			
BUILDING SETBACKS:		FRONT:	6.0 M	20.0 FT.	
		REAR:	3.0 M	10.0 FT.	
		SIDE:	6.0 M	20.0 FT.	
BUILDING HEIGHT MAXIMUM:			13.0 M	42.7 FT.	
SITE COVERAGE:		40% MAX.	(INCLUDES COVERED ENTRIES & PATIOS)		
BLDG A	71		1,779.23 M²	19,151.5 SQ. FT.	
BLDG B	71		1,779.23 M²	19,151.5 SQ. FT.	
BLDG C	71		1,779.23 M²	19,151.5 SQ. FT.	
Amenity Buildin	0		152.78 M²	1,644.5 SQ. FT.	
TOTAL BUILDING FOOTPRINT:			5,337.70 M²	59,099.0 SQ. FT.	
FRONT AND SIDE ENTRIES:			50.73 M²	546.0 SQ. FT.	
PATIOS			251.67 M²	2,709.0 SQ. FT.	
TOTAL SITE COVERAGE:		**28%**	**5,640.10 M²**	**62,354.0 SQ. FT.**	
PARKING REQUIREMENTS:					
1.5 STALL / D.U.		X	213 D.U.	320	
TOTAL PARKING STALLS REQUIRED:				**320**	
2% ACCESSIBLE STALLS REQUIRED				6	
2% MOTORCYCLES				6	
PROPOSED PARKING:					
TYPICAL :	OPTION 1	2.5 x 6 M	(8'-6"x 18")	58	
TYPICAL :	OPTION 2	2.73 x 5.5 M	(8'-6" x 15')	222	
ACCESSIBLE:		3.9 x 5.5 M	(13' x 18')	6	
MOTORCYCLES		0.914 X 3.048 M	(3'X10')	2	
TOTAL PARKING STALLS PROVIDED:				**288**	-9.0%
BICYLCE			(8'X12')	60	
INTERIOR LANDSCAPING AREA:					
PARKING LOT AREA		8,564 M²	92,182 SQ. FT.		
INTERIOR LANDSCAPING REQUIRED		856 M²	9,218 SQ. FT.	10%	
TOTAL INTERIOR LANDSCAPED AREA PROVIDED:		1,036 M²	11,155 SQ. FT.	12.1%	
AMENITY REQUIREMENTS:		5% OF TOTAL LOT AREA	1,027.94 M²	11,064.63 SQ. FT.	
TO INCLUDE 2.5 M² PER BEDROOM (X 204) EXCLUDING MASTER BEDROOM, AS FOLLOWS:					
1M² FOR PRESCHOOL-AGED CHILDERN			204.00 M²	2,195.84 SQ. FT.	
1.5M² FOR SCHOOL-AGED CHILDERN			306.00 M²	3,293.76 SQ. FT.	
PROPOSED AMENITY:					
AMENITY AREA #1:			468.97 M²	5,048.00 SQ. FT.	
AMENITY AREA #2:			609.44 M²	6,560.00 SQ. FT.	
AMENITY BUILDING			152.78 M²	1,644.50 SQ. FT.	
TOTAL PUBLIC AMENITY:			1,231.20 M²	13,252.50 SQ. FT.	
TOTAL AMENITY PROVIDED:		20% ±	1,231.20 M²	13,252.50 SQ. FT.	
LANDSCAPED AREA:					
SITE AREA:		20,559 M²	221,285 SQ. FT.	100%	
BUILDING FOOTPRINT:		5,793 M²	62,354 SQ. FT.	28%	
NET PAVEMENT:		8,564 M²	92,182 SQ. FT.	42%	
TOTAL LANDSCAPED AREA PROVIDED:		6,201 M²	66,749 SQ. FT.	30%	



② KEY PLAN
NTS

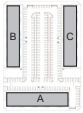


① SITE PLAN LAYOUT
1" = 30'-0"

RE-ISSUED FOR DEVELOPMENT PERMIT

SEYMOUR PACIFIC DEVELOPMENTS LTD.
100 St Anns Street, Campbell River, B.C.
(T)250.286.8045 (F)250.286.8046
www.seymourpacific.ca

SITE MAP:



PROJECT STATUS:

ISSUED FOR BUILDING PERMIT

Revision Schedule

No.	Description	Revision Date
A	ISSUE FOR REVIEW	11/05/2015
B	ISSUE FOR VENDOR APPR.	12/11/2015
C	ISSUE FOR PRE-DP REVIEW.	12/11/2015
D	ISSUE FOR DP	02/19/2016
E	RE-ISSUED FOR DP	02/29/2016
F	ISSUED FOR COORDINATION	03/07/2016
G	RE-ISSUED FOR COORD.	04/05/2016
~~H~~	~~ISSUED FOR BP~~	~~04/22/2016~~
J	RE-ISSUED FOR DP	04/26/2016

SEAL:

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CONTRACTORS SHALL MAKE EVERY REASONABLE EFFORT TO MAINTAIN SCHEDULE TARGETS AND PROVIDE GOOD EFFICIENCY, PROGRESS, WORKMANSHIP AND QUALITY TOWARD DEFICIENCY-FREE RESULTS.

PROJECT NAME:
WESTERRA FIELDS

PROJECT NUMBER:
VP1508

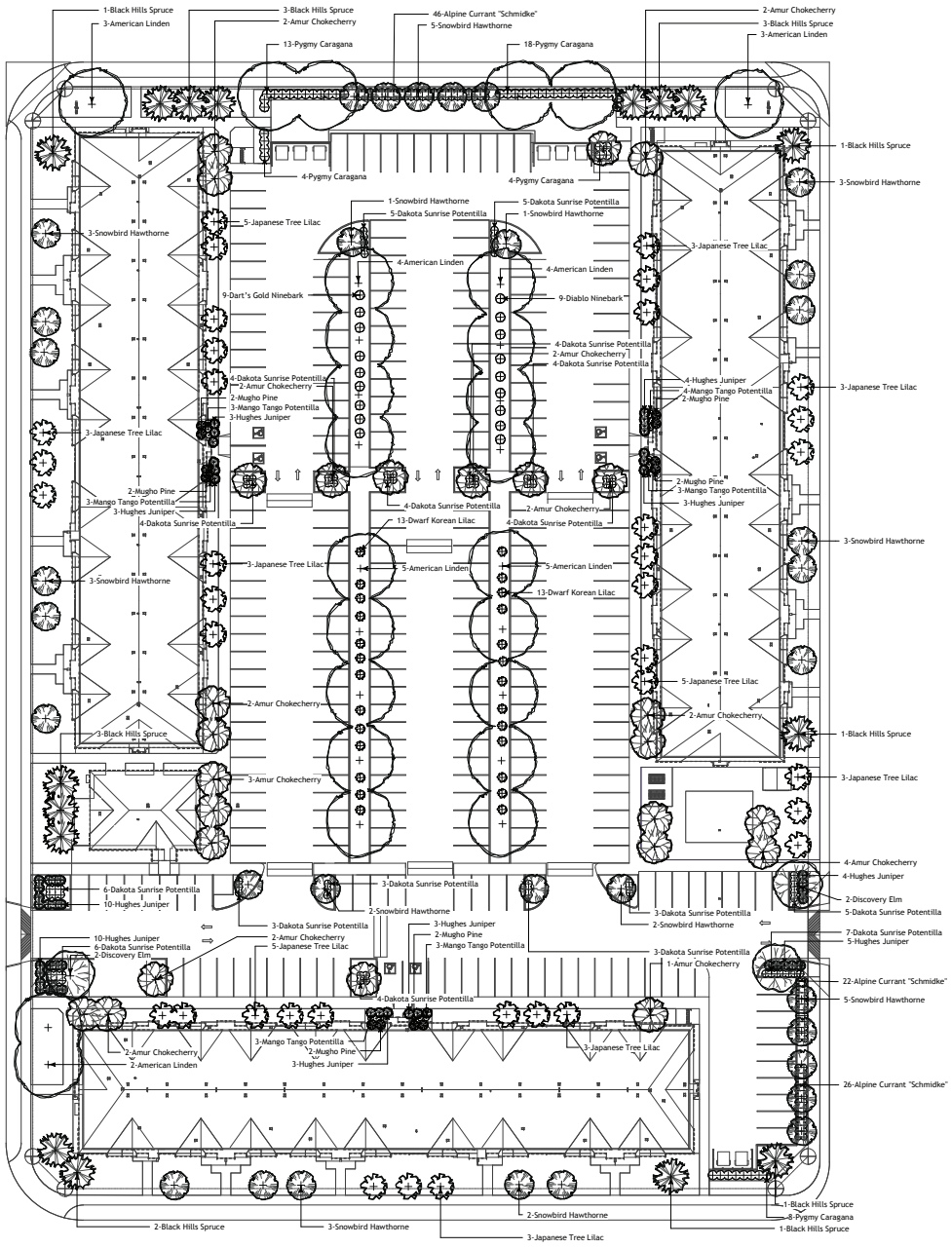
ADDRESS:
REGINA, SK

DRAWING TITLE:
SITE PLAN

DRAWN BY: PD
CHECKED BY: RF
DATE: 04/26/2016
SCALE: As indicated

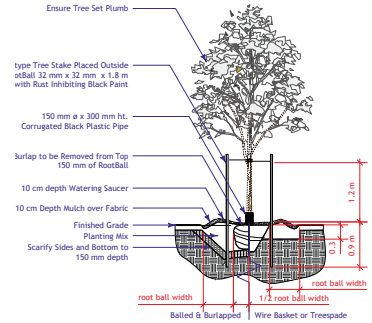
DRAWING #: A1.0
REV #: J

04/26/2016 12:57:17 PM

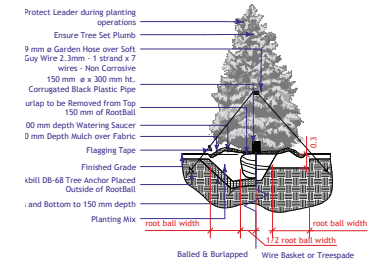


1 L-2 Planting Plan
Scale: 1:350

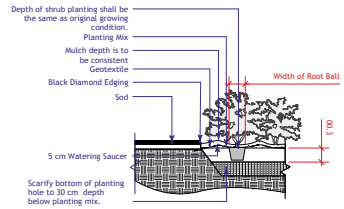
Appendix A-3.1a



2 L-2 Deciduous Tree Planting Detail
Scale: 1:50



3 L-2 Evergreen Tree Planting Detail
Scale: 1:50



4 L-2 Shrub Planting Detail
Scale: 1:50

Plant Schedule

Common Name	Botanical Name	Qty	Scheduled Size Remarks
Evergreen Trees			
Black Hills Spruce	Picea glauca 'Black Hills'	16	1.8 m ht. 90 cm wire basked. Single straight leader. Full, Bushy Plants
Trees			
Snowbird Hawthorne	Crataegus x mordenensis 'Snowbird'	33	40 mm ø 3 m. ht. min 5 branches
Amur Chokecherry	Prunus maacki	26	60 mmø 50 cm Wire Basket. Central Leader. Minimum 5 major branches. Well branched full head. Specimin
Japanese Tree Lilac	Syringa reticulata	36	2 m 45 cm w.b. Minimum 5 major branches at specified size. Well branched
American Linden	Tilia americana	26	2.5"ø 36" W.B. minimum 6 major branches, Strong Central leader. Single straight trunk. Specimin.
Discovery Elm	Ulmus davidiania japonica 'Discovery'	4	65 mm ø 4 m. ht. 70 cm w.b.
Shrubs			
Pygmy Caragana	Caragana pygmae	47	60 cm. ht. 3 gallon Container. Minimum 5 major branches.
Dart's Gold Ninebark	Physocarpus opulifolius 'Dart's Gold'	9	45 cm ht. 3 gallon container. Minimum 5 major branches.
Diablo Ninebark	Physocarpus opulifolius 'Diablo'	9	45 cm ht. 3 gallon container minimum 5 Major branches
Dakota Sunrise Potentilla	Potentilla fruticosa 'Dakota Sunrise'	74	30 cm ht. 2 gal.
Mango Tango Potentilla	Potentilla fruticosa 'Mango Tango'	19	30 cm. ht. 2 gal.
Alpine Currant "Schmidke"	Ribes alpinum	94	24" ht. 3 gallon Container. Minimum 5 major branches.
Dwarf Korean Lilac	Syringa meyeri 'Palibin'	26	60 cm. 5 gallon container. Minimum 5 major branches at specified size. Well branched
Evergreen Shrubs			
Hughes Juniper	Juniperus horizontalis 'Hughes"	48	--- 45 cm spread
Mugho Pine	Pinus mugo	12	5 gal. 45 cm dia.
Perennials			
Ornamental Grasses			
Ferns / Mosses			
Vines			
Aquatic Plants			
Total Plants on Schedule		479	
Total Plants in Drawing		479	

Dean Spearman
Landscape Architect

General Notes

1. All existing trees, sidewalks, curbs, catch basins, culverts, survey markers, to remain are to be protected during construction. Any damage to them is to be made good by the Contractor. Maintain positive drainage into all catch basins and curb inlets.
2. All work is to be warranted for a period of not less than 1 year.
3. Contractor is to limit operations to the area within the area of work shown on the drawing. Should areas outside of this limit be damaged during the course of construction, Contractor is to make good the damage at his own expense
4. Contractor is to obtain location of all utilities prior to construction. If using power equipment to excavate contractor must notify Hydro and Gas and telephone utilities and take steps to avoid damaging their installations.
5. All dimensions are in meters unless otherwise noted
6. Contractor to confirm all dimensions and report any discrepancies to Contract Administrator prior to construction.
7. Layout is to be approved by Contract Administrator prior to any construction or demolition/removals.

Planting Notes

1. All plant material, including trees, shrubs, perennials and sod, shall conform to Canadian Standards for Nursery Stock, 7th edition as published by the Canadian Nursery and Landscape Association.
2. No substitutions for plant material will be allowed without prior written consent of the Landscape Architect.
3. All plants are to be installed as per the details provided.
4. All plants shall be located or proposed locations staked out prior installation. Landscape Architect is to approve location prior to digging. Landscape Architect reserves the right to adjust locations of proposed plant material prior to installation.
5. Contractor to review and accept planting locations as appropriate culturally for the species specified prior to installing plant material. Installation of plant material shall be considered acceptance of the suitability of the location.
6. Contractor shall guarantee new plant material for a period of one calendar year from the date of owner acceptance. Trees with calipers greater than 50 mm shall be warrentied for two years. Warranty shall only begin after the installation and acceptance of all landscape materials. The Landscape Architect reserves the right to extend the warranty of material found in poor condition at the end of the warranty period for a further calendar year.
7. Contractor shall replace material found to be dead or in poor condition within two weeks of being notified by the Landscape Architect. All replacement plant material shall be warranted for a full calendar year following its installation.
8. Maintain all soft landscaping for a period of not less 30 days after the recognized completion date and until acceptance (end of maintenance) by the Contract Administrator. Longer term maintenance (eg 1 year or 2 year) should they be specified shall be exclusive of this 30 day period. Should the recognized completion date occur after September 15 their will be a further 30 day maintenance period beginning on May 1 of the following year.

1. This drawing shall not be used for construction unless signed and sealed by Landscape Architect.
2. Variations and modifications to the work shown will not be allowed without prior written consent of Landscape Architect.
3. Drawing and Specifications, as instruments of service, are the property of the Landscape Architect. The copyright is reserved in the name of the Landscape Architect. No reproduction may be made without the prior written consent of the Landscape Architect
4. Contractors/bidders are hereby granted a limited licence to reproduce these drawings for the purposes of bidding. Such reproductions are not to be used for construction.

No.	Date	Issue Notes
E	16-4-28	Trees and Shrubs added as per City of Regina review
D	16-4-27	Revised to Address City of Regina Comments
C	16-2-22	Revised as per owners comments
B	16-2-17	Revised to accomodate new site plan
A	15-12-23	For Client Review

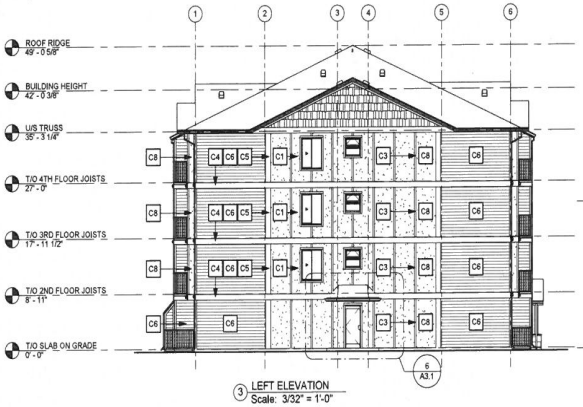
Consultant

Project Title
Westerra Fields
Regina, Sask.

Drawing Title
Planting Plan

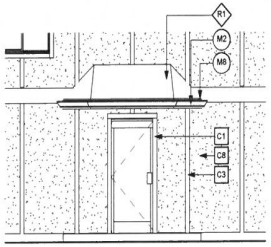
Drawing No.
L-2
of
2

1 FRONT ELEVATION
Scale: 3/32" = 1'-0"

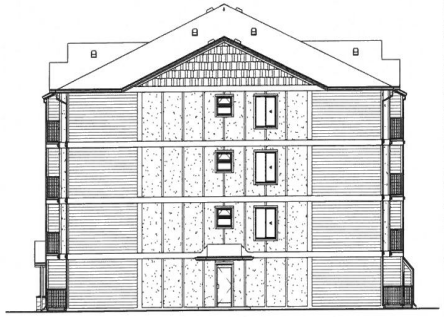


3 LEFT ELEVATION
Scale: 3/32" = 1'-0"

5 FRONT ENTRY ELEVATION
Scale: 1/4" = 1'-0"



6 SIDE ENTRY ELEVATION
Scale: 1/4" = 1'-0"



4 RIGHT ELEVATION
Scale: 3/32" = 1'-0"

2 BACK ELEVATION
Scale: 3/32" = 1'-0"

EXTERIOR CLADDING PRODUCT			
C#	DESCRIPTION	COLOR	LOCATION
C1	4" CEMENT BOARD TRIM	KHAKI BROWN	WINDOW & DOOR TRIM
C2	4" CEMENT BOARD TRIM	TIMBER BARK	PARTITION WALL BALCONY LEVEL 1 - 4
C3	4" CEMENT BOARD TRIM	COBBLESTONE	BUMP OUT & END WALLS
C4	12" CEMENT BOARD TRIM	KHAKI BROWN	HORIZONTAL BELLY BAND
C5	12" CEMENT BOARD TRIM	KHAKI BROWN	VERTICAL PARTITION
C6	PLANK - CEDARMIL	TIMBER BARK	LEVEL 1 - 4 AS NOTED
C7	SHINGLE - STRAIGHT	TIMBER BARK	GABLES
C8	PANEL - CEDARMIL N/G	COBBLE STONE	BUMP OUT / BUILDING ENDS
C9	CULTURED STONE	EUCALYPTUS COUNTRY LEDGESTONE	FRONT CANOPIES POSTS & BUILDING ENDS
C10	6" CEMENT BOARD TRIM	KHAKI BROWN	BETWEEN DOOR / WINDOW TRIM

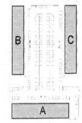
EXTERIOR METAL PRODUCT			
M#	DESCRIPTION	COLOR	LOCATION
M1	ALUMINUM DOWNSPOUTS	BLACK	-
M2	ALUMINUM GUTTERS 5" K STYLE	BLACK	REFER TO DETAIL 6/A4.2
M3	ALUMINUM RAILING	BLACK	REFER TO DETAIL 6/A4.3
M4	ALUMINUM FASCIA 6"	BLACK	REFER TO DETAIL 6/A4.2
M5	4 PANEL CLASSIC SOFFIT	LINEN	REFER TO DETAIL 6/A4.2
M6	WALL FLASHING	CHARCOAL	-
M7	SHINGLE STEP FLASHING	CHARCOAL	-
M8	ROOF EDGE FLASHING	CHARCOAL	REFER TO DETAIL 6/A4.2
M9	DRIP CAP FLASHING	LINEN	-
M10	REVERSE DRIP FLASHING	LINEN	PLANK WINDOW TRIM
M11	PLASTIC VENT	BLACK	-

EXTERIOR ROOFING PRODUCT		
R#	DESCRIPTION	COLOR
R1	ROOFING SHINGLES - 30 YEAR LAMINATE	STONEWOOD
R2	ATTIC STATIC VENT	-

RE-ISSUED FOR DP

SEYMOUR PACIFIC DEVELOPMENTS LTD.
100 St Anns Street, Campbell River, B.C.
(T)250.286.8045 (F)250.286.8046
www.seymourpacific.ca

SITE MAP:



PROJECT STATUS:
RE-ISSUED FOR DP

Revision Schedule

No.	Description	Revision Date
A	ISSUE FOR REVIEW	11/05/2015
B	ISSUE FOR VENDOR APPR.	12/11/2015
C	ISSUE FOR PRE-DP REVIEW.	12/11/2015
D	ISSUE FOR DP	02/19/2016
E	RE-ISSUED FOR DP	02/29/2016

SEAL:

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PROJECT NAME:
WESTTERRA FIELDS

PROJECT NUMBER:
VP1508

ADDRESS:
REGINA, SK

DRAWING TITLE:
ELEVATIONS BUILDING

DRAWN BY: P.D.
CHECKED BY: RF
DATE: 02/29/2016
SCALE: As indicated
DRAWING #: A3.1
REV #: E

02/29/2016 2:06:01 PM

Appendix B

Public Consultation Summary

Response	Number of Responses	Issues Identified
I support this proposal	0	
Accept if one or two features were different	0	
Accept if many features were different	0	
Completely opposed	1	▪ Traffic along Dewdney Avenue is already too heavy ▪ Crime ▪ Lack of schools

1. **Issue: Traffic along Dewdney Avenue is already too heavy**

   Administration's Response: A Traffic Impact Assessment was completed for the entire Westerra Neighbourhood Plan and included the project impact that development in Westerra would have on traffic volumes and capacity on Dewdney Avenue based on the approved arrangement of land uses. The traffic analysis at the time revealed that Dewdney Avenue would have long-term capacity to accommodate traffic that would be generated by the Westerra development and that the road network within Westerra was designed with capacity to manage traffic flow. Dewdney Avenue is an arterial road and currently heavy truck traffic is restricted at this location.

2. **Issue: Crime**

   Administration's Response: The creation of well-designed streets and development that interface with streets creates eyes on the streets which makes people feel safer and reduces the opportunity for crime to occur.

3. **Issue: Lack of schools**

   Administration's Response: The approved Westerra Concept Plan has a potential school site located in Phase 2 of the proposed development. This proposal is located in Phase 1 of the Concept Plan. The decision to build schools lies with the provincial government and the school boards. Through the neighbourhood plan process the Administration engaged the schools board and worked with them and the developer on appropriate locations for schools within the neighbourhood. However, the decision to build schools does not lie with the City of Regina.

DE16-56

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Hello,

My name is David Todd. I was a firefighter with the City of Regina for 34 years. I retired as a senior officer 9 years ago.

As per the City of Regina requirement for speaking at the Monday June 27th, 2016 City Council meeting, please accept this email as my request to speak.

The topic I wish to address is the bylaw regarding smoke alarm testing in rental properties and the proposed change from every six months to monthly testing.

I wish to speak against the proposed change.

First, let me begin by saying I am in favor of smoke alarms. As a firefighter I was involved in the first smoke alarm program in our city many years ago. We went door to door and installed battery operated smoke alarms in homes where residents could not afford one.

Then the 10 year battery smoke alarms were introduced and these were an improvement. Some years ago the City of Regina passed the bylaw requiring hard wired smoke alarms in all rental properties. This bylaw was forward thinking and Regina was the first city in the province to pass such a bylaw. It was introduced to improve the safety of tenants and was indeed an improvement over battery operated alarms that tenants could easily remove batteries and disable.

According to the bylaw in effect at this time, smoke alarms in rental properties are required to be tested every 6 months. This seems to be more than adequate. The change to monthly testing is unrealistic and furthermore, will not contribute to increased safety for tenants. Statistics show that the majority of fire fatalities occur in poorer neighbourhoods and that the victims are of lower socioeconomic status. Lifestyle including the use of drugs and alcohol are also significant factors.

I am requesting the fire death statistics for the City of Regina. What were the annual number of fire deaths pre-bylaw versus post-bylaw? Of these fire deaths how many occurred in rental properties versus resident owned properties? Of the fire fatalities in both rental and owned properties how many had working smoke alarms? Of the fire fatalities in rented properties were there any that did not have hard wired alarms as per the bylaw? What percentage of rental properties in the city are compliant with the bylaw for hard wired alarms?

Has the city calculated the cost of enforcing this proposed bylaw change? For landlords, this proposed change will cost approximately $25 per month per rental unit. Ultimately, this cost will be passed on to the tenants. Would the sum total of the money spent for this change not be better spent on social programs for at risk groups that address all the factors.

In closing, monthly testing of smoke alarms will not save any more lives than testing the alarms every six months. The only way to ensure that at risk individuals are safe is to check on them daily.

Respectfully,

David Todd

PR INVESTMENTS

PR Investments

1547 Anson Road,
Regina,
Saskatchewan
Canada
S4P0E1

Tel: 306 545 5455
Fax: 306 546 4411

admin@prinvestments.ca

June 27, 2016

To whom it may concern

My name is Wade Probe and I am the owner of a company that looks after approximately 500 suites and have been in the Property Management industry for well over 30 years. I am contesting the thought of having our industry incur the responsibility and cost of an endeavor that I believe does nothing(no added protection or added value) but add administration to the job. Our company name is P.R. Investments Inc. and we are a local provider of unfurnished apartments, condominiums, affordable housing, and furnished suites. We also are located in Moose Jaw, Fort Qu'Appelle and the Yorkton areas.

Our reputation is highly regarded as one that provides security, safety, appreciation, value pricing and pride to our tenants. We spend many dollars making sure that our product and services are next to none because of the highly competitiveness of our market. One of the reasons that our Reputation is so respected is the high standards that are placed onto us by the ORT (Office of The Residential Tenancies). They challenge our efforts all the time which keeps our employees on top of their game.

The Ort is a governing body in place to give governance to the tenant/landlord relationship. They are non-partisan and they spend an enormous amount of time to make sure all factors are in place to keep all concerns in check. They have reviewed all concerns re: the smoke detector and have decided that a 6-month check system be adequate to hold the Landlord responsible. My office concurs 100%.

Our official stand on the subject of going to a monthly check system fails in many different forms. The first is that this goes against the most important premise of renting. Our tenants should and want to rent as if this is their private home without the hassle of ownership, i.e. mortgage, down payment, repairs ongoing, and essentially just simplicity of life. Tenants want to enjoy their sanctuary without someone coming in constantly to see their lifestyle choices, such as dirty laundry on floor messy apartment, or dishes in sink, sleeping in all afternoon, etc. So by actually having in enforce such a tedious action creates disturbances in their lifestyle and takes away from their right to privacy.

PR INVESTMENTS

PR Investments

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Regina,
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admin@prinvestments.ca

If there is a decrease to personal harm and or building loss then that would help us in Insurance premiums and therefore I would support this request, however I see no value.

We also believe that the more you babysit your client the more costs have to be added. As a professional property manager we would have to hire an additional employee just to administrate this job duty. As it is we spend 3 days every 6 months to send out notice and have individuals enter all suites to enforce the last change. Homeowners do not have their homes monitored at all, yet you want to move to enforcing complete monitoring. Since the changeover to hardwiring and checking every 6 months, we feel that we are at the vortex of insulting our clients. What you are telling the tenant is that they are not intelligent enough or responsible enough to even respond to a failed device that yells at you when failing. Renters should be treated as everyone else and been given responsibility like everyone else. Should the city be involved with door locks for safety, checking to see if every building has asbestos, if every stove is wired right, are they leaving windows open, lead paint, where does the baby sitting end.

In this time of operating these units we have never had an incident where the failure of a smoke-detector has caused a life or stopped a fire. We totally believe in the enforcement of having a well operating smoke detector and fire alarm system. We just totally believe that the rest has to up to the individual to take care of. As one of our biblical stories (fishing rod and not fish) relate to; we should give the tools, but they must be responsible and use them.

Yours truly

Wade Probe, B. Ed.

SASKATCHEWAN
LANDLORD ASSOCIATION

Saskatchewan Landlords Association
1633D Quebec Avenue
Saskatoon SK S7K 1V6

His Worship the Mayor and Members of City Council
Queen Elizabeth II Court
2476 Victoria Avenue
PO Box 1790
Regina, SK Canada S4P 3C8

June 22, 2016

Dear Mayor Fougere and Members of City Council,

This letter is relative to the proposal to repeal Bylaw 2005-18 in favour of a new Fire Bylaw that was endorsed by the Community and Protective Services Committee and will now be introduced to City Council on Monday, June 27, 2016. As the representative association of landlords in the Province, the Saskatchewan Landlord Association (SKLA) would like to formally express our concern with the lack of consultation and engagement of community stakeholders, namely landlords and tenants, by Regina Fire and Protective Services during the drafting of the bylaw. Furthermore, the SKLA would like to direct specific concern to a section of the proposed bylaw that will have a significant impact on the rights of tenants and rental housing operations in Regina.

The SKLA Executive was surprised to learn that this proposed municipal fire bylaw was in the advanced stages of development and awaiting approval by City Council. The SKLA has an active Fire and Safety sub-committee that has worked in conjunction with Regina Fire and Protective Services in the past and thus anticipated that communication or consultation would have been initiated as the bylaw was being rewritten. Instead, the first indication to members of the SKLA that a new Regina fire bylaw was being considered was when the Leader Post ran a story on June 13, 2016. We find this unfortunate, given that the SKLA is a progressive association recognized by the Ministry of Justice and the Office of Residential Tenancies as the Province's landlord governing body, striving to professionalize the rental housing industry by advocating for, educating, and holding accountable the 718 landlord members in the Province and 130 landlords in Regina. The SKLA has previously demonstrated that our members are reasonable in working with the Province and various municipalities, with members having been consulted on several occasions to work on municipal initiatives and committees that ensure those residing in rental housing are safe and secure. With this in mind, the SKLA would like to express distinct concern that our association was not engaged by Regina Fire and Protective Services to draft a fire bylaw that respects and balances the safety needs of tenants, the resources of landlords and the rights of tenants for quiet enjoyment and limited disruption.

SASKATCHEWAN
LANDLORD ASSOCIATION

The SKLA is specifically concerned with Part III, Section 9 of the proposed bylaw, where it refers to the inspection of smoke alarms in rental housing at a frequency of at least every 30 days. Given that the current bylaw mandates an inspection every 6 months, the SKLA feels that the new requirements for inspection are a dramatic and unprecedented change from current expectations. Moreover, it is noteworthy that in other jurisdictions throughout Saskatchewan and in the region, the bylaw expectations around smoke alarm inspections are significantly lesser in frequency. In Prince Albert, smoke alarms are to be tested by landlords only at the beginning of tenancy term. While in Saskatoon, the bylaw mandates annual checks of hard wired smoke alarms in all rental units. In Winnipeg, a city with some of the most stringent landlord guidelines in Canada, landlords are responsible for smoke alarm inspections on an annual basis. In Edmonton and Calgary, smoke alarms are inspected at the beginning of each tenancy term and then it is the responsibility of the tenant to test the alarm and change batteries as needed. With these examples as reference, it is the position of the SKLA that the City of Regina's current bylaw (2005-18) has established adequate expectations around smoke alarm inspection and that a move to mandated monthly inspections is inconsistent with comparable municipalities.

It should also be noted that the Residential Tenancies Act of Saskatchewan has several clauses that set expectations for a tenant's right to quiet enjoyment and limited disruption within their dwelling. The introduction of monthly inspections, paired with other typical preventative maintenance requirements, will mean that tenants are interrupted by landlords at a minimum of 12 occasions annually. With this amount of imposition, the SKLA is certain that tenants will express direct concern to landlords and also to the Office of Residential Tenancies, a government organization with already strained resources. The SKLA would suggest that there could be other mechanisms in Regina, similar to those employed by other municipalities, by which tenants are accountable for periodic smoke alarm testing (between mandated inspections by the landlord) and ultimately their own personal safety.

To be clear, the SKLA is intent on professionalizing the rental housing industry and as such, holds its members to high standards. The SKLA also recognizes that fire and personal safety are areas not to be taken lightly and we respect current bylaws and expectations that protect property and person. However, the SKLA would like City Council to reconsider the newly proposed bylaw, namely the frequency with which all landlords will be required to conduct smoke alarm inspections. The SKLA is proposing that adoption of the new bylaw be tabled, allowing all stakeholders (including landlords and tenants) to be part of the conversation and bylaw revision.

Thank you for your time and consideration on this matter. We look forward to further discussions on this topic and to ensuring a balance between public safety, landlord resources, and tenant privacy.

Regards,

Mr. Jamie McDougald
SKLA President

Saskatchewan Landlord Association
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CR16-75

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: Regina Fire Bylaw

RECOMMENDATION OF THE COMMUNITY AND PROTECTIVE SERVICES COMMITTEE - JUNE 15, 2016

1. That *The Regina Fire Bylaw*, *Bylaw 2005-1*8 be repealed.

2. That the City Solicitor be instructed to bring forward a new Fire Bylaw consistent with the draft bylaw attached as Schedule "A" to this report.

COMMUNITY AND PROTECTIVE SERVICES COMMITTEE – JUNE 15, 2016

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

Councillors: Jerry Flegel (Chairperson), John Findura, Shawn Fraser and Bob Hawkins were present during consideration of this report by the Community and Protective Services Committee.

The Community and Protective Services Committee, at its meeting held on June 15, 2016, considered the following report from the Administration:

RECOMMENDATION

1. That *The Regina Fire Bylaw*, *Bylaw 2005-1*8 be repealed.

2. That the City Solicitor be instructed to bring forward a new Fire Bylaw consistent with the draft bylaw attached as Schedule "A" to this report.

3. That this report be forwarded to the June 27, 2016 meeting of City Council for approval.

CONCLUSION

The Regina Fire Bylaw, Bylaw 2005-18 requires several updates to ensure alignment with recent changes to the provincial legislation and the *National Fire Code of Canada*. The proposed bylaw will replace the existing *Fire Bylaw* and introduces additional provisions, which are highlighted in this report and other revisions to ensure consistency with *The Fire Safety Act* (the Act) that was enacted in November 2015. In accordance with the requirements of the Act, the proposed bylaw has been reviewed by the Ministry of Government Relations' Emergency Management and Fire Safety and Building Standards and Licensing branches.

BACKGROUND

The Province of Saskatchewan ensures the regulation of fire safety under the framework established by the *National Fire Code of Canada, 2010* (NFC). The NFC is a model code published by the National Research Council to provide minimum fire safety requirements for buildings, structures and areas where hazardous materials are used. It also ensures acceptable levels of fire protection and fire prevention for ongoing building operations.

The Government of Saskatchewan enacted *The Fire Safety Act* on November 2, 2015, replacing *The Fire Prevention Act, 1992*. Section 49 of the Act allows a municipality to pass bylaws to modify or revise the NFC to suit local needs where the modifications are more exacting than the requirements in the Code. In the fall of 2015, the Administration began the process of reviewing *The Regina Fire Bylaw* to ensure alignment with recent changes to the Act and the NFC. The Bylaw was last amended in 2010. As part of the review, the Administration identified a number of updates and additional requirements for inclusion in the Bylaw including permit requirements for industry fire safety systems technicians, enhanced smoke alarm provisions in rental properties, false alarms and additional provisions for alternative family care homes and residential care occupancies.

DISCUSSION

Fire Safety System Industry Standards
Regina Fire & Protective Services (RFPS) Fire Inspectors have experienced several instances where fire and life safety systems have been non-compliant. This is due to private technicians not following regulated industry standards when providing maintenance services. The requirements introduced in the proposed bylaw will require private technicians who perform maintenance and testing on portable fire extinguishers, commercial cooking equipment, sprinkler and standpipe systems and fire alarm systems be trained and qualified to the industry standards as per NFC requirements. The new bylaw provisions will require individuals who intend to inspect, test, or maintain fire safety system equipment to provide RFPS with proof of qualifications in order to obtain a permit to carry out the work.

Alternative care homes and residential care occupancies up to 10 occupants
The proposed bylaw provides specialized requirements for occupancies providing care, accommodation and lodging of individuals who require specialized or supervised care to ensure resident safety. These requirements reflect National Building Code requirements and are mandated in existing provincial legislation. These requirements have been placed on hold until 2019 despite the concerns of the City of Regina and other municipal, Fire and Building jurisdictions.

The National Building Code requirements proposed include sprinkler systems, emergency lights and interconnected smoke alarms. Enhanced building protection requirements are necessary to ensure the safety of the residents who may be unable to maintain their own safety due to deteriorating health conditions. The requirements also address the advanced risk of persons congregating in buildings not specifically designed for that use.

Smoke alarms in rental properties
New provisions in the NFC require that hard-wired smoke alarms be installed in all rental properties which have an alternative power source that will provide power to the alarm for a minimum of seven days. New NFC provisions also requires that smoke alarms are tested in

conformance with the manufacturers' instructions, industry standards or every 30 days, whichever is more frequent. Currently, smoke alarms must be inspected and tested every six months to ensure operability.

Smoke alarm requirements in the current Bylaw apply only to buildings that contain more than one dwelling unit, or one or more dwelling units that are not occupied by the owner of the building. The proposed bylaw extends smoke alarm provisions to other buildings containing similar occupancies, specifically:

- Dwelling unit(s) containing one or more sleeping rooms or sleeping areas where lodging is provided for a fee, such as rooming houses or lodging houses (but excluding hotel and motel occupancies, which are regulated under existing NFC provisions).
- Individual condominium units within a complex that are used as rental accommodations.

False Alarms

A false alarm occurs when fire crews are dispatched to an incident to find there is no emergency or fire at the alarm site. Responding to false alarms may have significant impacts on resource allocation and emergency service delivery which could result in delayed response times to critical emergencies. The City of Regina (City) has established a false alarm bylaw (*False Alarm Bylaw, Bylaw No. 2004-24*) requiring police to attend at the property. A similar provision is sought for fire crew response to false alarms. The proposed bylaw establishes fees for fire crews responding to repeated false fire alarms. The fees are consistent to other violation fines under the fire bylaw and are comparable to other jurisdictions. The fees are intended to recover partial costs of the emergency response in addition to being a deterrent of false alarms.

Flying Lanterns (Sky Lanterns)

Flying and sky lanterns are small paper lanterns resembling hot air balloons and are currently sold in various Regina stores. They are launched by lighting a candle at the base of the lantern and can float up to three kilometres depending on wind speed and direction. These devices have been linked to a number of fires in the city because they may land with the candle still burning. The Administration recommends prohibiting the launch of flying lanterns within the City limits.

RECOMMENDATION IMPLICATIONS

Financial Implications

Violation fines for bylaw violations and recommended provisions with respect to false alarms are not expected to generate significant revenue for the City. Financial penalties are primarily used in situations that involve repeat offenders in an attempt to change the behaviour of those individuals. For instance, in 2015 the City received approximately 150 fire pit complaints, however only 26 violation tickets were issued. These fines generated approximately $6,500 in revenue but over 80 per cent of the inspections were utilized to focus upon educating residents on fire safety.

Environmental Implications

None with respect to this report.

Policy and/or Strategic Implications

The proposed bylaw supports the health, safety and community security goals outlined in the Official Community Plan (OCP) and ensures that municipal regulations pertaining to fire and life safety are aligned with provincial legislation and national standards.

Other Implications

Fire Inspectors may issue an order to remedy contraventions of the *Fire Safety Act* or a bylaw passed pursuant to the Act. Appeals of orders issued under the Act or bylaw are considered by the Office of the Fire Commissioner for a decision. The Fire Commissioner was notified of the pending changes and provided with a draft of the proposed Fire Bylaw for review to ensure alignment with the requirements of the Act. The repeal and replacement of the current bylaw with a new bylaw will have no impact the validity of orders issued under the former bylaw nor appeals that are outstanding at the time the bylaw is replaced.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

As required by *The Fire Safety Act*, the new bylaw was reviewed by the Ministry of Government Relations (Emergency Management and Fire Safety) to ensure alignment with the Act. On April 20, 2016, the Fire Commissioner recommended City Administration provide further review of three bylaw provisions. The Administration corrected the provisions and submitted the bylaw to the Ministry for a final review. The Fire Commissioner responded on May 13, 2016 to inform the Administration that the proposed bylaw satisfactorily aligns with the Act (Schedule "B").

Information pertaining to smoke alarm requirements in rental properties will form part of a larger, coordinated rental accommodation education strategy. A separate communication plan will include information regarding new false alarm provisions and permitting requirements for private technicians.

DELEGATED AUTHORITY

The recommendations contained in this report require City Council approval.

Respectfully submitted,

COMMUNITY AND PROTECTIVE SERVICES COMMITTEE

Ashley Thompson, Secretary

SCHEDULE A

BYLAW NO. Enter Bylaw Number

THE REGINA FIRE BYLAW, 2016

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

PART I: PURPOSE AND STATUTORY AUTHORITY

Purpose

1 The purpose of this Bylaw is to:

(a) acknowledge the authority of the Director as the Fire Chief and local assistant;

(b) acknowledge the purpose of the Department as a service provider;

(c) revise, vary and modify provisions of the National Fire Code and adopt additional or enhanced fire safety and prevention standards;

(d) provide for inspections required by provincial law other than *The Fire Safety Act*;

(e) regulate private inspections of certain fire safety equipment;

(f) regulate the sale and use of fireworks and pyrotechnics;

(g) establish fees and charges for false alarms; and

(h) establish additional mechanisms for enforcement of *The Fire Safety Act*, the regulations to *The Fire Safety Act*, the National Fire Code and this Bylaw.

Statutory authority

2 The authority for this Bylaw is section 8 and 333 of *The Cities Act* and section 49 of *The Fire Safety Act*.

PART II: DEFINITIONS AND ADMINISTRATIVE REQUIREMENTS

Definitions

3 In this Bylaw:

Approved as to form this _____ day of _____, 20__.

City Solicitor

"Chief of Police" means the Chief of the Regina Police Service and anyone acting or authorized to act on his or her behalf;
"City" means the municipal corporation of the City of Regina or the geographical area within the City limits, as the context requires;

"City Manager" means the person appointed to the position of City Manager by Council;

"Council" means the Council of the City;

"Department" means the Regina Fire and Protective Services Department;

"Director" means the Director of the Regina Fire and Protective Services Department of the City or anyone acting on his or her behalf;

"facility" includes a group home, child care home, personal care home, private service home and a residential-service facility;

"false alarm" means an activation of a fire alarm system or a security system when there is neither a fire nor any other emergency at the alarm site;

"federal regulations" means the regulations passed pursuant to the *Explosives Act*;

"firecracker" means any object containing any substance or combination of substances prepared for, capable of, or discharged for the purpose of producing an explosion without a pyrotechnics display, including cannon crackers, firecrackers, mines, squibs and torpedoes;

"fire alarm system" means a system consisting of a control unit and a combination of electrical interconnected devices, which are:

(a) designed and intended to detect a fire condition and to actuate an alert and/or alarm signal in a building or structure; or

(b) manually activate and includes the systems installed throughout any building or structure;

"Fire Chief" means the Director and anyone authorized or delegated to act on behalf of the Director;

"fire inspector" means an officer who is employed by the City and authorized by the Director to act as a municipal inspector for the purposes of *The Fire Safety Act* and this Bylaw;

"fire pit" means a permanently affixed outdoor fire receptacle and a portable fire receptacle, including a chiminea;

"fire protection systems" means fire alarm systems, sprinkler systems, special extinguishing systems, standpipe and hose systems, and emergency power installations;

"fireworks" means explosives that are enclosed in any case or contrivance, or are otherwise manufactured or adapted for the production of pyrotechnic effects, pyrotechnic signals or sound signals and includes any chemical compound or mechanically mixed preparation of an explosive or of an inflammable nature that is used for the purpose of making such explosives, but does not include firecrackers;

"fireworks exhibition" means an exhibition of fireworks intended for the entertainment of the general public or in open view of the general public;

"Fireworks Supervisor" means a person who has been certified as a Fireworks Supervisor by the Explosives Regulatory Division of Natural Resources Canada;

"flying lantern" or **"sky lantern"** means paper or plastic devices containing a candle or other fuel source designed to heat the air in the device so the device will levitate.

"high hazard fireworks" means fireworks classed as Subdivision 2 and Subdivision 3 of Division 2 fireworks in the federal regulations, such as model rocket engines, rockets, serpents, shells, bombshells, tourbillions, maroons, large wheels, bouquets, barrages, bombardos, waterfalls, fountains, batteries, illumination, set pieces and pigeons, but does not include firecrackers;

"lessee" means a person who leases a building or land and includes an occupant, tenant, or subtenant;

"low hazard recreational fireworks" means fireworks classed as Subdivision 1 of Division 2 fireworks in the federal regulations comprised of low hazard fireworks generally used for recreation, such as fireworks showers, fountains, golden rain, lawn lights, pin wheels, Roman candles, volcanoes and sparklers, but does not include Christmas crackers or caps for toy guns;

"National Building Code" means The National Building Code of Canada as adopted by the regulations to *The Uniform Building and Accessibility Standards Act* as amended from time to time;

"National Fire Code" means The National Fire Code of Canada as adopted by the regulations to *The Fire Safety Act* as amended from time to time

"NFPA" means the National Fire Protection Association;

"outdoor fireplace" means an enclosed and permanently affixed outdoor fire receptacle which incorporates a permanently affixed chimney or flue, and is constructed of brick, rock or other masonry;

"owner" means a person who has any right, title, estate or interest in land or buildings other than that of a mere occupant, lessee, tenant or mortgagee;

"**peace officer"** means a police officer or a constable appointed pursuant to any legislation;

"person" includes a corporation and the heirs, executors, administrators or other legal representatives of a person;

"pyrotechnician" means a person who has been certified as a pyrotechnician by the Explosives Regulatory Division of Natural Resources Canada;

"pyrotechnic special effects" means those fireworks that are used in the entertainment industry whether designed specifically for indoor or outdoor use, such as black powder bombs, bullet effects, flash powder, smoke compositions, gerbs, lances and wheels;

"pyrotechnics exhibition" means an exhibition of pyrotechnic special effects intended for the entertainment of the public, in open view to the general public, or in a place to which the general public may be admitted, and includes places to which admittance to the general public is restricted by age or by invitation;

"Risk Manager" means the Risk Manager appointed or employed by the City;

"security alarm" means an alarm system intended to detect and alert of heat or smoke in the building;

"Special Effects Pyrotechnician" means a person who has been certified as a Special Effects Pyrotechnician by the Explosives Regulatory Division of Natural Resources Canada;

"theatrical user" means a person who has been certified as a theatrical user by the Explosives Regulatory Division of Natural Resources Canada.

Interpretation

4(1) The words and terms not specifically defined in this Bylaw shall have the meaning prescribed in *The Fire Safety Act*, *The Fire Safety Regulations*, the National Fire Code or the National Building Code, *The Uniform Building and Accessibility Standards Act* and the regulations passed pursuant to *The Uniform Building and Accessibility Standards Act* , unless otherwise modified by this Bylaw.

(2) Words and phrases not specifically defined in this Bylaw or in the legislation in subsection (1), shall have the meanings which are commonly assigned to them with reference to the context in which they are used and with reference to the specialized use of terms within the various trades and professions to which the terminology applies.

Authority of Director

5(1) The Director is appointed as the Fire Chief and the local assistant, as defined in *The Fire Safety Act*.

(2) The Director is responsible for and shall carry out the daily administration and operations of the Department and may make any policies, regulations or operating procedures where necessary.

(3) The Director shall administer and enforce this Bylaw within the City and may perform any other duties and exercise any other powers that may be delegated by Council or authorized by provincial law.

(4) The Director is authorized to further delegate any matter delegated to him or her under this Bylaw.

Purpose of the Department

6(1) The Department is continued as an established service department of the City pursuant to clause 8(1)(i) of *The Cities Act* and is authorized to provide services relating to fire suppression, prevention and investigation and additional related services, including, but not limited to:

(a) emergency response services;

(b) inspections and investigations;

(c) educational and training programs;

(d) rescue services;

(e) dangerous goods emergency services;

(f) regulation of fireworks and pyrotechnics; and

(g) regulation of private fire safety equipment inspectors.

Inspection services

7(1) In addition to the authority provided to conduct inspections pursuant to *The Fire Safety Act,* the Director or a fire inspector may carry out inspections on behalf of and at the request, in writing, of an owner or operator of a facility where an inspection, letter of approval or report with respect to the fire safety of the facility is required from the local fire chief, a fire inspector or a local assistant to the Fire Commissioner pursuant to provincial legislation.

(2) Where the Director or a fire inspector carries out an inspection pursuant to this section, he or she shall only inspect and report on the fire safety of the facility and the fire protection equipment in the facility as required pursuant to the applicable provincial legislation.

(3) The Department shall not charge any fee for an inspection conducted pursuant to this section.

PART III: MODIFICATIONS TO THE NATIONAL FIRE CODE

Modification of the National Fire Code of Canada

8 The National Fire Code is revised, varied or modified as set forth in this Part.

Smoke Alarms

9 Division B, Part 2, Article 2.1.3.3. is repealed and the following substituted:

"**2.1.3.3. Smoke alarms**

1) Smoke alarms conforming to CAN/ULC S531-M, "Smoke Alarms" shall be installed in each dwelling unit and, except for care, treatment or detention occupancies required to have a fire alarm system, in each sleeping room not within a dwelling unit.

2) Smoke alarms within dwelling units shall be installed between each sleeping area and the remainder of the dwelling unit, and where the sleeping areas are served by hallways, the smoke alarms shall be installed in the hallways.

3) Smoke alarms shall be installed in conformance with CAN/ULC-S553, "Installation of Smoke Alarms."

4) Smoke alarms are permitted to be battery operated.

5) For the purposes of Sentence 6) "building" means a building that contains:

   a) more than one dwelling unit,

   b) one or more building units that are not occupied by the owner of the building, or

   c) a dwelling unit or units containing one or more sleeping rooms or sleeping areas where lodging, with or without meals, is provided for a fee, such as rooming houses or lodging houses but not including hotel or care occupancies,

6) Notwithstanding sentences 3) and 4), the owner of a building defined in sentence 5) shall ensure that the smoke alarms contained in the building:

   a) are installed with permanent connections to an electrical circuit;

   b) have no disconnect switches between the overcurrent device and the smoke alarm;

   c) in case the regular power supply to the smoke alarm is interrupted, be provided with a battery as an alternative power source that can continue to provide power to the smoke alarm for a period of no less than 7 days in normal conditions followed by 4 minutes of alarm;

   d) shall be inspected and tested in conformance with CAN/ULC-S552 or at least every 30 days, whichever is more frequent, to ensure that the smoke alarms are still in place and operable;

   e) in addition to the requirement of 2.1.3.3.2), at least one smoke alarm shall be installed on any story of a dwelling that does not provide sleeping rooms;

   f) smoke alarms shall be replaced in conformance with CAN/ULC-S552.

7) Smoke alarms shall be maintained in an operable condition at all times.

8) The owner of a building or the owner's authorized agent shall conduct all inspections and testing required by sentence 5).

9) Where a building contains either more than one dwelling unit or one or more dwelling units that are not occupied by the owner of the building, the owner or the owner's authorized agent shall maintain a record of all inspections and tests required pursuant to sentence 5).

10) Where a fire inspector requests a copy of any record required to be kept pursuant to sentence 8), the owner or the owner's authorized agent shall immediately produce the original record and promptly provide a copy of the record on demand by an inspector.

11) The record required by sentence 8) shall contain the following information:

a) the address of the premises being inspected;

b) the date of the inspection;

c) the name of the person conducting the inspection;

d) the condition, maintenance and operation of the smoke alarm, including any deficiencies; and

e) any corrective measures that were taken.

12) These provisions apply to individual condominium units that are used as rental accommodation."

Fire Protection Systems and Building Components

10 The following article is added after Division B, Part 2, Article 2.1.3.8.:

"2.1.3.9. Fire Protection Systems

1) Each manual fire alarm pull station in a building shall be:

a) accessible;

b) unobstructed;

c) visible; and

d) of the same general type as the others in the building.

2) When a Fire Protection System in a building is a repeated source of false alarms, which alarms are, in the opinion of a fire inspector, caused by:

a) the elements or design of the system;

b) the environment of the system; or

c) the location of the alarm pull stations in the building;

the owner shall remedy the problems as ordered by the fire inspector, within the time specified in the order.

3) No person shall tamper with:

a) exit doors, exit signs or emergency lighting;

b) portable or fixed fire extinguishing equipment;

c) automatic sprinkler systems;

d) fire, heat, or smoke detection devices, or;

e) fire alarm devices or systems."

Coniferous Trees

11 Division B, Part 2, Article 2.3.1 is modified by adding the following after Article 2.3.1.4.:

"2.3.1.5. Sale of coniferous trees

1) In a heated building, no person shall sell, or offer for sale, any fir, pine, balsam, spruce or other variety of coniferous tree except where the tree is living and rooted in soil with enough moisture to sustain the tree.

2) No person shall display any live cut fir, pine, balsam, spruce or other variety of coniferous tree in exits, foyers and corridors required as a means of egress in any building, excluding residential suites and residential dwelling units."

Accumulation of Combustible Materials

12 Division B, Part 2, Article 2.4.1.1. Sentence 1) is repealed and the following substituted:

"1) Combustible materials in and around buildings shall not be permitted to accumulate in quantities or locations that will constitute an undue fire hazard."

Open Flames

13 Division B, Part 2, Article 2.4.3.1. is repealed and the following substituted:

"2.4.3.1. Open Flames

1) Open flames whose quantity and method of use create a fire hazard shall not be permitted in or near buildings that are used for the following:

a) *assembly occupancies*; or

b) dining areas in Group B, Division 2 and 3 care and treatment occupancies."

Open Air Fires

14 Division B, Part 2, Article 2.4.5 is repealed and the following substituted:

"2.4.5. Open Air Fires

2.4.5.1. Open Air Fires

1) No person shall start or permit an open air fire to be started or continued within the City unless that person has obtained a permit authorizing such a fire from the *authority having jurisdiction.*

2) The permit shall be in a form approved by the *authority having jurisdiction.*

3) Notwithstanding sentence 1), a permit shall not be required for an open air fire where:

a) the open air fire is used for cooking on a grill or barbeque; or

b) contained within a fire pit or outdoor fireplace conforming to Article 2.4.5.2.

2.4.5.2. Fire Pits and Outdoor Fireplaces

1) Fire pits and outdoor fireplaces shall meet the following requirements:

   a) the fire shall be contained in a non-combustible receptacle constructed of concrete, clay, brick or sheet metal with a minimum 18 gauge thickness;

   b) the receptacle shall be covered with a heavy gauge metal screen with openings not exceeding 13 millimetres; and

   c) the size of the fire box of any receptacle shall not exceed 81.28 centimetres in any dimension.

2) No person shall cause, allow or permit the burning of any material other than charcoal, cut seasoned wood or manufactured fire logs in a fire pit or outdoor fireplace.

3) No fire pit or outdoor fireplace shall be located closer than 3 metres to any combustible material, building, porch, deck, similar amenity space and property line.

4) No fire pit or outdoor fireplace shall be used on a combustible deck or apartment balcony.

5) Fire pits or outdoor fireplaces shall be situated on a non-combustible surface.

6) Use of fire pits and outdoor fireplaces shall be supervised by a person of 18 years of age or older.

7) If smoke from a fire pit or outdoor fireplace causes an unreasonable interference with the use and enjoyment of another person's property, the fire shall be extinguished immediately.

8) Fire pits or outdoor fireplaces shall not be used in windy conditions.

9) Fire pits or outdoor fireplaces shall be located so as to be clear of overhangs such as tree branches, utility lines and structures.

10) No person shall use or operate a fire pit or outdoor fireplace without a means of extinguishing the fire readily accessible at all times.

11) No person shall use a fire pit or outdoor fireplace between the hours of 1:00 a.m. and 12:00 p.m.

12) Where requested by the Fire Chief, a fire inspector or a peace officer, a person shall extinguish a fire in a fire pit or outdoor fireplace.

13) Notwithstanding any provision of this Bylaw, the Director may declare a complete ban of any burning of any kind in the City.

14) No person shall ignite or allow any kind of fire when a complete ban on burning has been declared by the Director."

Vacant Fire Damaged Buildings

15 Division B, Part 2, Article 2.4.6.1. is repealed and the following substituted:

"2.4.6. Vacant Fire Damaged Buildings

2.4.6.1. Security for Fire Damaged Buildings

1) Where a building is damaged by fire or explosion, the owner of the building shall secure the building against unauthorized entry immediately after the fire investigation has been completed and the fire inspector has turned the property over to the owner or owner's agent.

2) Where the owner is unavailable or fails to comply with Sentence 1), the City may secure the building and add the expense and costs incurred by the City to the tax roll of the parcel of land upon which the building is located pursuant to clause 333(1) of *The Cities Act*."

Street Number Address

16 The following article is added after Division B, Part 2, Article 2.5.1.5.:

"2.5.1.6. Street Number Address

1) Every owner of a building shall install the street number for that building on the front of the building or in some other conspicuous location in front of the building so that the street number is legible and visible from the street."

Occupant Load

17 Division B, Part 2, Article 2.7.1.3. is repealed and the following substituted:

"2.7.1.3. Occupant Load

1) The maximum permissible occupant load for any room shall be calculated on the basis of the lesser of:

a) 0.4 m^2 of net floor space per occupant; or

b) the *occupant load* for which *means of egress* are provided as per Division B, Appendix A of the National Fire Code.

2) On request of the Director or a fire inspector, a building owner or tenant shall engage a qualified person to calculate and determine the occupant load for a floor area or part of a floor area in accordance with Sentence 1) and provide the information to the Director or fire inspector for review and approval.

3) For the purposes of Sentence 2), a qualified person means a person trained and knowledgeable with the process, calculations and requirements of Article 2.7.1.3. of the National Fire Code.

4) If the Director or fire inspector is satisfied that the occupant load for a floor area or part of a floor area has been properly calculated in accordance with Sentence 1), the Director or fire inspector will issue an occupant load limit card to the owner.

5) No owner or lessee shall permit the number of occupants of a floor area or part of a floor area to exceed the maximum occupant load for that floor area as shown on the issued occupant load limit card.

6) In all *assembly occupancies*, the owner or lessee of the premises shall post the occupant load limit card in a conspicuous location acceptable to the *authority having jurisdiction*.

7) In *assembly occupancies* where the owner leases the premises to another person, upon the request by the Director or a fire inspector, the owner shall provide the Director or fire inspector within 15 days of the request either:

a) a statutory declaration that states that the lessee is lawfully entitled to possession of the premises; or

b) a copy of a current lease agreement that shows that the lessee is lawfully entitled to possession of the premises.

8) Notwithstanding the repeal of Bylaw No. 2005-18, all occupant load limit cards issued pursuant to that bylaw remain in force until such time as replaced by an occupant load limit card issued pursuant to this

Bylaw and may be enforced as if the card had been issued pursuant to this Bylaw."

Fuelled Equipment

18 Division B, Part 2, Article 2.12.1.8. is repealed and the following substituted:

"2.12.1.8. Fuelled Equipment

1) This Article applies to covered malls and stores that are a group E occupancy pursuant to the National Building Code.

2) No person shall sell or display a fuel powered vehicle or fuel powered piece of equipment in a covered mall or store, except where:

a) the fuel tank of the vehicle or piece of equipment is filled with less than half of the fuel tank's capacity;

b) the covered mall or store is equipped with a sprinkler system installed in conformance with the National Building Code; and

c) the battery in the vehicle or piece of equipment has been disconnected while the vehicle or equipment is being displayed.

3) Clause 2)c) does not apply to a fuel powered vehicle or fuel powered piece of equipment in a covered mall or store, where:

a) the covered mall or store is not occupied by the public; or

b) the covered mall or store is equipped with a ventilation system to remove exhaust emissions."

Replaceable Propane Containers

19 The following article is added after Division B, Part 2, Article 3.1.3.1. 3):

"4) No person shall exchange a replaceable propane container on an industrial truck, unless:

a) the propane tank is at least 7.5 metres from all ignition sources, open pits and underground entrances; and

b) the industrial truck is parked at a location approved by the authority having jurisdiction."

Outdoor Storage

20 Division B, Part 4 is modified by adding the following article after Article 4.2.4.6.:

"4.2.4.7. Outdoor Storage

1) Where a person stores 30 litres or more of a flammable liquid on his or her property outside of a building, he or she shall store the flammable liquid at least 15 metres from:

a) the boundary of his or her property; and

b) any building situated on his or her property."

Portable Fire Extinguishers

21 Division B, Part 6, Article 6.2.1.3 is repealed and the following substituted:

"6.2.1.General

6.2.1.1. Inspection, Testing, and Maintenance

1) Portable extinguishers shall be inspected, tested and maintained in conformance with NFPA 10, "Portable Fire Extinguishers."

2) Inspection, testing and maintenance of portable fire extinguishers shall be performed by persons holding a permit issued pursuant to Sentence 4).

3) Any person who intends to inspect, test or maintain portable fire extinguishers shall submit proof of certification of training acceptable to the Director before preforming any inspections, testing or maintenance.

4) Upon proof of certification of training, the Director shall issue the person a permit to inspect, test and maintain portable fire extinguishers in the City for the term specified on the permit.

5) No person shall inspect, test or maintain portable fire extinguishers without a valid permit issued pursuant to Sentence 4).

6) On issuance of a permit pursuant to Sentence 4) the City shall issue to the permitted inspector an identification number.

7) Any label affixed to an extinguisher after a hydrostatic pressure test or any tag attached to an extinguisher after maintenance or recharge shall, in addition to the information required by Articles of the National Fire Code, contain the identification number issued pursuant to sentence 6) of the person who performed the test or maintenance on the extinguisher.

8) The Director may, at his or her discretion, cancel, revoke or suspend the permit of any person who, in the opinion of the Director, has contravened any of the provisions of this Bylaw."

Commercial Cooking Equipment

22 Division B, Part 2, Article 2.6.1. is modified by adding the following Article after Article 2.6.1.9.:

"2.6.1.10. Inspection, Testing, and Maintenance

1) In accordance with Sentence 2.6.1.9.2) of the National Fire Code, the inspection and maintenance of commercial cooking equipment, including exhaust and fire protection systems, shall be in conformance with NFPA 96, "Ventilation Control and Fire Protection of Commercial Cooking Equipment".

2) Inspection and maintenance of commercial cooking equipment, including exhaust, cooking appliances and fire protection systems, shall be performed by a person holding a valid permit pursuant to Sentence 4).

3) Any person who intends to inspect or maintain commercial cooking equipment shall submit proof of certification of training to the Director before preforming any inspections or maintenance.

4) Upon proof of certification of training, the Director shall issue to the person a permit to inspect and maintain commercial cooking equipment including exhaust, cooking appliances and fire protection systems in the City for the term specified on the permit.

5) No person shall inspect or maintain commercial cooking equipment including exhaust, cooking appliances and fire protection systems without a valid permit issued pursuant to Sentence 4).

6) Upon issuance of permit pursuant to Sentence 4), the Director shall issue to the person an identification number.

7) Any label or tag affixed to a commercial cooking equipment including exhaust, cooking appliances and fire protection systems after inspection or maintenance shall, in addition to the information required by the National Fire Code, contain the identification number pursuant to Sentence 6) of the person who performed the inspection or maintenance of the system.

8) The Director may, at his or her discretion, cancel, revoke or suspend the permit of any person who, in the opinion of the Director, has contravened any of the provisions of this Bylaw."

Water-Based Fire Protection Systems

23 Division B, Part 6, Article 6.4. is repealed and the following substituted:

"**6.4. Water-Based Fire Protection Systems**

6.4.1. General
6.4.1.1 Inspection, Testing and Maintenance

1) Water-based fire protection systems shall be inspected, tested and maintained in conformance with NFPA 25, "Inspection, Testing and Maintenance, of Water-Based Fire Protection Systems." (See Appendix A.)

6.4.2. Hydrants
6.4.2.1 Maintenance

1) No person shall erect, place, allow or maintain a fence, shrub, tree or other object within one metre of a hydrant.

2) No person shall alter the appearance or color of a hydrant owned by the City of Regina.

6.4.3. Sprinkler and Standpipe Systems
6.4.3.1 Inspection, Testing and Maintenance

1) Inspection and maintenance of sprinkler and standpipe systems shall be performed by qualified persons.

2) Any person who intends to inspect or maintain sprinkler and standpipe systems shall submit proof to the Director that the person holds a journeyperson's certificate in the sprinkler systems installer trade or that the person is a fourth year apprentice in the sprinkler systems installer trade.

3) Upon proof of the matters referred to in Sentence 2) the Director may issue to the person a permit to inspect and maintain sprinkler and standpipe systems in the City, which permit shall be valid for the term specified on the permit.

4) No person shall inspect or maintain sprinkler and standpipe systems without a valid permit from the Director.

5) In addition to the permit issued pursuant to Sentence 3), the Director shall issue to the person an identification number. Any label or tag affixed to a sprinkler or standpipe system shall, in addition to the information required by the National Fire Code, contain the identification number of the person who performed the inspection or maintenance on the sprinkler or standpipe system.

6) The Director may, at his or her discretion, cancel, revoke or suspend the permit of any person who, in the opinion of the Director, has contravened any of the provisions of this ByLaw."

Inspection, Testing and Maintenance of Fire Alarm Systems

24 Division B, Part 6, Article 6.3.1.2. is repealed and the following substituted:

"6.3.1.2. Inspection, Testing and Maintenance

1) Fire alarm systems shall be inspected and tested in conformance with CAN/ULC-S536-M, "Inspection and Testing of Fire Alarm Systems.

2) Fire alarm and detection system components shall be accessible for purposes of inspection or maintenance.

3) Inspection, testing and maintenance of fire alarm systems shall be performed by a person holding a valid permit issued pursuant to Sentence 4).

4) No person shall inspect, test or maintain a fire alarm system without first obtaining a valid permit issued by the Director.

5) Any person who wishes to obtain a permit to inspect, test or maintain fire alarm systems shall submit proof satisfactory to the Director that the person:

   a) is, or the person's employer is, a member in good standing of the Canadian Fire Alarm Association or the National Fire Protection Association; and

   b) has at least one of the following qualifications:

      i) a certificate from a recognized alarm manufacturer that the person is a factory trained installer and serviceperson; or

      ii) a certificate that the person has successfully completed the Canadian Fire Alarm Association "Fire Alarm Technology" program, and has worked as an apprentice to a person who holds a permit under this section for a period of not less than one year; or

      iii) a certificate that the person has successfully completed the journeyperson's electrician trade's upgrading course entitled "Fire Alarm and Protection Systems".

6) a) For purposes of this section "Addressable Fire Alarm System" means a fire alarm system that consists of initiating devices and central appliances and that is capable of individually identifying and controlling discrete components and functions of the system.

   b) Only authorized factory trained personnel may service addressable fire alarm systems.

   c) Any person who wishes to obtain a permit to test, inspect or maintain addressable fire alarm systems shall submit proof satisfactory to the Director that the person:

i) is, or the person's employer is, member in good standing of the Canadian Fire Alarm Association or the National Fire Protection Association; and

ii) possesses appropriate factory training in servicing addressable fire alarm systems.

7) Upon proof of the matters referred to in Sentences 5) and 6c), the Director shall issue to the person the appropriate permit to inspect, test and maintain fire alarm systems in the City, which permit shall be valid for the period specified on the permit.

8) The Director may, at his or her discretion, cancel, revoke or suspend the permit of any person who, in the opinion of the Director, has contravened any of the provisions of this Bylaw.

9) Upon issuance of a permit pursuant to Sentence 7), the Director shall issue to the person an identification number.

10) Any label or tag affixed to a fire alarm system shall, in addition to the information required by the National Fire Code, contain the identification number pursuant to Sentence 9) of the person who performed the inspection, test or maintenance on the fire alarm system."

PART IV: ADDITIONAL STANDARDS

Alternative Family Care Homes and Residential Care Occupancies up to 10 Occupants

25(1) In this part "care occupancy" means a building or part thereof occupied as a single housekeeping unit where care is provided to the residents and that provides sleeping accommodations for the occupants and includes but is not limited to:

(a) a facility providing care service without treatment;

(b) an in-patient facility providing care service without treatment;

(c) a convalescent home;

(d) a hospice home;

(e) a personal care home;

(f) an approved private service home;

(g) a custodial residence or detoxification home without treatment;

(h) an emergency shelter;

(i) a group home;

(j) a group living home;

(k) a maternity home;

(l) a nursing home;

(m) a palliative care facility;

(n) a private-service home;

(o) a respite home;

(p) a special care home;

(q) a custodial home;

(2) No building used for care occupancy shall fail to have:

(a) interconnected smoke alarms installed in accordance with Article 9.10.19.3 of the National Building Code;

(b) carbon monoxide alarms installed in accordance with Article 9.32.3.9 of the National Building Code;

(c) emergency lighting provided in accordance with Subsection 3.2.7 of the National Building Code; and

(d) sprinklers, unless the occupants are capable of self-preservation.

(3) For the purposes of subsection (2)(d), “capable of self-preservation” means that a person is capable of recognizing and responding to an emergency given his or her physical, cognitive and behavioural abilities, and is able to arise and walk, or transfer from a bed or chair to a means of mobility, and leave the building or move to a safe location on his or her own without the assistance of another person.

(4) The requirements of subsection (2) apply to all care occupancies, including those care occupancies that were already in use or operation prior to the passage of this Bylaw.

PART V: FIREWORKS AND PYROTECHNICS

Sale of Low Hazard Fireworks

26(1) No person shall sell low hazard recreational fireworks within the City, except on New Year's Day, Canada Day and Victoria Day or the 10 days immediately preceding New Year's Day, Canada Day and Victoria Day.

(2) No person shall sell low hazard recreational fireworks within the City to any person under the age of 18 years.

Display of Low Hazard Fireworks

27 Low hazard recreational fireworks shall not be displayed for sale within the City unless:

(a) the fireworks are displayed in a display case, package or other suitable receptacle that is not accessible to the public;

(b) the display case, package or other suitable receptacle in which the fireworks are displayed is not in close proximity to flammable material and not in a location where the fireworks will be exposed to the rays of the sun or excess heat;

(c) the fireworks are displayed in lots not exceeding 25 kilograms each gross weight;

(d) the fireworks are dispensed from the display case, package or other suitable receptacle only by the vendor or the vendor's employees; and

(e) the Summary of Bylaw Requirements in Schedule "B" to this Bylaw is displayed in a visible location on the display case or receptacle, or immediately adjacent to it.

Sale and Display of High Hazard Fireworks

28 High hazard fireworks shall not be displayed for sale or sold in the City.

Application

29 Section 26 and section 27 do not apply to sales of fireworks to a Fireworks Supervisor, a Special Effects Pyrotechnician, a Pyrotechnician, or a theatrical user

for use in a fireworks exhibition or a pyrotechnics exhibition authorized pursuant to this Bylaw.

Setting Off Fireworks and Pyrotechnics

30 No person shall set off any of the following within the City:

(a) fireworks, other than pyrotechnics, unless they are set off as part of a fireworks exhibition;

(b) pyrotechnics, unless they are set off as part of a pyrotechnics exhibition.

Fireworks Exhibitions

31(1) A fireworks exhibition shall be held only:

(a) in public places approved by the Fire Chief and the Chief of Police;

(b) at a safe distance from all combustible materials and all highways, railroads, overhead wires, buildings and other structures; and

(c) under the supervision of a Fireworks Supervisor.

(2) No person shall hold a fireworks exhibition unless the Fireworks Supervisor responsible for the fireworks exhibition has obtained a permit from the Fire Chief and the Chief of Police.

(3) A Fireworks Supervisor shall apply for a permit in writing at least 14 days before the intended date of the fireworks exhibition.

(4) The permit application shall be made in a form approved by the Director and shall include all of the following information:

(a) the name, address and signature of the person or persons sponsoring the proposed fireworks exhibition;

(b) the name, certification number and signature of the Fireworks Supervisor;

(c) the name of the person that will conduct the proposed fireworks exhibition;

(d) the date and time of the proposed fireworks exhibition;

(e) a detailed description of the proposed fireworks exhibition;

(f) the exact location for the proposed fireworks exhibition including a diagram of the grounds on which it will be held, showing the point from where the fireworks will be discharged, the location of all highways, railroads, overhead wires and obstructions, buildings and other structures, and the lines behind which the audience will be restrained;

(g) written consent from the owner of the property on which the proposed fireworks exhibition will be held;

(h) the size, number and type of all fireworks proposed to be discharged, including the number of set pieces, shells, and other items;

(i) a description of the shells including their diameter and whether they are single, multiple break or salute shells;

(j) the manner and place of storage of all fireworks prior to, during and after the exhibition;

(k) the name and address of the vendor or vendors that supplied all the fireworks proposed to be used in the exhibition;

(l) proof of General Liability Insurance with coverage of at least $5,000,000 per occurrence in a form acceptable to the City's Risk Manager;

(m) any other information requested by either the Fire Chief or the Chief of Police.

(5) The Fire Chief or Chief of Police may refuse to issue a permit for a fireworks exhibition if, in either of their opinion:

(a) the application for the permit is unsatisfactory;

(b) the person or Fireworks Supervisor that is proposed to conduct the exhibition does not have adequate insurance coverage;

(c) the proposed exhibition presents a fire hazard to any neighbouring properties;

(d) the proposed exhibition will be inadequately equipped with fire safety or suppression equipment; or

(e) the proposed exhibition presents a danger to public health or safety.

(6) The permit application forms the terms and conditions upon which the permit will be granted.

(7) A fireworks exhibition shall be only held on the terms set out in the permit.

(8) A fireworks exhibition shall be conducted in a manner consistent with all the safety procedures listed in the most recent Display Fireworks Manual distributed by the Explosives Regulatory Division of Natural Resources Canada and shall be held and continued only while:

(a) all proper precautions are being observed to keep spectators at a safe distance; and

(b) suitable fire extinguishers or other proper means of extinguishing fires are at hand.

(9) The Fire Chief or Chief of Police may temporarily or permanently suspend or terminate any fireworks exhibition if, in either of their opinion, it:

(a) is or is threatening to become a danger to any property or to public health or safety;

(b) is inadequately equipped with fire safety or suppression equipment; or

(c) does not meet the terms of the permit.

(10) If an inspection or demonstration is necessary to determine whether a fireworks exhibition can be performed safely before its intended audience, the Fire Chief or the Chief of Police may require any or all of the following:

(a) an inspection of the location of the proposed exhibition;

(b) an inspection of the equipment proposed to be used in the exhibition;

(c) a demonstration of the exhibition.

(11) All unused fireworks from, and all debris created by, a fireworks exhibition shall be safely removed and disposed of by the responsible Fireworks Supervisor immediately after the exhibition.

Pyrotechnics Exhibition

32(1) A pyrotechnics exhibition shall be held only:

(a) in locations approved by the Fire Chief and the Chief of Police; and

(b) under the supervision of a Special Effects Pyrotechnician, Pyrotechnician or a theatrical user.

(2) No person shall stage a pyrotechnics exhibition unless the Special Effects Pyrotechnician, Pyrotechnician or theatrical user responsible for the pyrotechnics exhibition has obtained a permit from the Fire Chief and the Chief of Police.

(3) A Special Effects Pyrotechnician, Pyrotechnician or theatrical user shall apply for a permit in writing at least 14 days before the intended date of the pyrotechnics exhibition.

(4) The permit application shall be made in a form approved by the Director and shall include all of the following information:

(a) the name, address and signature of the person or persons sponsoring the proposed pyrotechnics exhibition;

(b) the name, certification number and signature of the Special Effects Pyrotechnician, Pyrotechnician or theatrical user;

(c) the name of the person that will conduct the proposed pyrotechnics exhibition;

(d) the date, location and time of the proposed pyrotechnics exhibition;

(e) a detailed description of the proposed pyrotechnics exhibition;

(f) a pyrotechnics exhibition plan showing:

(i) a sketch of the location;

(ii) the exact distance of all pyrotechnic materials and devices from the audience, performers, staging, sets, properties and curtains;

(iii) a legend of symbols for each pyrotechnic material and device with the numbers of each and, for binary powders, the load values;

(iv) the ceiling height of the building;

(v) the amounts of pyrotechnic materials and the devices that will be used;

(vi) descriptions of the cueing of each pyrotechnic effect; and

(vii) the clearly marked exits from the building.

(g) written consent from the owner of the property on which the proposed pyrotechnics exhibition will be held;

(h) the proposed location and manner of storage of all the pyrotechnic materials prior to, during, and after the pyrotechnics display;

(i) the name and address of the vendor or vendors proposed to supply the pyrotechnic materials used in the exhibition; and

(j) any other information requested by either the Fire Chief or the Chief of Police.

(5) The Fire Chief or Chief of Police may refuse to issue a permit for a pyrotechnics exhibition if, in either of their opinion:

(a) the application for the permit is unsatisfactory;

(b) the proposed pyrotechnics exhibition or its location will be inadequately equipped with fire safety or suppression equipment; or

(c) the fireworks exhibition or its proposed location presents a danger to public health or safety.

(6) The permit application forms the terms and conditions upon which the permit will be granted.

(7) A pyrotechnics exhibition shall only be held on the terms set out in the permit.

(8) The Fire Chief or Chief of Police may temporarily or permanently suspend or terminate any pyrotechnics exhibition if, in either of their opinion, it:

(a) is or is threatening to become a danger to any property or to public health or safety;

(b) is inadequately equipped with fire safety or suppression equipment; or

(c) does not meet the terms of the permit.

(9) If an inspection or demonstration is necessary to determine whether a pyrotechnics exhibition can be performed safely before its intended audience, the Fire Chief or the Chief of Police may require any or all of the following:

(a) an inspection of the proposed location of the pyrotechnics exhibition;

(b) an inspection of the equipment proposed to be used in the pyrotechnics exhibition;

(c) a demonstration of the pyrotechnics exhibition.

(10) One permit may be made to authorize repeat performances of a pyrotechnics exhibition occurring on the dates specified in the permit.

(11) A pyrotechnics exhibition shall only be held under the supervision of the Special Effects Pyrotechnician, Pyrotechnician or theatrical user on the dates, the times and at the places set out in the permit.

(12) A pyrotechnics exhibition may be held or continued only if:

(a) all the safety procedures listed in the most recent Pyrotechnic Special Effects Manual distributed by the Explosives Regulatory Division of Natural Resources Canada are followed;

(b) all proper precautions are being observed to keep spectators at a safe distance; and

(c) suitable fire extinguishers or other proper means of extinguishing fires are present.

(13) All unused pyrotechnic special effects from, and all debris created by, a pyrotechnics exhibition shall be safely removed and disposed of by the Special Effects Pyrotechnician, Pyrotechnician or Theatrical User immediately after the pyrotechnics exhibition.

Firecrackers Prohibited

33(1) No person shall sell firecrackers within the City.

(2) No person shall set off or otherwise use firecrackers within the City.

Flying Lanterns/ Sky Lanterns Prohibited

34(1) No person shall launch a flying lantern/sky lantern within the City or suffer or permit a flying lantern or sky lantern to be launched from property they own or control.

Delegated Authority

35(1) The City Manager and the Risk Manager have the authority to consent to a fireworks display or a pyrotechnics display to be held on property owned or

controlled by the City.

(2) The City Manager may appoint a person to exercise the authority granted in subsection (1).

Explosives Act

36(1) This Bylaw is subject to the *Explosives Act* and the federal regulations.

(2) Where there is a conflict between this Bylaw and the *Explosives Act* or the federal regulations, the *Explosives Act* or the federal regulations will take precedence to the extent of the conflict.

PART VI: RESPONSES TO FALSE ALARMS

False Alarm Fee

37(1) The Department may charge a fee, as set out in Schedule "A" to this Bylaw, for responding to a false alarm from a fire alarm system or a security system where the Department responds to:

(a) more than one false alarm at the same building within the same calendar year;

(b) more than one false alarm from the same fire alarm system or security system within the same calendar year; or

(c) more than one false alarm from the same parcel of land within the same calendar year where there is more than one building on the that parcel of land.

(2) Where the Department responds to an alarm as set out in this section and the business owner, property owner or property manager does not provide access to the interior of the building within 30 minutes of the arrival of the Department at the building, the Department may charge, in addition to the false alarm fee set out in Schedule "A", a standby fee as set out in Schedule "A", until access is provided to the interior of the building.

(3) If a business owner, property owner or property manager has installed a lock-box in an accessible location at the building and if that lock-box contains current keys or codes to provide access to the building, a person or key-holder does not have to be present to satisfy the access requirements as set out in subsection (2).

(4) If the Department is dispatched to respond to an alarm but is notified prior to arriving at the property that the alarm is a false alarm, the fee set out in Schedule "A" continues to apply.

(5) The Department will issue invoices for the fees assessed pursuant to this Bylaw at such times in such a manner as the Department considers appropriate.

(6) The total amount of an invoice is due and payable on the first day of the month following the month in which the invoice was issued to the registered owner.

(7) Any cheque returned to the Department by the financial institution of an owner for any reason will be assessed the charge established pursuant to section 5 of Schedule "B" to *The Regina Administration Bylaw*, No. 2003-69.

(8) Where an owner fails to pay any fee assessed pursuant to this Bylaw within 60 days after the amount becomes dues and payable, the Department may cause the outstanding amount to be added to the tax roll of the parcel or parcels of land comprising the alarm site in accordance with section 333(1) of *The Cities Act*.

Review of False Alarm Fee Assessment

38(1) A registered owner who has been issued a false alarm invoice may apply for a review of the assessment of a false alarm response or standby fee to the Director.

(2) A written review application setting forth the reasons for the review must be filed with the Director not later than 20 days after the date of the false alarm invoice.

(3) A review application fee of $25 must accompany the review application, which is refundable if the Director determines that a false alarm response or standby fee should not have been assessed.

(4) The filing of an application for review stays the collection of the fee being reviewed until such time as the Director makes a decision.

(5) The Director will provide the owner with a written notice of the decision made on a review.

PART VII: ENFORCEMENT, OFFENCES AND PENALTIES

Notice of Violation Offences

39(1) Every person commits an offence who fails to comply with a provision of *The Fire Safety Act*, the regulations to *The Fire Safety Act*, the National Fire Code or this Bylaw.

(2) When the Director or a fire inspector has reason to believe that a person has committed

any of the following offences of the National Fire Code or this Bylaw, the Director or fire inspector may issue a notice of violation to the person in contravention:

(a) failure to comply with National Fire Code requirements regarding clear and unobstructed exit or means of egress;

(b) failure to maintain a fire exit door or fire exit hardware;

(c) failure to comply with National Fire Code requirements regarding maintenance of exterior passageways and exterior exit stairs serving occupied buildings;

(d) failure to comply with requirements of National Fire Code or this Bylaw regarding maintenance, service or testing of portable fire extinguishers;

(e) failure to comply with requirements of National Fire Code or this Bylaw regarding maintenance, service or testing of an automatic sprinkler system;

(f) failure to comply with requirements of National Fire Code or this Bylaw regarding maintenance, service or testing of commercial cooking equipment including exhaust and fire protection systems;

(g) failure to comply with requirements of National Fire Code or this Bylaw regarding maintenance, service or testing of special extinguishing system;

(h) failure to comply with requirements of National Fire Code or this Bylaw regarding maintenance, service or testing of fire alarm systems and components;

(i) failure to comply with requirements of National Fire Code or this Bylaw regarding maintenance, service or testing of a standpipe system;

(j) permit combustible materials to accumulate in or around buildings or locations contrary to the National Fire Code and this Bylaw;

(k) block or wedge open a closure of a fire separation contrary to the National Fire Code;

(l) failure to maintain fire separations contrary to the National Fire Code;

(m) obscure or obstruct a fire hydrant contrary to the National Fire Code and this Bylaw;

(n) obscure or obstruct a fire department connection contrary to the National Fire Code;

(o) failure to maintain a clear and unobstructed fire lane contrary to the National Fire Code;

(p) failure to maintain exit signs contrary to the National Fire Code of this Bylaw;

(q) failure to maintain emergency lighting contrary to the National Fire Code or this Bylaw;

(r) failure to comply with any provision of this Bylaw regarding occupant loads;

(s) failure to comply with provisions of this Bylaw regarding fireworks, flying lanterns, sky lanterns, or pyrotechnics;

(t) failure to maintain a clearance of 45 centimetres between sprinkler heads and obstructions as required by the National Fire Code;

(u) failure to comply with any provision of the National Fire Code or this Bylaw regarding open air fires;

(v) failure to comply with any provision of this Bylaw relating to fire pits or outdoor fireplaces;

(w) tampering with a fire protection system.

(3) Where a notice of violation is issued, a person may make a voluntary payment of $300.00 for that violation, if the person does so before the specified date set out in the notice of violation.

(4) Where the Director or any other agency approved by the Director receives a voluntary payment pursuant to (3) before a summons is issued, the person receiving the notice of violation shall not be liable to prosecution for the alleged contravention.

(5) Where the Director receives a voluntary within 14 days after issuance of the notice of violation, the Director or any other agency approved by the Director, may reduce the prescribed amount by $50.

PART VIII: MISCELLANEOUS

Severability

40 If any section, subsection, sentence, clause, phrase or other portion of this Bylaw is for any reason held invalid or unconstitutional by any court of competent jurisdiction, that

portion shall be deemed a separate, distinct and independent provision and the holding of the court shall not affect the validity of the remaining portions of the Bylaw.

Repeal and coming into force

41 Bylaw No. 2005-18, being *The Regina Fire Bylaw*, is repealed.

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

READ A FIRST TIME THIS Day DAY OF Month Year.

READ A SECOND TIME THIS Day DAY OF Month Year.

READ A THIRD TIME AND PASSED THIS Day DAY OF Month Year.

Mayor

City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk

Schedule "A"

False Alarm

Pursuant to section 37 of the Bylaw, the Department is authorized to charge the following fees:

Response	**Fee**
First False Alarm	n/a
Second False Alarm	$300
Third False Alarm	$600
Subsequent False Alarms	$600
Standby fee per half hour	$400

Schedule "B"

PART V - FIREWORKS AND PYROTECHNICS

PART V: FIREWORKS AND PYROTECHNICS

Sale of Low Hazard Fireworks
26(1) No person shall sell low hazard recreational fireworks within the City, except on New Year's Day, Canada Day and Victoria Day or the 10 days immediately preceding New Year's Day, Canada Day and Victoria Day.

(2) No person shall sell low hazard recreational fireworks within the City to any person under the age of 18 years.

Display of Low Hazard Fireworks
27 Low hazard recreational fireworks shall not be displayed for sale within the City unless:
(a) the fireworks are displayed in a display case, package or other suitable receptacle that is not accessible to the public;
(b) the display case, package or other suitable receptacle in which the fireworks are displayed is not in close proximity to flammable material and not in a location where the fireworks will be exposed to the rays of the sun or excess heat;
(c) the fireworks are displayed in lots not exceeding 25 kilograms each gross weight;
(d) the fireworks are dispensed from the display case, package or other suitable receptacle only by the vendor or the vendor's employees; and
(e) the Summary of Bylaw Requirements in Schedule "B" to this Bylaw is displayed in a visible location on the display case or receptacle, or immediately adjacent to it.

Sale and Display of High Hazard Fireworks
28 High hazard fireworks shall not be displayed for sale or sold in the City.

Application
29 Section 26 and section 27 do not apply to sales of fireworks to a Fireworks Supervisor, a Special Effects Pyrotechnician, a Pyrotechnician, or a theatrical user for use in a fireworks exhibition or a pyrotechnics exhibition authorized pursuant to this Bylaw.

Setting Off Fireworks and Pyrotechnics
30 No person shall set off any of the following within the City:
(a) fireworks, other than pyrotechnics, unless they are set off as part of a fireworks exhibition;
(b) pyrotechnics, unless they are set off as part of a pyrotechnics exhibition.

. . .

Fireworks Exhibitions
31(1)A fireworks exhibition shall be held only:
(a) in public places approved by the Fire Chief and the Chief of Police;
(b) at a safe distance from all combustible materials and all highways, railroads,overhead wires, buildings and other structures; and
(c) under the supervision of a Fireworks Supervisor.

(2) No person shall hold a fireworks exhibition unless the Fireworks Supervisor responsible for the fireworks exhibition has obtained a permit from the Fire Chief and the Chief of Police.

. . .

Pyrotechnics Exhibition
32(1) A pyrotechnics exhibition shall be held only:
(a) in locations approved by the Fire Chief and the Chief of Police; and
(b) under the supervision of a Special Effects Pyrotechnician, Pyrotechnician or a theatrical user.

(2) No person shall stage a pyrotechnics exhibition unless the Special Effects Pyrotechnician, Pyrotechnician or theatrical user responsible for the pyrotechnics exhibition has obtained a permit from the Fire Chief and the Chief of Police.

Firecrackers Prohibited
33(1) No person shall sell firecrackers within the City.

(2) No person shall set off or otherwise use firecrackers within the City.

Flying Lanterns/ Sky Lanterns Prohibited
34 (1) No person shall launch a flying lantern/sky lantern within the City or suffer or permit a flying lantern or sky lantern to be launched from property they own or control.

ABSTRACT

BYLAW NO. Enter Bylaw Number

Enter Bylaw Title

PURPOSE:	Describe purpose of bylaw
ABSTRACT:	Provide background/explanatory notes
STATUTORY AUTHORITY:	Provide statutory authority
MINISTER'S APPROVAL:	Specify statute requirements for Ministerial approval
PUBLIC HEARING:	N/A
PUBLIC NOTICE:	N/A
REFERENCE:	Identify Committee, dates and report numbers
AMENDS/REPEALS:	Bylaw No. 2005-18, being *The Regina Fire Bylaw*, is repealed.
CLASSIFICATION:	Regulatory and Administrative
INITIATING DIVISION:	Identify initiating DIVISION only
INITIATING DEPARTMENT:	Identify initiating DEPARTMENT only

SCHEDULE B

Government of Saskatchewan

Ministry of Government Relations
Emergency Management and Fire Safety
500-1855 Victoria Avenue
Regina, Canada S4P 3T2

May 13, 2016

Ernie Polsom
Fire Chief/Director
Regina Fire and Protective Services
1205 Ross Avenue
REGINA SK S4P 3C8

Dear Chief Polsom:

Thank you for providing Emergency Management and Fire Safety (EMFS) the opportunity to review the corrections to Regina Fire & Protective Services' proposed The Regina Fire Bylaw, 2016.

Ministry of Government Relations staff from both EMFS and Building Standards reviewed the corrections and agree that these corrections address the items raised in our April 20, 2016 letter. We believe the proposed Regina Fire Bylaw, 2016 now aligns with Saskatchewan's *Fire Safety Act.*

We were pleased to expedite this review so that your new fire bylaw can be brought forward to a committee of council for their approval on June 13, 2016. We remain committed to work with municipal and public safety partners towards advancing and improving fire safety throughout Saskatchewan.

Sincerely,

Duane McKay
Commissioner and Executive Director

cc: William Hawkins, Executive Director, Building Standard and Licensing Branch
Trent Catley, Assistant Deputy Commissioner, Emergency Management & Fire Safety

BYLAW NO. 2016-46

THE REGINA FIRE BYLAW, 2016

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

PART I: PURPOSE AND STATUTORY AUTHORITY

Purpose

1 The purpose of this Bylaw is to:

(a) acknowledge the authority of the Director as the Fire Chief and local assistant;

(b) acknowledge the purpose of the Department as a service provider;

(c) revise, vary and modify provisions of the National Fire Code and adopt additional or enhanced fire safety and prevention standards;

(d) provide for inspections required by provincial law other than *The Fire Safety Act*;

(e) regulate private inspections of certain fire safety equipment;

(f) regulate the sale and use of fireworks and pyrotechnics;

(g) establish fees and charges for false alarms; and

(h) establish additional mechanisms for enforcement of *The Fire Safety Act*, the regulations to *The Fire Safety Act*, the National Fire Code and this Bylaw.

Statutory authority

2 The authority for this Bylaw is section 8 and 333 of *The Cities Act* and section 49 of *The Fire Safety Act.*

PART II: DEFINITIONS AND ADMINISTRATIVE REQUIREMENTS

Definitions

3 In this Bylaw:

"Chief of Police" means the Chief of the Regina Police Service and anyone acting or authorized to act on his or her behalf;

Approved as to form this _____ day of _____, 20__.

City Solicitor

"City" means the municipal corporation of the City of Regina or the geographical area within the City limits, as the context requires;

"City Manager" means the person appointed to the position of City Manager by Council;

"Council" means the Council of the City;

"**cut seasoned wood**" means lengths of wood that have been air-dried to reduce the moisture content;

"Department" means the Regina Fire and Protective Services Department;

"Director" means the Director of the Regina Fire and Protective Services Department of the City or anyone acting on his or her behalf;

"facility" includes a group home, child care home, personal care home, private service home and a residential-service facility;

"false alarm" means an activation of a fire alarm system or a security system when there is neither a fire nor any other emergency at the alarm site;

"federal regulations" means the regulations passed pursuant to the *Explosives Act*;

"firecracker" means any object containing any substance or combination of substances prepared for, capable of, or discharged for the purpose of producing an explosion without a pyrotechnics display, including cannon crackers, firecrackers, mines, squibs and torpedoes;

"fire alarm system" means a system consisting of a control unit and a combination of electrical interconnected devices, which are:

(a) designed and intended to detect a fire condition and to actuate an alert and/or alarm signal in a building or structure; or

(b) manually activate and includes the systems installed throughout any building or structure;

"Fire Chief" means the Director and anyone authorized or delegated to act on behalf of the Director;

"fire inspector" means an officer who is employed by the City and authorized by the Director to act as a municipal inspector for the purposes of *The Fire Safety Act* and this Bylaw;

"fire pit" means a permanently affixed outdoor fire receptacle and a portable fire receptacle, including a chiminea;

"fire protection systems" means fire alarm systems, sprinkler systems, special extinguishing systems, standpipe and hose systems, and emergency power installations;

"fireworks" means explosives that are enclosed in any case or contrivance, or are otherwise manufactured or adapted for the production of pyrotechnic effects, pyrotechnic signals or sound signals and includes any chemical compound or mechanically mixed preparation of an explosive or of an inflammable nature that is used for the purpose of making such explosives, but does not include firecrackers;

"fireworks exhibition" means an exhibition of fireworks intended for the entertainment of the general public or in open view of the general public;

"Fireworks Supervisor" means a person who has been certified as a Fireworks Supervisor by the Explosives Regulatory Division of Natural Resources Canada;

"flying lantern" or **"sky lantern"** means paper or plastic devices containing a candle or other fuel source designed to heat the air in the device so the device will levitate;

"high hazard fireworks" means fireworks classed as Subdivision 2 and Subdivision 3 of Division 2 fireworks in the federal regulations, such as model rocket engines, rockets, serpents, shells, bombshells, tourbillions, maroons, large wheels, bouquets, barrages, bombardos, waterfalls, fountains, batteries, illumination, set pieces and pigeons, but does not include firecrackers;

"lessee" means a person who leases a building or land and includes an occupant, tenant, or subtenant;

"low hazard recreational fireworks" means fireworks classed as Subdivision 1 of Division 2 fireworks in the federal regulations comprised of low hazard fireworks generally used for recreation, such as fireworks showers, fountains, golden rain, lawn lights, pin wheels, Roman candles, volcanoes and sparklers, but does not include Christmas crackers or caps for toy guns;

"National Building Code" means The National Building Code of Canada as adopted by the regulations to *The Uniform Building and Accessibility Standards Act* as amended from time to time;

"National Fire Code" means The National Fire Code of Canada as adopted by the regulations to *The Fire Safety Act* as amended from time to time;

"NFPA" means the National Fire Protection Association;

"outdoor fireplace" means an enclosed and permanently affixed outdoor fire receptacle which incorporates a permanently affixed chimney or flue, and is constructed of brick, rock or other masonry;

"owner" means a person who has any right, title, estate or interest in land or buildings other than that of a mere occupant, lessee, tenant or mortgagee;

"**peace officer"** means a police officer or a constable appointed pursuant to any legislation;

"person" includes a corporation and the heirs, executors, administrators or other legal representatives of a person;

"pyrotechnician" means a person who has been certified as a pyrotechnician by the Explosives Regulatory Division of Natural Resources Canada;

"pyrotechnic special effects" means those fireworks that are used in the entertainment industry whether designed specifically for indoor or outdoor use, such as black powder bombs, bullet effects, flash powder, smoke compositions, gerbs, lances and wheels;

"pyrotechnics exhibition" means an exhibition of pyrotechnic special effects intended for the entertainment of the public, in open view to the general public, or in a place to which the general public may be admitted, and includes places to which admittance to the general public is restricted by age or by invitation;

"Risk Manager" means the Risk Manager appointed or employed by the City;

"security alarm" means an alarm system intended to detect and alert of heat or smoke in the building;

"Special Effects Pyrotechnician" means a person who has been certified as a Special Effects Pyrotechnician by the Explosives Regulatory Division of Natural Resources Canada;

"theatrical user" means a person who has been certified as a theatrical user by the Explosives Regulatory Division of Natural Resources Canada.

Interpretation

4(1) The words and terms not specifically defined in this Bylaw shall have the meaning prescribed in *The Fire Safety Act*, *The Fire Safety Regulations*, the National Fire Code or the National Building Code, *The Uniform Building and Accessibility Standards Act* and the regulations passed pursuant to *The Uniform Building and Accessibility Standards Act,* unless otherwise modified by this Bylaw.

(2) Words and phrases not specifically defined in this Bylaw or in the legislation in subsection (1), shall have the meanings which are commonly assigned to them with reference to the context in which they are used and with reference to the specialized use of terms within the various trades and professions to which the terminology applies.

Authority of Director

5(1) The Director is appointed as the Fire Chief and the local assistant, as defined in *The Fire Safety Act*.

(2) The Director is responsible for and shall carry out the daily administration and operations of the Department and may make any policies, regulations or operating procedures where necessary.

(3) The Director shall administer and enforce this Bylaw within the City and may perform any other duties and exercise any other powers that may be delegated by Council or authorized by provincial law.

(4) The Director is authorized to further delegate any matter delegated to him or her under this Bylaw.

Purpose of the Department

6(1) The Department is continued as an established service department of the City pursuant to clause 8(1)(i) of *The Cities Act* and is authorized to provide services relating to fire suppression, prevention and investigation and additional related services, including, but not limited to:

(a) emergency response services;

(b) inspections and investigations;

(c) educational and training programs;

(d) rescue services;

(e) dangerous goods emergency services;

(f) regulation of fireworks and pyrotechnics; and

(g) regulation of private fire safety equipment inspectors.

Inspection services

7(1) In addition to the authority provided to conduct inspections pursuant to *The Fire Safety Act,* the Director or a fire inspector may carry out inspections on behalf of and at the request, in writing, of an owner or operator of a facility where an inspection, letter of approval or report with respect to the fire safety of the facility is required from the local fire chief, a fire inspector or a local assistant to the Fire Commissioner pursuant to provincial legislation.

(2) Where the Director or a fire inspector carries out an inspection pursuant to this section, he or she shall only inspect and report on the fire safety of the facility and the fire protection equipment in the facility as required pursuant to the applicable provincial legislation.

(3) The Department shall not charge any fee for an inspection conducted pursuant to this section.

PART III: MODIFICATIONS TO THE NATIONAL FIRE CODE

Modification of the National Fire Code of Canada

8 The National Fire Code is revised, varied or modified as set forth in this Part.

Smoke Alarms

9 Division B, Part 2, Article 2.1.3.3. is repealed and the following substituted:

"**2.1.3.3. Smoke alarms**

1) Smoke alarms conforming to CAN/ULC S531-M, "Smoke Alarms" shall be installed in each dwelling unit and, except for care, treatment or detention occupancies required to have a fire alarm system, in each sleeping room not within a dwelling unit.

2) Smoke alarms within dwelling units shall be installed between each sleeping area and the remainder of the dwelling unit, and where the sleeping areas are served by hallways, the smoke alarms shall be installed in the hallways.

3) Smoke alarms shall be installed in conformance with CAN/ULC-S553, “Installation of Smoke Alarms”.

4) Smoke alarms are permitted to be battery operated.

5) For the purposes of Sentence 6) “building” means a building that contains:

   a) more than one dwelling unit;

   b) one or more building units that are not occupied by the owner of the building; or

   c) a dwelling unit or units containing one or more sleeping rooms or sleeping areas where lodging, with or without meals, is provided for a fee, such as rooming houses or lodging houses but not including hotel or care occupancies.

6) Notwithstanding Sentences 3) and 4), the owner of a building defined in Sentence 5) shall ensure that the smoke alarms contained in the building:

   a) are installed with permanent connections to an electrical circuit;

   b) have no disconnect switches between the overcurrent device and the smoke alarm;

   c) in case the regular power supply to the smoke alarm is interrupted, be provided with a battery as an alternative power source that can continue to provide power to the smoke alarm for a period of no less than 7 days in normal conditions followed by 4 minutes of alarm;

   d) shall be inspected and tested in conformance with CAN/ULC-S552 or at least every 30 days, whichever is more frequent, to ensure that the smoke alarms are still in place and operable;

   e) in addition to the requirement of 2.1.3.3.2), at least one smoke alarm shall be installed on any story of a dwelling that does not provide sleeping rooms;

f) smoke alarms shall be replaced in conformance with CAN/ULC-S552.

7) Smoke alarms shall be maintained in an operable condition at all times.

8) The owner of a building or the owner's authorized agent shall conduct all inspections and testing required by Sentence 5).

9) Where a building contains either more than one dwelling unit or one or more dwelling units that are not occupied by the owner of the building, the owner or the owner's authorized agent shall maintain a record of all inspections and tests required pursuant to Sentence 5).

10) Where a fire inspector requests a copy of any record required to be kept pursuant to Sentence 8), the owner or the owner's authorized agent shall immediately produce the original record and promptly provide a copy of the record on demand by an inspector.

11) The record required by Sentence 8) shall contain the following information:

a) the address of the premises being inspected;

b) the date of the inspection;

c) the name of the person conducting the inspection;

d) the condition, maintenance and operation of the smoke alarm, including any deficiencies; and

e) any corrective measures that were taken.

12) These provisions apply to individual condominium units that are used as rental accommodation."

Fire Protection Systems and Building Components

10 The following article is added after Division B, Part 2, Article 2.1.3.8.:

"2.1.3.9. Fire Protection Systems

1) Each manual fire alarm pull station in a building shall be:

a) accessible;

b) unobstructed;

c) visible; and

d) of the same general type as the others in the building.

2) When a Fire Protection System in a building is a repeated source of false alarms, which alarms are, in the opinion of a fire inspector, caused by:

a) the elements or design of the system;

b) the environment of the system; or

c) the location of the alarm pull stations in the building;

the owner shall remedy the problems as ordered by the fire inspector, within the time specified in the order.

3) No person shall tamper with:

a) exit doors, exit signs or emergency lighting;

b) portable or fixed fire extinguishing equipment;

c) automatic sprinkler systems;

d) fire, heat, or smoke detection devices, or;

e) fire alarm devices or systems."

Coniferous Trees

11 Division B, Part 2, Article 2.3.1 is modified by adding the following after Article 2.3.1.4.:

"2.3.1.5. Sale of coniferous trees

1) In a heated building, no person shall sell, or offer for sale, any fir, pine, balsam, spruce or other variety of coniferous tree except where the tree is living and rooted in soil with enough moisture to sustain the tree.

2) No person shall display any live cut fir, pine, balsam, spruce or other variety of coniferous tree in exits, foyers and corridors required as a means of egress in any building, excluding residential suites and residential dwelling units."

Accumulation of Combustible Materials

12 Division B, Part 2, Article 2.4.1.1. Sentence 1) is repealed and the following substituted:

"1) Combustible materials in and around buildings shall not be permitted to accumulate in quantities or locations that will constitute an undue fire hazard."

Open Flames

13 Division B, Part 2, Article 2.4.3.1. is repealed and the following substituted:

"2.4.3.1. Open Flames

1) Open flames whose quantity and method of use create a fire hazard shall not be permitted in or near buildings that are used for the following:

a) *assembly occupancies*; or

b) dining areas in Group B, Division 2 and 3 care and treatment occupancies."

Open Air Fires

14 Division B, Part 2, Article 2.4.5 is repealed and the following substituted:

"2.4.5. Open Air Fires

2.4.5.1. Open Air Fires

1) No person shall start or permit an open air fire to be started or continued within the City unless that person has obtained a permit authorizing such a fire from the *authority having jurisdiction.*

2) The permit shall be in a form approved by the *authority having jurisdiction.*

3) Notwithstanding Sentence 1), a permit shall not be required for an open air fire where:

a) the open air fire is used for cooking on a grill or barbeque; or

b) contained within a fire pit or outdoor fireplace conforming to Article 2.4.5.2.

2.4.5.2. Fire Pits and Outdoor Fireplaces

1) Fire pits and outdoor fireplaces shall meet the following requirements:

   a) the fire shall be contained in a non-combustible receptacle constructed of concrete, clay, brick or sheet metal with a minimum 18 gauge thickness;

   b) the receptacle shall be covered with a heavy gauge metal screen with openings not exceeding 13 millimetres; and

   c) the size of the fire box of any receptacle shall not exceed 81.28 centimetres in any dimension.

2) No person shall cause, allow or permit the burning of any material other than charcoal, cut seasoned wood or manufactured fire logs in a fire pit or outdoor fireplace.

3) No fire pit or outdoor fireplace shall be located closer than 3 metres to any combustible material, building, porch, deck, similar amenity space and property line.

4) No fire pit or outdoor fireplace shall be used on a combustible deck or apartment balcony.

5) Fire pits or outdoor fireplaces shall be situated on a non-combustible surface.

6) Use of fire pits and outdoor fireplaces shall be supervised by a person of 18 years of age or older.

7) If smoke from a fire pit or outdoor fireplace causes an unreasonable interference with the use and enjoyment of another person's property, the fire shall be extinguished immediately.

8) Fire pits or outdoor fireplaces shall not be used in windy conditions.

9) Fire pits or outdoor fireplaces shall be located so as to be clear of overhangs such as tree branches, utility lines and structures.

10) No person shall use or operate a fire pit or outdoor fireplace without a means of extinguishing the fire readily accessible at all times.

11) No person shall use a fire pit or outdoor fireplace between the hours of 1:00 a.m. and 12:00 p.m.

12) Where requested by the Fire Chief, a fire inspector or a peace officer, a person shall extinguish a fire in a fire pit or outdoor fireplace.

13) Notwithstanding any provision of this Bylaw, the Director may declare a complete ban of any burning of any kind in the City.

14) No person shall ignite or allow any kind of fire when a complete ban on burning has been declared by the Director."

Vacant Fire Damaged Buildings

15 Division B, Part 2, Article 2.4.6.1. is repealed and the following substituted:

"2.4.6. Vacant Fire Damaged Buildings

2.4.6.1. Security for Fire Damaged Buildings

1) Where a building is damaged by fire or explosion, the owner of the building shall secure the building against unauthorized entry immediately after the fire investigation has been completed and the fire inspector has turned the property over to the owner or owner's agent.

2) Where the owner is unavailable or fails to comply with Sentence 1), the City may secure the building and add the expense and costs incurred by the City to the tax roll of the parcel of land upon which the building is located pursuant to clause 333(1) of *The Cities Act*."

Street Number Address

16 The following article is added after Division B, Part 2, Article 2.5.1.5.:

"2.5.1.6. Street Number Address

1) Every owner of a building shall install the street number for that building on the front of the building or in some other conspicuous location in front of the building so that the street number is legible and visible from the street."

Occupant Load

17 Division B, Part 2, Article 2.7.1.3. is repealed and the following substituted:

"2.7.1.3. Occupant Load

1) The maximum permissible occupant load for any room shall be calculated on the basis of the lesser of:

   a) 0.4 m^2 of net floor space per occupant; or

   b) the *occupant load* for which *means of egress* are provided as per Division B, Appendix A of the National Fire Code.

2) On request of the Director or a fire inspector, a building owner or tenant shall engage a qualified person to calculate and determine the occupant load for a floor area or part of a floor area in accordance with Sentence 1) and provide the information to the Director or fire inspector for review and approval.

3) For the purposes of Sentence 2), a qualified person means a person trained and knowledgeable with the process, calculations and requirements of Article 2.7.1.3. of the National Fire Code.

4) If the Director or fire inspector is satisfied that the occupant load for a floor area or part of a floor area has been properly calculated in accordance with Sentence 1), the Director or fire inspector will issue an occupant load limit card to the owner.

5) No owner or lessee shall permit the number of occupants of a floor area or part of a floor area to exceed the maximum occupant load for that floor area as shown on the issued occupant load limit card.

6) In all *assembly occupancies*, the owner or lessee of the premises shall post the occupant load limit card in a conspicuous location acceptable to the *authority having jurisdiction*.

7) In *assembly occupancies* where the owner leases the premises to another person, upon the request by the Director or a fire inspector, the owner shall provide the Director or fire inspector within 15 days of the request either:

   a) a statutory declaration that states that the lessee is lawfully entitled to possession of the premises; or

   b) a copy of a current lease agreement that shows that the lessee is lawfully entitled to possession of the premises.

8) Notwithstanding the repeal of Bylaw No. 2005-18, all occupant load limit cards issued pursuant to that bylaw remain in force until such time as replaced by an occupant load limit card issued pursuant to this Bylaw and may be enforced as if the card had been issued pursuant to this Bylaw."

Fuelled Equipment

18 Division B, Part 2, Article 2.12.1.8. is repealed and the following substituted:

"2.12.1.8. Fuelled Equipment

1) In a Group A or E occupancy, as established by the National Building Code, no person shall sell or display a fuel powered vehicle or fuel powered piece of equipment except where:

a) the fuel tank of the vehicle or piece of equipment is filled with less than half of the fuel tank's capacity;

b) the covered mall or store is equipped with a sprinkler system installed in conformance with the National Building Code;

c) the battery in the vehicle or piece of equipment has been disconnected while the vehicle or equipment is being displayed; and

d) the caps for fuel tanks have been locked or secured against tampering.

Fuel-Fired Industrial Trucks

19 The following article is added after Division B, Part 2, Article 3.1.3.1.3) d):

"and

e) the industrial truck is parked at a location approved by the authority having jurisdiction."

Outdoor Storage

20 Division B, Part 4 is modified by adding the following article after Article 4.2.4.6.:

"4.2.4.7. Outdoor Storage

1) Not more than 50L of *flammable liquids* and *combustible liquids*, of which not more than 30L shall be Class I liquids, are permitted to be stored on a property outside a *dwelling unit*, outside a

garage or shed attached to a *dwelling unit*, or inside a detached garage or shed.

Portable Fire Extinguishers

21 Division B, Part 6, Article 6.2.1.3 is repealed and the following substituted:

"6.2.1.General

6.2.1.1. Inspection, Testing, and Maintenance

1) Portable extinguishers shall be inspected, tested and maintained in conformance with NFPA 10, "Portable Fire Extinguishers".

2) Inspection, testing and maintenance of portable fire extinguishers shall be performed by persons holding a permit issued pursuant to Sentence 4).

3) Any person who intends to inspect, test or maintain portable fire extinguishers shall submit proof of certification of training acceptable to the Director before preforming any inspections, testing or maintenance.

4) Upon proof of certification of training, the Director shall issue the person a permit to inspect, test and maintain portable fire extinguishers in the City for the term specified on the permit.

5) No person shall inspect, test or maintain portable fire extinguishers without a valid permit issued pursuant to Sentence 4).

6) On issuance of a permit pursuant to Sentence 4) the City shall issue to the permitted inspector an identification number.

7) Any label affixed to an extinguisher after a hydrostatic pressure test or any tag attached to an extinguisher after maintenance or recharge shall, in addition to the information required by Articles of the National Fire Code, contain the identification number issued pursuant to Sentence 6) of the person who performed the test or maintenance on the extinguisher.

8) The Director may, at his or her discretion, cancel, revoke or suspend the permit of any person who, in the opinion of the Director, has contravened any of the provisions of this Bylaw."

Commercial Cooking Equipment

22 Division B, Part 2, Article 2.6.1. is modified by adding the following Article after Article 2.6.1.9.:

"2.6.1.10. Inspection, Testing, and Maintenance

1) In accordance with Sentence 2.6.1.9.2) of the National Fire Code, the inspection and maintenance of commercial cooking equipment, including exhaust and fire protection systems, shall be in conformance with NFPA 96, "Ventilation Control and Fire Protection of Commercial Cooking Equipment".

2) Inspection and maintenance of commercial cooking equipment, including exhaust, cooking appliances and fire protection systems, shall be performed by a person holding a valid permit pursuant to Sentence 4).

3) Any person who intends to inspect or maintain commercial cooking equipment shall submit proof of certification of training to the Director before preforming any inspections or maintenance.

4) Upon proof of certification of training, the Director shall issue to the person a permit to inspect and maintain commercial cooking equipment including exhaust, cooking appliances and fire protection systems in the City for the term specified on the permit.

5) No person shall inspect or maintain commercial cooking equipment including exhaust, cooking appliances and fire protection systems without a valid permit issued pursuant to Sentence 4).

6) Upon issuance of permit pursuant to Sentence 4), the Director shall issue to the person an identification number.

7) Any label or tag affixed to a commercial cooking equipment including exhaust, cooking appliances and fire protection systems after inspection or maintenance shall, in addition to the information required by the National Fire Code, contain the identification number pursuant to Sentence 6) of the person who performed the inspection or maintenance of the system.

8) The Director may, at his or her discretion, cancel, revoke or suspend the permit of any person who, in the opinion of the Director, has contravened any of the provisions of this Bylaw."

Water-Based Fire Protection Systems

23 Division B, Part 6, Article 6.4. is repealed and the following substituted:

"**6.4. Water-Based Fire Protection Systems**

6.4.1. General

6.4.1.1 Inspection, Testing and Maintenance

1) Water-based fire protection systems shall be inspected, tested and maintained in conformance with NFPA 25, "Inspection, Testing and Maintenance, of Water-Based Fire Protection Systems". (See Appendix A.)

6.4.2. Hydrants

6.4.2.1 Maintenance

1) No person shall erect, place, allow or maintain a fence, shrub, tree or other object within one metre of a hydrant.

2) No person shall alter the appearance or color of a hydrant owned by the City of Regina.

6.4.3. Sprinkler and Standpipe Systems

6.4.3.1 Inspection, Testing and Maintenance

1) Inspection and maintenance of sprinkler and standpipe systems shall be performed by qualified persons.

2) Any person who intends to inspect or maintain sprinkler and standpipe systems shall submit proof to the Director that the person holds a journeyperson's certificate in the sprinkler systems installer trade or that the person is a fourth year apprentice in the sprinkler systems installer trade.

3) Upon proof of the matters referred to in Sentence 2) the Director may issue to the person a permit to inspect and maintain sprinkler and standpipe systems in the City, which permit shall be valid for the term specified on the permit.

4) No person shall inspect or maintain sprinkler and standpipe systems without a valid permit from the Director.

5) In addition to the permit issued pursuant to Sentence 3), the Director shall issue to the person an identification number. Any label or tag affixed to a sprinkler or standpipe system shall, in addition to the information required by the National Fire Code,

contain the identification number of the person who performed the inspection or maintenance on the sprinkler or standpipe system.

6) The Director may, at his or her discretion, cancel, revoke or suspend the permit of any person who, in the opinion of the Director, has contravened any of the provisions of this Bylaw."

Inspection, Testing and Maintenance of Fire Alarm Systems

24 Division B, Part 6, Article 6.3.1.2. is repealed and the following substituted:

"6.3.1.2. Inspection, Testing and Maintenance

1) Fire alarm systems shall be inspected and tested in conformance with CAN/ULC-S536-M, "Inspection and Testing of Fire Alarm Systems.

2) Fire alarm and detection system components shall be accessible for purposes of inspection or maintenance.

3) Inspection, testing and maintenance of fire alarm systems shall be performed by a person holding a valid permit issued pursuant to Sentence 4).

4) No person shall inspect, test or maintain a fire alarm system without first obtaining a valid permit issued by the Director.

5) Any person who wishes to obtain a permit to inspect, test or maintain fire alarm systems shall submit proof satisfactory to the Director that the person:

a) is, or the person's employer is, a member in good standing of the Canadian Fire Alarm Association or the National Fire Protection Association; and

b) has at least one of the following qualifications:

i) a certificate from a recognized alarm manufacturer that the person is a factory trained installer and serviceperson; or

ii) a certificate that the person has successfully completed the Canadian Fire Alarm Association "Fire Alarm Technology" program, and has worked as an apprentice to a person who holds a permit under this section for a period of not less than one year; or

iii) a certificate that the person has successfully completed the journeyperson's electrician trade's upgrading course entitled "Fire Alarm and Protection Systems".

6) a) For purposes of this section "Addressable Fire Alarm System" means a fire alarm system that consists of initiating devices and central appliances and that is capable of individually identifying and controlling discrete components and functions of the system.

b) Only authorized factory trained personnel may service addressable fire alarm systems.

c) Any person who wishes to obtain a permit to test, inspect or maintain addressable fire alarm systems shall submit proof satisfactory to the Director that the person:

i) is, or the person's employer is, member in good standing of the Canadian Fire Alarm Association or the National Fire Protection Association; and

ii) possesses appropriate factory training in servicing addressable fire alarm systems.

7) Upon proof of the matters referred to in Sentences 5) and 6c), the Director shall issue to the person the appropriate permit to inspect, test and maintain fire alarm systems in the City, which permit shall be valid for the period specified on the permit.

8) The Director may, at his or her discretion, cancel, revoke or suspend the permit of any person who, in the opinion of the Director, has contravened any of the provisions of this Bylaw.

9) Upon issuance of a permit pursuant to Sentence 7), the Director shall issue to the person an identification number.

10) Any label or tag affixed to a fire alarm system shall, in addition to the information required by the National Fire Code, contain the identification number pursuant to Sentence 9) of the person who performed the inspection, test or maintenance on the fire alarm system."

PART IV: ADDITIONAL STANDARDS

Alternative Family Care Homes and Residential Care Occupancies up to 10 Occupants

25(1) In this part "care occupancy" means a building or part thereof occupied as a single housekeeping unit where care is provided to the residents and that provides sleeping accommodations for the occupants and includes but is not limited to:

(a) a facility providing care service without treatment;

(b) an in-patient facility providing care service without treatment;

(c) a convalescent home;

(d) a hospice home;

(e) a personal care home;

(f) an approved private service home;

(g) a custodial residence or detoxification home without treatment;

(h) an emergency shelter;

(i) a group home;

(j) a group living home;

(k) a maternity home;

(l) a nursing home;

(m) a palliative care facility;

(n) a private-service home;

(o) a respite home;

(p) a special care home;

(q) a custodial home.

(2) No building used for care occupancy shall fail to have:

(a) interconnected smoke alarms installed in accordance with Article 9.10.19.3 of the National Building Code;

(b) carbon monoxide alarms installed in accordance with Article 9.32.3.9 of the National Building Code;

(c) emergency lighting provided in accordance with Subsection 3.2.7 of the National Building Code; and

(d) sprinklers, unless the occupants are capable of self-preservation.

(3) For the purposes of subsection (2)(d), "capable of self-preservation" means that a person is capable of recognizing and responding to an emergency given his or her physical, cognitive and behavioural abilities, and is able to arise and walk, or transfer from a bed or chair to a means of mobility, and leave the building or move to a safe location on his or her own without the assistance of another person.

(4) The requirements of subsection (2) apply to all care occupancies, including those care occupancies that were already in use or operation prior to the passage of this Bylaw.

PART V: FIREWORKS AND PYROTECHNICS

Sale of Low Hazard Fireworks

26(1) No person shall sell low hazard recreational fireworks within the City, except on New Year's Day, Canada Day and Victoria Day or the 10 days immediately preceding New Year's Day, Canada Day and Victoria Day.

(2) No person shall sell low hazard recreational fireworks within the City to any person under the age of 18 years.

Display of Low Hazard Fireworks

27 Low hazard recreational fireworks shall not be displayed for sale within the City unless:

(a) the fireworks are displayed in a display case, package or other suitable receptacle that is not accessible to the public;

(b) the display case, package or other suitable receptacle in which the fireworks are displayed is not in close proximity to flammable material and not in a location where the fireworks will be exposed to the rays of the sun or excess heat;

(c) the fireworks are displayed in lots not exceeding 25 kilograms each gross weight;

(d) the fireworks are dispensed from the display case, package or other suitable receptacle only by the vendor or the vendor's employees; and

(e) the Summary of Bylaw Requirements in Schedule "B" to this Bylaw is displayed in a visible location on the display case or receptacle, or immediately adjacent to it.

Sale and Display of High Hazard Fireworks

28 High hazard fireworks shall not be displayed for sale or sold in the City.

Application

29 Section 26 and section 27 do not apply to sales of fireworks to a Fireworks Supervisor, a Special Effects Pyrotechnician, a Pyrotechnician, or a theatrical user for use in a fireworks exhibition or a pyrotechnics exhibition authorized pursuant to this Bylaw.

Setting Off Fireworks and Pyrotechnics

30 No person shall set off any of the following within the City:

(a) fireworks, other than pyrotechnics, unless they are set off as part of a fireworks exhibition;

(b) pyrotechnics, unless they are set off as part of a pyrotechnics exhibition.

Fireworks Exhibitions

31(1) A fireworks exhibition shall be held only:

(a) in public places approved by the Fire Chief and the Chief of Police;

(b) at a safe distance from all combustible materials and all highways, railroads, overhead wires, buildings and other structures; and

(c) under the supervision of a Fireworks Supervisor.

(2) No person shall hold a fireworks exhibition unless the Fireworks Supervisor responsible for the fireworks exhibition has obtained a permit from the Fire Chief and the Chief of Police.

(3) A Fireworks Supervisor shall apply for a permit in writing at least 14 days before the intended date of the fireworks exhibition.

(4) The permit application shall be made in a form approved by the Director and shall include all of the following information:

(a) the name, address and signature of the person or persons sponsoring the proposed fireworks exhibition;

(b) the name, certification number and signature of the Fireworks Supervisor;

(c) the name of the person that will conduct the proposed fireworks exhibition;

(d) the date and time of the proposed fireworks exhibition;

(e) a detailed description of the proposed fireworks exhibition;

(f) the exact location for the proposed fireworks exhibition including a diagram of the grounds on which it will be held, showing the point from where the fireworks will be discharged, the location of all highways, railroads, overhead wires and obstructions, buildings and other structures, and the lines behind which the audience will be restrained;

(g) written consent from the owner of the property on which the proposed fireworks exhibition will be held;

(h) the size, number and type of all fireworks proposed to be discharged, including the number of set pieces, shells, and other items;

(i) a description of the shells including their diameter and whether they are single, multiple break or salute shells;

(j) the manner and place of storage of all fireworks prior to, during and after the exhibition;

(k) the name and address of the vendor or vendors that supplied all the fireworks proposed to be used in the exhibition;

(l) proof of General Liability Insurance with coverage of at least $5,000,000 per occurrence in a form acceptable to the City's Risk Manager;

(m) any other information requested by either the Fire Chief or the Chief of Police.

(5) The Fire Chief or Chief of Police may refuse to issue a permit for a fireworks exhibition if, in either of their opinion:

(a) the application for the permit is unsatisfactory;

(b) the person or Fireworks Supervisor that is proposed to conduct the exhibition does not have adequate insurance coverage;

(c) the proposed exhibition presents a fire hazard to any neighbouring properties;

(d) the proposed exhibition will be inadequately equipped with fire safety or suppression equipment; or

(e) the proposed exhibition presents a danger to public health or safety.

(6) The permit application forms the terms and conditions upon which the permit will be granted.

(7) A fireworks exhibition shall be only held on the terms set out in the permit.

(8) A fireworks exhibition shall be conducted in a manner consistent with all the safety procedures listed in the most recent Display Fireworks Manual distributed by the Explosives Regulatory Division of Natural Resources Canada and shall be held and continued only while:

(a) all proper precautions are being observed to keep spectators at a safe distance; and

(b) suitable fire extinguishers or other proper means of extinguishing fires are at hand.

(9) The Fire Chief or Chief of Police may temporarily or permanently suspend or terminate any fireworks exhibition if, in either of their opinion, it:

(a) is or is threatening to become a danger to any property or to public health or safety;

(b) is inadequately equipped with fire safety or suppression equipment; or

(c) does not meet the terms of the permit.

(10) If an inspection or demonstration is necessary to determine whether a fireworks exhibition can be performed safely before its intended audience, the Fire Chief or the Chief of Police may require any or all of the following:

(a) an inspection of the location of the proposed exhibition;

(b) an inspection of the equipment proposed to be used in the exhibition;

(c) a demonstration of the exhibition.

(11) All unused fireworks from, and all debris created by, a fireworks exhibition shall be safely removed and disposed of by the responsible Fireworks Supervisor immediately after the exhibition.

Pyrotechnics Exhibition

32(1) A pyrotechnics exhibition shall be held only:

(a) in locations approved by the Fire Chief and the Chief of Police; and

(b) under the supervision of a Special Effects Pyrotechnician, Pyrotechnician or a theatrical user.

(2) No person shall stage a pyrotechnics exhibition unless the Special Effects Pyrotechnician, Pyrotechnician or theatrical user responsible for the pyrotechnics exhibition has obtained a permit from the Fire Chief and the Chief of Police.

(3) A Special Effects Pyrotechnician, Pyrotechnician or theatrical user shall apply for a permit in writing at least 14 days before the intended date of the pyrotechnics exhibition.

(4) The permit application shall be made in a form approved by the Director and shall include all of the following information:

(a) the name, address and signature of the person or persons sponsoring the proposed pyrotechnics exhibition;

(b) the name, certification number and signature of the Special Effects Pyrotechnician, Pyrotechnician or theatrical user;

(c) the name of the person that will conduct the proposed pyrotechnics exhibition;

(d) the date, location and time of the proposed pyrotechnics exhibition;

(e) a detailed description of the proposed pyrotechnics exhibition;

(f) a pyrotechnics exhibition plan showing:

(i) a sketch of the location;

(ii) the exact distance of all pyrotechnic materials and devices from the audience, performers, staging, sets, properties and curtains;

(iii) a legend of symbols for each pyrotechnic material and device with the numbers of each and, for binary powders, the load values;

(iv) the ceiling height of the building;

(v) the amounts of pyrotechnic materials and the devices that will be used;

(vi) descriptions of the cueing of each pyrotechnic effect; and

(vii) the clearly marked exits from the building.

(g) written consent from the owner of the property on which the proposed pyrotechnics exhibition will be held;

(h) the proposed location and manner of storage of all the pyrotechnic materials prior to, during, and after the pyrotechnics display;

(i) the name and address of the vendor or vendors proposed to supply the pyrotechnic materials used in the exhibition; and

(j) any other information requested by either the Fire Chief or the Chief of Police.

(5) The Fire Chief or Chief of Police may refuse to issue a permit for a pyrotechnics exhibition if, in either of their opinion:

(a) the application for the permit is unsatisfactory;

(b) the proposed pyrotechnics exhibition or its location will be inadequately equipped with fire safety or suppression equipment; or

(c) the fireworks exhibition or its proposed location presents a danger to public health or safety.

(6) The permit application forms the terms and conditions upon which the permit will be granted.

(7) A pyrotechnics exhibition shall only be held on the terms set out in the permit.

(8) The Fire Chief or Chief of Police may temporarily or permanently suspend or terminate any pyrotechnics exhibition if, in either of their opinion, it:

(a) is or is threatening to become a danger to any property or to public health or safety;

(b) is inadequately equipped with fire safety or suppression equipment; or

(c) does not meet the terms of the permit.

(9) If an inspection or demonstration is necessary to determine whether a pyrotechnics exhibition can be performed safely before its intended audience, the Fire Chief or the Chief of Police may require any or all of the following:

(a) an inspection of the proposed location of the pyrotechnics exhibition;

(b) an inspection of the equipment proposed to be used in the pyrotechnics exhibition;

(c) a demonstration of the pyrotechnics exhibition.

(10) One permit may be made to authorize repeat performances of a pyrotechnics exhibition occurring on the dates specified in the permit.

(11) A pyrotechnics exhibition shall only be held under the supervision of the Special Effects Pyrotechnician, Pyrotechnician or theatrical user on the dates, the times and at the places set out in the permit.

(12) A pyrotechnics exhibition may be held or continued only if:

(a) all the safety procedures listed in the most recent Pyrotechnic Special Effects Manual distributed by the Explosives Regulatory Division of Natural Resources Canada are followed;

(b) all proper precautions are being observed to keep spectators at a safe distance; and

(c) suitable fire extinguishers or other proper means of extinguishing fires are present.

(13) All unused pyrotechnic special effects from, and all debris created by, a pyrotechnics exhibition shall be safely removed and disposed of by the Special Effects Pyrotechnician, Pyrotechnician or Theatrical User immediately after the pyrotechnics exhibition.

Firecrackers Prohibited

33(1) No person shall sell firecrackers within the City.

(2) No person shall set off or otherwise use firecrackers within the City.

Flying Lanterns/ Sky Lanterns Prohibited

34(1) No person shall launch a flying lantern/sky lantern within the City or suffer or permit a flying lantern or sky lantern to be launched from property they own or control.

Delegated Authority

35(1) The City Manager and the Risk Manager have the authority to consent to a fireworks display or a pyrotechnics display to be held on property owned or controlled by the City.

(2) The City Manager may appoint a person to exercise the authority granted in subsection (1).

Explosives Act

36(1) This Bylaw is subject to the *Explosives Act* and the federal regulations.

(2) Where there is a conflict between this Bylaw and the *Explosives Act* or the federal regulations, the *Explosives Act* or the federal regulations will take precedence to the extent of the conflict.

PART VI: RESPONSES TO FALSE ALARMS

False Alarm Fee

37(1) The Department may charge a fee, as set out in Schedule "A" to this Bylaw, for responding to a false alarm from a fire alarm system or a security system where the Department responds to:

(a) more than one false alarm at the same building within the same calendar year;

(b) more than one false alarm from the same fire alarm system or security system within the same calendar year; or

(c) more than one false alarm from the same parcel of land within the same calendar year where there is more than one building on the that parcel of land.

(2) Where the Department responds to an alarm as set out in this section and the business owner, property owner or property manager does not provide access to the interior of the building within 30 minutes of the arrival of the Department at the building, the Department may charge, in addition to the false alarm fee set out in Schedule "A", a standby fee as set out in Schedule "A", until access is provided to the interior of the building.

(3) If a business owner, property owner or property manager has installed a lock-box in an accessible location at the building and if that lock-box contains current keys or codes to provide access to the building, a person or key-holder does not have to be present to satisfy the access requirements as set out in subsection (2).

(4) If the Department is dispatched to respond to an alarm but is notified prior to arriving at the property that the alarm is a false alarm, the fee set out in Schedule "A" continues to apply.

(5) The Department will issue invoices for the fees assessed pursuant to this Bylaw at such times in such a manner as the Department considers appropriate.

(6) The total amount of an invoice is due and payable on the first day of the month following the month in which the invoice was issued to the registered owner.

(7) Any cheque returned to the Department by the financial institution of an owner for any reason will be assessed the charge established pursuant to section 5 of Schedule "B" to *The Regina Administration Bylaw*, No. 2003-69.

(8) Where an owner fails to pay any fee assessed pursuant to this Bylaw within 60 days after the amount becomes dues and payable, the Department may cause the

outstanding amount to be added to the tax roll of the parcel or parcels of land comprising the alarm site in accordance with section 333(1) of *The Cities Act*.

Review of False Alarm Fee Assessment

38(1) A registered owner who has been issued a false alarm invoice may apply for a review of the assessment of a false alarm response or standby fee to the Director.

(2) A written review application setting forth the reasons for the review must be filed with the Director not later than 20 days after the date of the false alarm invoice.

(3) A review application fee of $25 must accompany the review application, which is refundable if the Director determines that a false alarm response or standby fee should not have been assessed.

(4) The filing of an application for review stays the collection of the fee being reviewed until such time as the Director makes a decision.

(5) The Director will provide the owner with a written notice of the decision made on a review.

PART VII: ENFORCEMENT, OFFENCES AND PENALTIES

Notice of Violation Offences

39(1) Every person commits an offence who fails to comply with a provision of *The Fire Safety Act*, the regulations to *The Fire Safety Act*, the National Fire Code or this Bylaw.

(2) When the Director or a fire inspector has reason to believe that a person has committed any of the following offences of the National Fire Code or this Bylaw, the Director or fire inspector may issue a notice of violation to the person in contravention:

(a) failure to comply with National Fire Code requirements regarding clear and unobstructed exit or means of egress;

(b) failure to maintain a fire exit door or fire exit hardware;

(c) failure to comply with National Fire Code requirements regarding maintenance of exterior passageways and exterior exit stairs serving occupied buildings;

(d) failure to comply with requirements of National Fire Code or this Bylaw regarding maintenance, service or testing of portable fire extinguishers;

(e) failure to comply with requirements of National Fire Code or this Bylaw regarding maintenance, service or testing of an automatic sprinkler system;

(f) failure to comply with requirements of National Fire Code or this Bylaw regarding maintenance, service or testing of commercial cooking equipment including exhaust and fire protection systems;

(g) failure to comply with requirements of National Fire Code or this Bylaw regarding maintenance, service or testing of special extinguishing system;

(h) failure to comply with requirements of National Fire Code or this Bylaw regarding maintenance, service or testing of fire alarm systems and components;

(i) failure to comply with requirements of National Fire Code or this Bylaw regarding maintenance, service or testing of a standpipe system;

(j) permit combustible materials to accumulate in or around buildings or locations contrary to the National Fire Code and this Bylaw;

(k) block or wedge open a closure of a fire separation contrary to the National Fire Code;

(l) failure to maintain fire separations contrary to the National Fire Code;

(m) obscure or obstruct a fire hydrant contrary to the National Fire Code and this Bylaw;

(n) obscure or obstruct a fire department connection contrary to the National Fire Code;

(o) failure to maintain a clear and unobstructed fire lane contrary to the National Fire Code;

(p) failure to maintain exit signs contrary to the National Fire Code of this Bylaw;

(q) failure to maintain emergency lighting contrary to the National Fire Code or this Bylaw;

(r) failure to comply with any provision of this Bylaw regarding occupant loads;

(s) failure to comply with provisions of this Bylaw regarding fireworks, flying lanterns, sky lanterns, or pyrotechnics;

(t) failure to maintain a clearance of 45 centimetres between sprinkler heads and obstructions as required by the National Fire Code;

(u) failure to comply with any provision of the National Fire Code or this Bylaw regarding open air fires;

(v) failure to comply with any provision of this Bylaw relating to fire pits or outdoor fireplaces;

(w) tampering with a fire protection system.

(3) Where a notice of violation is issued, a person may make a voluntary payment of $300.00 for that violation, if the person does so before the specified date set out in the notice of violation.

(4) Where the Director or any other agency approved by the Director receives a voluntary payment pursuant to (3) before a summons is issued, the person receiving the notice of violation shall not be liable to prosecution for the alleged contravention.

(5) Where the Director receives a voluntary payment within 14 days after issuance of the notice of violation, the Director or any other agency approved by the Director, may reduce the prescribed amount by $50.

PART VIII: MISCELLANEOUS

Severability

40 If any section, subsection, Sentence, clause, phrase or other portion of this Bylaw is for any reason held invalid or unconstitutional by any court of competent jurisdiction, that portion shall be deemed a separate, distinct and independent provision and the holding of the court shall not affect the validity of the remaining portions of the Bylaw.

Repeal and coming into force

41 Bylaw No. 2005-18, being *The Regina Fire Bylaw*, is repealed.

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

READ A FIRST TIME THIS 27th DAY OF June 2016.

READ A SECOND TIME THIS 27th DAY OF June 2016.

READ A THIRD TIME AND PASSED THIS 27th DAY OF June 2016.

_____ _____

Mayor

City Clerk (SEAL)

CERTIFIED A TRUE COPY

_____

City Clerk

Schedule "A"

False Alarm

Pursuant to section 37 of the Bylaw, the Department is authorized to charge the following fees:

Response	**Fee**
First False Alarm	n/a
Second False Alarm	$300
Third False Alarm	$600
Subsequent False Alarms	$600
Standby fee per half hour	$400

Schedule "B"

PART V - FIREWORKS AND PYROTECHNICS

PART V: FIREWORKS AND PYROTECHNICS

Sale of Low Hazard Fireworks
26(1) No person shall sell low hazard recreational fireworks within the City, except on New Year's Day, Canada Day and Victoria Day or the 10 days immediately preceding New Year's Day, Canada Day and Victoria Day.

(2) No person shall sell low hazard recreational fireworks within the City to any person under the age of 18 years.

Display of Low Hazard Fireworks
27 Low hazard recreational fireworks shall not be displayed for sale within the City unless:
(a) the fireworks are displayed in a display case, package or other suitable receptacle that is not accessible to the public;
(b) the display case, package or other suitable receptacle in which the fireworks are displayed is not in close proximity to flammable material and not in a location where the fireworks will be exposed to the rays of the sun or excess heat;
(c) the fireworks are displayed in lots not exceeding 25 kilograms each gross weight;
(d) the fireworks are dispensed from the display case, package or other suitable receptacle only by the vendor or the vendor's employees; and
(e) the Summary of Bylaw Requirements in Schedule "B" to this Bylaw is displayed in a visible location on the display case or receptacle, or immediately adjacent to it.

Sale and Display of High Hazard Fireworks
28 High hazard fireworks shall not be displayed for sale or sold in the City.

Application
29 Section 26 and section 27 do not apply to sales of fireworks to a Fireworks Supervisor, a Special Effects Pyrotechnician, a Pyrotechnician, or a theatrical user for use in a fireworks exhibition or a pyrotechnics exhibition authorized pursuant to this Bylaw.

Setting Off Fireworks and Pyrotechnics
30 No person shall set off any of the following within the City:
(a) fireworks, other than pyrotechnics, unless they are set off as part of a fireworks exhibition;
(b) pyrotechnics, unless they are set off as part of a pyrotechnics exhibition.

. . .

Fireworks Exhibitions
31(1)A fireworks exhibition shall be held only:
(a) in public places approved by the Fire Chief and the Chief of Police;
(b) at a safe distance from all combustible materials and all highways, railroads, overhead wires, buildings and other structures; and
(c) under the supervision of a Fireworks Supervisor.

(2) No person shall hold a fireworks exhibition unless the Fireworks Supervisor responsible for the fireworks exhibition has obtained a permit from the Fire Chief and the Chief of Police.

. . .

Pyrotechnics Exhibition
32(1) A pyrotechnics exhibition shall be held only:
(a) in locations approved by the Fire Chief and the Chief of Police; and
(b) under the supervision of a Special Effects Pyrotechnician, Pyrotechnician or a theatrical user.

(2) No person shall stage a pyrotechnics exhibition unless the Special Effects Pyrotechnician, Pyrotechnician or theatrical user responsible for the pyrotechnics exhibition has obtained a permit from the Fire Chief and the Chief of Police.

Firecrackers Prohibited
33(1) No person shall sell firecrackers within the City.

(2) No person shall set off or otherwise use firecrackers within the City.

Flying Lanterns/ Sky Lanterns Prohibited
34 (1) No person shall launch a flying lantern/sky lantern within the City or suffer or permit a flying lantern or sky lantern to be launched from property they own or control.

ABSTRACT

BYLAW NO. 2016-46

THE REGINA FIRE BYLAW, 2016

PURPOSE:	The purpose of the Bylaw is to establish local fire prevention standards to compliment the standards established by *The Fire Safety Act* and the National Fire Code of Canada and to provide for enforcement of those collective standards.
ABSTRACT:	This Bylaw acknowledges the authority and role of the Regina Fire and Protective Services Department in the provision of fire response, prevention and investigation services. The Bylaw contains modifications of the National Fire Code and provides for regulation of the use of fireworks and pyrotechnics. New to the 2016 Bylaw are provisions related to confirmation of the qualifications of private fire equipment inspectors and fees for responses to false fire alarms.
STATUTORY AUTHORITY:	Sections 8 and 333 of *The Cities Act* and section 49 of *The Fire Safety Act*.
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	N/A
PUBLIC NOTICE:	N/A
REFERENCE:	Community and Protective Services Committee, June 15, 2016, CPS16-17
AMENDS/REPEALS:	Repeals Bylaw 2005-18
CLASSIFICATION:	Regulatory and Administrative
INITIATING DIVISION:	Office of the City Manager
INITIATING DEPARTMENT:	Fire and Protective Services

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: Federation of Canadian Municipalities (FCM) Big City Mayors' Caucus (BCMC) Meeting – June 2, 2016

RECOMMENDATION

That this report be received and filed.

CONCLUSION

The Federation of Canadian Municipalities' (FCM) hosted a Big City Mayors' Caucus (BCMC) meeting on June 2, 2016 in Winnipeg, Manitoba. The meeting focused on several issues of priority for municipalities across the country, those being infrastructure in relation to federal funding programs, transit and housing. In addition, National Chief Perry Bellegarde of the Assembly of First Nations attended a portion of the meeting to bring indigenous issues to the forefront, such as housing, the Urban Aboriginal Strategy and the Truth and Reconciliation Commission's 94 Calls to Action.

Federal government representatives in attendance included the Honourable Jean-Yves Duclos, Minister of Families, Children and Social Development and the Honourable Amarjeet Sohi, Minister of Infrastructure and Communities. The presence of these specific federal ministers was important as it signaled the strong and direct partnership between the federal government and municipalities and the recognition that housing and infrastructure are top of mind issues not only for municipalities and other levels of government, but also for Canadians, as a whole.

The meeting was timely, with the recent 2016 federal budget, which reaffirmed the government's commitment to invest a total of $60 billion in new infrastructure investment over ten years, and the confirmation of the details of the first phase of the plan. With the consultation period for Phase II of the infrastructure funding programs occurring this summer, the federal ministers in attendance committed to working with municipalities to ensure direct consultation occurs on the design, timing, funding mechanisms and criteria of these longer-term programs.

BACKGROUND

Municipalities are experiencing a more direct and strengthened relationship with the federal government, which is unprecedented and most welcome. Working and collaborating with cities as equal partners will ensure significant infrastructure projects are delivered and growth in our economy continues to increase. The federal infrastructure investment of $60 billion over ten years announced in the 2016 federal budget will assist cities to repair, maintain and construct core infrastructure such as transit, facilities, water and wastewater systems, roads and upgraded and affordable housing.

Under the New Building Canada Fund (NBCF), Provincial-Territorial Infrastructure Component (PTIC), the City of Regina will receive $30.5 million from the federal government, matched by the Province and the City, resulting in a total of $91.5 million of infrastructure investment over ten years.

To date, $30.1 million of this funding has been applied for and approved for the Transit Fleet Maintenance Facility, leaving a total of approximately $61.4 million for additional City of Regina priority infrastructure projects eligible for funding under the Building Canada Fund. As approved by Council, the two projects that will be applied for using the remaining NBCF dollars are the Winnipeg Street Overpass at a cost of $28.8 million and the Regina Revitalization Initiative (RRI) Railyard Renewal Project (RRP) at approximately $32.6 million.

The federal government has also committed to providing an additional $60 billion over ten years in infrastructure investment in two phases. Phase I, focused on the state of good repair of existing infrastructure, includes $11.9 billion for short-term projects designed to address repair and maintenance needs. Phase I funding directed to municipal priorities will be delivered through the Public Transit Infrastructure Fund (PTIF) and the Clean Water and Wastewater Fund (CWWF). Although at this point in time, details and the bilateral agreements between provinces and territories and the federal government are being negotiated, we do know that the deadline for project completion is March 31, 2018 and that the federal government has committed to fund 50 per cent of projects under the PTIF and CWWF.

The remaining $48.1 billion in funding will be announced as part of Phase II of the long-term plan. Again, although not many details are known or communicated yet, the funding will be directed in three baskets: (1) social infrastructure; (2) transit infrastructure; and (3) green infrastructure. Consultation and details are expected to occur in the summer of 2016, and will conclude either by the end of the year or early in 2017.

DISCUSSION

The BCMC agenda focused, for the most part, on making improvements in three key areas of importance to municipalities: (1) infrastructure; (2) housing; and, (3) transit. Included in this list of priority agenda items was also urban Aboriginal issues. Embedded in these overarching discussions are environmental protection and conservation, climate change mitigation strategies, green infrastructure, asset management and anti-poverty strategies.

The total federal infrastructure injection over the next ten years includes significant funding for green infrastructure, transit and social infrastructure. The federal government has committed to a 50 per cent contribution in recognition of fiscal realities for municipalities and also due to the fact that the ongoing maintenance and operation costs will be the responsibility of cities.

As part of the Phase I funding, $11.9 billion over two years has been provided for social infrastructure (early learning and child care), public transit and clean water. Projects approved for funding must be completed by March, 2018. Although there are some gaps in terms of the criteria around these funds, the City of Regina continues to learn new details weekly and will be well positioned to apply for projects under these funding streams, once the intake or specific allocations are announced.

Phase II of the infrastructure dollars, or the remaining $48.1 billion, focuses on three "baskets" - Green Infrastructure Fund, the Social Infrastructure Fund and the Public Transit Fund. BCMC Mayors' were unified in their position that these funds should be based on the priorities of cities, that the funding should be distributed through a mechanism similar to the Gas Tax Fund, and that all funds are to be distributed using an allocation-based approach. The national mayors unanimously agreed that the Social Infrastructure Fund must include a significant carve-out for affordable housing as well as the urgent need for a National Housing Strategy. The City of Regina will ensure it is front and centre in terms of input on the three funding baskets when consultations occur this summer.

Building on the discussion led by Chief Bellegarde, municipalities continue to work towards adopting and implementing the Calls to Action within municipal jurisdiction outlined in the report of the Truth and Reconciliation Commission, in particular to the following five Recommendations:

(1) Implementation of the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP);

(2) Repudiation of concepts used to justify European sovereignty over Indigenous peoples and lands;

(3) Education for public servants on the history of Aboriginal peoples;

(4) Protection of residential school cemeteries;

(5) Collaboration with the National Centre for Truth and Reconciliation.

Further information sharing and collaboration continues to occur through the work of the BCMC Aboriginal Partnership and Reconciliation Working Group.

The City of Regina is working with community leaders such as File Hills Qu'Appelle Tribal Council, the Regina Indian Industrial School Committee and the Office of the Treaty Commissioner and others on several initiatives in consultation with the Aboriginal community, to develop a comprehensive work plan in response to the Calls to Action, and will report back to Council on this action plan by the end of 2016.

RECOMMENDATION IMPLICATIONS

Financial Implications

With Regina's infrastructure deficit gap at approximately $2 billion and growing, coupled with an antiquated 19th Century taxation system matched against meeting 21st Century infrastructure needs that sees municipalities receiving only eight cents of every dollar, funding is necessary to maintain, replace and build infrastructure.

Environmental Implications

None with respect to this report.

Policy and/or Strategic Implications

It is important strategically to align with municipalities across Canada to ensure a unified, strong and consistent message to other orders of government regarding municipal priorities. It is equally important to collaborate with the provincial and federal governments to create an awareness and understanding of the importance of the role of municipalities and the partnership opportunities created by working together.

Other Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

None with respect to this report.

DELEGATED AUTHORITY

There is no delegated authority associated with this report as it is for informational purposes only.

Respectfully submitted,

Sheila Harmatiuk
Intergovernmental Relations &
External Affairs

Respectfully submitted,

Michael Fougere
Mayor

CR16-76

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: Buffalo Pound Water Treatment Corporation (Buffalo Pound) – Election of Directors

RECOMMENDATION OF THE EXECUTIVE COMMITTEE - JUNE 15, 2016

That the Chief Financial Officer, as the City's proxy, be authorized to exercise the City's voting rights in Buffalo Pound at the upcoming membership meeting to elect the following individuals to the Board of Directors:

Derrick Bellows – 1 year term
Josh Mickleborough – 1 year term
Chuck McDonald – 2 year term

Judy May – 3 year term
Dale Schoffer – 3 year term
Dave Richards – 2 year term

EXECUTIVE COMMITTEE – JUNE 15, 2016

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

Mayor Michael Fougere, Councillors: Mike O'Donnell (Chairperson), Bryon Burnett, John Findura, Jerry Flegel, Shawn Fraser, Bob Hawkins and Wade Murray were present during consideration of this report by the Executive Committee.

The Executive Committee, at the **PRIVATE** session of its meeting held on June 15, 2016, considered the following report from the Administration:

RECOMMENDATION

1. That the Chief Financial Officer, as the City's proxy, be authorized to exercise the City's voting rights in Buffalo Pound at the upcoming membership meeting to elect the following individuals to the Board of Directors:

   Derrick Bellows – 1 year term
   Josh Mickleborough – 1 year term
   Chuck McDonald – 2 year term

   Judy May – 3 year term
   Dale Schoffer – 3 year term
   Dave Richards – 2 year term

CONCLUSION

The City of Regina and the City of Moose Jaw are the voting membership holders of Buffalo Pound and pursuant to the Unanimous Membership Agreement between the two Cities, must exercise their voting rights at a membership meeting to appoint members to the Board of Directors as have been recommended by the Governance and Nominating Committee. There are six (6) positions on Buffalo Pound's Board of Directors to be filled for 2016.

The Administration requires delegated authority from City Council in order to exercise the City's voting rights at a membership meeting in accordance with the direction provided by City Council.

BACKGROUND

Effective January 1, 2016, Buffalo Pound Water Treatment Corporation ("Buffalo Pound") was incorporated under *The Non-profit Corporations Act, 1995* (Saskatchewan) (the "Act"), with the City of Regina and City of Moose Jaw being the voting members.

Pursuant to a Unanimous Membership Agreement between the two Cities, directors of Buffalo Pound are to be nominated by a Governance and Nominating Committee which consists of 2 members of the current Board and the City Managers from each City. Once a slate of candidates is put forward by the Governance and Nominating Committee, each City Council may vote to appoint the slate of candidates or direct that the Governance and Nominating Committee bring forward an alternative slate of candidates. If the two Cities cannot agree to appoint the slate of candidates being proposed after two (2) attempts, then a final slate of candidates will be brought forward to each Council, but only the approval of the City of Regina will required, as the City of Regina is the majority membership owner.

DISCUSSION

The Articles of Incorporation and Unanimous Member Agreement in place relating to Buffalo Pound provide for a Board of Directors that is structured as follows:

a) 5 to 9 voting directors that are nominated by the Governance/Nominating Committee;

As part of the transitional Board appointed pursuant to the Unanimous Member Agreement, the previous Board members Derrick Bellows, Chuck McDonald and Josh Mickleborough were appointed to serve as the Board in 2016 until the Governance and Nominations process could be completed to ensure an orderly transition from the former three member operational Board to a skills-based professional board.

The Governance and Nominating Committee began its work early in 2016, developing a matrix of skills and abilities they sought to attract. The Committee initially consisted of Matt Noble, City Manager of Moose Jaw, Ed Archer, CFO of the City of Regina, and existing Buffalo Pound Board members Chair Derrick Bellows and member, Chuck McDonald. As Ed Archer has taken the position of City Manager, City of Sudbury, Regina's new CFO, Ian Rea, has taken his place.

An active recruitment took place which resulted in thirty (30) highly skilled applicants putting forward their names. A short list of candidates were invited to interviews in early June.

The Governance and Nominating Committee is recommending that:

(1) In order to ensure a proper transition and staggering of terms, two of the three existing board members, Derrick Bellows and Josh Mickleborough, will have their one year appointments extended to the Annual General Meeting (AGM) expected to be held in April, 2017. The third existing member, Chuck McDonald, is recommended to be appointed for a two-year term.

(2) Three new members be appointed. One for a two year term, coinciding with that of Chuck McDonald. The other two will be appointed for a three year term.

(3) As those terms expire, future appointments will be made on a three year basis. To facilitate the on-going transition, it is expected that additional appointments will be made at next spring's AGM. Candidates who have submitted their applications in the current recruitment will be considered at that time.

As outlined above, the Governance and Nominating Committee has identified the following individuals as desirable appointees to the Board of Directors:

Derrick Bellows – 1 year term
Josh Mickleborough – 1 year term
Chuck McDonald – 2 year term

Judy May – 3 year term
Dale Schoffer – 3 year term
Dave Richards – 2 year term

This report is seeking delegated authority to exercise the City's voting rights to fill the necessary positions on the Board of Directors.

RECOMMENDATION IMPLICATIONS

Financial Implications

None with respect to this report.

Environmental Implications

None with regard to this report.

Strategic Implications

The presence of a professional and qualified Board of Directors will ensure that proper corporate oversight is present to support the stewardship and management of key assets going forward.

Other Implications

None with regards to this report

Accessibility Implications

None with regards to this report

COMMUNICATIONS

After all Board appointments are finalized, Buffalo Pound will notify the successful appointees.

DELEGATED AUTHORITY

This report must be forwarded to City Council for approval.

Respectfully submitted,

EXECUTIVE COMMITTEE

Jim Nicol, Secretary

CR16-77

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: 2016 Citizen Nominee for the Regina Airport Authority (RAA)

RECOMMENDATION OF THE EXECUTIVE COMMITTEE - JUNE 15, 2016

1. That Ms. Kellie Garrett be nominated to the Regina Airport Authority for a three year term of office effective July 1, 2016 to April 30, 2019.

2. That the member appointed to the committee continue to hold office for the term indicated or until their successor is appointed.

EXECUTIVE COMMITTEE – JUNE 15, 2016

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

Mayor Michael Fougere, Councillors: Wade Murray (Chairperson), Sharron Bryce, Bryon Burnett, John Findura, Jerry Flegel, Shawn Fraser, Bob Hawkins, Mike O'Donnell and Barbara Young were present during consideration of this report by the Executive Committee.

The Executive Committee, at the **PRIVATE** session of its meeting held on June 15, 2016, considered the following report from the City Clerk:

RECOMMENDATION

1. That Ms. Kellie Garrett be nominated to the Regina Airport Authority for a three year term of office effective June 1, 2016 to April 30, 2019.

2. That the member appointed to the committee continue to hold office for the term indicated or until their successor is appointed.

CONCLUSION

The RAA has put forward the name of Ms. Kellie Garrett for nomination to fill a current vacancy in the membership of the RAA.

BACKGROUND

Pursuant to Section 4 of City Council's Procedure Bylaw 9004, the process for filling vacancies on City boards, commissions and committees has been initiated. The purpose of this report is to facilitate the nomination of a citizen representative to the Regina Airport Authority for 2016.

DISCUSSION

The following information is provided on activities that have been carried out in preparation for the consideration of 2016 Regina Airport Authority nomination.

A. Citizen Nominees:

1. An advertisement inviting interested citizens to apply for positions on Regina Airport Authority, was placed in the Leader Post March 11, 2016. The deadline for applications was noted as April 29, 2016.

2. Council should be aware the authority to appoint members to the Regina Airport Authority rests with the Regina Airport Authority and Council may only nominate individuals to this Board. Individuals nominated may not be Elected Officials or employed by any level of government.

B. Process for Determining Nominees:

The Regina Airport Authority was provided with all the candidate information for those who applied for the vacancy. In response to the information, the RAA provided a communication, requesting that Ms. Kellie Garrett be nominated for a three year term. The RAA has determined that Ms. Garrett has the experience and skill set required to move the RAA forward. The RAA is anticipating legislative changes in the near future and Ms. Garrett's expertise in governance will be a great asset to meeting those changes.

RECOMMENDATION IMPLICATIONS

Financial Implications

There are no financial implications associated with the recommendations of this report.

Environmental Implications

There are no environmental implications associated with the recommendations of this report.

Policy and/or Strategic Implications

Serving on a committee of Council is both a privilege and means for the public to communicate with Council on behalf of the community. The time, effort and expertise members dedicate to committees of Council is invaluable and contributes significantly to Council's vision.

Other Implications

There are no other implications associated with the recommendations of this report.

Accessibility Implications

There are no accessibility implications associated with the recommendations of this report.

COMMUNICATIONS

After City Council has finalized the nominations, the following communications will take place:

1. All applicants will be notified in writing of the outcome of their applications.

2. Organizations and their appointees will be notified in writing.

3. Any incumbents who have chosen no to apply for re-appointment will be sent letters from the Mayor, on behalf of City Council, indicating appreciation for their service.

DELEGATED AUTHORITY

Citizen nominations and organizational appointments require City Council approval.

Respectfully submitted,

EXECUTIVE COMMITTEE

Jim Nicol, Secretary

CR16-78

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: Tentative Agreement with the Amalgamated Transit Union Local 588

RECOMMENDATION OF THE EXECUTIVE COMMITTEE - JUNE 15, 2016

That the tentative agreement reached with the Amalgamated Transit Union, Local 588 (ATU) be approved.

EXECUTIVE COMMITTEE – JUNE 15, 2016

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

Mayor Michael Fougere, Councillors: Mike O'Donnell (Chairperson), Bryon Burnett, John Findura, Jerry Flegel, Shawn Fraser and Bob Hawkins were present during consideration of this report by the Executive Committee.

The Executive Committee, at the **PRIVATE** session of its meeting held on June 15, 2016, considered the following report from the Administration:

RECOMMENDATION

That the tentative agreement reached with the Amalgamated Transit Union, Local 588 (ATU) be approved.

CONCLUSION

A tentative agreement has been reached with ATU Local 588. The details of the agreement include a three year deal with a general wage increase of two per cent each year, a minor improvement to the footwear allowance, language changes that address key issues for both parties, modification to the pay table for Transit Fleet Staff, and housekeeping items that update and modernize the agreement.

The Administration believes that the negotiated agreement is responsible, reasonable and fair for all stakeholders.

BACKGROUND

The collective bargaining agreement between the City of Regina (City) and ATU expired on December 31, 2015. ATU served notice to commence collective bargaining to the City on November 2, 2015, and bargaining commenced February 5, 2016.

Consistent with the other bargaining units, the Administration developed a bargaining strategy that was based on ownership and accountability within the operational area, with the Director of Transit leading the bargaining team.

The purpose of this report is to provide information related to recent bargaining negotiations with ATU and to seek approval of the tentative agreement.

DISCUSSION

The City and ATU commenced collective bargaining negotiations on February 5, 2016, with the formal exchange of bargaining proposals. Over a period of an additional seven days of face to face bargaining, the two parties were able to reach a tentative agreement.

The two parties have tentatively agreed to the following:

- General wage increases: 2% for 2016, 2% for 2017 and 2% for 2018.
- Language related to superior duty opportunities and compensation for operators training new operators. This item has been a concern between the parties for the last three years.
- Footwear allowance for mechanical and maintenance staff has been increased from $200 per year to $225 per year.
- Language related to using surveillance on the buses related to performance management.
- Language related to how Operators are assigned work and the process used for time off.
- The City now has the ability to expedite the selection process of job postings for internal positions.
- New Operators now receive prorated clothing points based on their date of commencement.
- The City negotiated changes to the pay tables for the Transit Fleet staff by introducing a three step system whereby the first two steps are reduced from the current system.
- Paid bargaining time for ATU of up to 240 hours for the next round of collective bargaining.
- Various housekeeping items.

Administration recommends approval of this agreement for the following reasons:

- This agreement meets the identified and expressed needs of both parties as presented at collective bargaining negotiations.
- This agreement can significantly assist the City and the Union to strengthen their relationship.

It should be noted that ATU Local 588 held a meeting on the tentative agreement with their membership for ratification on May 29, 2016 with a recommendation for acceptance.

RECOMMENDATION IMPLICATIONS

Financial Implications

The cost of the compounded increases over the course of the agreement total $1,946,166. The costs are broken down as follows:

	Year over Year Costs	**Compounded Costs**
2016	$324,119	$324,119
2017	$325,245	$649,364
2018	$323,318	$972,683
Total	**$972,682**	**$1,946,166**

Environmental Implications

None with respect to this report.

Policy and/or Strategic Implications

The recommendations in this report allow the City to continue to achieve its corporate strategic goals.

Other Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

After approval of the agreement by City Council, a press release would be prepared to indicate that agreement has been reached.

DELEGATED AUTHORITY

The recommendations contained in this report require City Council approval.

Respectfully submitted,

EXECUTIVE COMMITTEE

Jim Nicol, Secretary

CR16-79

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: Johnson Shoyama Graduate School of Public Policy – Executive Internship Program

RECOMMENDATION OF THE FINANCE AND ADMINISTRATION COMMITTEE - JUNE 7, 2016

That the City Clerk be authorized to enter into agreements with the Johnson Shoyama Graduate School of Public Policy (JSGS), at the University of Regina and the University of Saskatchewan, as well as with the individual interns, to provide a select number of internship opportunities on an annual basis for the period September 1, 2016 to April 30, 2021.

FINANCE AND ADMINISTRATION COMMITTEE – JUNE 7, 2016

The Committee adopted a resolution to concur in the recommendation contained in the report. Recommendation #2 does not require City Council approval.

Councillors: Wade Murray (Chairperson), Bryon Burnett, Shawn Fraser and Barbara Young were present during consideration of this report by the Finance and Administration Committee.

The Finance and Administration Committee, at its meeting held on June 7, 2016, considered the following report from the Administration:

RECOMMENDATION

1. That the City Clerk be authorized to enter into agreements with the Johnson Shoyama Graduate School of Public Policy (JSGS), at the University of Regina and the University of Saskatchewan, as well as with the individual interns, to provide a select number of internship opportunities on an annual basis for the period September 1, 2016 to April 30, 2021.

2. That this report be forwarded to the June 27, 2016 City Council meeting for approval.

CONCLUSION

The City of Regina has partnered in the JSGS Executive Internship Program since 2010. By continuing this multi-year agreement the organization benefits by having access to a resource with the latest thinking in public policy, and by gaining a new perspective in the analysis of policy. The interns gain valuable career preparation and experience, and accelerated professional growth and advancement. Overall, the JSGS Executive Internship Program provides for smart succession planning as it provides the city access to potential future employees. For these reasons we are recommending that the city continue its' partnership with the Johnson Shoyama Graduate School of Public Policy. As the renewal of this agreement with JSGS will result in a duration exceeding five years, The Regina Administration Bylaw requires City Council approval to enter into a new multi-year agreement.

BACKGROUND

The Johnson Shoyama Executive Internship Program was launched in 2005 with a partnership between JSGS and the Saskatchewan Public Service Commission. The program has since grown to include current partnerships with the federal and provincial public service, eHealth Saskatchewan, Elections Saskatchewan, Saskatchewan Liquor and Gaming Authority, SaskBuilds, the Saskatchewan School Boards Association, the Provincial Auditor of Saskatchewan, the City of Saskatoon and the City of Regina.

These partnerships provide students in the Master of Public Administration (MPA) and the Master of Public Policy (MPP) programs the option of enhancing their postgraduate experience work with a public service internship component.

Since partnering with JSGS, the City has hosted a total of sixteen interns of which four have been hired into the City's permanent workforce and one into a term position. The positions these individuals currently occupy include: Corporate Policy Advisor, Business Systems Analyst, Policy & Procedure Analyst, Strategy and Performance Consultant and Manager, Transportation & Utilities.

It has been current practice for the City to take two interns, with internships lasting eight months starting in September and ending at the end of April in the following year. Two graduate students enrolled in the JSGS Program at the University of Regina have been offered internships for the 2016-17 term: one in Strategy Management, Corporate Services Group and one in Policy Support Branch, City Planning and Development.

DISCUSSION

The Johnson Shoyama Executive Internship Program is one of the leading programs of its kind in Canada and its reputation continues to grow. It is the only program in Canada that pairs student interns with mentors who are at middle to senior levels of government and focuses on the development of a high-quality mentorship experience. In order to qualify for internship, applicants must undergo a comprehensive assessment process.

The internships are intended to expose interns to and give them hands-on experience with a broad range of activities and issues related to public administration and public policy. It is anticipated that an intern's work plan should generally include:

- Opportunities to learn first-hand the nature of government, including the internal workings of government, the reporting and governance structure, legislation and interface with the political structure (Federal, provincial and municipal);
- Exposure to or direct involvement in budget development, strategic planning and reporting, policy and program development and the migration of this development to the implementation, monitoring and evaluation stages;
- The opportunity to develop an appreciation of effective working relationships between and within various levels of government;
- Opportunities to learn about government process and government management; and
- Firsthand experience in the day to day activities of public servants, such as preparing briefing notes, preparing decision items, analyzing policy issues and conducting research.

The internship program serves as a valuable recruitment tool. Interns have the opportunity to demonstrate the various contributions they can make within their respective placements while it provides the organization a unique avenue by which to recruit, and potentially retain, high performing talent. There is no guarantee of ongoing or future employment after a successful internship. However, as a result of the opportunity to showcase their talents, as noted some interns have been successful in competing for post-internship employment.

In addition, the program enhances the City's presence in the community as an employer of choice for Johnson Shoyama graduates and further strengthens the relationship between JSGS and the City of Regina.

RECOMMENDATION IMPLICATIONS

Financial Implications

The value of each internship over the eight month term is $25,000, for a total cost of the 2016-17 term of $50,000.

The City of Regina will pay the total cost of $50,000 from the current approved budget to the University for the purposes of the internship program. In turn, the University will grant a scholarship to each intern in regular instalments as determined by the University.

Environmental Implications

There are none associated with this report.

Policy and/or Strategic Implications

The Internship Program provides the City with an opportunity to secure the talents of high-performing students from the Johnson Shoyama Graduate School of Public Policy. The City of Regina benefits from the students' skills over the course of the eight month internship and can draw on this pool of talent in the competitive and at times tight labour market. Participation in the program also highlights our ongoing efforts to be seen as an employer of choice.

Other Implications

There are none associated with this report.

Accessibility Implications

There are none associated with this report.

COMMUNICATIONS

The Johnson Shoyama Graduate School of Public Policy, and the respective Boards of Governors of the Universities of Regina and Saskatchewan will be notified of our ongoing commitment to the Internship Program and provided with copies of the executed contract.

DELEGATED AUTHORITY

The recommendations contained in this report require City Council approval.

Respectfully submitted,

FINANCE AND ADMINISTRATION COMMITTEE

Ashley Thompson, Secretary

CR16-80

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: Support for Green Municipal Fund Community Brownfield Action Plan Grant

RECOMMENDATION OF THE FINANCE AND ADMINISTRATION COMMITTEE - JUNE 7, 2016

1. That subject to the 2017 budget deliberations, the City of Regina prepare an Underutilized Land Study in preparation of an Underutilized Land Improvement Strategy that includes sustainability goals, specific targets, actions and an implementation and monitor strategy.

2. That subject to the 2017 budget deliberations, the City of Regina commits $115,000 and an in-kind contribution of a minimum of $11,500 towards the costs of this initiative.

3. That City Council direct Administration to complete and submit an application under the Federation of Canadian Municipalities Green Municipal Fund program for a Brownfield Community Action Plan grant to assist in the funding of an Underutilized Land Study and Underutilized Land Improvement Strategy for the City of Regina.

4. That the Executive Director of City Planning and Development or their designate be authorized to negotiate and approve the Green Municipal Fund Grant Agreement between the City of Regina and the Federation of Canadian Municipalities.

FINANCE AND ADMINISTRATION COMMITTEE – JUNE 7, 2016

The Committee adopted a resolution to concur in the recommendation contained in the report. Recommendation #5 does not require City Council approval.

Councillors: Wade Murray (Chairperson), Bryon Burnett, Shawn Fraser, Bob Hawkins and Barbara Young were present during consideration of this report by the Finance and Administration Committee.

The Finance and Administration Committee, at its meeting held on June 7, 2016, considered the following report from the Administration:

RECOMMENDATION

1. That subject to the 2017 budget deliberations, the City of Regina prepare an Underutilized Land Study in preparation of an Underutilized Land Improvement Strategy that includes sustainability goals, specific targets, actions and an implementation and monitor strategy.

2. That subject to the 2017 budget deliberations, the City of Regina commits $115,000 and an in-kind contribution of a minimum of $11,500 towards the costs of this initiative.

3. That City Council direct Administration to complete and submit an application under the Federation of Canadian Municipalities Green Municipal Fund program for a Brownfield Community Action Plan grant to assist in the funding of an Underutilized Land Study and Underutilized Land Improvement Strategy for the City of Regina.

4. That the Executive Director of City Planning and Development or their designate be authorized to negotiate and approve the Green Municipal Fund Grant Agreement between the City of Regina and the Federation of Canadian Municipalities.

5. That this report be forwarded to the June 27, 2016 City Council meeting for approval.

CONCLUSION

Administration requires a Council resolution to endorse an application under the Federation of Canadian Municipalities (FCM) Green Municipal Fund (GMF) program for a Brownfield Community Action Plan grant. The grant is sought to assist with the costs of completing an Underutilized Land Study (the Study) that identifies potential regulatory, environmental and economic barriers to private sector redevelopment of various types of underutilized sites throughout the city, including former school sites and brownfield sites. Once completed, Administration will present the recommendations from the Study to City Council and seek direction on the creation of an Underutilized Land Improvement Strategy (the Strategy) containing specific actions the City of Regina (City) can undertake to improve the viability of underutilized sites.

Under the GMF program, the City is eligible for a grant covering up to 50 per cent of the consultant costs required to develop both the Study and the Strategy, with the maximum eligible in-kind contributions (i.e. internal staff time and resources) limited to 10 per cent of all capital costs.

While Administration will not seek direction from Council on the establishment of the Strategy until the Study has been completed, the professional costs associated with preparing the Study cannot be funded by FCM retroactively. Therefore, Administration is seeking authorization to submit the GMF application at this time to maximize its eligible costs under the program. Under the GMF program, all funding is paid out following the adoption of the Strategy by City Council. This means that should the City decide not to proceed with the Strategy, no GMF funding will be received and the full cost of preparing the Study would be endured by the City.

Through project scoping and planning, Administration has estimated that $115,000 is required in capital costs to develop the Study and that the in-kind costs associated with Administration's day-to-day management of the project will exceed 10 per cent or $11,500. Preparation of the Strategy is anticipated to be completed by Administration in-house. Based on this, the City is eligible for a grant up to $69,000 under the GMF program.

	Cost	Maximum GMF Grant
Capital Costs (i.e. Consultant)	$115,000	$57,500
10 % In-Kind Contribution	$11,500	$11,500
Total	**$126,500**	**$69,000**

The FCM has advised Administration that the review of GMF applications takes approximately four to six months. To allow adequate time for FCM to make a decision before for the 2017 budget process, Administration is seeking endorsement of the GMF application now. The recommended resolution includes the caveat that the decision to commit to the Strategy is subject to the 2017 budget deliberations, enabling the City to proceed with the GMF application without prejudicing the budget process. If adopted, the recommendations contained within this report will not oblige the City to proceed with the Study or Strategy.

BACKGROUND

Design Regina, the Official Community Plan Bylaw No. 2013-48 (OCP) states that 30 per cent of the City's future growth should be directed to existing urban areas to ensure long-term sustainable growth and enhance the urban form. Furthermore, the OCP directs at least 10,000 new residents to the City Centre.

In response to the OCP's high-level goals and objectives, Administration has developed an Intensification Work Plan comprised of critical projects that will impact the viability of infill development. Through this process, Administration has identified the need for a Strategy comprised of the following four components to address different scales and levels of complexity of infill/intensification opportunities:

- Brownfields (i.e. potentially contaminated sites)
- Bluefields (i.e. former institutional lands)
- Vacant Lots
- Surface Parking Lots

Administration notes that on November 12, 2014, Executive Committee received Report CR13-157 advising that a Brownfield Redevelopment Strategy has been identified as a deliverable under the Intensification Work Plan. This report provides recommendations that work towards achieving this direction.

Green Municipal Fund

The GMF was established by the FCM with funding from the Federal Government to support municipalities through funding and knowledge for municipal environmental projects. The GMF provides funding to three types of municipal environmental initiatives: plans, studies and projects. The GMF also targets five sectors of municipal activity: brownfields, energy, transportation, waste and water.

The City has received funding through the GMF for seven different plans and feasibility studies since 2001. Most recently, the City received a $350,000 grant for the development of the OCP under the GMF Sustainable Community Plan Program.

Under the Community Brownfield Action Plan Program, municipalities can apply for a grant up to 50 per cent of the eligible costs required to develop the plan or strategy, up to a maximum of $175,000. As described on FCM's website, the Community Brownfield Action Plan "identifies priority redevelopment zones and opportunities including a framework of incentive programs and municipal actions to promote the remediation, rehabilitation and adaptive reuse and overall improvement of underused properties within a community". The FCM have confirmed that the proposed Strategy fits within this program and is eligible for funding.

The application review process takes between four to six months and includes an independent peer review where the project is scored against a series of environmental, social and economic criteria. There is no intake deadline for this type of GMF application and the FCM's Executive Committee is the final approval authority.

DISCUSSION

Through a detailed background analysis of best municipal practices and engagement of key stakeholders, the Study will identify regulatory, environmental and economic barriers to private sector investment in these underutilized properties and provide specific recommendations that the City could advance to improve the viability of these sites.

By completing the Study, the City will have the data, framework and community buy-in necessary to prepare an effective Strategy to encourage new private sector investment in underutilized properties, which in turn would generate the following benefits for the City:

Economic Advantages:

- Increase tax assessment and revenues for the City;
- Improve Regina's competitive advantage in marketing itself to new investment; and
- Make efficient use of existing infrastructure.

Environmental Advantages:

- Remove actual and potential sources of contaminated land within the City;
- Increase opportunities for individuals to live, work and play within established urban areas, reducing automobile dependency; and
- Reduces outward urban expansion onto agricultural lands by encouraging the redevelopment of underused and vacant sites.

Social Advantages:

- New investment in blighted, vacant or contaminated properties can be the catalyst for renewed pride in a neighbourhood;
- Improve public safety by reducing the number of vacant lots thus improving natural surveillance of streets and alleyways (Crime Prevention Through Environmental Design);
- Encourage new residential development within established neighbourhoods which in turn ensures a sufficient population exists to support the local services and amenities (E.g. schools, grocery stores, etc.) required to form a complete neighbourhood; and,
- Opportunity for meaningful engagement with community stakeholders.

Through project scoping and planning, Administration has estimated that the Study requires a capital budget of $115,000. The majority of this amount is required to retain a qualified consultant to undertake the detailed stakeholder consultation and analysis necessary to prepare specific recommendations on what the City can do to improve the viability of underutilized sites. Preparation of the Strategy is anticipated to be completed in-house by Administration.

Completion of the Study will not have an impact on the City's operations budget. However, for the purpose of the GMF application, it has been estimated that the staff costs associated with planning, managing and reporting of the Study will exceed the GMF's maximum eligible in-kind contribution of 10 per cent of all eligible costs.

As the City's capital budget will not be finalized until Q4 2016, the wording of the recommendation includes a caveat that Council's commitment to the funding of the Study will be subject to 2017 budget deliberations. Administration has consulted with FCM and confirmed that the recommended City Council resolution satisfies the GMF application requirement.

If the recommended motion is adopted, Administration will finalize and submit the GMF application. Based on the standard GMF review timeframe of four to six months, it is anticipated that Administration will be notified of FCM's decision in time to inform the 2017 budget.

RECOMMENDATION IMPLICATIONS

Financial Implications

Through project scoping and planning, Administration has estimated that the Study requires a capital budget of $115,000. FCM's approval of the GMF application would reduce the City's capital budget requirement by 50 per cent up to $57,500. In addition, under the GMF program the City is eligible for up to $11,500 for the City's in-kind contribution to the Study. Based on the standard GMF review timeframe of four to six months, it is anticipated that Administration will be notified of FCM's decision in time to inform the 2017 budget. City Administration has prepared a business case for the Study which will be considered through the capital budget deliberation process.

If adopted, the recommendations of this report do not oblige the City to commit funds from the 2017 budget to the Study or to adopt the Strategy. However, any funding committed by FCM would be conditional upon the City adopting the Strategy within three years. This means that should the City not decide to proceed with a Strategy, the full cost of preparing the Study will be borne by the City.

Environmental Implications

None with respect to this report.

Policy and/or Strategic Implications

The recommendations of this report strongly align with Section 1.14 of the OCP which directs the City to work with other levels of government to secure funding for both capital and operating needs of the City.

The creation of the Study is strongly aligned with the visions, goals and the policies of the City's Strategic Plan and OCP which support renewal of the city through intensification, optimization of the City's financial capacity, redevelopment of brownfield and former institutional properties and the decrease in the number of vacant, non-taxable and underutilized lots.

Other Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

If the recommendation is supported, Administration will send a copy of the City Council resolution to the FCM as part of the GMF application.

DELEGATED AUTHORITY

The recommendations contained in this report require City Council approval.

Respectfully submitted,

FINANCE AND ADMINISTRATION COMMITTEE

Ashley Thompson, Secretary

CR16-81

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: Discretionary Use Application (16-DU-09)
House-Form Commercial – 2305 Cornwall Street

RECOMMENDATION OF THE REGINA PLANNING COMMISSION – JUNE 8, 2016

That the Discretionary Use Application for a proposed House-Form Commercial Office located at 2305 Cornwall Street, being Lot 1, Block 460, Plan No. Old 33 Centre Square neighbourhood, be approved and that a Development Permit be issued subject to the following conditions:

a) The development shall be consistent with the plans attached to this report as Appendices A-3.1, A-3.2 and A-3.3.

b) The development shall comply with all applicable standards and regulations in the *Regina Zoning Bylaw No. 9250*.

REGINA PLANNING COMMISSION – JUNE 8, 2016

The Commission adopted a resolution to concur in the recommendation contained in the report. Recommendation #2 does not require City Council approval

Councillors: Mike O'Donnell (Chairperson), Jerry Flegel and Barbara Young; Commissioners: Pam Dmytriw, Adrienne Hagen Lyster, Simon Kostic, Ron Okumura and Laureen Snook were present during consideration of this report by the Regina Planning Commission.

The Regina Planning Commission, at its meeting held on June 8, 2016, considered the following report from the Administration:

RECOMMENDATION

1. That the Discretionary Use Application for a proposed House-Form Commercial Office located at 2305 Cornwall Street, being Lot 1, Block 460, Plan No. Old 33 Centre Square neighbourhood, be approved and that a Development Permit be issued subject to the following conditions:

   a) The development shall be consistent with the plans attached to this report as Appendices A-3.1, A-3.2 and A-3.3.

   b) The development shall comply with all applicable standards and regulations in the *Regina Zoning Bylaw No. 9250*.

2. That this report be forwarded to the June 27, 2016 meeting of City Council for approval.

CONCLUSION

The applicant proposes to develop office space for an import textile and handicraft business in the existing two-storey house-form building in the Centre Square neighbourhood (formerly known as the Transitional Area). This proposal is supported by policies in Part B.3 Transitional Area Neighbourhood Plan of *Design Regina: The Official Community Plan Bylaw No. 2013-48* (OCP) to retain existing house-form buildings in the area.

In addition, the building, built in 1907, is generally recognized as being one of the oldest residences in Regina and is a designated Municipal Heritage Property, known as The Gollnick Residence. The proposed office is a good reuse option for this building, which is now surrounded by apartment buildings.

The proposal complies with the development standards and regulations contained in the *Regina Zoning Bylaw No. 9250* and with the policies contained in the OCP. Accordingly, the Administration is recommending approval.

BACKGROUND

This application is being considered pursuant to the *Regina Zoning Bylaw No. 9250*, the OCP and *The Planning and Development Act, 2007*.

Pursuant to Subsection 56(3) of *The Planning and Development Act*, *2007,* City Council may establish conditions for discretionary uses based on the nature of the proposed development (e.g. site, size, shape and arrangement of buildings) and aspects of site design (e.g. landscaping, site access, parking and loading), but not including the colour, texture or type of materials and architectural details.

DISCUSSION

The applicant proposes to redevelop an existing house-form building located at 2305 Cornwall Street for office use to support an import textile and handicraft business. The redevelopment will consist of a reception area, meeting room and staff room on the main floor and three offices on the second floor. The attic will be used for storage.

The land use and zoning related details of this proposal are summarized in the following table:

Land Use Details	Existing	Proposed
Zoning	TAR-Transitional Area Residential	TAR-Transitional Area Residential
Land Use	Detached Dwelling	House-Form Commercial Office
Number of Dwelling Units	1	0
Building Area	74 m^2	74 m^2

Zoning Analysis	Required	Proposed
Number of Parking Stalls Required	1 stall	1 stall
Minimum Lot Area (m^2)	250 m^2	627 m^2
Minimum Lot Frontage (m)	7.5 m	16.5 m
Maximum Building Height (m)	15 m	Approx. 9 m
Maximum Floor Area Ratio	.75	.21
Maximum Coverage (%)	50%	12%

The proposed development is consistent with the purpose and intent of the TAR-Transitional Area Residential Zone. This zone recognizes the predominately residential character of the neighbourhood but allows for commercial redevelopment at City Council's discretion in an existing detached dwelling that existed in the neighbourhood prior to March 21, 1984. This residence was constructed in 1907.

City Council designated this building as a Municipal Heritage Property in 1983. The Gollnick Residence dates from 1907 and is one of the oldest in Regina. Members of the Gollnick family resided in the house for over 100 years. The building illustrates elements of the Classical Revival style in domestic architecture. No changes to the exterior of the building can be made without the approval of a Heritage Alteration Permit application by the Administration. The applicant has indicated that no changes to the building exterior are proposed.

The proposed development only requires one parking space due to the following provisions in the *Regina Zoning Bylaw No. 9250*:

- Section 14B.1.5 states that the number of parking spaces that existed at the time of municipal heritage designation shall be maintained and that heritage designated buildings are not subject to compliance with the parking requirements of the Zoning Bylaw.
- Section 14B.3.9 states that when an existing house-form building is converted into a House-Form Commercial/Residential Building use, no parking shall be required for the new use above what was required for the building prior to the change in use.

The surrounding land uses are apartment buildings.

RECOMMENDATION IMPLICATIONS

Financial Implications

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

Environmental Implications

None with respect to this report.

Policy/Strategic Implications

The proposal is consistent with the policies contained within the OCP. Policy 7.16 reads as follows:

- Encourage local commercial within residential areas.

The proposal is also consistent with the policies contained in Part B.3 Transitional Area Neighbourhood Plan of the OCP with respect to:

- Commercial land use in the TAR-Transitional Area Residential Zone, specifically within house-form buildings, is provided for in order to encourage the maintenance, renovation and restoration of these house-form buildings.

In addition, the building has been recognized by City Council as a significant heritage resource through the Municipal Heritage Designation process. The Centre Square Neighbourhood encompasses a large collection of historic residential buildings and streetscapes. The OCP recognizes the importance of cultural and heritage resources to the City through a number of policies including:

- Build partnerships and work collaboratively with community groups, other levels of government, and the private and voluntary sectors to encourage cultural development opportunities and conserve historic places.
- Consider cultural development, cultural resources and the impact on historic places in all areas of municipal planning and decision-making.
- Encourage owners to protect historic places through good stewardship.

Commercial land uses should be accommodated in building forms and locations which are compatible with the residential land use and character of the area. Re-purposing existing residential buildings, while keeping their existing form, will ensure the buildings are maintained and continue to contribute to the streetscape.

Other Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

Communication with the public is summarized below:

Public notification signage posted on	April 8, 2016
Letter sent to immediate property owners	April 5, 2016
Number of public comment sheets received	11

The Administration received 11 comment sheets as identified in the table above. The main concerns are related to lack of parking in the area. A more detailed account of the respondents' concerns and the Administration's responses to these concerns are provided in Appendix B.

The application was circulated to the Centre Square Community Association for comments. Following circulation, the Administration attempted follow up contact with the Centre Square Community Association but did not receive a response prior to the deadline for submission of this report.

The applicant and other interested parties will receive a copy of the report and notification of the meeting to appear as a delegation in addition to receiving written notification of City Council's decision.

DELEGATED

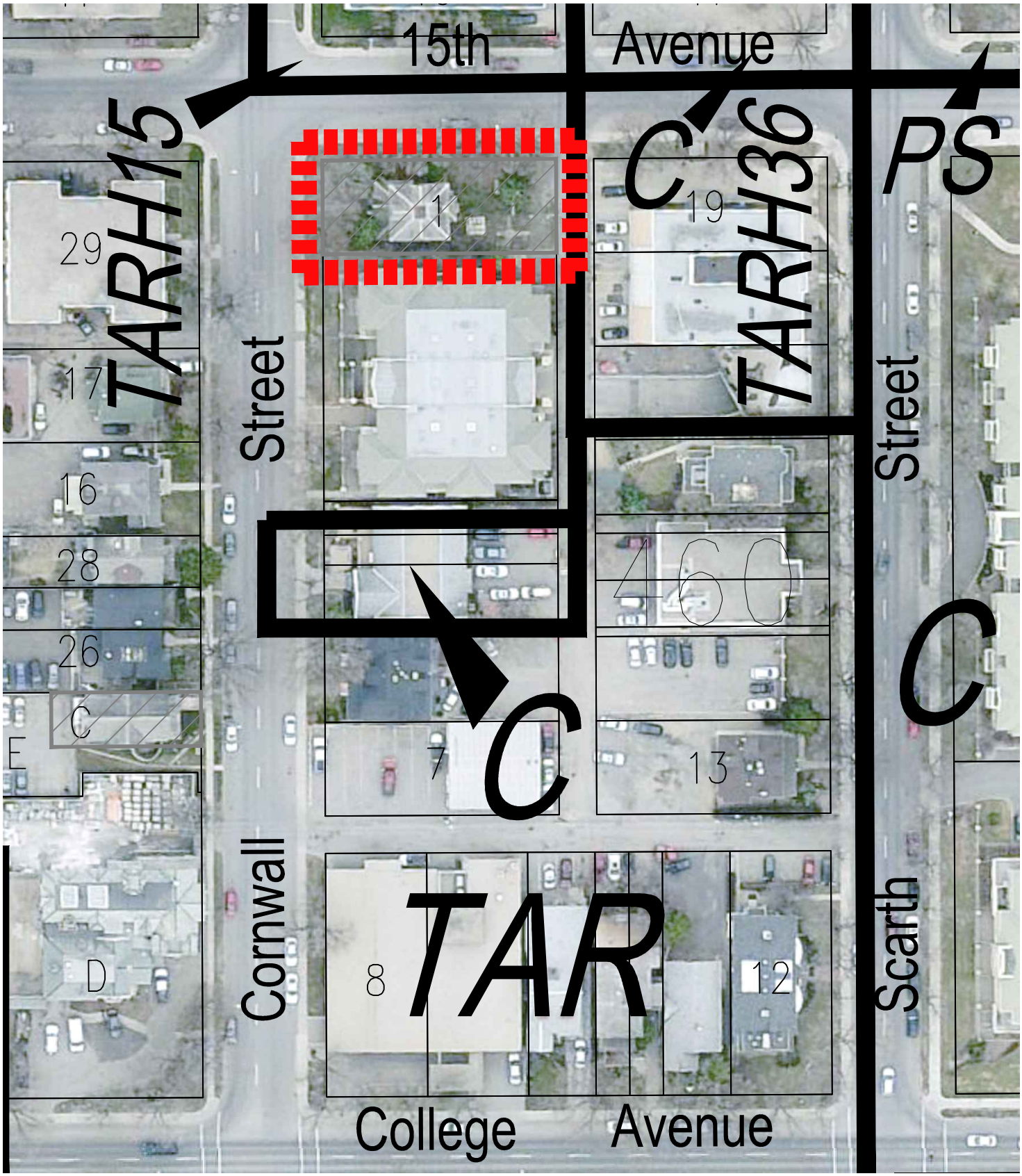
City Council's approval is required, pursuant to Part V of *The Planning and Development Act, 2007.*

Respectfully submitted,

REGINA PLANNING COMMISSION

Elaine Gohlke

Elaine Gohlke, Secretary



Subject Property

Heritage

Project 16-DU-09

Civic Address/Subdivision 2305 Cornwall Street

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Appendix A-2

Subject Property

Heritage

Date of Photography: 2014

Project 16-DU-09

Civic Address/Subdivision 2305 Cornwall Street

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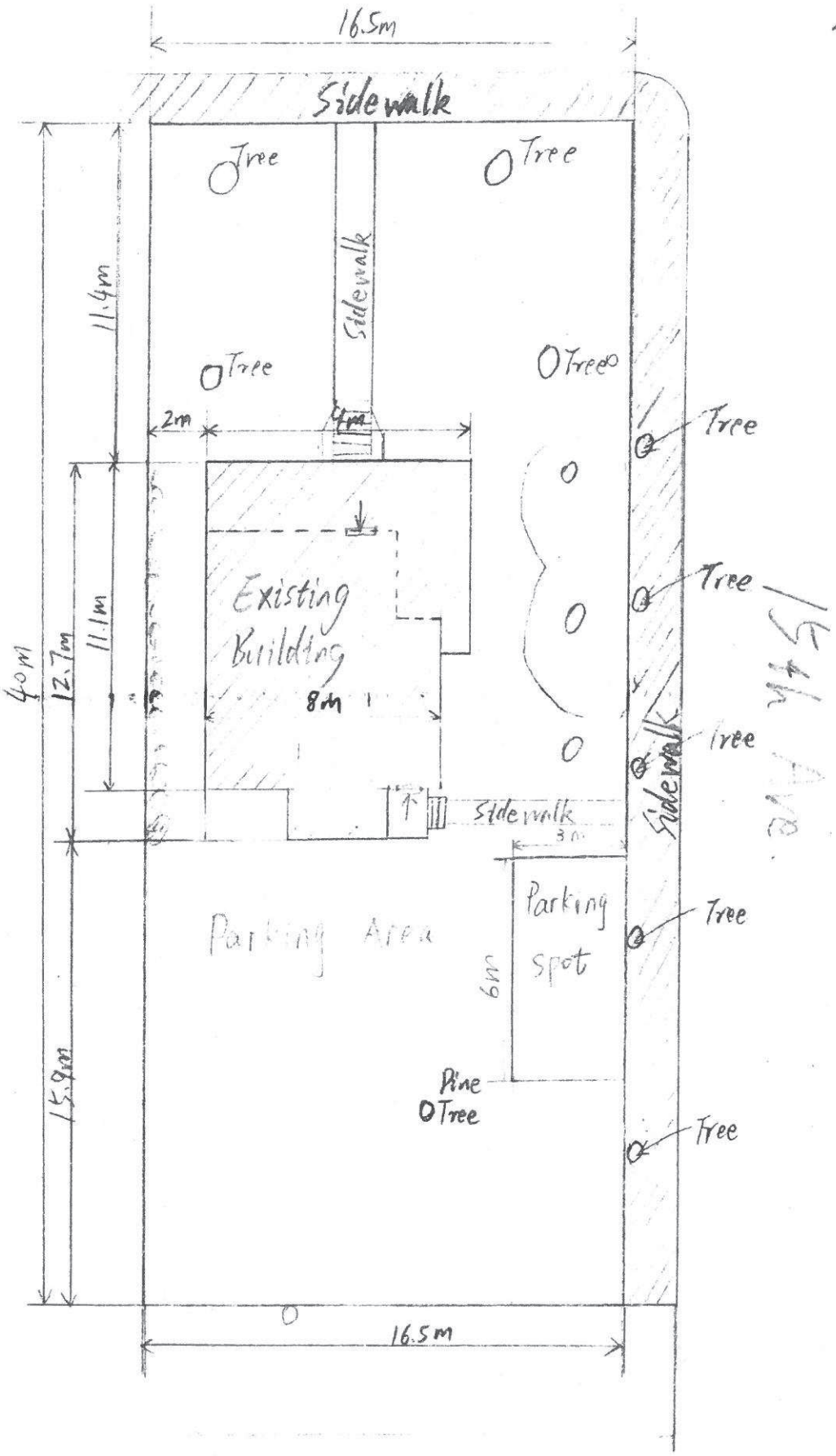
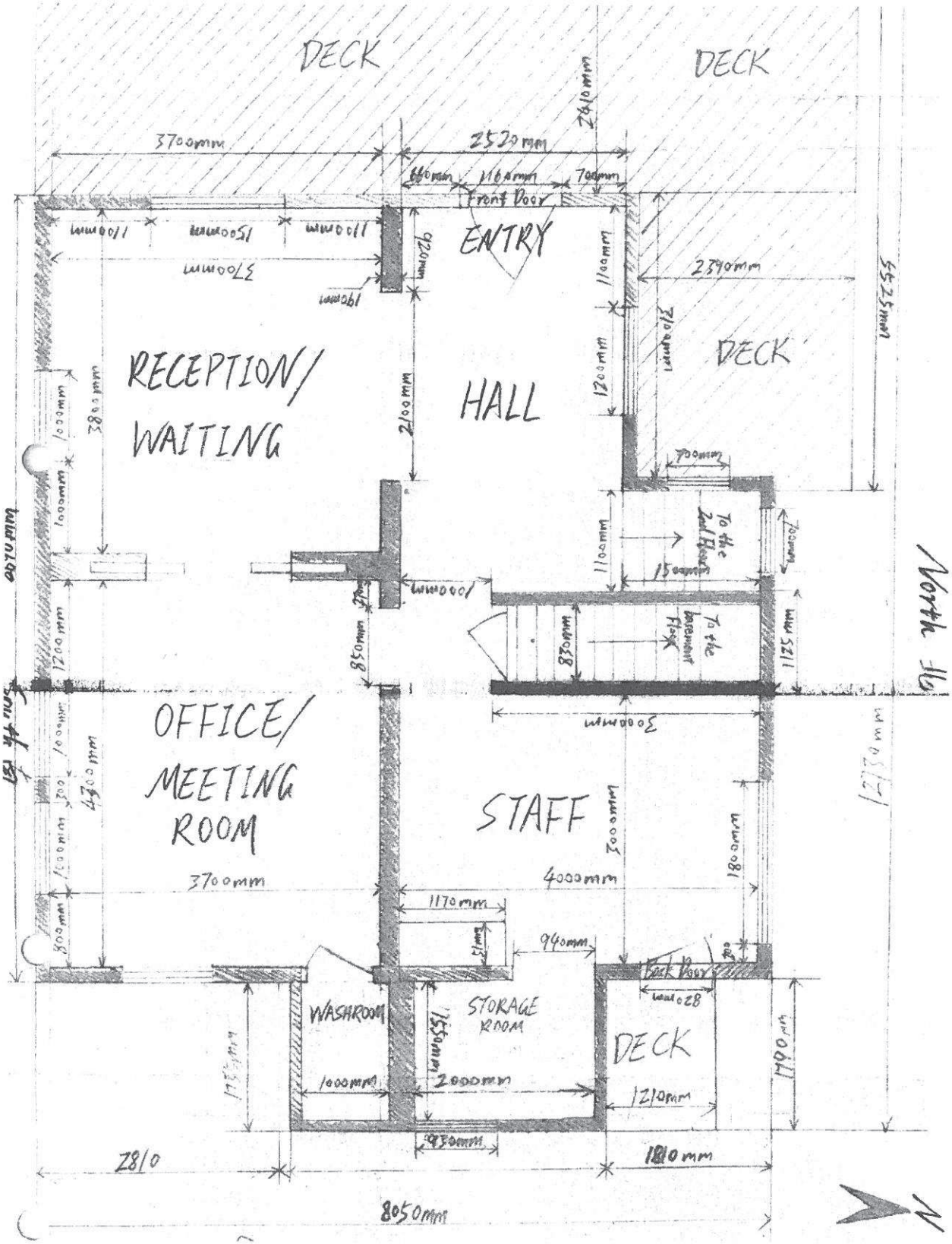
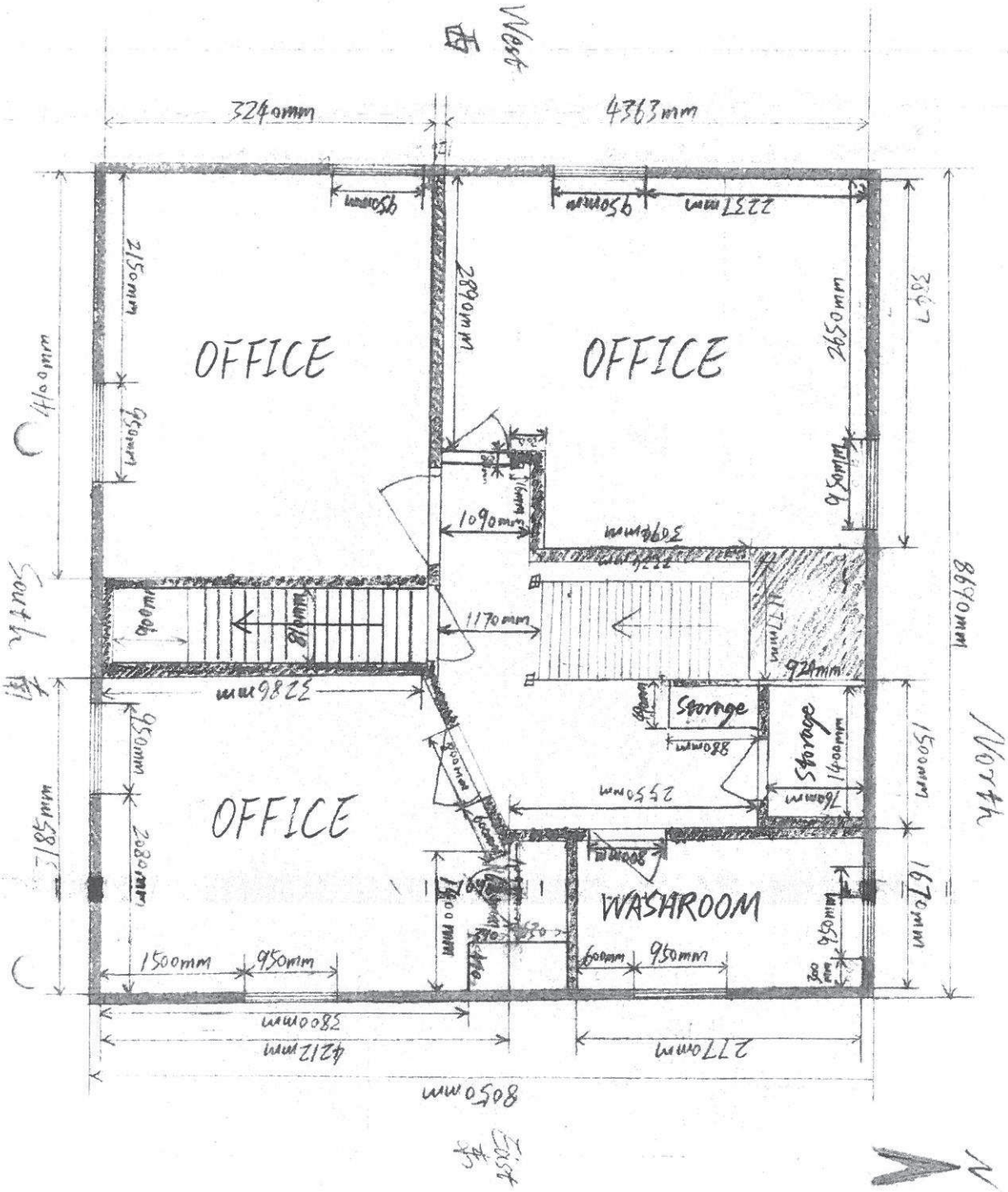
Cornwall St.

2305 Cornwall St




DECK
DECK
3700mm
2520mm
2410mm
880mm
1160mm
700mm
Front Door
ENTRY
1100mm
1500mm
1100mm
3700mm
190mm
920mm
1100mm
2390mm
5525mm
RECEPTION/
WAITING
HALL
DECK
3800mm
1000mm
1000mm
2100mm
1200mm
700mm
To the 2nd Floor
1100mm
1500mm
700mm
1000mm
850mm
850mm
To the basement floor
1125mm
1200mm
OFFICE/
MEETING
ROOM
STAFF
3000mm
4700mm
3700mm
4000mm
3000mm
1800mm
1170mm
300mm
940mm
Back Door
WASHROOM
STORAGE
ROOM
DECK
1550mm
1750mm
1000mm
2000mm
1210mm
1400mm
930mm
2810
1810mm
8050mm
North



SECOND FLOOR

Appendix B

Public Consultation Summary

Response	Number of Responses	Issues Identified
Completely opposed	1	Will cause more on-street parking issues. Speers Funeral Home puts enormous pressure on parking on the street. No parking available for guests of tenants in apartment building at 2302 Cornwall Street.
Accept if many features were different	1	Parking will be a problem since a new business will be establishing in the neighbourhood.
Accept if one or two features were different	3	More off-street parking is needed for this office use. Parking on the street is already congested with parking from various businesses. Parking should be provided on-site for six cars.
I support this proposal	8	

1. **Issue: Lack of Parking**

   Administration's Response:
   The property at 2305 Cornwall Street is a designated Municipal Heritage Property. It was designated by City Council by bylaw passed in May 1983. The *Regina Zoning Bylaw No. 9250* (Zoning Bylaw) states that the number of parking spaces that existed at the time of designation shall be maintained and that heritage designated buildings are not subject to compliance with the parking requirements of the Zoning Bylaw.

   Since the building has been used as a residence only, one parking space was required on the site in accordance with the parking requirements of the Zoning Bylaw.

   In addition, the Zoning Bylaw states that when an existing house form building is converted into a House-Form Commercial/Residential Building use, no parking shall be required for the new use above what was required for the building prior to the change in use. This is intended to encourage retention of the original residences in the Centre Square neighbourhood and to encourage alternate uses in these buildings.

   This requirement for designated properties is in the Bylaw to facilitate and ensure that heritage properties can be retained and reused for other purposes. It is difficult to provide additional parking on the lot in many instances without having a negative impact on the heritage property.

CR16-82

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: Discretionary Use Application (15-DU-29)
Addition of an Apartment Building to a Planned Group Dwellings – 75 Michener Drive

RECOMMENDATION OF THE REGINA PLANNING COMMISSION – JUNE 8, 2016

That the Discretionary Use Application for a proposed Apartment, High Rise located at 75 Michener Drive, being Block V, Plan No. 77R38342, University Park Subdivision be approved and that a Development Permit be issued subject to the following conditions:

a) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.4 inclusive, prepared by AODBT Architecture and Interior Design and dated September 11, 2015.

b) The development shall comply with all applicable standards and regulations in the *Regina Zoning Bylaw No 9250*.

REGINA PLANNING COMMISSION – JUNE 8, 2016

Councillor Bryon Burnett, Ward 4, addressed the Commission.

The Commission adopted a resolution to concur in the recommendation contained in the report. Recommendation #2 does not require City Council approval

Councillors: Mike O'Donnell (Chairperson), Jerry Flegel and Barbara Young; Commissioners: Pam Dmytriw, Adrienne Hagen Lyster, Simon Kostic, Ron Okumura and Laureen Snook were present during consideration of this report by the Regina Planning Commission.

The Regina Planning Commission, at its meeting held on June 8, 2016, considered the following report from the Administration:

RECOMMENDATION

1. That the Discretionary Use Application for a proposed Apartment, High Rise located at 75 Michener Drive, being Block V, Plan No. 77R38342, University Park Subdivision be approved and that a Development Permit be issued subject to the following conditions:

   a) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.4 inclusive, prepared by AODBT Architecture and Interior Design and dated September 11, 2015.

   b) The development shall comply with all applicable standards and regulations in the *Regina Zoning Bylaw No 9250*.

2. That this report be forwarded to the June 27, 2016 meeting of City Council for approval.

CONCLUSION

The applicant proposes to develop an addition to an existing High Rise Apartment building on the subject property which currently contains three apartment buildings. The existing three apartment buildings contain 72 dwelling units in total and the proposed addition will contain 29 dwelling units for a total of 101 dwelling units in the expanded building. The proposal contributes positively to the community by providing a diversity of housing choice in close proximity to existing community services and amenities.

The proposal complies with the development standards and regulations contained in the *Regina Zoning Bylaw No 9250* and is consistent with the policies contained in *Design Regina: The Official Community Plan Bylaw No. 2013-48* (OCP). Accordingly, the Administration recommends approval.

BACKGROUND

An application has been received for a Discretionary Use to accommodate the development of a High Rise Apartment building on the subject property located at 75 Michener Drive.

This application is being considered concurrently with an application that the applicant has filed for Discretionary Use for the property located at 10 Michener Drive.

This application is being considered pursuant to the *Regina Zoning Bylaw No 9250*, the OCP and *The Planning and Development Act, 2007*.

Pursuant to Subsection 56(3) of *The Planning and Development Act*, *2007,* City Council may establish conditions for discretionary uses based on the nature of the proposed development (e.g. site, size, shape and arrangement of buildings) and aspects of site design (e.g. landscaping, site access, parking and loading), but not including the colour, texture or type of materials and architectural details.

DISCUSSION

The applicant proposes to develop an addition to an existing High Rise Apartment building on the subject property which currently contains three high rise apartment buildings. The proposed addition is planned for the building which is located central to the site. The *Regina Zoning Bylaw No 9250* defines a High Rise Apartment building as "a building containing more than four dwelling units which exceeds 13 metres in height." The proposed building will have a height of 15.65 metres.

The existing three apartment buildings contain 72 dwelling units in total. The proposed addition contains 29 dwelling units for a total of 101 dwelling units in expanded building.

The land use and zoning details are provided in the table below:

Land Use Details	Existing	Proposed
Zoning	R6	R6
Land Use	Apartment, High Rise	Apartment, High Rise
Number of Dwelling Units	72	29 – Proposed Addition 101 – Total Development
Building Area	7506 m^2	3258 m^2

Zoning Analysis	Required	Proposed
Number of Parking Stalls Required	152 stalls 101 x 1.5 = 152	36 new stalls 152 stalls total
Minimum Lot Area (m^2)	500 m^2	10249 m^2
Minimum Lot Frontage (m)	15 m	163.45 m
Front Yard Setback	6 m	6 m
Side Yard Setback	3 m	7.340 m existing bldg. 42.736 m proposed bldg.
Maximum Building Height (m)	20 m	15.65 m
Gross Floor Area	7506 m^2	3258 m^2
Maximum Floor Area Ratio	3	1.03
Maximum Coverage (%)	50%	24.3%

The proposed building addition will replace some open space and parking that is part of the current layout of the site. The proposal does not impact any existing dedicated neighbourhood parks as all changes to open space are located on private property. Access to the site is provided through the lanes located along the eastern and southern edges of the property.

Surrounding land uses include detached dwellings to the north and west, St. Dominic Savio Elementary School and open space to the south and a religious institution to the east.

The proposed development is consistent with the purpose and intent of the R6-Residential Multiple Housing Zone with respect to:

- Regulating the location and standards for apartment buildings.
- Encourage the provision of affordable housing, particularly for low and moderate income households and special needs groups.

Traffic Impact Analysis

The Administration required the applicant to submit a Transportation Impact Assessment (TIA) which addressed the traffic impacts associated with this development along with a development that is being considered concurrently with this application for 10 Michener Drive. The study described existing and proposed site conditions, traffic forecast, trip generation, impact on the surrounding road network and access. The study concluded that the existing street network can support the additional traffic generated by the proposed development.

The analysis was conducted during peak hours, early morning and late afternoon. The analysis focused on potential areas of traffic congestion. The report concluded that the existing roadway network and conditions have the capacity to accommodate the volumes of traffic generated by the proposed development.

RECOMMENDATION IMPLICATIONS

Financial Implications

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

Environmental Implications

None with respect to this report.

Policy/Strategic Implications

The proposal is consistent with the policies contained within Part A: Policy Plan of the OCP with respect to:

Complete Neighbourhoods

- A diversity of housing types to support residents from a wide range of economic levels, backgrounds and stages of life, including those with special needs.

Housing Supply and Affordability

- Support attainable housing in all neighbourhoods through ownership, rental housing and specific needs housing.
- Support residential intensification in existing and New Neighbourhoods to create complete neighbourhoods.

Other Implications

None with respect to this report.

Accessibility Implications

The Uniform Building and Accessibility Standards Act requires five per cent of units in new rental buildings to be barrier-free including accessible washrooms, space in bedrooms and kitchens and balconies. For this proposal, this equates to one barrier-free unit for the proposed building addition. The applicant's proposal will include one barrier free unit in the proposed addition. The building is also be equipped with an elevator.

The *Regina Zoning Bylaw No 9250* requires that two per cent of the required parking stalls be provided for persons with disabilities, which is equivalent to three parking stalls. The proposed development provides three parking stalls for persons with disabilities which meets the minimum requirements.

COMMUNICATIONS

Communications with the public is summarized as follows:

Public notification signage posted on	January 19, 2016
Letter sent to immediate property owners	January 12, 2016
Public Open House held	January 21, 2016 (27 Attendees)
Number of Public Comments Sheets received	21

A more detailed accounting of the respondents' comments and the Administration's response to them is provided in Appendix B.

The Arcola East Community Association (AECA) was notified of the proposed project. No comments were provided by the AECA prior to the deadline for submission of this report. The AECA has since advised that there are no comments on the proposed project.

The applicant and other interested parties will receive a copy of the report and notification of the meeting to appear as a delegation in addition to receiving written notification of City Council's decision.

DELEGATED AUTHORITY

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

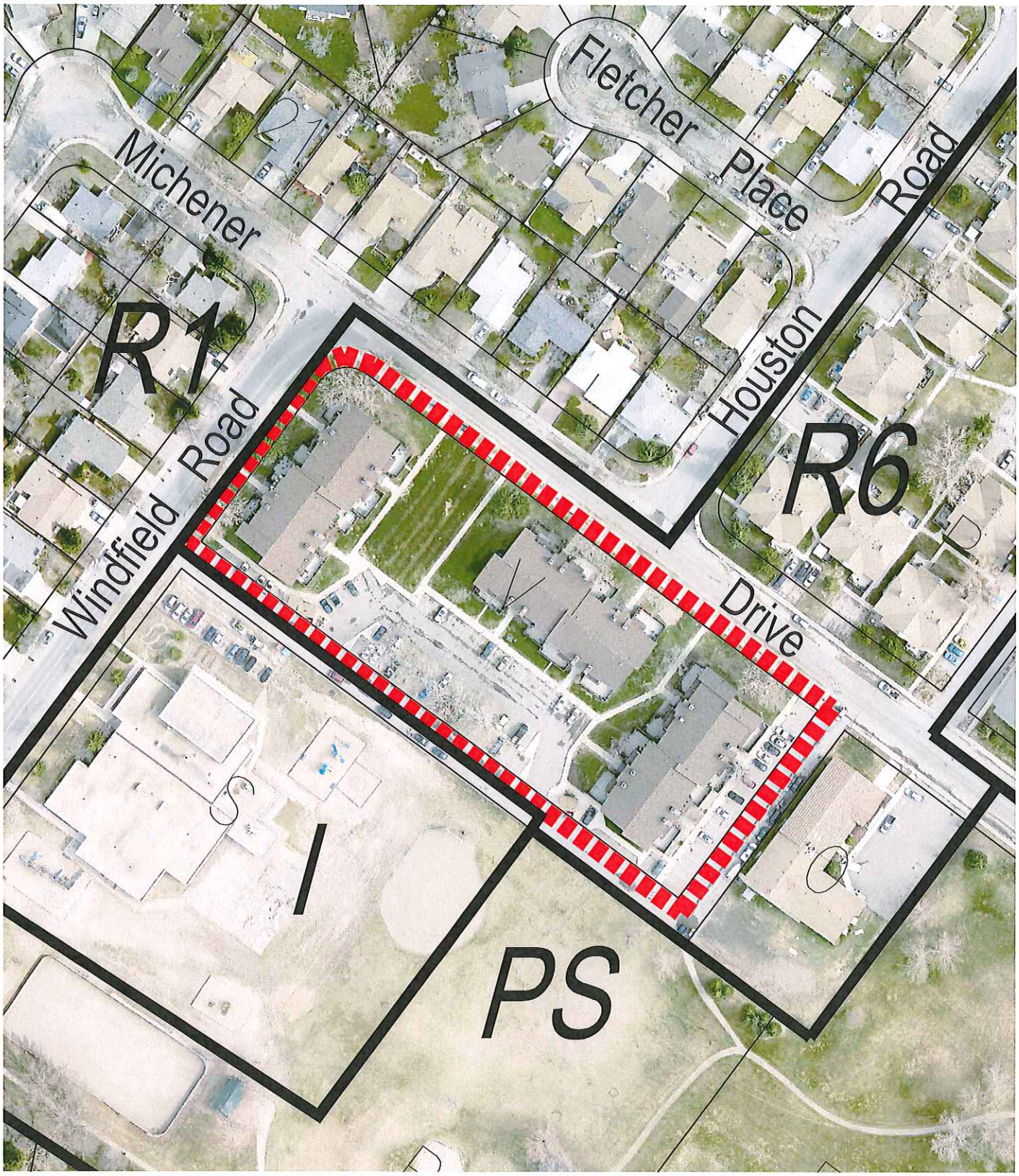
Respectfully submitted,

REGINA PLANNING COMMISSION

Elaine Gohlke

Elaine Gohlke, Secretary

Appendix A-1



Subject Property

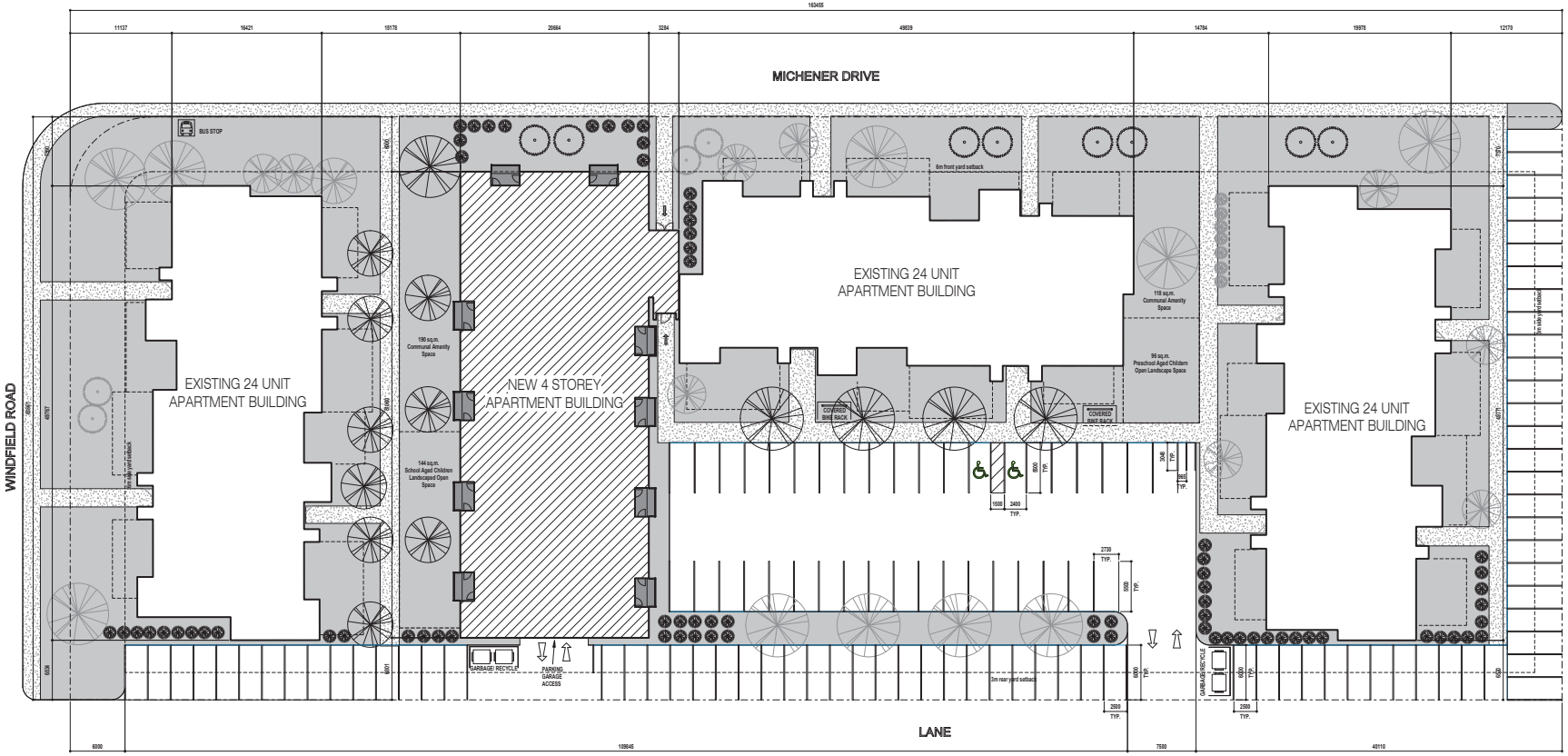
Project 15-DU-29 Civic Address/Subdivision 75 Michener Drive

Appendix A-2

Subject Property

Date of Photography: 2014

Project 15-DU-29 Civic Address/Subdivision 75 Michener Drive



1 A1 SITE PLAN
1 : 250

/75, 83, 91, 99 MICHENER DRIVE, REGINA SK

"R6" Multiple Housing Zone

Setbacks
Existing Front Yard Setback: 6m
Existing Side Yard Setback: 3m
Existing Rear Yard Setback: 3m

Site Coverage:
Existing:
Total Site Area: 10 421 sq.m.
Total Site Coverage: 2 537sq.m. (24.35%)
Existing Floor Area (Approx): 7 556 sq.m.
Existing Floor Area Ratio: 0.72

Maximum Allowed Additional:
Site Coverage: 2 603.5 sq.m.
Rentable Area: 23 757 sq.m.
Max. Bldg Ht: 20 m.

Proposed Building (4 Storeys):
Additional Site Coverage: 1 086 sq.m.
New Total Site Coverage: 3 623 sq.m. (35%)
Proposed Building Floor Area (Approx.): 3 258 sq.m.
Total Floor Area (Approx): 10 764 sq.m.
New Floor Area Ratio: 1.03

Proposed Units:
Existing Units: 72 Units
New Standard Units: 27 Units
New Barrier-Free Units: 2 Units (5% of new units)
Total New Units: 29 Units
Total Units: 101 Units

Parking:
Required Parking: 152 stalls (1.5 stalls per unit)

Outdoor Parking: 113 stalls
Covered Surface Parking: 36 stalls
Motorcycle Parking (2%): 3 Stalls
Total Provided Parking: 152 stalls
Required Bicycle Parking: 8 spaces (5% of Total Parking)

Communal Amenity Space:
Required: 521 sq.m. (5% of site area)
Provided Indoor: 67 sq.m.
Provided Exterior: 548 sq.m.
Total Provided Amenity Space: 615sq.m.

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PRELIMINARY NOT FOR CONSTRUCTION
?

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NO.	DESCRIPTION :	DATE :
0		September 11, 2015

REVISIONS :

PROJECT NAME :
The Village Apartments

75, 83, 91, 99 MICHENER DRIVE, REGINA SK

PROJECT NUMBER : 15024

DRAWING NAME :
SITE PLAN

DRAWN : aodbt

CHECKED : JH

1

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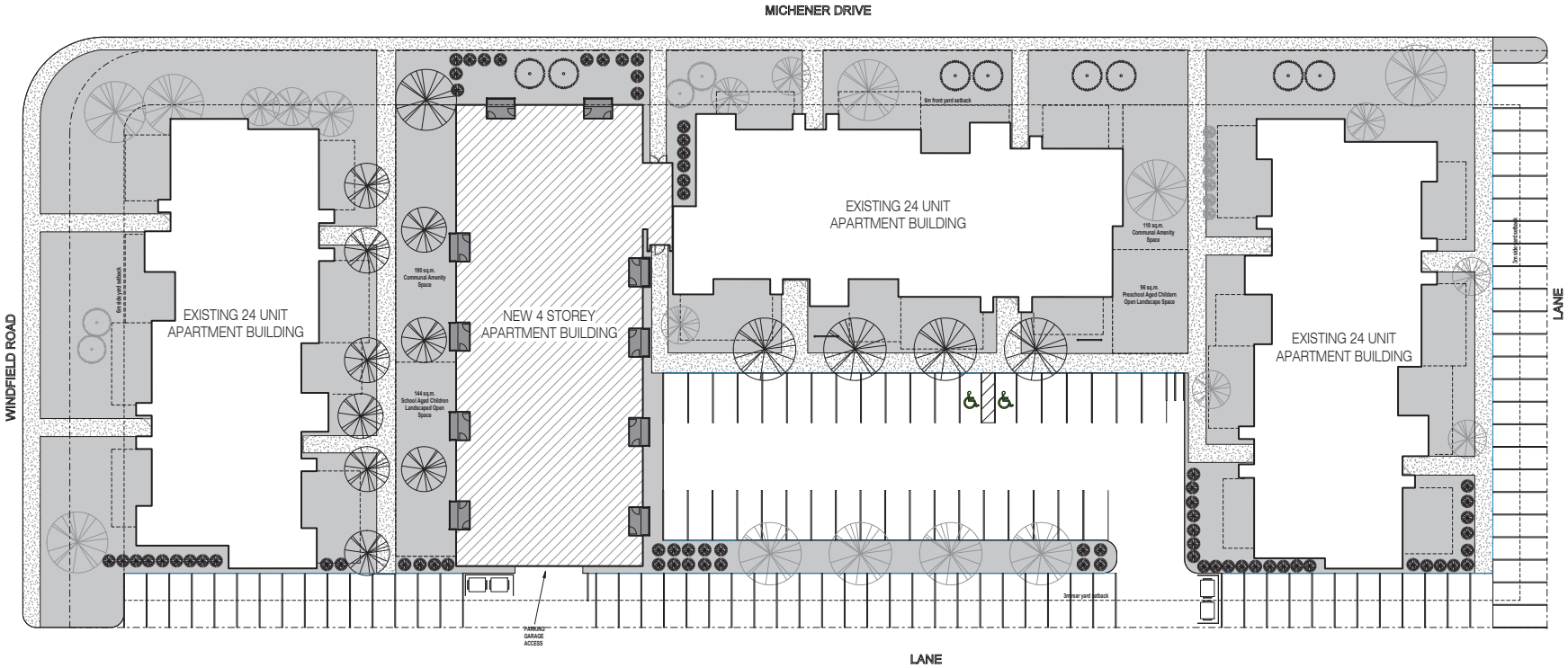

1 A1 LANDSCAPING PLAN
1 : 250

Site Information:
10 421 sq.m. Gross Site Area
2 353 sq.m. Gross Parking Area

Landscaping Requirements:
Required Landscaping: 1563 sq.m. (15% of site area)

Planned Group of Dwelling: requires minium of 2.5 sq.m. outdoor landscaped area per bedroom (excluding master bedroom)
24 New Secondary Bedrooms
Approx. 72 Existing Secondary Bedrooms
Total Open Space Required: 240 sq.m.
Required Open Spaces for pre-school children: 96 sq.m.
Provided: 96 sq.m.
Required Open Spaces for school-aged children: 144 sq.m.
Provided: 144 sq.m.

Planting Requirements:
40 Trees Required (1140 sq.m. of req'd site landscaping)
24 Existing Trees
18 New Trees
Provided Trees: 42
79 Shrubs Required (1120 sq.m. of req'd site landscaping)
Provided Shrubs:80

LEGEND

Existing
New
Conifer
Deciduous
Shrub

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NO.	DESCRIPTION :	DATE :
0		September 11, 2015

REVISIONS :

PROJECT NAME :
The Village Apartments

75, 83, 91, 99 MICHENER DRIVE, REGINA SK

PROJECT NUMBER : 15024

DRAWING NAME :
LANDSCAPING PLAN

DRAWN : aodbt

CHECKED : JH

2

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1 NORTH ELEVATION
1 : 250

2 SOUTH ELEVATION
1 : 250

3 EAST ELEVATION
1 : 250

4 WEST ELEVATION
1 : 250

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NO.	DESCRIPTION :	DATE :
0		September 11, 2015

REVISIONS :

PROJECT NAME :
The Village Apartments

75, 83, 91, 99 MICHENER DRIVE, REGINA SK

PROJECT NUMBER : 15024

DRAWING NAME :
ELEVATIONS

DRAWN : aodbt

CHECKED : JH

5

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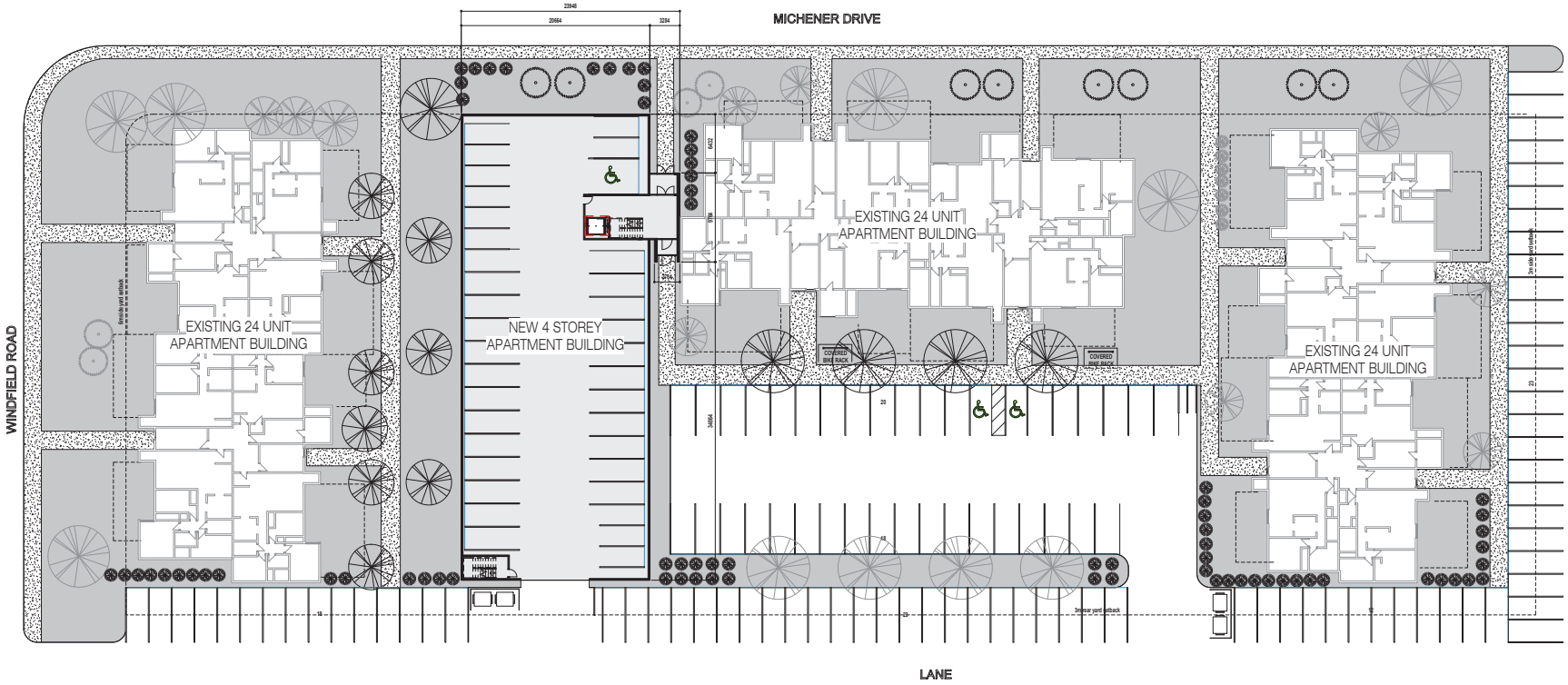

1 FIRST FLOOR PLAN
1 : 250

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NO.	DESCRIPTION :	DATE :
0		September 11, 2015

REVISIONS :

PROJECT NAME :
The Village Apartments

75, 83, 91, 99 MICHENER DRIVE, REGINA SK

PROJECT NUMBER : 15024

DRAWING NAME :
FIRST FLOOR PLAN

DRAWN : aodbt

CHECKED : JH

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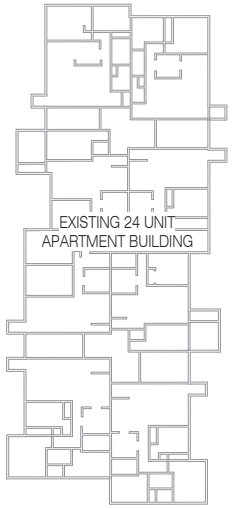
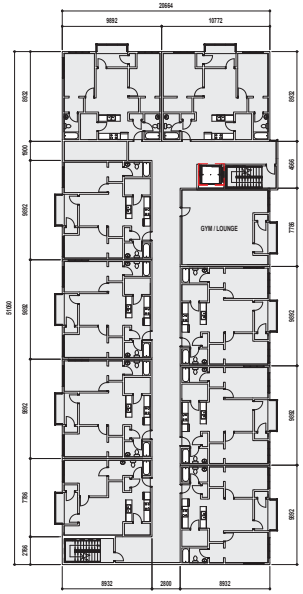
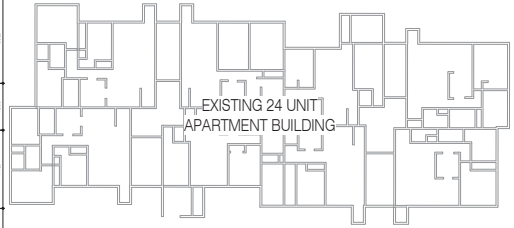
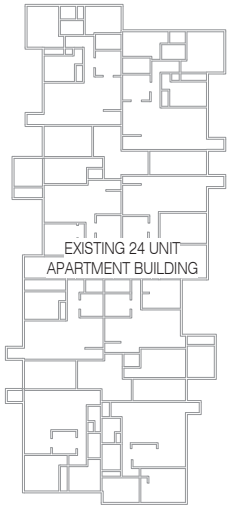
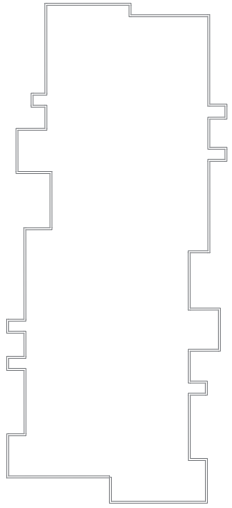


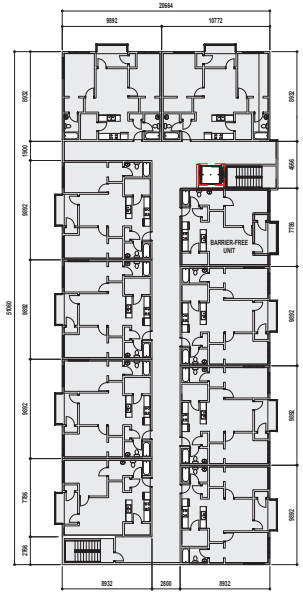


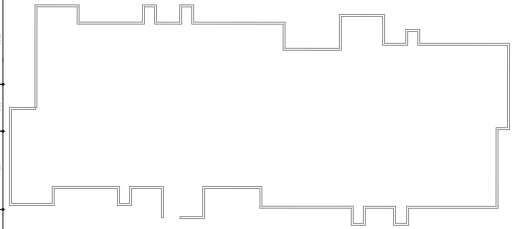


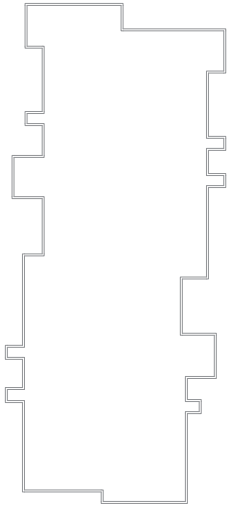


1 SECOND FLOOR PLAN
1 : 250









2 TYPICAL 3rd - 4th FLOOR PLAN
1 : 250

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PRELIMINARY NOT FOR CONSTRUCTION
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NO.	DESCRIPTION :	DATE :
0		September 11, 2015

REVISIONS :

PROJECT NAME :
The Village Apartments

75, 83, 91, 99 MICHENER DRIVE, REGINA SK

PROJECT NUMBER : 15024

DRAWING NAME :
SECOND FLOOR PLAN & TYP. 3RD - 4TH FLOOR PLANS

DRAWN : aodbt

CHECKED : JH

4

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Appendix B

Public Consultation Summary – 75 Michener Drive

Response	Number of Responses	Issues Identified
Completely opposed	19	• Shortage of parking • Noise concerns • Negatively affect house values • Project will add to excess rental units • Increase density • Traffic congestion in the neighbourhood • Safety concerns for school children • Effects of more low income housings • Pedestrian safety and traffic congestion • Compromise available open space • School capacity
Accept if many features were different	2	• Traffic and pedestrian safety concerns addressed • Improve crosswalk and pedestrian mobility • Buildings more compatible
Accept if one or two features were different	0	
I support this proposal	0	
Other		

1. **Issue: The proposal would contribute to increased traffic and increased noise.**
   Administration's Response:
   The proposed development raised several concerns regarding traffic congestion and noise. As a result the City requested an independent Traffic Impact Analysis (TIA). According to the report conducted by Stantec Consulting the proposed development will not have adverse effects on traffic flows or noise levels. The TIA addressed the impacts associated with this development as well as a development that is being considered concurrently for the subject property located at 10 Michener Drive.

   The Administration is in agreement with the conclusions of the TIA and that the existing road network has capacity and traffic impacts will be relatively incremental.

2 **Issue: The proposal will contribute to the existing parking challenges.**
   Administration's Response:
   The redeveloped site with the new apartment building addition will provide 152 parking stalls which meets the minimum parking stall requirements of the Zoning Bylaw.

3 **Issue: The proposal will reduce valued open space.**
   Administration's Response:
   The site will continue to meet the open space requirement as indicated in the Zoning Bylaw for total site landscaping requirements as well as communal amenity space requirements. The proposal does not impact any existing dedicated neighbourhood parks as all changes to open space are located on private property.

CR16-83

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: Discretionary Use Application (16-DU-07)
Repair Service – 3810 Dewdney Avenue

RECOMMENDATION OF THE REGINA PLANNING COMMISSION – JUNE 8, 2016

That the Discretionary Use Application for a proposed Repair Service at 3810 Dewdney Avenue being Lot 23, Block 220, Plan No. DV4404 be approved and that a Development Permit be issued subject to the following conditions:

a) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.3 prepared by KRN Design Ltd. and dated March 2016.

b) The development shall comply with all applicable standards and regulations in the *Regina Zoning Bylaw No. 9250*.

REGINA PLANNING COMMISSION – JUNE 8, 2016

Kelly Nadler, KRN Residential Design Ltd., representing Dale Pearson, addressed the Commission.

The Commission adopted a resolution to concur in the recommendation contained in the report. Recommendation #2 does not require City Council approval

Councillors: Mike O'Donnell (Chairperson), Jerry Flegel and Barbara Young; Commissioners: Pam Dmytriw, Adrienne Hagen Lyster, Simon Kostic, Ron Okumura and Laureen Snook were present during consideration of this report by the Regina Planning Commission.

The Regina Planning Commission, at its meeting held on June 8, 2016, considered the following report from the Administration:

RECOMMENDATION

1. That the Discretionary Use Application for a proposed Repair Service at 3810 Dewdney Avenue being Lot 23, Block 220, Plan No.DV4404 be approved and that a Development Permit be issued subject to the following conditions:

   a) The development shall be consistent with the plans attached to this report as Appendix A-3.1 to A-3.3 prepared by KRN Tolentino Architecture Ltd. and dated March 2016.

   b) The development shall comply with all applicable standards and regulations in the *Regina Zoning Bylaw No. 9250*.

2. That this report be forwarded to the June 27, 2016 meeting of City Council for approval.

CONCLUSION

The applicant proposes to develop a repair service for sporting equipment in an existing building that was formerly a detached dwelling. The subject property is currently zoned MX-Mixed Residential Business in which a repair service is a discretionary use. The proposed repair service for sports related equipment will provide an additional amenity in the neighbourhood and is located in close proximity to Evraz Place where many sports facilities are located.

The development complies with the development standards and regulations contained in the *Regina Zoning Bylaw No. 9250* and is consistent with the policies contained in *Design Regina: The Official Community Plan Bylaw No. 2013-48* (OCP). Accordingly, the Administration is recommending approval.

BACKGROUND

This application is being considered pursuant to the *Regina Zoning Bylaw No. 9250*, the OCP and *The Planning and Development Act, 2007*.

Pursuant to Subsection 56(3) of *The Planning and Development Act*, *2007,* City Council may establish conditions for discretionary uses based on the nature of the proposed development (e.g. site, size, shape and arrangement of buildings) and aspects of site design (e.g. landscaping, site access, parking and loading), but not including the colour, texture or type of materials and architectural details.

DISCUSSION

The applicant proposes to redevelop an existing residential building (detached dwelling) located at 3810 Dewdney Avenue for a Repair Service.

The land use and zoning related details of this proposal are summarized in the following table:

Land Use Details	Existing	Proposed
Zoning	MX-Mixed Residential Business Zone	MX-Mixed Residential Business Zone
Land Use	Detached Dwelling	Repair Service
Number of Dwelling Units	1	0
Building Area	116 m^2	116 m^2

Zoning Analysis	Required	Proposed
Number of Parking Stalls Required	1 stall per 50 m^2 gross floor area 116 m^2 / 50 = 2.3 stalls	3 stalls
Minimum Lot Area (m^2)	500 m^2	301 m^2*
Minimum Lot Frontage (m)	15 m	8.23 m*
Maximum Building Height (m)	15 m	7.08 m
Maximum Floor Area Ratio	3.0	0.37
Maximum Coverage (%)	65%	25%
*The lot exists as a legal entity and is legally non-conforming with respect to area and frontage. The only aspect that is changing is the land use.		

The proposed repair service for sports related equipment (skate sharpening, equipment cleaning) will provide an additional amenity in the neighbourhood and is located in close proximity to Evraz Place where many sports facilities are located. The proposal also strengthens and supports this portion of the Dewdney Avenue corridor. The building will consist of a waiting area and repair shop on the main floor with accessory office space on the second floor. On-site parking is accessed via the lane at the rear of the property. As indicated above, parking provided on the site exceeds the minimum requirements of the *Regina Zoning Bylaw No. 9250* by one parking stall.

Surrounding land uses include detached dwellings to the north, east and west. A Fire Hall and the Pasqua Hospital are located to the south.

The proposed development is consistent with the purpose and intent of the MX-Mixed Residential Business Zone with respect to maintaining the general residential character of the area but at the same time ensuring that services required by residents are provided.

RECOMMENDATION IMPLICATIONS

Financial Implications

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

Environmental Implications

None with respect to this report.

Policy/Strategic Implications

The proposal is consistent with the policies contained within Part A of the OCP with respect to:

Urban Centre and Corridors

- Support urban centres and corridors as locations for pedestrian and transit-oriented mixed-use development and as hubs for community interaction and identity.

Commercial

- Encourage local commercial uses within the residential area.

Economic Generators

- Encourage innovative options to support and incubate new entrepreneurs and commercial ventures.

Other Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

Communication with the public is summarized below:

Public notification signage posted on	April 18, 2016
Letter sent to immediate property owners	April 6, 2016
Public Open House held	Not required
Number of Public Comments Sheets received	0

The application was circulated to the North Central Community Association. Following circulation, the Administration attempted follow-up contact with the Community Association but did not receive a response prior to the deadline for submission of this report.

The applicant and interested parties will receive a copy of the report and notification of the meeting to appear as a delegation in addition to receiving written notification of City Council's decision.

DELEGATED AUTHORITY

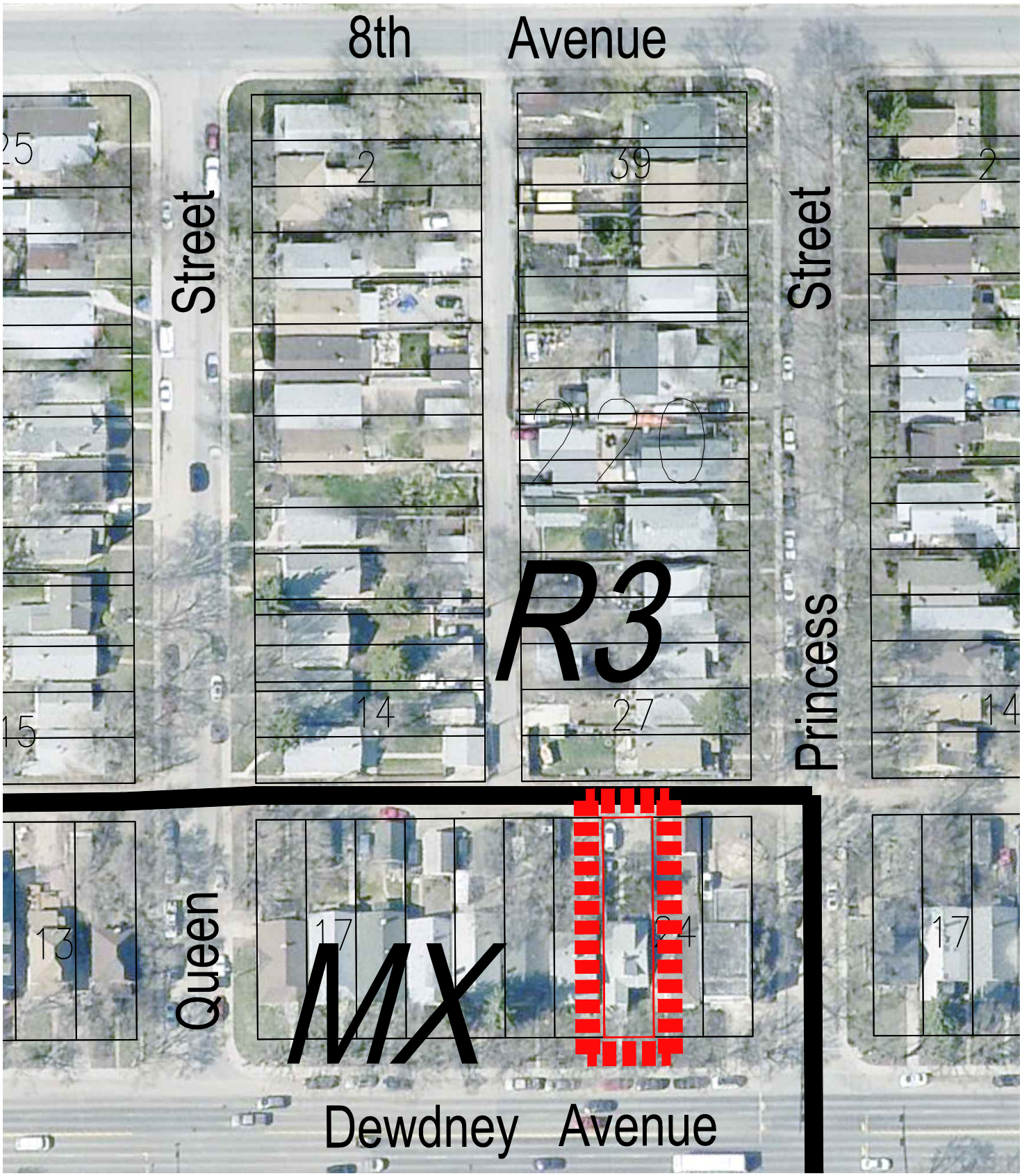
City Council's approval is required, pursuant to Part V of *The Planning and Development Act, 2007.*

Respectfully submitted,

REGINA PLANNING COMMISSION

Elaine Gohlke

Elaine Gohlke, Secretary



Subject Property

Project 16-DU-07 Civic Address/Subdivision 3810 Dewdney Avenue

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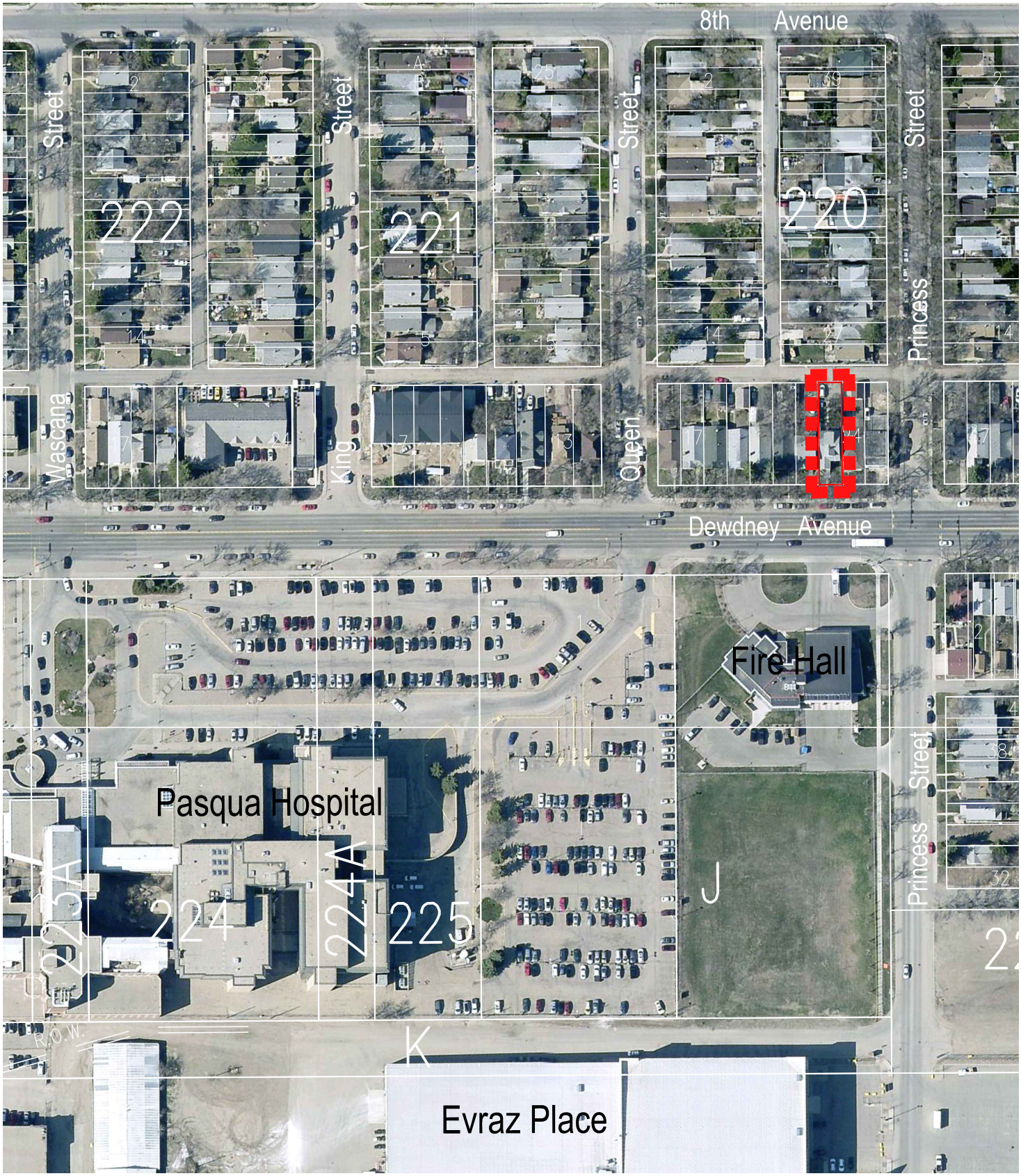
Appendix A-2



Subject Property

Date of Photography: 2014

Project 16-DU-07 Civic Address/Subdivision 3810 Dewdney Avenue

O:\UP\DWGS\DEVELOP\DU\2016\16-DU-07.dwg

CONSTRUCTION NOTES

ALL WORK IS TO BE DONE TO GOOD BUILDING PRACTICE, FOLLOWING REQUIREMENTS FROM THE CURRENT N.B.C. AND ALL LOCAL BY-LAWS. SHOULD CONTRACTOR NOTE DISCREPANCIES, HE SHOULD REPORT TO CONSULTANTS FOR CLARIFICATION.

WORKMANSHIP SHALL BE OF THE BEST QUALITY, MEETING N.M.S. STANDARDS (NATIONAL MASTER SPECIFICATION), EXECUTED BY SKILLED TRADES PEOPLE. NOTIFY CONSULTANT IF EXISTING CONDITIONS MAKE IT IMPRACTICAL TO PRODUCE A HIGH QUALITY FINISHED PRODUCT.

ALL NEW AND/OR EXISTING WALLS, CEILING, FLOOR, MILLWORK AND MISC. ITEMS ARE TO BE INTENDED TO HAVE NEW FINISHES. CONTRACTOR SHOULD NOTE DISCREPANCIES AND OMISSIONS IN DRAWINGS AND REPORT TO CONSULTANTS FOR CLARIFICATION OF FINISHES.

WORK WHICH IS FOUND TO BE DEFECTIVE SHALL BE CORRECTED AT NO COST TO THE OWNER. DEFICIENCIES NOTED DURING THE FINAL INSPECTION SHALL BE CORRECTED AT NO COST TO THE OWNER AND PRIOR TO THE FINAL PAYMENT UNDER THIS CONTRACT.

CONTRACTOR SHALL ARRANGE, OBTAIN AND PAY FOR ALL REQUIRED PERMITS.

PERFORM CUTTING AND REMEDIAL WORK REQUIRED TO MAKE THE PARTS OF THE WORK COME TOGETHER. COORDINATE THIS WORK TO ENSURE THIS REQUIREMENT IS MAINTAINED. AVOID DAMAGE TO OTHER WORK.

EVERY CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVING WASTE MATERIAL AND DEBRIS FROM THE SITE DURING CONSTRUCTION, AS REQUIRED TO MAINTAIN A CLEAN WORK AREA AT THE END OF EACH DAY AND AFTER WORK IS COMPLETED, AT THE FINAL CLEANING.

FINAL CLEANING OF INTERIOR WORK AREA TO REMOVE DUST, DIRT, STAINS AND MARKS. VACUUM CARPETS, SHAMPOO IF REQUIRED TO REMOVE ACCUMULATIONS OF DUST AND DIRT. CLEAN ALL SURFACES, INCLUDING GLASS, HARDWARE, METALS, PLASTIC LAMINATE, MECHANICAL AND ELECTRICAL FIXTURES PRIOR TO FINAL INSPECTION.

PRIOR TO SUBSTANTIAL PERFORMANCE, SUBMIT TO THE OWNER A LIST OF MATERIALS, PRODUCTS AND MAINTENANCE INSPECTIONS, AND COPIES OF ANY WARRANTIES.

THE GENERAL CONTRACTOR IS TO PROVIDE, A COMPLETE SUBTRADE PRICE BREAKDOWN LIST.

ALL PERSONNEL WORKING ON THIS PROJECT SHALL OBSERVE AND ENFORCE ALL CONSTRUCTION SAFETY MEASURES BY THE CANADIAN CONSTRUCTION SAFETY CODE 1975, SUPPLEMENTED TO THE NATIONAL BUILDING CODE OF CANADA, APPLICABLE WORKERS COMPENSATION BOARD REQUIREMENTS AND LOCAL STATUTES AND BYLAWS.

ALL MATERIALS AND WORKMANSHIP SHALL BE GUARANTEED FOR A MINIMUM PERIOD OF ONE YEAR FROM DATE OF SUBSTANTIAL COMPLETION.

GENERAL NOTES:

1. ALL DRAWINGS ARE THE PROPERTY OF KRN TOLENTINO ARCHITECTURE. REPRODUCTION RIGHTS HAVE BEEN PROVIDED TO THE CLIENT FOR THE PURPOSE OF A SINGLE BUILDING CONSTRUCTION. NO OTHER INDIVIDUAL MAY REPRODUCE THESE DOCUMENTS WITHOUT THE WRITTEN CONSENT OF KRN TOLENTINO ARCHITECTURE. ALL REPRODUCTIONS MUST BEAR THE NAME OF KRN RESIDENTIAL DESIGN.

2. ALL DIMENSIONS ARE IN METRIC MEASUREMENT UNLESS OTHERWISE SHOWN.

3. THIS DRAWING SHALL NOT BE SCALED. FOLLOW GIVEN DIMENSIONS ONLY.

4. ALL CROSS REFERENCES ARE TO KRN TOLENTINO ARCHITECTURE DRAWINGS ONLY UNLESS NOTED OTHERWISE.

5. DIMENSIONS ARE TO CENTERLINE OF INTERIOR WALLS, FACE OF EXTERIOR WALL OR CENTER OF STRUCTURE, UNLESS OTHERWISE NOTED.

6. VERIFY ALL DIMENSIONS & SUITABILITY OF EXISTING CONDITIONS PRIOR TO COMMENCING WORK. CONFIRM ALL DRAWING DETAILS AND DIMENSIONS. REPORT ANY DISCREPANCIES TO KRN TOLENTINO ARCHITECTURE PRIOR TO ANY WORK PROCEEDING FOR THEIR CLARIFICATION AND INSTRUCTIONS.

7. ALL SHOP DRAWINGS TO BE ACQUIRED FOR ROOF TRUSSES, FLOOR TRUSSES, ETC. BEFORE COMMENCING CONSTRUCTION.

8. WINDOW SIZES ARE GIVEN IN METRIC (mm) BY WIDTH AND HEIGHT. ACTUAL SIZES MAY VARY. CONFIRM SIZES WITH CLIENT. ACTUAL R.O.'S TO BE PROVIDED BY MANUFACTURER.

9. DOOR SIZES REFER TO O.S.M. AND GIVEN IN PLAN BY WIDTH. ALL DOOR HEIGHTS ASSUMED TO BE 2032mm (6'-8") UNLESS NOTED OTHERWISE. ACTUAL SIZES TO BE CONFIRMED WITH CLIENT. ACTUAL R.O.'S TO BE PROVIDED BY MANUFACTURER.

10. ALL LINTELS TO BE MIN. 2-2x10 OVER ALL OPENINGS IN LOAD-BEARING WALLS UNLESS NOTED OTHERWISE.

11. MINIMUM FOUNDATION DEPTH BELOW FINISHED GROUND LEVEL IS 1500mm (5'-0")

12. ALL INTERIOR AND EXTERIOR FINISH MATERIALS TO BE CONFIRMED WITH CLIENT.

13. ALL FRAMING LUMBER USED SHALL BE S.P.F. #2 OR BTR. UNLESS NOTED OTHERWISE.

14. BATT INSULATION MAY BE SUBSTITUTED WITH AN APPROVED SPRAY FOAM INSULATION OF EQUAL OR GREATER R-VALUE. TO BE INSTALLED BY A LICENSED SPRAY FOAM COMPANY.

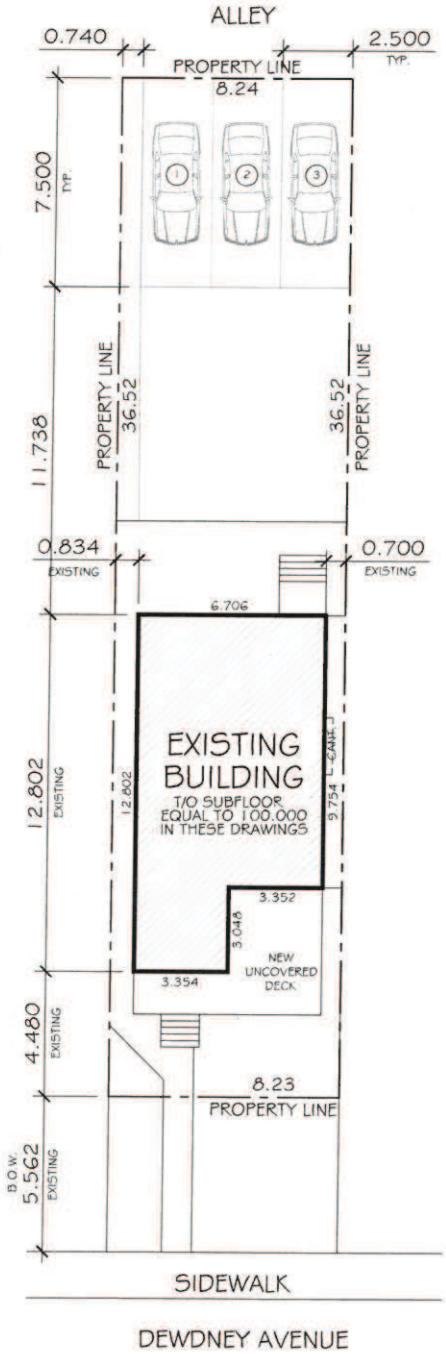
15. MECHANICAL, ELECTRICAL AND PLUMBING AS PER CONTRACTOR (APPROX. LAYOUT PROVIDED AS PER PLAN).

16. CERTAIN DIMENSIONS MAY VARY ACCORDING TO THE MATERIAL USED AND / OR THE CONTRACTOR'S BUILDING METHODS. IF VARIATIONS EXIST BETWEEN THE BUILDING SITE AND PLANS. THE CONTRACTOR MUST ADVISE KRN TOLENTINO ARCHITECTURE AS SOON AS POSSIBLE.

17. REQUIRED APPROVALS AND PERMITS TO BE OBTAINED FROM THE AUTHORITIES HAVING JURISDICTION PRIOR TO PROCEEDING WITH ANY CONSTRUCTION.

18. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE NATIONAL BUILDING CODE OF CANADA (CURRENT EDITION) AND ALL OTHER AUTHORITIES HAVING JURISDICTION.

19. KRN TOLENTINO ARCHITECTURE DOES NOT ASSUME LIABILITY FOR ANY ERRORS AND/OR OMISSIONS ON THESE PLANS, NOR THE CONSTRUCTION METHODS BEING USED BY YOUR BUILDER AND/OR CONTRACTOR(S).



SITE PLAN
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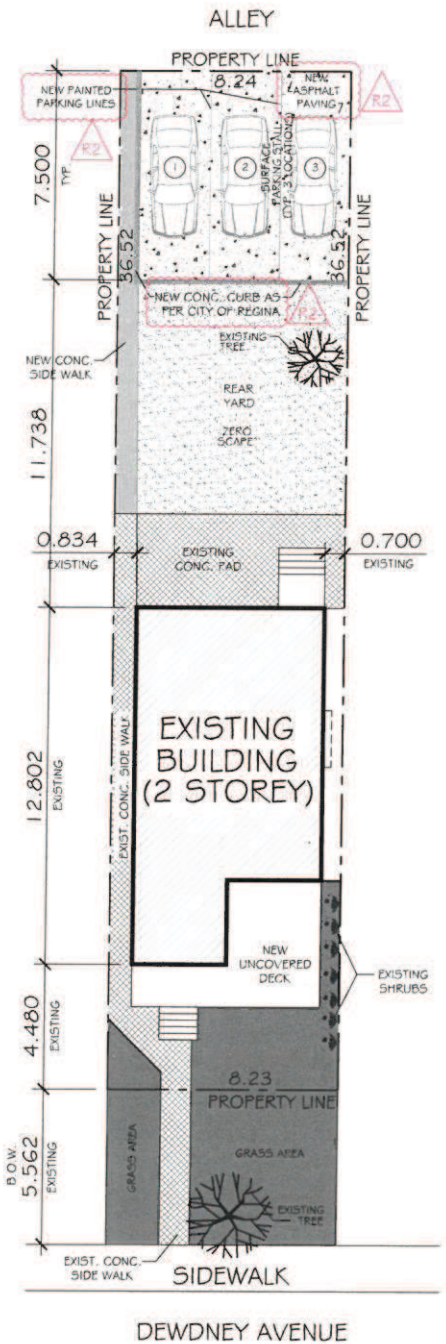


LANDSCAPE PLAN
SCALE 1:120

KRN DESIGN LTD.

R2 - APR. 07, 2016 - LANDSCAPE REVISION

PROJECT
3810 DEWDNEY AVE
-
LOT: 23
BLOCK: 220
PLAN: DV 4404

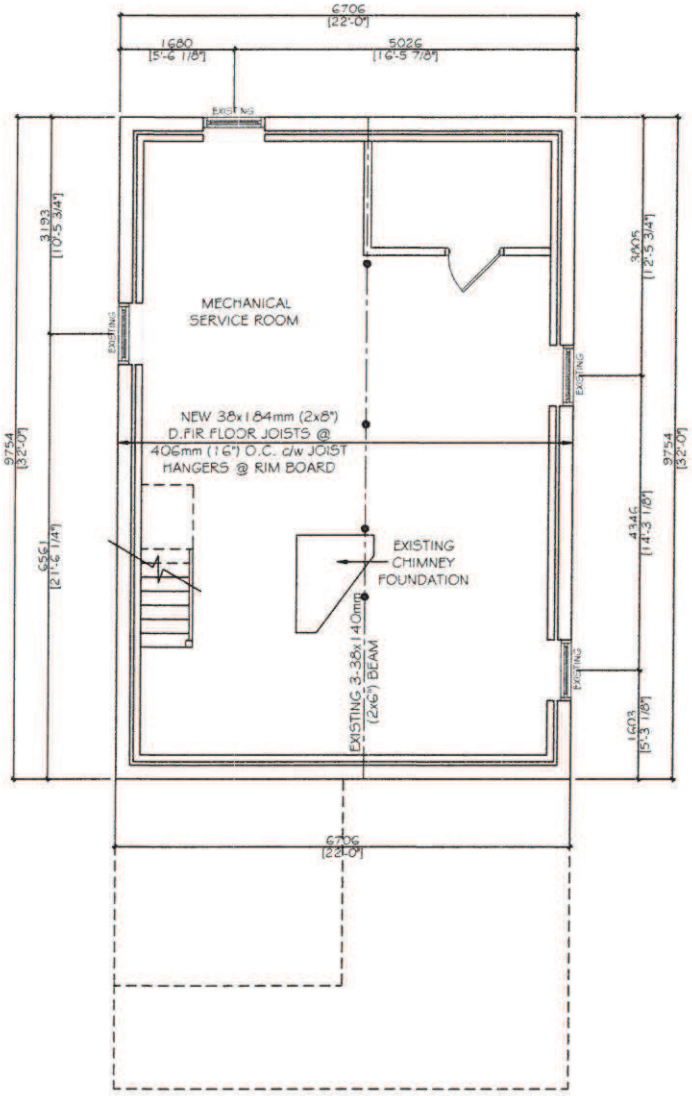
REGINA, SASK.

DRAWING
CONSTRUCTION & GENERAL NOTES, SITE & LANDSCAPE PLAN

SCALE
1:120

DESIGN	-
DRAWN	DAE
DATE	MARCH 2, 2016
PROJECT	160402

SHEET NO	REVISION
A1.1	R2



BASEMENT PLAN

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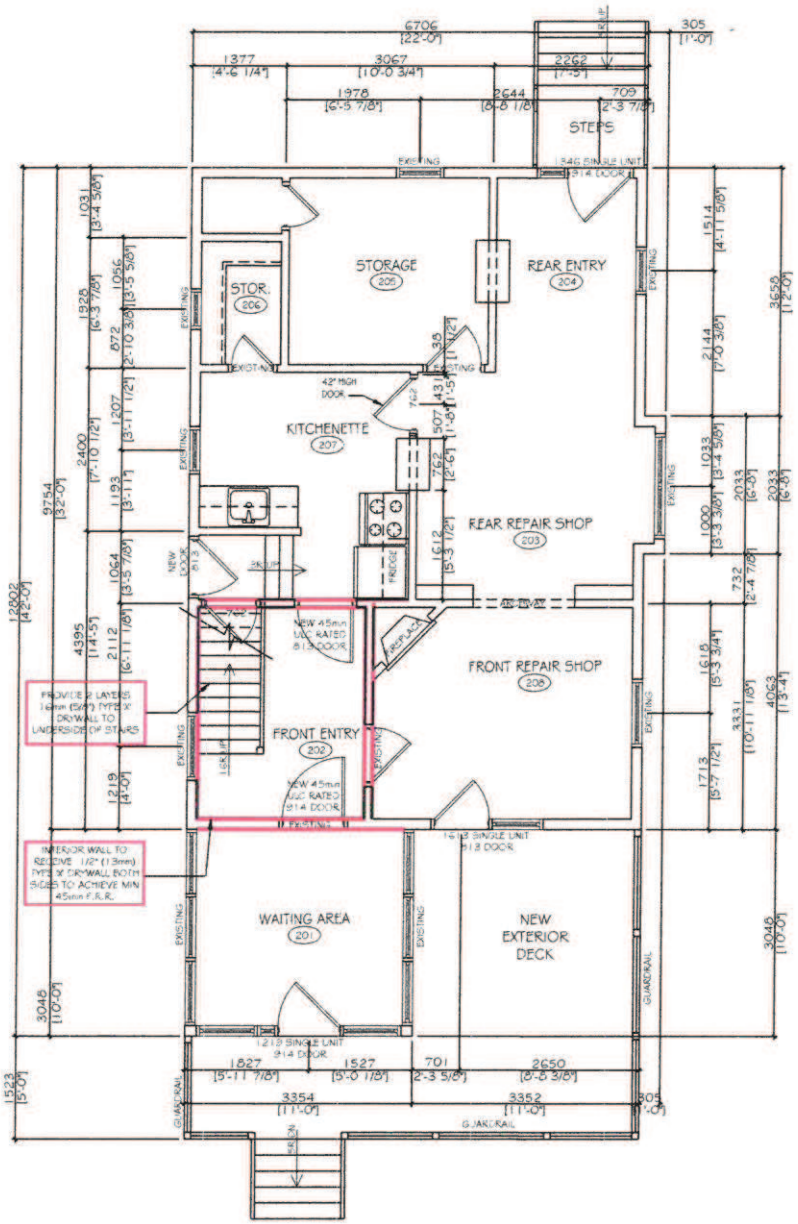


MAIN FLOOR RENOVATION PLAN

2 A2.2 A2.2 SCALE 1:50

KRN DESIGN LTD.

R1 - MARCH 2, 2016 - ISSUED FOR B.U. APPLICATION

PROJECT

3810 DEWDNEY AVE

LOT: 7, 8 & 9
BLOCK: 220
PLAN: DV 4404

REGINA, SASK.

DRAWING

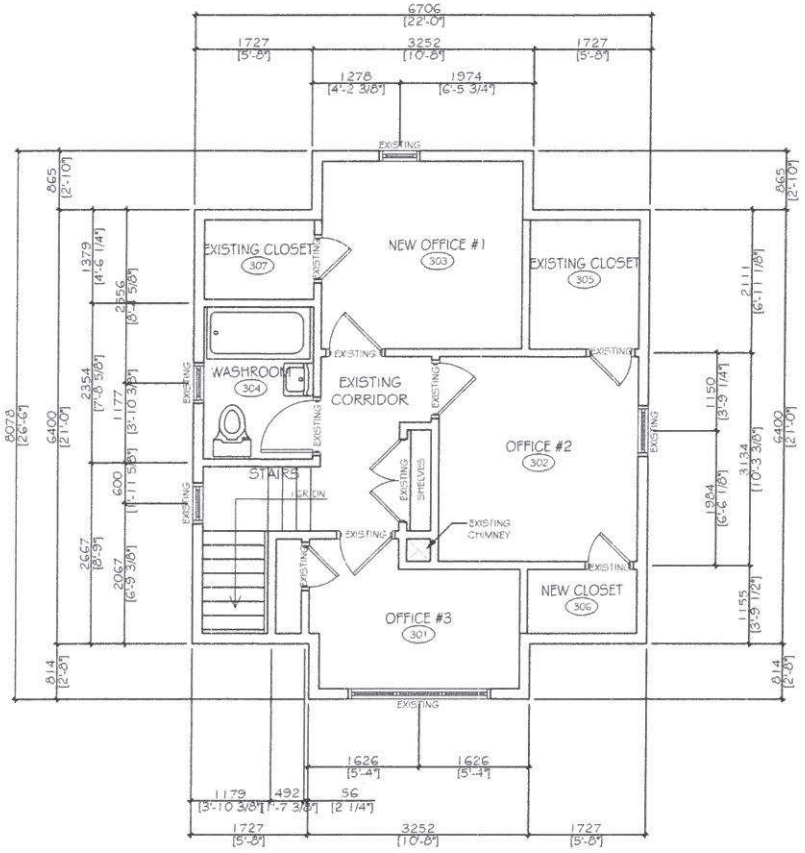
BASEMENT & MAIN FLOOR RENOVATION PLANS

SCALE

1:50

DESIGN	•
DRAWN	• CAE
DATE	• MARCH 2, 2016
PROJECT	• 160407

SHEET NO	• REVISION
A2.2	R1



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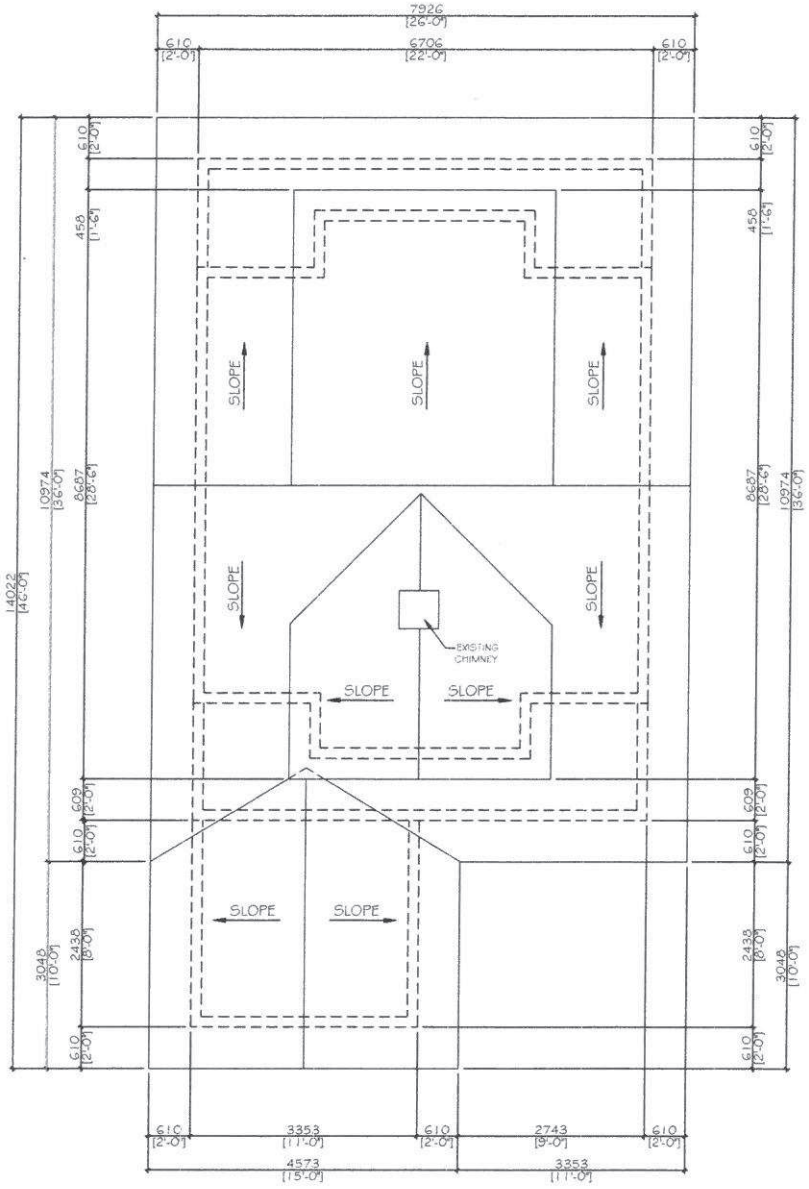

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KRN DESIGN LTD.

R1 - MARCH 2, 2016 - ISSUED FOR D.U. APPLICATION

PROJECT
3810 DEWDNEY AVE
-
LOT: 7, 8 & 9
BLOCK: 220
PLAN: DV 4404

REGINA, SASK.

DRAWING
SECOND FLOOR RENOVATION & ROOF PLAN

SCALE
1:50

DESIGN •
DRAWN • OAE
DATE • MARCH 2, 2016
PROJECT • 160402

SHEET NO • REVISION
A2.3 | R1

IR16-5

June 27, 2016

To: His Worship the Mayor
and Members of City Council

Re: The Regina Civic Employees' Long Term Disability Plan 2015 Annual Report

RECOMMENDATION OF THE FINANCE AND ADMINISTRATION COMMITTEE - JUNE 7, 2016

That the Regina Civic Employees' Long Term Disability Plan 2015 Annual Report be received and filed.

FINANCE AND ADMINISTRATION COMMITTEE – JUNE 7, 2016

The Committee adopted a resolution that this report be forwarded for information to the June 27, 2016 meeting of City Council.

Councillors: Wade Murray (Chairperson), Bryon Burnett, Shawn Fraser, Bob Hawkins, and Barbara Young were present during consideration of this report by the Finance and Administration Committee.

The Finance and Administration Committee, at its meeting held on June 7, 2016, considered the attached report from the Pensions & Disability Administration.

Respectfully submitted,

FINANCE AND ADMINISTRATION COMMITTEE

Ashley Thompson, Secretary

APPENDIX A

Regina Pensions & Disability

Regina Civic Employees' Long Term Disability Plan

Annual Report & Audited Financial Statements

December 31, 2015

Table of Contents

Message from the Chairperson 1
Executive Summary 2
About the Plan 3
Pension Plan Governance.....5
Administrative Board Responsibilities.....9
Administrative Board Activities 10
Education & Training 15
Claims Administration.....17
Financial Highlights 21
Investment of the Fund 22
Market Overview 25
Investment Results.....27
Plan Expenses 29
Independent Auditors' Report.....30
Audited Financial Statements.....31

Message from the **Chairperson**

The Plan provides self insured coverage for eligible employee disabilities preventing them from continuing their active service. It is intended as a financial and rehabilitation bridge to support their recovery to return to full employment.

The Board appointed under Bylaw No. 9566 of the City of Regina is responsible to administer the plan and its assets on behalf of the employer and employee sponsors. The board engages outside expertise as required to invest the funds and adjudicate claims.

The Plan remains in exceptional financial position to meet the needs and claims of the employees. An Actuarial Valuation completed to December 31, 2014 by Aon Hewitt and tabled with the Board in October showed continued improvement in assets over the 2012 Valuation ($42,413,000 compared to $32,562,000), decrease in liabilities ($11,869,000 compared to $14,461,000) and significant surplus increase well above requirements ($30,544,000 compared to $18,101,000).

The Board has felt for some time that this plan should be reviewed by the sponsors and has proposed a Working Group supported by the Board resources (financial and staff). The significant surplus and very positive experience with rehabilitation return to work programs offers the employers and employees an opportunity to determine the best use of the surplus funds and nature of plan to serve them both going forward.

It is comforting to all that the plan has achieved remarkable financial and functional success serving the members to ensure a safety net and work place transition when required. The Board recognizes the considerable efforts of the administrative staff, the employers and employees committed actively to working together to achieve security to employees with a very positive financial structure.

The Board in its voluntary capacity deserves appreciation and recognition along with the dedicated staff for fulfilling the plan mandate and then some.

Bob Linner
2015 Chair Administrative Board

The number of employees in receipt of long term disability benefits decreased from 82 at December 31, 2014 to 81 at December 31, 2015. A total of $2.0 million was paid in disability benefits in 2015. 2015 saw an increase in the average monthly disability benefit before offsets from $2,664 in 2014 to $2,829 in 2015. The duration of disablement has decreased to 4.9 years from 5.4 years in 2014. There were 63 new long term disability claims approved in 2015 and 48 claims resolved.

The adjudication and administrative services for the Plan have been provided by Standard Life since the beginning of 2012. In April of 2015 Manulife acquired the Canadian operations of Standard Life. In early 2016, the Regina Civic Employees' Long Term Disability Plan will transition to the Manulife platform. We are expecting this to be a positive experience enabling more meaningful and robust reporting. The Board will continue to monitor this service provider.

Over the past year, the net assets available for benefits experienced an increase from a balance of $42.4 million at the end of 2014 to a balance of $46.4 million at the end of 2015. The Plan's disability obligations decreased from a balance of $18.3 million in 2014 to $13.0 million at the end of 2015, resulting in a surplus of $33.4 million, a 38% increase from 2014. Total invested assets of the Plan (including accrued income) were $46.7 million. Contributions for the year were $4.4 million, while disability payments were $2.0 million, and administrative expenses were $0.8 million. Investment income for the year was 5.5% or $2.3 million.

About the Plan

The Regina Civic Employees' Long Term Disability Plan provides eligible members with protection against the potential loss of income in the event they become ill or accidentally injured. The Plan was established January 1, 1992 under Schedule "A" of Bylaw No. 9566.

Some of the benefits of belonging to the Plan include:

- monthly disability payments equal to 65% of your pre-disability salary;
- coverage for recurrent disabilities;
- early access to diagnostics and surgeries;
- access to therapy programs, conditioning, and rehabilitation programs; and
- access to return to work programs such as cross jurisdictional placement, split shifts, and work from home programs.

The Plan has been designed to complement the members' sick leave plan and to integrate with government disability programs. The Plan also offers high quality claims administration services and continues to review and implement emerging alternatives in disability management that are of mutual benefit to plan members and the Plan.

Plan members contribute 0.92% of basic earnings and the employers contribute an equal amount.

Following is a list of employers participating in the Plan:

- City of Regina
- Regina Qu'Appelle Regional Health Authority
- Regina Board of Education (non-teaching Staff)
- Regina Public Library
- Buffalo Pound Water Administration Board

Benefit Provisions
Disability benefits are payable to a member who suffers any physical or mental condition which, based on medical evidence, is so severe that he/she is prevented from performing the duties of their own occupation during the 120 calendar day qualifying period and the first twelve (12) months immediately following the qualifying period. Thereafter, benefits may continue, if the condition continues to limit the member from engaging in any gainful occupation or employment for remuneration or profit, for which he/she is reasonably well qualified by education, training or experience.

Benefits are payable subject to the provision of medical evidence supporting disability, and the approval of the Plan adjudicator. A member may not receive disability benefits while in receipt of sick leave benefits or ongoing vacation leave payments.

The total disability payment is based on 65% of the current salary rate at the date of disability or the date the disability payments become effective, whichever is greater. After having received total disability benefits for a period of twelve (12) months, partial disability payments may be payable if the medical evidence indicates that the member is not totally disabled from employment but a permanent medical impairment does exist.

Disability benefits will be reduced by payments received from the Workers' Compensation Board, the Canada Pension Plan (disability benefit), the Canada Employment and Immigration Commission, the Saskatchewan Government Insurance Personal Injury Protection Plan, and salary or wage loss awarded as the result of action against any third party for the same disability except for benefits received from a member's private disability plan.

Where a person with a disability is considered to be a suitable candidate for rehabilitation, such rehabilitation may be pursued in order to assist the person to become actively employed. Wage top-up benefits may be provided if a member is engaged in rehabilitative employment that does not afford a salary rate of 90% or more of the previous salary. If the member is engaged in rehabilitative employment and again ceases work as a result of disability, the member is not obliged to serve a further one hundred and twenty (120) calendar day waiting period.

If a member qualifies for disability benefits, they will be required to maintain membership in the Regina Civic Employees' Superannuation & Benefit Plan by making the necessary contributions during the period of disability. The required pension contributions shall be on the basis of seventy-five percent (75%) of normal contributions. The member may waive these provisions if they are in receipt of partial disability benefits, which are fifty percent (50%) or less than the total disability benefit.

Plan Administration
The operational activities of the Plan are performed by the Pensions & Disability Administration Department. The staff of the Pensions & Disability Administration Department provides assistance to members regarding their individual benefit entitlements.

Contact Us:

By Phone:
306-777-7402

By Email:
pensions@regina.ca

In Person:
Suite B101 –
2055 Albert Street
Regina, SK

By Mail:
P.O. Box 3030
Regina, SK
S4P 3G8

To access additional information regarding the Plan, please visit our website located at www.reginapensions.ca

Governance

The Plan is governed by a Board of Trustees made up of 12 voting members, comprised of six employer representatives and six employee representatives. The employer representatives are made up of two representatives appointed by the City Manager, and four others appointed by City of Regina City Council, one of which must be from the Regina Qu'Appelle Regional Health Authority. The employee representatives are elected annually by the membership.

The Board is required to meet at least quarterly and quorum is eight members. Under the terms of Schedule "A" of City of Regina Bylaw No. 9566, an affirmative vote of at least eight members is required for the passing of any motion relating to (a) management of the fund, (b) an amendment to an existing policy, and (c) adoption of a new policy relating to the fund.

The Administrative Board members during 2015 were:

Bob Linner, Chairperson
Mr. Linner was appointed by City Council in 1987 while holding the position of City Manager for the City of Regina. Mr. Linner retired from the City in May of 2006 but continues in his role as Trustee. Mr. Linner holds a Bachelor of Arts Honors equivalent in Urban Geography and Economics from the University of Saskatchewan and is a frequently invited speaker on urban issues and leadership.

Colin Jensen, Vice-chairperson
Mr. Jensen was elected by the plan members in 2011. He has been employed with the Regina Public School Board since 1999, working in the Information Technology Services Department. He currently holds the title of Senior Systems and Database Administrator. Prior to that, Mr. Jensen had a ten-year career with Wascana Energy Inc. as a Financial Accountant. Mr. Jensen holds the degrees of Bachelor of Administration (Accounting) and Bachelor of Science (Computer Science), both from the University of Regina. Mr. Jensen is also an Employee Representative on the Civic Pension & Benefits Committee, serving continuously since 2008.

Councillor Wade Murray
Councillor Murray was appointed by the Board of Police Commissioners in 2006. He has owned several small businesses in Regina and has brought his family into the operation of his latest venture, Ultimate Insulation, to assist clients in the assessment of attic venting and insulation needs. Councillor Murray is active in many organizations including Canadian Blood Services, where he is a platelet donor. Councillor Murray serves on a number of boards and committees and is currently sitting for his fourth term on Regina City Council, representing the residents of Ward 6.

John Gangl
The plan members first elected Mr. Gangl in 2008. He retired in 2012 after 33 ½ years with the City of Regina overseeing the Sewer maintenance operations, supervising 30 employees in the last position he held, Supervisor of Sewage Collection. He was a member of the Pension & Benefits committee since the early 1990s until he retired. He was also very active in his union, CUPE Local 21, for over 25 years and was the Secretary Treasurer for 17 years. He also represented Saskatchewan CUPE members on CUPE National's National Advisory Committee on Pensions.

Jo-ann Hincks
Ms. Hincks was elected by the plan members in 2009. She has been employed with the Regina Public School Board commencing September 3, 1974 and entered the Civic Pension Plan on that date. Ms. Hincks has been a payroll officer with the Public School Board since October 1976 and has also been an Employee Representative on the Civic Pension & Benefits Committee continuously since 1975.

Kathy Lewis
Ms. Lewis was appointed by City Council in 2013 as nominated by the Regina Qu'Appelle Regional Health Authority. She has been employed for 13 years with the Regina Qu'Appelle Regional Health Authority and has been in the position of Director of Payroll and Benefits for the past five years. Ms. Lewis also serves on the 3SHealth Employee Benefits Committee in a fiduciary role as well as other oversight committees.

John McCormick
Mr. McCormick was elected by the plan members in 2007. He retired from his position in the Transit Department in 2009 after working for the City of Regina for 31 years.

Scott McDonald
Mr. McDonald has been employed by the Regina Qu'Appella Health Region and a member of the Regina Civic Pension plan for 28 years. For 10 years he has had the privilege of holding the position of President for CUPE Local 3967 and sit as the Local's representative on the Pension committee.

Brian Seidlik
Mr. Seidlik was elected by the plan members in 2012. Mr. Seidlik joined the City of Regina in 1983 and is currently a Captain with the Regina Fire Department.

Brian Smith
Mr. Smith was appointed by the City Manager in 2009. Mr. Smith has been employed by the Government of Saskatchewan for the past 27 years and is currently serving in the role of Assistant Deputy Minister, Saskatchewan Finance, in the Public Employee Benefits Agency. Mr. Smith is an Honorary Life Member of the Canadian Pension & Benefits Institute, a Fellow of the Life Management Institute, and currently sits as Chair on a number of pension and disability plan Boards.

Bob Watt
Mr. Watt was appointed by City Council in 2011. Prior to his retirement in 2010, Mr. Watt was City Leader for Deloitte in Regina. In his role as City Leader he was the senior representative of Deloitte on a day-to-day basis responsible for ensuring a team of 70 professionals in its public accounting practice embraced Deloitte ethical values and client service principles in the marketplace. In his practice he was responsible for a number of major private and public entities. Mr. Watt is also a Fellow of the Institute of Chartered Accountants of Saskatchewan.

Rod Wiley
Mr. Wiley was appointed by the City Manager in 2013. He is currently as Associate with Praxis Management Consulting. Prior to that, senior positions he held include: Chief Financial Officer with Saskatchewan Liquor and Gaming Authority (from which he retired in 2012); Executive Director Finance and Administration with Saskatchewan Ministry of Health; and Controller with Wascana Energy Inc. In addition to this Board, he is currently a member of the National Board of Directors of the Certified Management Accountants of Canada and the National Board of Directors of the Chartered Professional Accountants of Canada. Mr Wiley is a Fellow of the Certified Management Accountants of Canada.

Deb Cooney (Non-voting Employee Alternate)
Ms. Cooney was elected by the plan members in 2011. She joined the City of Regina in 1999 as a Business Analyst and has worked in numerous areas. Ms. Cooney volunteers in a number of community groups for fundraising including a ten year project for the building of a new rink in Balgonie, SK. She has also served as an Employee Representative on the Civic Pension & Benefits Committee since 2006.

Lorna Glasser (Non-Voting Employee Alternate)
Ms. Glasser was elected by the plan members in 2006 to assume the seat designated for the Regina Qu'Appelle Regional Health Authority. She was a member of the Civic Pension & Benefits Committee from 2003 up until her retirement. Ms. Glasser worked as a laboratory technologist for 29 years. During that time she assumed a variety of leadership roles in her professional association, her union, and her community. Ms. Glasser was a non-voting employee alternate until the resignation of another trustee late in 2015.

Governance

The Board met six times during 2015. Following is the Board Meeting attendance for each Member:

Trustee	Meetings Attended
Bob Linner	6
Colin Jensen	5
Councillor Wade Murray	6
John Gangl	5
Jo-ann Hincks	6
Kathy Lewis	5
John McCormick	6

Trustee	Meetings Attended
Scott McDonald*	0
Brian Seidlik	5
Brian Smith	6
Bob Watt	1
Rod Wiley	5
Deb Cooney	6
Lorna Glasser	5

**Mr. McDonald resigned his position on the Board late in October 2015*

Standing (left to right):Brian Smith, Brian Seidlik, John Gangl, Councillor Wade Murray, Colin Jensen, Bob Linner, Rod Wiley.

Seated (left to right): John McCormick, Kathy Lewis, Deb Cooney, Jo-an Hincks.

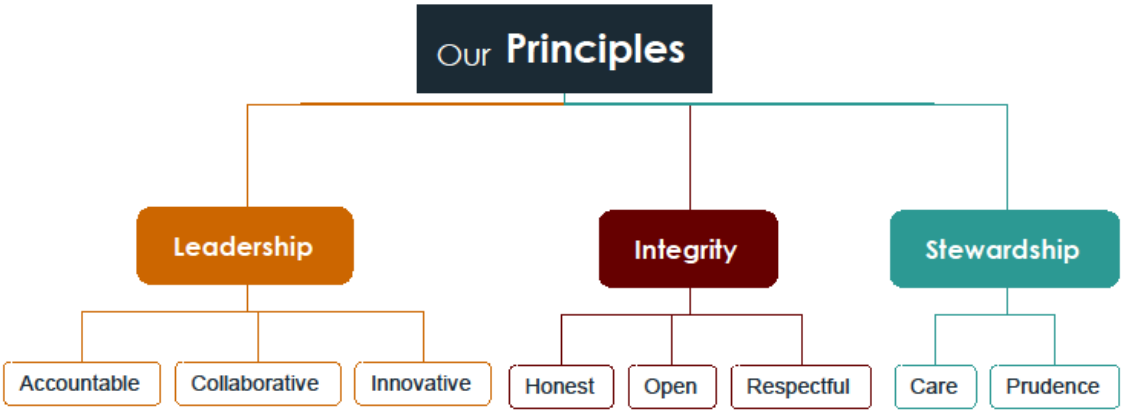
Not Pictured: Scott McDoanld , Bob Watt and Lorna Glasser.

Governance

The Long Term Disability Plan provides insurance for its membership in the event they are unable to work, due to extended illness or injury. For many, it is the only long term income protection that they hold and forms an integral piece of their financial wellness. As a result, plan members and the law demand that those charged with administering a trust conduct their affairs to the highest standards.

In law, the standard by which the administrator of a trust is measured is that of the fiduciary. By its very nature the fiduciary duty is owed solely to the beneficiaries and paramount to earning their confidence and trust. Confidence and trust are earned over time and lost in an instant. They are earned through adherence to legislation and sound business decisions. More importantly, confidence and trust are earned each day through how an organization conducts its business. Honesty, integrity, fidelity and professionalism are the cornerstones of confidence and trust, and the basis by which the Board conducts itself.

To build confidence and trust, the Board has identified three primary principles that underlie what they do. From the core formed by the duty to the beneficiaries the Board conducts their business based on three primary principles; Leadership, Integrity and Stewardship.



Leadership
We are passionate about people and driven to inspire and motivate ourselves and others. As Leaders we are:

- **Accountable** – Leaders hold themselves and others accountable for actions, results, successes and failures.
- **Collaborative** – Leaders recognize the value of working together, towards common goals, and understand that the whole is greater than the sum of its parts.
- **Innovative** – Leaders encourage creativity and understand that innovation requires being different.

Integrity
We understand that trust is earned through actions and consistently act with candour and in good faith. We are:

- **Honest** – We are truthful, accurate and straight forward in all of our dealings.
- **Open** – We conduct ourselves in an open and transparent fashion.
- **Respectful** – We treat everyone with respect and dignity.

Stewardship
As stewards we are:

- **Careful** – We fully employ the knowledge and skills that we individually and collectively possess to diligently balance risk and opportunity.
- **Prudent** – We are judicious and cautious (in practical affairs).

Responsibilities

1. **Compliance With Plan Provisions**
   The Board ensures the Plan is administered in accordance with the plan document and benefits are paid appropriately to members.

2. **Pensions & Disability Administration Department**
   The Pensions & Disability Administration Department reports to the Board on all aspects of plan administration. The Board reviews the performance of the department on an ongoing basis and ensures that reports provided to the Board are appropriate and adequate to meet their fiduciary duties.

3. **Annual Financial Statements**
   The Board ensures that an annual audit is conducted of the Plan and the annual financial statements for the Plan are prepared. The current auditors for the Plan are KPMG LLP and the statements audited by them are included in this report.

4. **Plan Funding and Valuations**
   The Board must ensure the Plan is able to meet the long term disability obligations as they occur and ensure the long-term solvency of the Plan. In order to accomplish this, the Bylaw requires that a valuation of the Plan be completed every three years. The purpose of the valuation is to provide an actuarial estimate of the present value of the Plan's liabilities and assets plus determine whether the assets are adequate to meet the obligations or a contribution increase is required. The Plan's current actuary is AonHewitt.

5. **Custody of Plan Assets**
   The Board must ensure all monies due to the Fund are kept separate and apart from other funds of the employers. This is accomplished by hiring a fund custodian to ensure the money is kept separate from the employer's funds and is only used for long term disability benefit purposes. In addition to holding the Plan's securities, the custodian is required to verify that any transfer requested by those involved with the Plan complies with the Plan's rules and governing legislation. The current custodian is Northern Trust, Institutional and Investor Services.

6. **Fund Management**
   The Board is responsible for making investments in accordance with the investment requirements of the Plan's Statement of Investment Policies & Procedures. The activities the Board performs to fulfill this responsibility include regular reviewing of investment activities, ensuring compliance with the Statement of Investment Policies & Procedures, monitoring investment results and meeting with the Plan's fund managers.

7. **Performance Measurement**
   The Board ensures the various investment managers are managing the fund assets in an appropriate manner and in compliance with the Statement of Investment Policies & Procedures.

8. **Policy Documents**
   To support the objectives of the Plan the Board has adopted the following policies:

   - Administration Policy
   - Code of Conduct
   - Communication Plan
   - Disability Management Policy
   - Funding Policy
   - Procedural Rules
   - Purchasing Policy
   - Risk Management Framework
   - Statement of Investment Policies & Procedures
   - Travel Policy
   - Trustee Education Policy

Activities

Why do we exist?

We exist to provide secure and affordable long term disability benefits.

What do we want to accomplish?

Efficient & Effective Governance

Managed Risk & Returns

Financial Sustainability

Engaged Sponsors and Members

Efficient & Effective Governance

Governance is the process used for decision-making and the process by which decisions are implemented, or not. Governance is about achieving desired results, in the right way, and it is the cornerstone of every organization. Governance is multi faceted with elements that are legislated, elements that are agreed to, elements that are historic and elements that are self determined. Some are outside the control of an organization and can only be changed through influence. Those within the control of an organization can be moulded by and evolve with an organization.

We understand that governance is the cornerstone of every organization and recognize that in order to fulfill our duty we must continually seek ways to improve how decisions are made and implemented. Where we have the authority to change and improve, we will. Where we do not we will collaborate with and influence those who have the authority to change and evolve. All with an eye to building governance practices that permit efficient and effective decision making.

Initiative	Actions	Outcomes	Targets & Measures
Formal Planning	1) Establish & implement planning cycle	1) Planning meeting & discussions	1) Planning meeting held in 2012 • Strategic Planning to be completed in 2016
	2) Define, measure and manage to relevant metrics	2) Establish relevant metrics	2) Metrics established in 2012 • Further work undertaken in 2016 pending plan design consultations
Organization	1) Independent, focused on managing pension and disability plans	1) Establish an independent entity	1) Möbius Benefit Administrators was incorporated on July 2, 2014 with operations transferring on April 1, 2016.
	2) Appropriate structure	2) Review organization structure • determine needs • re-allocate staff • adapt to fit	2) Management accountabilities were re-aligned in Q3 2014.
Trustee Education	1) Establish policies and processes to ensure the appropriate knowledge and skills are available	1) Trustee Education Policy • Education Initiatives	1) Policy was reviewed and revised in 2015 • Trustee Education Day

Efficient & Effective Governance (continued)

Initiative	Actions	Outcomes	Targets & Measures
Policy & Procedure	1) Allocation of duties	1) Develop & implement a full suite of policies and procedures which include clear delegation	2) Full suite of policies is now in place. • Reviews completed of policies at the end of 2015.
	2) Continuous evolution	3) Review cycle established • institutionalized	1) 50% reviewed annually/100% triennially • 5 of 10 reviewed • Trustee Education, Travel Policy & Procedural Rules reviewed

Managed Risk & Return

Risk is the possibility that outcomes will deviate from expectations. It can have both positive and negative impacts and cannot be eliminated. Risk is a requirement for value creation and progress. Where there is no risk there is no reward. At the same time, the greater the potential reward, the less probable receiving that reward becomes. There are a multitude of risks in this world. Some are highly probable and have a great impact. Others are highly improbable with only minor impact. All are relative and must be evaluated in that context.

We seek to find an appropriate balance between the desired reward and the acceptable level of risk. Risks are taken knowingly, with an understanding of the associated implications, both positive and negative. We understand the level of return we require from each decision and the level of risk we are willing to take to achieve that reward and use that knowledge to manage risk and return in a responsible and prudent manner.

Initiative	Actions	Outcomes	Targets & Measures
Risk Aware	1) Review and identify policy & procedure gaps and opportunities	1) Full suite of policy and procedures	1) Full suite of policies is now in place.
	2) Continuous evolution of policy and procedure	2) Review cycle established • institutionalized	2) 50% reviewed annually/100% triennially • 5 of 10 reviewed • Procedural rules updated

Managed Risk & Return (continued)

Initiative	Actions	Outcomes	Targets & Measures
Asset Liability Management	1) Liability monitoring	1) Triennial actuarial valuations	1) Valuation completed as at December 31, 2014 • Initiated review of plan design and funding
	2) Investment portfolio evolution	2) Portfolios evaluated relative to liabilities	2) Changes implemented at end of 2015
	3) Investment manager evaluation	3) Guidelines & standards	3) Reviews completed on Canadian Equity manager
Consultant Reviews	1) Periodic formal reviews and/or RFP	1) Report delivered to the Boards including any recommended changes	1) Consultant & Advisor reviews • Banking relationship reviewed • Custodian Reviewed & re-affirmed
Education & Training	1) Board & Staff training & education	Education focused on: alternative investments asset/liability management governance pensions	1) See Trustee Education activities listed below. • 1 staff member completed CFA •
Employee Compensation	1) Compensation survey	1) Compensation in line with industry & job function • base line for moving forward	1) 60th percentile target compensation • completed Q2 2012 • relationships with employees will be moved to administrative corporation in 2016. • Agreement reached with one bargaining unit to bring salaries in line with 2012 study.
	2) Development of compensation plan	2) Structure to move forward with independent entity	2) 60th percentile target compensation • completed Q2 2012 • relationships with employees will be moved to administrative corporation in 2016. • Agreement reached with one bargaining unit to bring salaries in line with 2012 study.
	3) Independent entity	3) Separation from City of Regina • establish an independent entity	3) Key business areas operate outside of City of Regina • Business Plan adopted Q4 2013 • Operations to transfer April 1, 2016.

Financial Sustainability

Long term disability plans are challenged by the unpredictability of financial markets and the nature of actuarial methods. Contributions must be invested to attempt to generate the income required to pay plan benefits while liabilities, and the related contribution rates are determined based on a variety of assumptions, all of which are uncertain.

Mismatch between the duration of assets and liabilities creates interest rate risk. Sustained low interest rates and volatile investment returns over the last decade plus have generally resulted in volatility in funded levels and the requirement to contribute more money to fund future benefit obligations. Matching the duration of Plan assets to the duration of Plan liabilities reduced contribution and funded level volatility.

Initiative	Actions	Outcomes	Targets & Measures
Liability Driven Investing	1) Maintain portfolio of liability matched assets equal to the value of disability obligations	1) Liability values fluctuate relative to asset values • reduces funded level volatility	1) Portfolio amount determined triennially in conjunction with actuarial valuation • last valuation completed as at December 31, 2014

Engaged Sponsors & Members

The sponsors of the various plans managed by the Pensions & Disability Administration Department depend on the plans to provide a valuable benefit to their employees. Those same employees, who comprise the membership of the plans, rely on the benefit to provide piece of mind should they become ill or accidentally injured and are unable to work. It is therefore vital that an ongoing dialogue with both groups takes place.

In the case of the various plan sponsors, discussions must take place on a regular basis to ensure that all understand the wants and needs of each other as well as to provide insight into the plans being administered. Plan members will better understand their benefit, and hold it in high regard, if they receive factual information that provides insight into their benefit in a timely and accurate manner.

Activities

We seek to initiate open, honest and frank communication with both groups in a manner that is appropriate for them. We understand that both sponsors and members have a need and desire to not only be informed but also provide their feedback.

Initiative	Actions	Outcomes	Targets & Measures
Consistent Candid & Focused Communication	1) Develop supportive policies & processes	1) Revised Communication Plan • regular discussions regarding approach(s) •	1) Implemented 2012 • annual discussion included in planning • Plan design consultations undertaken in 2016
Plan Reviews	2) Conduct a comprehensive review of the benefit offered and funding structure	2) Plan Re-design/modernization	2) Plan design consultations undertaken in 2016
Technology	1) Implement technologies that can be used to assist in engaging employees	2) Independent Web site • employer data transfer • secure portals	2) Website complete by 2012

Education & Training

The Administrative Board of the Regina Civic Employees' Long Term Disability Plan recognizes the importance of education to the successful fulfillment of the fiduciary duty to the members of the Plan. To that end, the Board has developed the Trustee Education Policy based on the following principles:

(a) Board members are required to make policy decisions to facilitate the administration of the Plan;
(b) Board members have an obligation to participate in Board meetings in a meaningful way; and
(c) a unique body of knowledge is required to carry out the roles and responsibilities of the Board.

The Trustee Education Policy requires that, in addition to basic education obtained within the first three years of becoming a Trustee:

(a) new Trustees must attend a minimum of 20 hours of educational opportunities on an annual basis; and
(b) senior Trustees must attend a minimum of 30 hours of educational opportunities on an annual basis.

The Administrative Board of the Regina Civic Employees' Long Term Disability Plan is comprised of the same members as the Regina Civic Employees' Superannuation & Benefit Plan. Educational opportunities attended by trustees are considered education credits for both plans.

The following Administrative Board members attended conferences and seminars for educational opportunities:

Trustee	Conference/Seminar	Date	Location	Hours
Bob Linner	Mercer Pension Outlook & Fearless Forecast	Jan 20	Regina, SK	2
	Trustee Education Workshop	Apr 16	Regina, SK	8
	Total Expenses	**$85**	**Total Hours**	**10**
Colin Jensen	2015 and Beyond – Global Implications for Portfolio Positioning	Jan 15	Regina, SK	2
	CFA Dinner	Jan 19	Regina, SK	3
	Mercer Pension Outlook & Fearless Forecast	Jan 20	Regina, SK	2
	Pension & Benefits Legal Update	Feb 12	Regina, SK	2
	The Importance of Early Intervention when managing Disability	Mar 12	Regina SK	2
	Trustee Education Workshop	Apr 16	Regina, SK	8
	CPBI Saskatchewan Regional Conference	Apr 22-23	Saskatoon, SK	20
	CPBI Forum	May 25-27	New York, NY	30
	Pulling Your Hair Out?	Oct 15	Regina, SK	2
	Are Alternative Investments Worth the Effort?	Nov 19	Regina, SK	2
	Total Expenses	**$4,565**	**Total Hours**	**75**
Councillor Wade Murray	2015 and Beyond – Global Implications for Portfolio Positioning	Jan 15	Regina, SK	2
	Trustees & Administrators Institute	Feb 9-11	Orlando, FL	30
	Trustee Education Workshop	Apr 16	Regina, SK	8
	CAIP West	Dec 1-2	Lake Louise, AB	20
	Total Expenses	**$5,134**	**Total Hours**	**60**
John Gangl	2015 and Beyond – Global Implications for Portfolio Positioning	Jan 15	Regina, SK	2
	Trustee Education Workshop	Apr 16	Regina, SK	8
	CPBI Saskatchewan Regional Conference	Apr 22-23	Saskatoon, SK	20
	CPBI Forum	May 25-27	New York, NY	30
	Total Expenses	**$3,584**	**Total Hours**	**60**

Trustee	Conference/Seminar	Date	Location	Hours
Jo-ann Hincks	2015 and Beyond – Global Implications for Portfolio Positioning	Jan 15	Regina, SK	2
	Pension & Benefits Legal Update	Feb 12	Regina, SK	2
	Importance of Early Intervention when managing Disability	Mar 12	Regina, SK	2
	Trustee Education Workshop	Apr 16	Regina, SK	2
	CPBI Saskatchewan Regional Conference	Apr 22-23	Saskatoon, SK	20
	CPBI Forum	May 25-27	New York, NY	30
	Pulling Your Hair Out?	Oct 15	Regina, SK	2
	Are Alternative Investments Worth the Effort?	Nov 19	Regina, SK	2
	Total Expenses	**$3,150**	**Total Hours**	**62**
Kathy Lewis	2015 and Beyond – Global Implications for Portfolio Positioning	Jan 15	Regina, SK	2
	Pension & Benefits Legal Update	Feb 12	Regina, SK	2
	Trustee Education Workshop	Apr 16	Regina, SK	8
	CPBI Saskatchewan Regional Conference	Apr 22-23	Saskatoon, SK	20
	CPBI Forum	May 25-27	New York, NY	30
	Total Expenses	**$3,453**	**Total Hours**	**62**
John McCormick	Trustee Education Workshop	Apr 16	Regina, SK	8
	CPBI Saskatchewan Regional Conference	Apr 22-23	Saskatoon, SK	20
	CPBI Forum	May 25-27	New York, NY	30
	Total Expenses	**$4,781**	**Total Hours**	**58**
Brian Seidlik	Trustee Education Workshop	Apr 16	Regina, SK	8
	Total Expenses	**$85**	**Total Hours**	**8**
Brian Smith	CFA Dinner	Jan 19	Regina, SK	3
	Trustee Education Workshop	Apr 16	Regina, SK	8
	Total Expenses	**$85**	**Total Hours**	**11**
Bob Watt	CPBI Forum	May 25-27	New York, NY	30
	Total Expenses	**$2,737**	**Total Hours**	**30**
Rod Wiley	Pension – Beyond the Basics	June 2-3	Regina, SK	15
	Total Expenses	**$210**	**Total Hours**	**15**
Deb Cooney	CFA Dinner	Jan 19	Regina, SK	3
	Mercer Pension Outlook & Fearless Forecast	Jan 20	Regina, SK	2
	Trustee Education Workshop	Apr 16	Regina, SK	8
	CPBI Forum	May 25-27	New York, NY	30
	Total Expenses	**$2,610**	**Total Hours**	**43**
Lorna Glasser	2015 and Beyond – Global Implications for Portfolio Positioning	Jan 15	Regina, SK	2
	Mercer Pension Outlook & Fearless Forecast	Jan 20	Regina, SK	2
	Trustee Education Workshop	Apr 16	Regina, SK	8
	CPBI Forum	May 25-27	New York, NY	30
	Total Expenses	**$3,506**	**Total Hours**	**42**

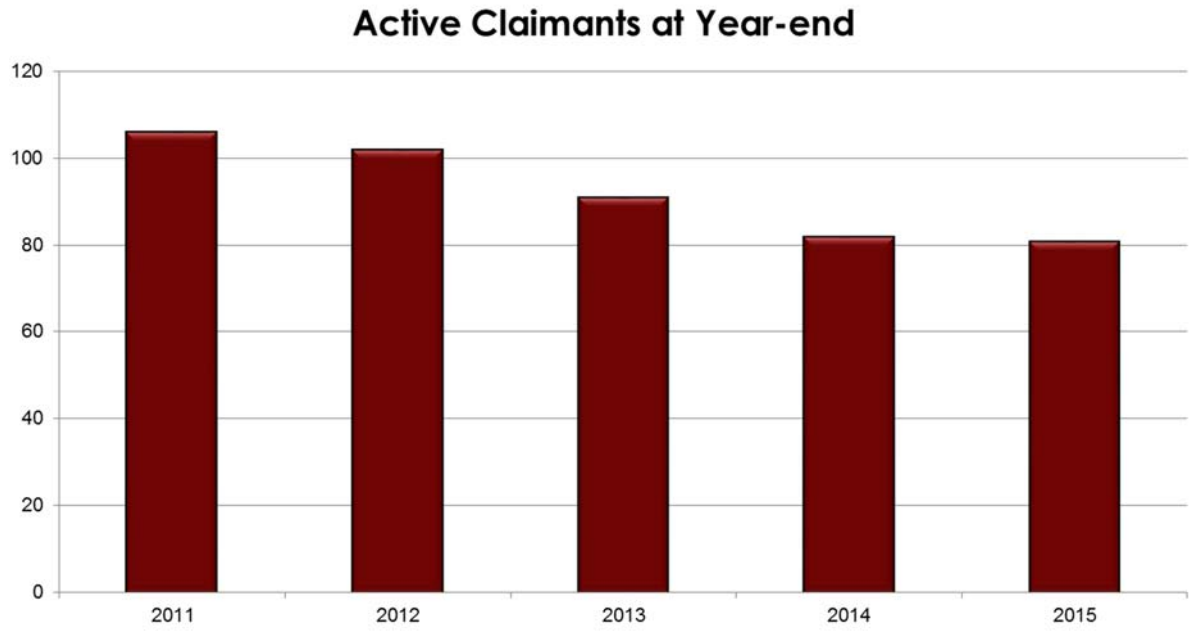
The expenses above show total costs per member. In the event a Trustee sits on more than one Administrative Board, education and training expenses are shared with the other Plans.

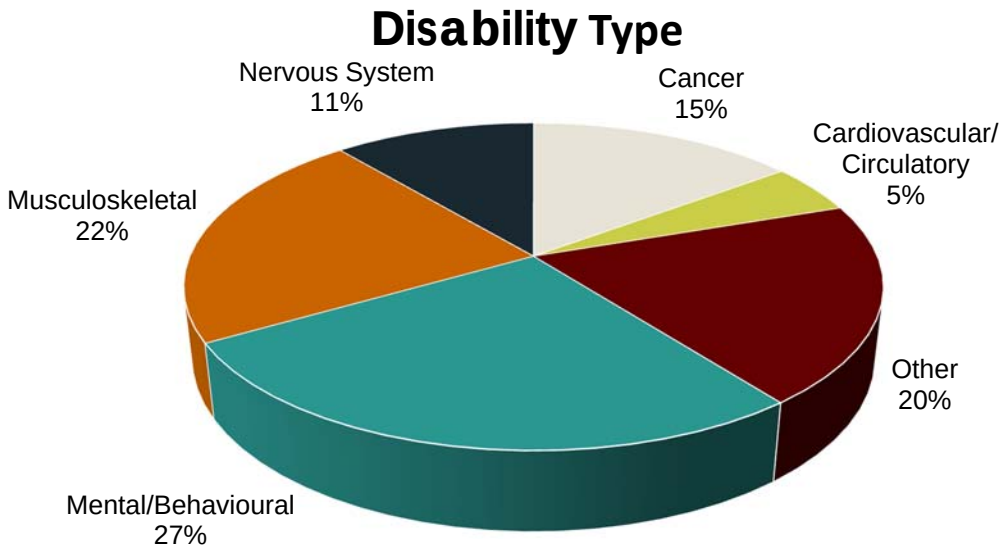
** Some Trustees are able to attend training and education events as a result of professional standards, employment requirements or personal interests at no cost to the Plan.*

Administration

During 2015 the claims adjudication of the Regina Civic Employees' LTD Plan was performed by Standard Life.

The number of employees in receipt of long term disability benefits at December 31, 2015 was 81.

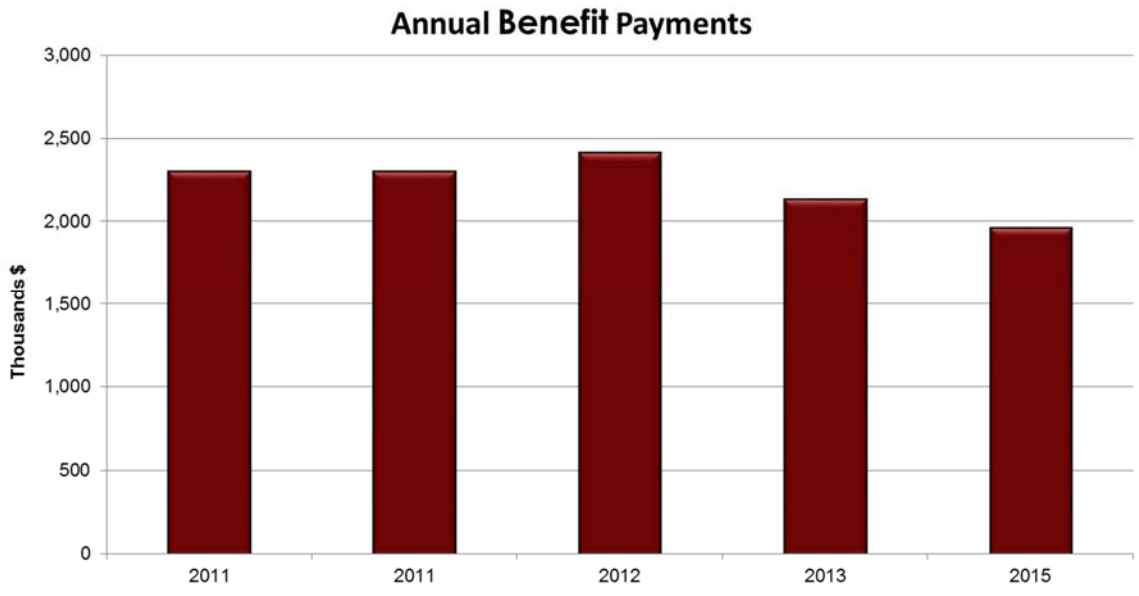




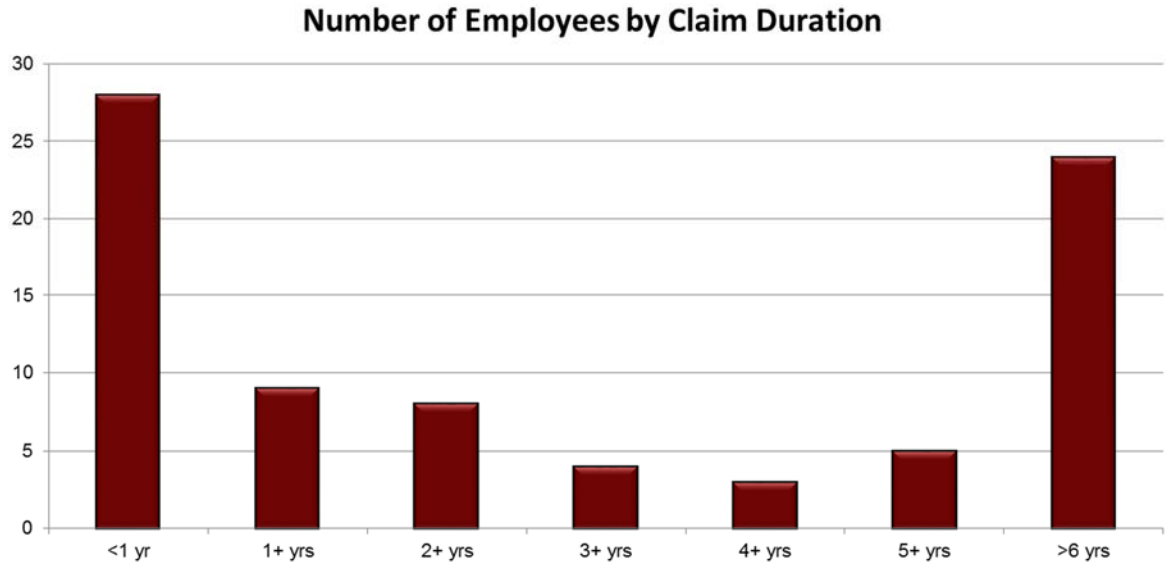
**Other includes Kidney/Bowel Disorders, Urinary System, Visionary Disability and Chronic Pain Syndrome.*

2015 saw no real significant change in disability types from 2014. The main difference was in the type of disability included in other.

A total of $2.0 million was paid in disability benefits in 2015, which is consistent with 2014. 2015 saw an increase in the average monthly disability benefit before offsets from $2,664 in 2014 to $2,829.



The duration of disablement has decreased to 4.9 years in 2015 from 5.4 years in 2014.

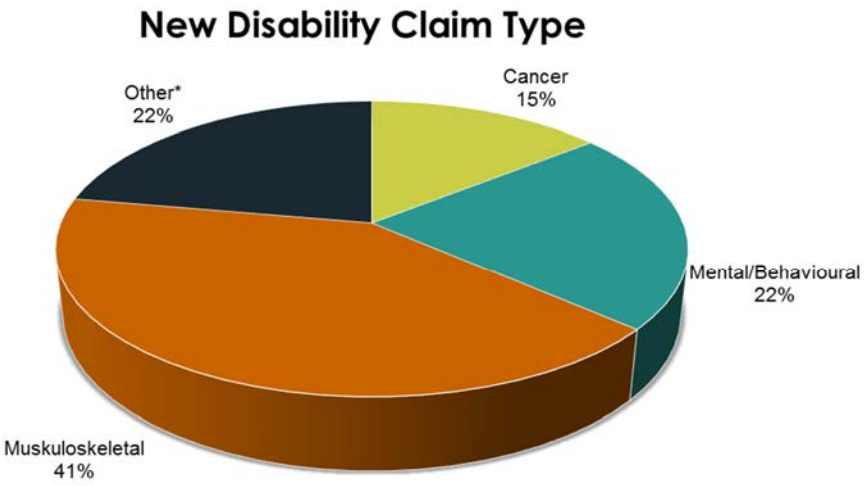


Annual Change in Claims

Active Claims as of December 31, 2014	82
New Claim Applications	63
Withdrawn prior to adjudication	(3)
Claims Resolved and Denied	(61)
Active Claims as of December 31, 2014	81*

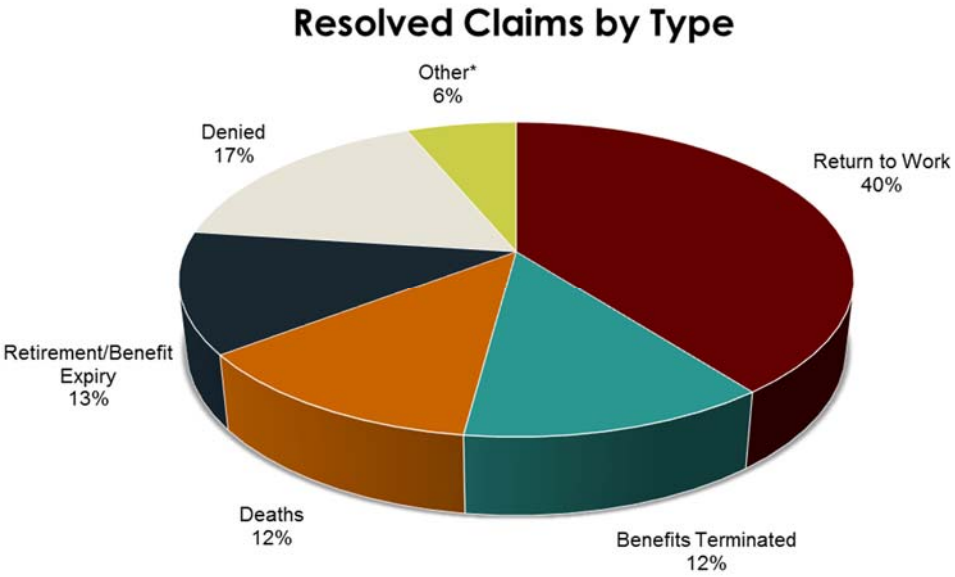
*3 disability claims were in adjudication or pending medical at December 31, 2015.

There were 63 new long term disability claims approved in 2015.



**Other includes Nervous System, Gastrointestinal Related Disabilities, Cardiovascular and Endocrine Systems*

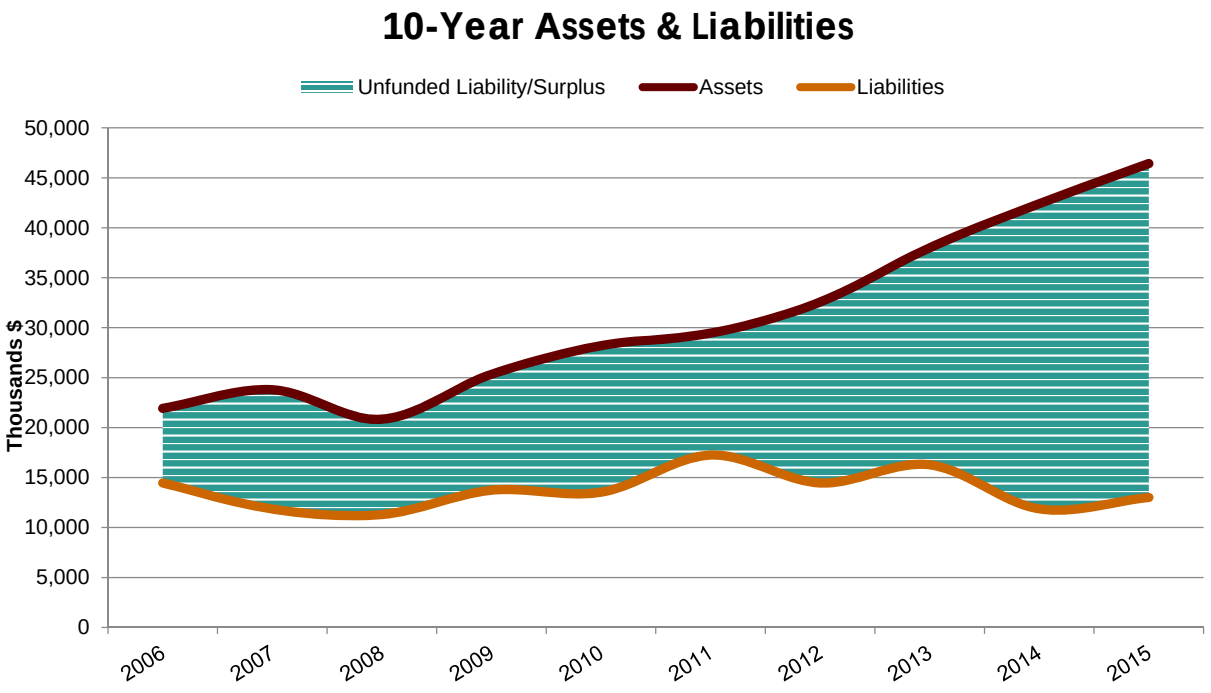
There were 48 long term disability claims resolved in 2015. Following is a break-down of claims resolved.



Year End Financial Position
As at December 31, 2015 the Plan had net assets available for benefits of $46.4 million. Net assets consist of investments at fair value of $46.7 million, contributions and accounts receivable of $164,000 and accrued income of $3,000, less accounts payable of $436,000.

Disability Obligations were $13.0 million at December 31, 2015.

The surplus of the Plan, as of December 31, 2015, was $33.4 million.



There are four main factors that contribute to the size of the asset base of the Plan. These factors are the investment income earned over the year, the contributions made to the Plan by the employer and employees, the Plan's administration and investment expenses, and the long term disability benefit payments made to disabled members. Investment income, contribution revenues, and benefit payments & expenses over the last ten years are shown below:

For The Year Ending	Investment Income / (Loss) ($ Thousands)	Revenue From Contributions ($ Thousands)	Benefit Payments & Expenses ($ Thousands)
2015	2,343	4,408	(2,855)
2014	3,024	4,202	(2,820)
2013	4,266	4,066	(2,887)
2012	2,182	4,072	(3,139)
2011	258	3,966	(2,980)
2010	1,652	3,958	(2,736)
2009	3,493	4,078	(3,072)
2008	(4,021)	3,778	(2,714)
2007	2,894	3,498	(2,354)
2006	1,980	3,532	(2,215)

The Civic Long Term Disability Administrative Board oversees the investments of the Civic LTD Plan in accordance with the Statement of Investment Policies & Procedures (SIP&P) which is reviewed annually, and whenever a change is required. The SIP&P provides general policy guidelines for the management and investment of the assets of the Plan and sets out the risk philosophy, the asset mix and diversification policy, and permitted investments. The primary investment objectives (below) are set out in the SIP&P as well as the Actuarial Valuation of the Plan:

- meet the disability obligations as they occur and to ensure the long-term solvency of the Plan;
- achieve a real rate of return in excess of 1.80% over a rolling four-year period; and
- earn the stated performance objective for each asset class over a rolling four-year period.

1. Earn a minimum inflation-adjusted investment return of 1.80%

2. Earn a rate of return that exceeds the return earned on a benchmark portfolio

Asset Class	Total Fund Benchmark
Canadian Equities	S&P/TSX 300 Index
Global Equities	MSCI World Index
Canadian Short Term Bonds	FTSE TMX Canada Short Term Overall Bond Index
Canadian Universe Bonds	FTSE TMX Canada Universe Bond Index
Real Return Bonds	FTSE TMX Canada Real Return Bond Index
Commercial Mortgages	FTSE TMX Canada Universe Bond Index + 2%

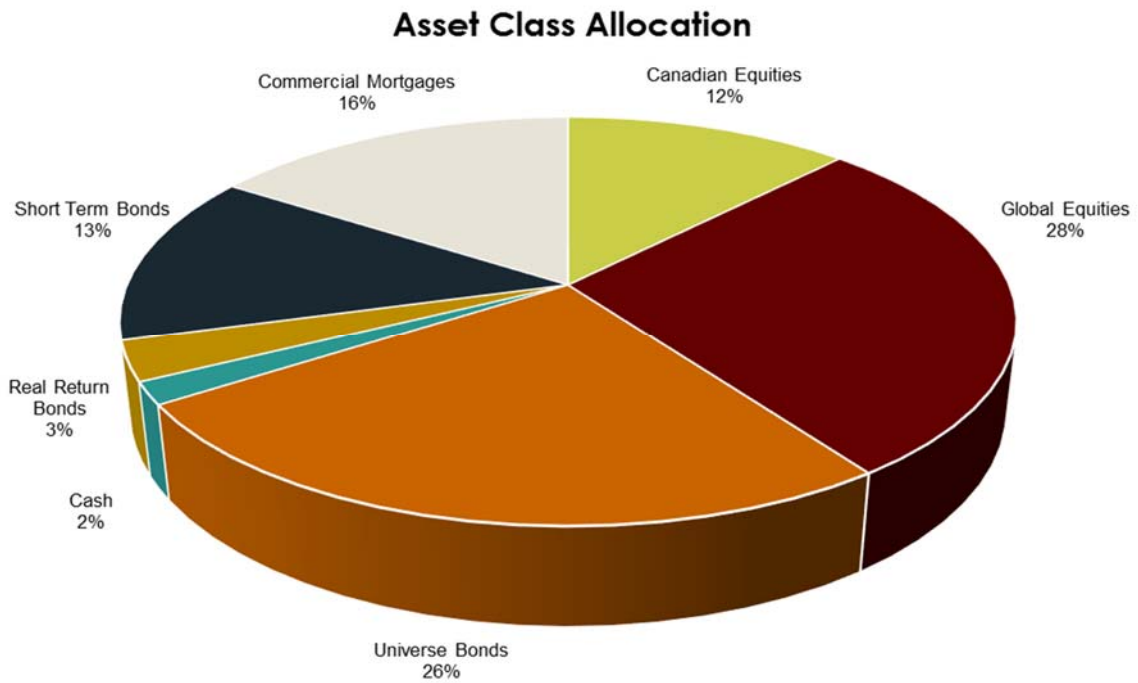
The benchmarks for equity and fixed income were selected because all are publicly-traded and readily investible indices.

3. Earn rates of return that exceed the returns earned on the relevant market index over rolling 4-year periods (active mandates) or rates of return within 15 basis points of the returns earned on the relevant market index over rolling 4-year periods (passive mandates)

The Plan does not manage currency within the portfolios, preferring to take a longer term approach that currencies will fluctuate in the short term, but will achieve some equilibrium over the longer term.

Total invested assets of the Civic LTD Plan at December 31, 2015 were $46.7 million.

The Plan's assets are invested across several asset classes and with multiple investment managers to reduce the overall risk to the Plan. By spreading the investments out among different types of assets, different geographical areas and different investment styles, the overall risk to the Plan is reduced and the returns of the Plan become less volatile.



The assets of the Civic LTD Plan are separated into two portfolios – the Return Seeking Portfolio and the Liability Matching Portfolio. Assets held in the return seeking portfolio are intended to earn a market return as outlined in the Statement of Investment Policies & Procedures. Assets held in the Liability Matching Portfolio are meant to fluctuate in correlation with the value of the liabilities of the Plan.

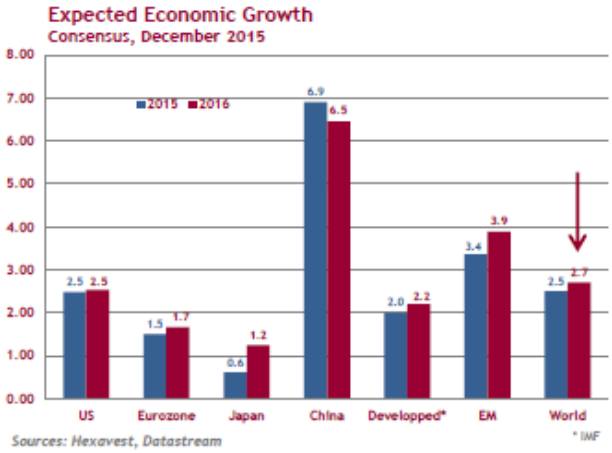
The table below provides the current asset allocation policy of the Civic LTD Plan:

Return Seeking Portfolio					
Asset Class	**Total Fund Benchmark**	**Actual % Allocation**	**Min %**	**Target % Allocation**	**Max %**
Equities:					
Canadian Equities	S&P/TSX 300 Index	18.13	15	20	25
Global Equities	MSCI World Index	41.34	35	40	45
	Total Equities:	**59.47**		**60**	
Fixed Income:					
Universe Bonds	FTSE TMX Canada Universe Bond Index	37.91	25	40	55
	Total Fixed Income:	**37.91**		**40**	
Cash:	n/a	**2.62**	n/a	n/a	n/a
Total Return Seeking Portfolio:		**100.00**		**100**	
Liability Matching Portfolio					
Fixed Income:					
Real Return Bonds	FTSE TMX Canada Real Return Bond Index	9.75	8	12	16
Short Term Bonds	FTSE TMX Canada Short Term Overall Bond Index	41.60	38	43	48
Commercial Mortgages	FTSE TMX Canada Universe Bond Index + 2%	48.65	40	45	50
	Total Fixed Income:	**100.00**		**100**	
Total Liability Matching Portfolio:		**100.00**		**100**	

As the performance of individual managers and markets move the assets in the fund away from the normal strategic positions, the assets are rebalanced to bring the fund back within the parameters of the current strategic asset allocation policy set by the Administrative Board. Such rebalancing is achieved through directed cash flow or by actively transferring funds among managers when specified trigger points are reached. The actual management and asset allocation structure of the Civic LTD Plan as at December 31, 2015 is shown below:

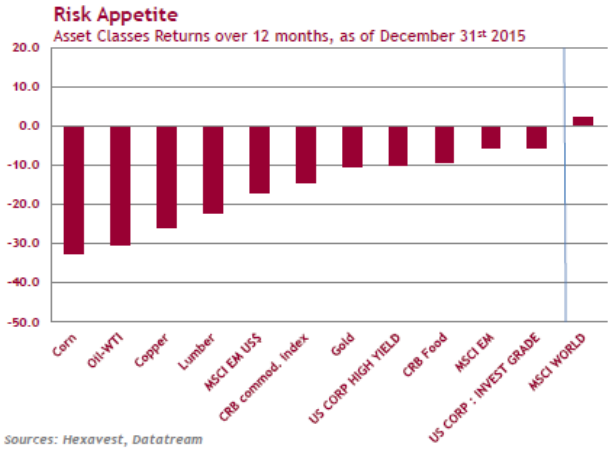
Return Seeing Portfolio				
Asset Class	**Manager**	**Start Date**	**Amount* ($ Thousands)**	**% Of Holdings**
Equities:				
Canadian Equities	QV Investors Inc.	2014	5,715	12.24
Global Equities	Franklin Templeton Investments Corp.	1998	13,030	27.90
	Total Equities:		**18,745**	**40.14**
Fixed Income:				
Universe Bonds	TD Asset Management	2004	11,948	25.59
	Total Fixed Income:		**11,948**	**25.59**
Cash:	n/a	n/a	**825**	**1.77**
Total Return Seeking Portfolio			**31,518**	**67.50**
Liability Matching Portfolio				
Fixed Income:				
Real Return Bonds	Internal	n/a	1,480	3.17
Short Term Bonds	TD Asset Management	2010	6,314	13.52
Commercial Mortgages	Addenda Capital Inc.	2010	7,384	15.81
	Total Fixed Income:		**15,178**	**32.50**
Total Liability Matching Portfolio:			**15,178**	**32.50**
Total Fund:			**46,696**	**100.00**

**Amount includes small cash balances held by each manager within their investment portfolio.*



Global equities posted positive returns over the first quarter of 2015 with central banks in the Eurozone and China easing monetary policy, while crude oil prices stabilised after their previous sharp decline. Canadian Gross Domestic Product (GDP) rose at an annualized rate of 2.4% in the fourth quarter of 2014, aided by an increase in household consumption. The Canadian unemployment rate rose to 6.8% while headline inflation was just 1.0% year over year (YoY) in February. Core inflation, which excludes energy and food, was up 2.1% YoY. The S&P/TSX Composite Index rose 2.6% during the first quarter of 2015. Eight of the Index's ten sectors ended in positive territory, with gains led by the Healthcare, IT and Consumer Discretionary sectors. The S&P 500 delivered a modest positive return. Merger and acquisition activities and hopes of a further delay in the first rise in interest rates helped the quarterly returns, yet were counterbalanced by fears about the impact of the strong dollar on earnings and business sentiment. Eurozone equities posted strong returns after the European Central Bank's announcement of quantitative easing with the size of the package exceeding market expectations. Japanese equities gained with the backdrop of positive corporate earnings and were further supported by hopes of additional stimulus from the Bank of Japan. Emerging markets posted positive returns with Chinese equities supported by the authorities' moves to boost growth by cutting the required reserve ratio by 50 basis points to counter the capital outflows and liquidity conditions before the Chinese New Year. Russia gained amid the stabilization of oil price and hopes of a peace deal with Ukraine, while Brazilian equities fell amid weak economic growth.

Global equities registered a small positive return in US dollar terms over the second quarter. Regional performances were mixed with strong gains from Japan while the Eurozone and UK were weak. Canadian GDP declined 0.6% in the first quarter of 2015 - its weakest result since the second quarter of 2009 - with corporate profits and non-residential structural investment particularly impacted. Unemployment has held steady at 6.8% while headline Consumer Price Index (CPI) was low in May as lower oil prices continued to weigh on it and core inflation was held steady at 2.2% YoY. The S&P/TSX Composite Index declined 1.6%, with losses led by the Industrials, Utilities and IT sectors. The S&P 500 reached all-time highs although returns were modest at 0.3%. Economic data was mixed but improved towards the end of the period. Merger & acquisition activity continued, especially in the Healthcare sector. Eurozone and UK equities came under pressure as the Greek debt crisis escalated, leading to concerns over the potential knock-on impact if Greece were to leave the Eurozone. Brazil equities were strong as the government vetoed measures that would have increased spending on pensions by over $13 billion over the next decade. Chinese equities saw gains after the authorities cut interest rates and reserve requirement ratios twice over the quarter to reassure equity markets and to revive slowing growth. Bond yields rose across most major markets amid expectations that interest rates could rise in the US and UK this year, and stronger economic data in the Eurozone also sent Bund (German government bonds) yields higher over the quarter.



Global equities declined in the third quarter of 2015 amid worries about the economic slowdown in China and the implications for global growth. While the Canadian economy entered a technical recession by declining in both the first and second quarters of 2015, growth turned positive in June and July. As a result, the Bank of Canada anticipates that the economy's return to full capacity will be delayed until the first half of 2017. Employment numbers improved modestly during the quarter, but not enough to improve the unemployment rate as it inched up to 7% in August as more people began to look for work. Headline CPI remained low due to lower oil prices while core inflation remained steady at 2.1% YoY. The S&P/TSX Composite Index declined 8.0%, with losses led by the Materials, Energy and Healthcare sectors. Commodities continued to struggle with weaker global demand while the Healthcare sector was impacted by the drug pricing practices of Valeant Pharmaceutical. The US Federal Reserve's decision to defer an interest rate rise exacerbated the sense of uncertainty in markets. In the Eurozone, the autos sector came under severe pressure after revelations that VW had misled regulators on emissions from diesel vehicles. Japanese equities suffered as a result of weaker than expected data for Japan's economy with stocks sliding to an eight month low while the yen saw inflows due to its 'safe haven' status. Weak Chinese economic data and concerns over deleveraging and unwinding of margin financing was a drag on emerging markets. The third quarter was broadly positive for global bonds as commodity weakness and fears over global economic growth led investors to seek out 'safe havens'.

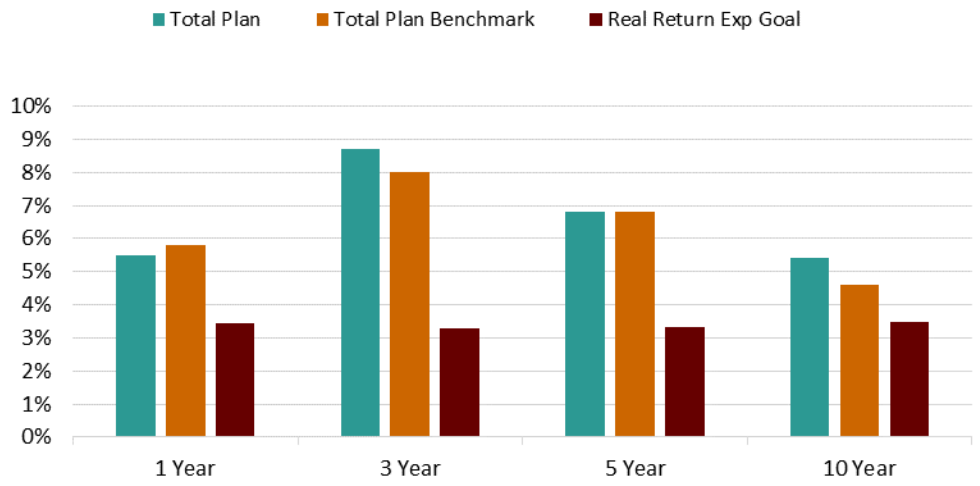
Global equities delivered positive returns for the fourth quarter despite poor performance in December. Government bond markets broadly reflected the policy trajectories of the world's major central banks. The Canadian economy picked up steam in the third quarter as GDP expanded at 2.3%. Unemployment rose to 7.1% in November while Headline CPI increased slightly to 1.4% YoY while core inflation held steady. The S&P/TSX Composite Index declined 1.4% with losses led by the Healthcare, Consumer Discretionary and Telecom sectors. US equities gained 7.0% over the quarter after the Federal Reserve increased its main policy rate in December following strong non-farm payrolls data. Eurozone equities posted positive returns overall, lifted by hopes for further quantitative easing. However, the announcement fell short of investors' expectations with the timetable for purchases extended to March 2017 but the €60 per month left unchanged, which weighed on returns in December. Japan was the best performing equity market over the quarter, driven by a recovery in cyclicals followed by a resumption of defensive areas. The Chinese equity market posted a solid gain as the People's Bank of China cut interest for the sixth time in the year, providing further support to their economy. Economic data in Brazil continued to deteriorate as two rating agencies downgraded Brazil debt to non-investment grade prompting impeachment proceedings against the president, and the finance minister to resign.

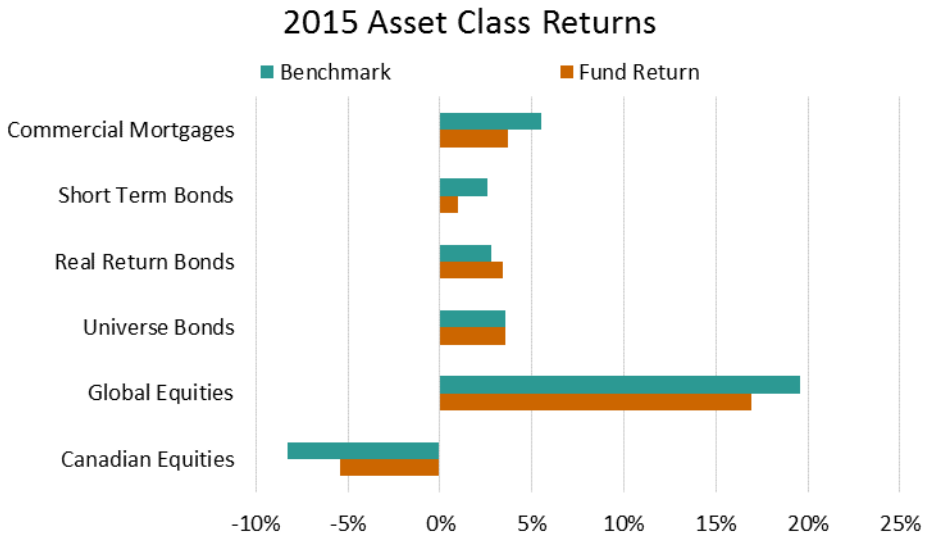
Main Indices	**1 Year Return**	
December 31, 2015	**CAD**	**Local**
MSCI ACWI	8.8%	5.8%
MSCI World	9.3%	6.2%
MSCI EAFE	8.5%	6.3%
MSCI Europe	6.2%	5.2%
MSCI Pacific	12.9%	8.6%
MSCI Emerging	4.3%	1.5%
S&P 500	10.9%	7.0%
S&P/TSX	-1.4%	-1.4%

On a total fund basis the 2015 return of the Regina Civic Employees' Long Term Disability Plan was 5.52%, outperforming the real return expectation goal by 2.12% and underperforming the return of the custom benchmark by (0.30)%. The Plan has achieved the minimum inflation-adjusted return in each of the one through ten-year periods.

OBJECTIVE: Earn a minimum inflation-adjusted return of 1.80%				
	1 Year	**3 Year**	**5 Year**	**10 Year**
Total Plan Return	5.52	8.70	6.78	5.38
Real Return Expectation Goal (CPI+1.80%)	3.40	3.23	3.28	3.44
Excess Return	**2.12**	**5.47**	**3.50**	**1.94**

OBJECTIVE: Earn a rate of return that exceeds the rate of return earned on a benchmark portfolio				
	1 Year	**3 Year**	**5 Year**	**10 Year**
Total Plan Return	5.52	8.70	6.78	5.38
Total Plan Benchmark Return	5.82	8.02	6.82	4.61
Excess Return	**(0.30)**	**0.68**	**(0.04)**	**0.77**





OBJECTIVE: Earn rates of return that exceed the returns earned on the relevant market index over rolling 4-year periods (Active)						
Rolling 4-year period ending:	**Dec 2015**	**Dec 2014**	**Dec 2013**	**Dec 2012**	**Dec 2011**	**Dec 2010**
Canadian Equity	8.04	5.12	6.41	8.21	(4.99)	2.09
Benchmark	5.26	5.15	6.79	11.65	(0.72)	3.98
Excess Return	2.78	(0.03)	(0.38)	(3.44)	(4.27)	(1.89)
Global Equity	22.95	15.41	13.48	6.87	(6.51)	(5.79)
Benchmark	20.99	15.06	12.75	6.89	(3.83)	(5.21)
Excess Return	1.96	(0.35)	0.73	(0.02)	(2.68)	(0.58)
Mortgages	4.27	4.91	-	-	-	-
Benchmark	5.62	7.13	-	-	-	-
Excess Return	(1.35)	(2.22)	-	-	-	-
Short Term Bonds	1.14	1.21	-	-	-	-
Benchmark	2.35	2.86	-	-	-	-
Excess Return	(1.21)	(1.65)	-	-	-	-

OBJECTIVE: Earn rates of return within 15 basis points of the returns earned on the relevant market index over rolling 4-year periods (Passive)						
Rolling 4-year period ending:	**Dec 2015**	**Dec 2014**	**Dec 2013**	**Dec 2012**	**Dec 2011**	**Dec 2010**
Universe Bonds	3.56	4.88	4.33	6.02	6.61	5.27
Benchmark	3.62	5.13	4.63	6.33	7.05	5.56
Excess Return	(0.06)	(0.25)	(0.30)	(0.31)	(0.44)	(0.29)
Real Return Bonds	1.24	4.64	4.59	11.00	10.38	6.29
Benchmark	0.99	4.61	4.12	11.55	10.88	6.73
Excess Return	0.25	(0.03)	0.47	(0.55)	(0.50)	(0.44)

Expenses

Description	2015 ($ thousands)
Actuarial Services	
AonHewitt	**26**
Audit Services	
KPMG LLP	**10**
Custodial and Performance Management Fees	
Northern Trust Corporation	**38**
Investment Manager Fees	
Addenda Capital Inc.	37
TD Asset Management	4
Franklin Templeton Investments Corp.	93
QV Investors	18
	152
Legal Services	
McDougall Gauley	**36**
Other Administrative Expenses	
Pensions & Disability - Salaries & Benefits	218
Standard Life	154
Medical and Rehabilitation Services	73
Self-Assessed GST	11
SaskCentral	28
City of Regina	(6)
Printing and Photocopying Services	2
Conferences and Seminars	8
Stonefield Systems Group	4
SaskTel	2
AonHewitt Consulting	5
EVest	2
Other	12
	513
Total for the Plan:	**775**

KPMG LLP
Chartered Accountants
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Regina Saskatchewan S4P 4K9
Canada

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INDEPENDENT AUDITORS' REPORT

To the Administrative Board of the Regina Civic Employees' Long Term Disability Plan:

We have audited the accompanying financial statements of the Regina Civic Employees' Long Term Disability Plan, which comprise the statement of financial position as at December 31, 2015 and the statements of changes in net assets available for benefits and changes in disability obligations for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for pension plans, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Out responsibility is to express and opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluation the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Regina Civic Employees' Long Term Disability Plan as at December 31, 2015, and the changes in its net assets available for benefits and the changes in its disability obligations for the year then ended in accordance with Canadian accounting standards for pension plans.

KPMG LLP

Chartered Professional Accountants
April 27, 2016
Regina, Canada

STATEMENT OF FINANCIAL POSITION
(in thousands of dollars)

As at December 31

		2015		2014
ASSETS				
Investments - Note 4	**$**	**46,696**		42,799
Contributions Receivable				
Members		**80**		38
Employers		**80**		38
Accounts Receivable		**4**		-
Accrued Income Receivable		**3**		3
		46,863		42,878
LIABILITIES				
Accounts Payable		436		465
Net Assets Available for Benefits		**46,427**		42,413
Disability Obligations - Note 5		**13,006**		18,260
Surplus	**$**	**33,421**	$	24,153

See accompanying notes

APPROVED BY:

_____ Board Member

_____ Board Member

STATEMENT OF CHANGES IN NET ASSETS AVAILABLE FOR BENEFITS
(in thousands of dollars)

For the year ended December 31

		2015		2014
INCREASE IN NET ASSETS				
Investment Income - Note 6	**$**	**2,461**	$	1,566
Increase in Fair Value of Investments		**-**		1,458
Contributions				
Member		**2,204**		2,102
Employer		**2,204**		2,100
		6,869		7,226
DECREASE IN NET ASSETS				
Decrease in Fair Value of Investments		**118**		-
Disability Payments		**1,962**		2,107
Administration Expenses – Note 10		**775**		713
		2,855		2,820
Net Increase for the Year		**4,014**		4,406
Net Assets Available for Benefits, Beginning of Year		**42,413**		38,007
Net Assets Available for Benefits, End of Year	**$**	**46,427**	$	42,413

See accompanying notes

STATEMENT OF CHANGES IN DISABILITY OBLIGATIONS
(in thousands of dollars)

For the year ended December 31

		2015		2014
INCREASE IN DISABILITY OBLIGATIONS				
Accrual of Disability Benefits	**$**	**4,657**	$	4,495
Change in Assumptions – Note 5		**729**		-
Interest Accrued on Benefits		**258**		502
		5,644		4,997
DECREASE IN DISABILITY OBLIGATIONS				
Disability Payments		**2,021**		2,169
Experience Gain		**8,877**		848
		10,898		3,017
Net Increase (Decrease) for the Year		**(5,254)**		1,980
Disability Obligations, Beginning of Year		**18,260**		16,280
Disability Obligations, End of Year	**$**	**13,006**	$	18,260

See accompanying notes

NOTES TO THE FINANCIAL STATEMENTS
(in thousands of dollars)

For the Year Ended December 31, 2015

1. Description of Plan

The Regina Civic Employees' Long Term Disability Plan (the "Plan") is a multi-employer disability plan covering eligible employees of the City of Regina and the following participating Boards: Regina Qu'Appelle Regional Health Authority, Regina Public Library Board, non-teaching staff of the Board of Education of the Regina School Division No. 4 of Saskatchewan, and the Buffalo Pound Water Administration Board. The following description is a summary only. For more complete information, reference should be made to the Plan text.

(a) Contributions

Members' contributions are 0.92% of salary. The employer matches the members' contributions to the Plan.

(b) Benefits

Disability benefits are based on 65% of the member's salary. Benefits will be paid either throughout the duration of the disability, until the member elects voluntary early retirement, reaches age 65 or upon death, whichever occurs first.

(c) Income Taxes

The Plan is a self insured disability income plan and as such is not subject to income taxes under The *Income Tax Act*. Disability benefits paid from the Plan are subject to deductions that are withheld and remitted to the Canada Revenue Agency.

2. Basis of Preparation

(a) Statement of compliance

The financial statements for the year ended December 31, 2015, have been prepared in accordance with Canadian accounting standards for pension plans as outlined in Part IV of the CPA Canada Handbook section 4600, Pension plans. For matters not addressed in section 4600, International Financial Reporting Standards (IFRS) guidance has been implemented. The financial statements were authorized and issued by the Plan's Administrative Board on April 27, 2016.

(b) Basis of measurement

The financial statements have been prepared using the historical cost basis except for financial instruments which have been measured at fair value.

NOTES TO THE FINANCIAL STATEMENTS
(in thousands of dollars)

For the Year Ended December 31, 2015

2. Basis of Preparation (continued)

(c) Functional and presentation currency

These financial statements are presented in Canadian dollars, which is the Plan's functional currency and are rounded to the nearest thousand unless otherwise noted.

3. Summary of Significant Accounting Policies

The following policies are considered to be significant:

(a) Basis of Presentation of Financial Statements

These financial statements are prepared on the going concern basis and present the aggregate financial position of the Plan as a separate financial reporting entity independent of the Plan sponsors and Plan members. They are prepared to assist Plan members and others in reviewing the activities of the Plan for the fiscal period, but they do not portray the funding requirements of the Plan or the benefit security of individual Plan members.

Employers of members are responsible for the accuracy and completeness of members' contributions remitted and of employee payroll information on which benefit payments are determined. Accordingly, these financial statements presume the accuracy and completeness of the members' contributions and payroll information received from employers of the members.

(b) Investments

Investments are recorded at fair value. The fair value of equities is based on year-end market quotations obtained from recognized security dealers. The fair value of bonds is based on model pricing techniques that effectively discount prospective cash flows to present value taking into consideration duration, credit quality, and liquidity.

Pooled funds are recorded at fair value based on the net asset value per unit determined by the investment manager with reference to the underlying investments' year-end market prices.

Short term investments are recorded at cost, which together with accrued interest income, approximates fair value.

(c) Investment Income and Transaction Costs

Investment income includes interest and dividends. Interest income is recorded on the accrual basis. Dividend income from equity securities is recognized as entitlement arises. Changes in fair value of investments includes both realized and unrealized gains and losses. Realized gains and losses from the sale of investments are calculated using a weighted average cost basis and are reflected in earnings as incurred. Investment transactions are accounted for on the trade date. Transaction costs are recognized in the statement of changes in net assets available for benefits in the period incurred.

NOTES TO THE FINANCIAL STATEMENTS
(in thousands of dollars)

For the Year Ended December 31, 2015

3. Summary of Significant Accounting Policies (continued)

(d) Foreign Exchange

Foreign investment purchases, sales and income are recorded in Canadian dollars at exchange rates in effect at the transaction date. Foreign denominated investments and accrued income are translated at year end exchange rates. The gains and losses arising from the transaction are included in the statement of changes in net assets available for benefits as part of the change in fair value of investments.

(e) Contributions

Contributions are accounted for on the accrual basis.

(f) Use of Estimates and Judgements

The preparation of financial statements in conformity with Canadian accounting standards for pension plans requires management to make estimates and use assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates. Significant estimates subject to estimates and assumptions include the valuation of investments and the determination of the disability obligation.

(g) Future Accounting Policy Changes

The relevant new guidance issued by the International Accounting Standards Board not yet adopted by the Plan includes:

- IFRS 9, Financial Instruments. The new standard will replace IAS 39, Financial Instruments: Recognition and Measurement, and includes guidance and de-recognition of financial assets and financial liabilities, impairment and hedge accounting. The new standard will come into effect January 1, 2018, with early application permitted.

Management does not expect any significant impact to the Plan's financial statements upon adopting the new standard.

NOTES TO THE FINANCIAL STATEMENTS
(in thousands of dollars)

For the Year Ended December 31, 2015

4. Investments

The investment objectives of the Plan are to ensure the Plan has sufficient assets to optimize the risk/return relationship of the Plan and to generate sufficient cash flows to meet disability benefits payments. The Plan holds the following investments:

		2015		2014
Canadian Bonds	**$**	**1,461**	$	1,449
Cash		**843**		802
Pooled Funds:				
Short Term		**6,314**		6,250
Fixed Income		**19,332**		17,838
Canadian Equities		**5,715**		5,231
Global Equities		**13,031**		11,229
Total Investments	**$**	**46,696**	$	42,799

Investment concentration in any one investee or related group of investees is limited to no more than 10% of the total book value of the Plan's assets or no more than 30% of the votes that may be cast to elect the directors of the investee.

The Plan's assets may be invested through in-house investment activities or through external investment managers including without limitation, mutual funds, pooled funds, segregated funds, unit trusts, limited partnerships, and similar vehicles.

The Statement of Investment Policies and Procedures permits investment in all bonds, debentures, notes, non-convertible preferred stock, real return bonds and other debt instruments of Canadian issuers whether denominated and payable in Canadian dollars or a foreign currency including mortgage-backed securities, guaranteed under *The National Housing Act (Canada)*, asset backed securities, term deposits and guaranteed investment certificates. It also permits investment in private placement of bonds that are rated by a recognized rating agency. The Plan's investment policy states that a minimum of 80% of fixed income must be invested in investment grade as rated by a recognized credit rating service.

The Plan may invest in equity securities, and equity substitutes that are convertible into equity securities, which are listed and traded on recognized exchanges, and unlisted equity securities, such as private placement equity, where the investment manager determines the security will become eligible for trading on a recognized exchange within a reasonable and defined timeframe, not to exceed six months, and the issuing company is publicly listed on a recognized exchange.

The Plan may also invest in cash and short term investments which consist of cash on hand, Canadian and US money market securities, such as treasury bills issued by the federal and provincial governments and their agencies, obligations of trust companies and Canadian and foreign banks chartered to operate in Canada, including bankers' acceptances, commercial paper, term deposits and contracts with life insurance companies.

NOTES TO THE FINANCIAL STATEMENTS
(in thousands of dollars)

For the Year Ended December 31, 2015

4. Investments (continued)

Canadian Bonds

The Plan holds Government of Canada bonds with a term to maturity greater than five years with a carrying value of $1,461 (2014 - $1,449). The effective average interest rate on the bonds is 2.62% (2014 – 2.62%).

Pooled Funds

The Plan owns units in Canadian and Global pooled equity funds as well as Canadian bonds and unit trust mortgage funds. These pooled funds have no fixed distribution rate. Fund returns are based on the success of the fund managers.

Fair Value of Investments

Fair value is best evidenced by an independent quoted market price for the same instrument in an active market. An active market is one where quoted prices are readily available, representing regularly occurring transactions. The determination of fair value requires judgement and is based on market information where available and appropriate. Fair value measurements are categorized into levels within a fair value hierarchy based on the nature of the inputs used in the valuation.

Level 1 – where quoted prices are readily available from an active market.
Level 2 – inputs other than quoted prices included in Level 1 that are observable for the investment, either directly (for example, as prices) or indirectly (for example, derived from prices).
Level 3 – inputs for the investment that are not based on observable market data.

NOTES TO THE FINANCIAL STATEMENTS
(in thousands of dollars)

For the Year Ended December 31, 2015

4. Investments (continued)

	2015			
Asset Class	**Quoted Prices in Active Markets (Level 1)**	**Significant Observable Inputs (Level 2)**	**Significant Unobservable Inputs (Level 3)**	**Total**
Equity Pooled Funds	**$ -**	**$ 18,746**	**$ -**	**$ 18,746**
Canadian Bonds	**1,461**	**-**	**-**	**1,461**
Fixed Income Pooled Funds	**-**	**19,332**	**-**	**19,332**
Short Term Investments	**-**	**6,314**	**-**	**6,314**
Cash	**843**	**-**	**-**	**843**
Total Investments	**$ 2,304**	**$ 44,392**	**$ -**	**$ 46,696**

	2014			
Asset Class	**Quoted Prices in Active Markets (Level 1)**	**Significant Observable Inputs (Level 2)**	**Significant Unobservable Inputs (Level 3)**	**Total**
Equity Pooled Funds	$ -	$ 16,460	$ -	$ 16,460
Canadian Bonds	1,449	-	-	1,449
Fixed Income Pooled Funds	-	17,838	-	17,838
Short Term Investments	-	6,250	-	6,250
Cash	802	-	-	802
Total Investments	$ 2,251	$ 40,548	$ -	$ 42,799

There were no investments transferred between levels during the current year.

NOTES TO THE FINANCIAL STATEMENTS
(in thousands of dollars)

For the Year Ended December 31, 2015

5. Disability Obligations

There is no external legislative requirement for actuarial valuations to be performed for disability plans. Schedule A of Bylaw 9566 requires that actuarial valuations for the Plan are carried at a minimum every three years to determine the funding requirements. On an annual basis, the Board reviews the Plan's activities to determine whether a valuation is required. The last valuation was carried out as of December 31, 2014.

Aon Hewitt is the appointed actuary of the Plan. The actuarial value of disability obligations as of December 31, 2015 has been determined by extrapolating the figures from December 31, 2014, the date of the last actuarial valuation.

The assumptions used in the valuation were developed by reference to expected long term market conditions. Significant long term assumptions used in the valuation were:

Assumption	2015 Rate (%)	2014 Rate (%)
Inflation Rate	**2.2**	2.2
Discount Rate	**2.55**	3.0
Retirement Age	**65**	65
Active Life Earnings Adjustment	**N/A**	3.6
Rehabilitation Earnings Increase	**2.2**	2.2
Continuing in Year Claims Expense	**3.0**	3.0
Termination Rates	**2004-2008 LTD termination study conducted by CIA**	**Adjusted. 1988 – 1997 LTD termination study conducted by CIA**

During 2015 the disability obligation increased by $8,877 (2014 - $848) as a result of the Plan's termination experience. The disability obligation is sensitive to changes in the inflation rate and the discount rate, which impacts future claims benefits and the assumed real rate of return on Plan assets.

A change in the following assumptions (with no other change in other assumptions) would have the following approximate effects on the disability obligations:

	Approximate Effect on Disability Obligations	
50 Basis Point Decrease/Increase	**$**	**%**
Discount Rate	**+345/-326**	**-2.5/+2.6**
Inflation	**-219/+222**	**-1.7/+1.7**

NOTES TO THE FINANCIAL STATEMENTS
(in thousands of dollars)

For the Year Ended December 31, 2015

6. Investment Income

Investment Income		2015		2014
Cash and Short Term Investments	**$**	**94**	$	103
Bond Interest		**788**		709
Dividend Income		**1,579**		754
Total	**$**	**2,461**	$	1,566

7. Capital Management

The Plan defines its capital as consisting of net assets available for benefits, which consists primarily of investments. Investments are managed to fund future disability obligations. The extent that net assets available for benefits are greater than disability obligations is reflected as a surplus or deficit. The objective of managing the Plan's capital is to ensure that the Plan is fully funded to pay the Plan's benefits over time.

The Plan receives new capital from member and employer contributions. The Plan also benefits from income and market value increases on its invested capital. The Plan's capital is invested in a number of asset classes including short-term investments, bonds, and equities. The Board has delegated the operational investment decisions to a number of different investment management firms through a number of different investment mandates as defined in the Plan's Statement of Investment Policy and Procedures.

8. Investment Risk Management

Investment risk management relates to the understanding and active management of risks associated with invested assets. Investments are primarily exposed to foreign currency, interest rate volatility, market and credit risk. They may also be subject to liquidity risk. The Plan has set formal policies and procedures that establish an asset mix among equity and fixed income investments; requires diversification of investments within categories; and sets limits on the size of exposure to individual investments. The Board of Trustees approves the Statement of Investment Policies and Procedures which is reviewed annually.

Market Risk

Market risk is the risk that the value of an investment will fluctuate as a result of changes in market prices, whether those changes are caused by factors specific to the individual investment, or factors affecting all securities traded in the market. The Plan's policy is to invest in a diversified portfolio of investments, based on criteria established in the Statement of Investment Policies and Procedures.

The impact on the net assets of the Plan due to a 10% change in the respective benchmark stock index using a three year historical measure of the sensitivity of the returns relative to the returns of the benchmark stock index, as of December 31, 2015 would result in an increase/decrease of 9.5% (2014 - 11.6%) in the value of the portfolio.

NOTES TO THE FINANCIAL STATEMENTS
(in thousands of dollars)

For the Year Ended December 31, 2015

8. Investment Risk Management (continued)

Credit Risk

Credit risk refers to the potential for counterparties to default on their contractual obligation to the Plan. Credit risk is mitigated by entering into contracts with the counterparties that are considered high quality. Quality is determined via the following credit rating agencies: DBRS, Standard and Poor's and Moody's Investor Service.

The maximum credit risk to which it is exposed at December 31, 2015 is limited to the carrying value of the financial assets summarized as follows:

Asset Class		2015		2014
Canadian Bonds	**$**	**1,461**	$	1,449
Contributions Receivable		**160**		76
Accounts Receivable		**4**		-
Accrued Income Receivable		**3**		3
Cash		**843**		802
Total	**$**	**2,471**	$	2,330

Canadian bonds consist of Government of Canada bonds with an AAA rating.

Interest Rate Risk

Interest rate risk refers to the effect on the market value of the Plan's investments due to fluctuation of interest rates. The risk arises from the potential variation in the timing and amount of cash flows related to the Plan's assets and liabilities. Disability obligations are relatively short term. Asset values are affected by equity markets and short-term changes in interest rates. The fixed income portfolio has guidelines on duration and distribution which are designed to mitigate the risk of interest rate volatility.

At December 31, 2015 a 1% increase/decrease in interest rates would result in a $1,289 (2014 – $1,192) change in the value of the Plan's fixed income portfolio.

Foreign Currency Risk

Foreign currency exposure arises from the Plan holding investments denominated in currencies other than the Canadian Dollar. During the year, the Plan held only investments denominated in Canadian Dollars.

NOTES TO THE FINANCIAL STATEMENTS
(in thousands of dollars)

For the Year Ended December 31, 2015

8. Investment Risk Management (continued)

Liquidity Risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Plan maintains an adequate amount of liquid assets with varying maturities in order to ensure that the Plan can meet all of its financial obligations as they fall due. Liquidity risk is managed by limiting the Plan's exposure to illiquid assets and through positive net cash inflows from contributions.

9. Related Party Transactions

Related Party Transactions		2015		2014
Accounts Payable include the following amounts due to:				
City of Regina	$	271	$	193
Regina Civic Employees Superannuation and Benefits Plan		23		76
	$	294	$	269
Expenditures include amounts paid to the City of Regina	$	-	$	6

10. Administration Expenses

Administration Expenses		2015		2014
Actuarial Services	$	26	$	8
Audit Services		10		9
Custodial and Portfolio Measurement Fees		38		39
Investment Manager Fees		152		166
Legal Services		36		17
Adjudication Services		154		197
Medical & Rehabilitation Services		73		59
Other Administrative Expenses		286		218
Total	$	775	$	713

NOTES TO THE FINANCIAL STATEMENTS
(in thousands of dollars)

For the Year Ended December 31, 2015

11. Subsequent Event

Since the Plan's inception, it has been administered by a department of the City of Regina, most recently by the Pension and Disability Administration Department. The Pension and Disability Administration Department administered five plans, the Regina Civic Employees' Superannuation and Benefit Plan, the Regina Civic Employees' Long Term Disability Plan, the Regina Police Pension Plan, the Target Retirement Income Plan for the Regina Police Service and the Casual Employees' Superannuation and Elected Officials' Money Purchase Pension Plan. Effective April 1, 2016 all employees of the Pension and Disability Administration Department transferred to Möbius Benefit Administrators Inc., a joint venture established by all five plans, along with all plan administration responsibilities.

DE16-58

June 27, 2016

My name is Leslie McNabb, from the United Steelworkers, District 3. USW represents approximately 200 taxi cab drivers that drive for the unionized broker company known as Regina Cabs. We would like to speak to Councillor Shawn Fraser's Notice of Motion regarding Seasonal Taxi Licenses.

The City of Regina commissioned TTLF Consulting to review the City's taxi industry. The review resulted in The Regina Taxi Study Report in 2010. That report contains a number of recommendations, one of which Councillor Fraser addresses in his motion.

We would like to draw Council's attention to a number of things:

- What happens with the seasonal taxi licenses after the City issues them to the brokerages
- What hardships the drivers face with respect to the seasonal licenses

Thank you for allowing us the opportunity to share some of our concerns.

Leslie McNabb
United Steelworkers, District 3

MN16-6

NOTICE OF MOTION

June 27, 2016

City Clerk
City Hall
Regina, Saskatchewan

Dear Sir:

Please be advised that I will submit the following MOTION at the meeting of City Council on Monday, June 27, 2016:

Re: Seasonal Taxi Licenses

WHEREAS the City of Regina issues seasonal taxi licenses to meet seasonal demand for taxis; and

WHEREAS seasonal taxi licenses remain the property of the City of Regina; and

WHEREAS the City of Regina currently issues seasonal plates to Regina's three main taxi brokerages at a price that is intended to cover the cost of the associated administration; and

WHEREAS the City of Regina commissioned TTLF Consulting to create the *Regina Taxi Study Report* in 2010 which recommended that "All future decals, winter and annual, should be awarded by lottery to current drivers or brokers with two or more years of taxi driving experience in Regina" (Page 8); and

WHEREAS City Administration has stated its intention to review this policy in 2017.

THEREFORE BE IT RESOLVED that any seasonal taxi licenses be issued to brokers on the condition that these licenses are not leased to end users for more than the initial price when issued by the City of Regina.

Respectfully submitted,

Shawn Fraser
Councillor - Ward 3

May 30, 2016

To: His Worship the Mayor
and Members of City Council

Re: Proposed Amendments to *A Bylaw of the City of Regina to Regulate and Control the Subdivision of Land Bylaw No. 7748*

RECOMMENDATION

1. That *A Bylaw of the City of Regina To Regulate and Control the Subdivision of Land, Bylaw No. 7748* (commonly known as the Subdivision Bylaw), be amended as follows:

   a) By replacing Section 6. 8) with the following:

      Where the Development Officer is unable to certify a severance application because of non-compliance with the regulations herein, he shall deny approval of the application and notify the applicant of the Development Officer's decision.

   b) By replacing Section 9. 1) with the following:

      1) Where:

         a) an application for a proposed subdivision or severance is refused;

         b) an application for a proposed subdivision or severance is approved in part;

         c) an application for a proposed subdivision or severance is approved subject to specific development standards issued pursuant to Section 130 of the Act;

         d) approval of an application for a proposed subdivision or severance is revoked;

         e) an agreement pursuant to Subsection 172 of the Act has not been entered into within the specified time limit; or

         f) the applicant for subdivision or severance approval objects to producing any information requested by Council or the Development Officer other than information that is required by the subdivision regulations to accompany the application;

      the applicant may appeal the decision by filing a written notice of appeal with the Development Appeals Board in the first instance and may appeal further to the Provincial Planning Appeals Board in accordance with Section 226 of the Act.

c) By replacing all references to *The Planning and Development Act, 1983* with updated references and appropriate section numbers to *The Planning and Development Act, 2007.*

2. That item CM16-1 be removed from the list of outstanding items for City Council.

CONCLUSION

This report is in response to the resolution at the April 25, 2016 meeting of City Council, which requested review of the requirement to report severance denials through City Council. The Administration has reviewed this provision of the Subdivision Bylaw and recommends removing this requirement and delegating authority to the Development Officer (Administration). In addition, further amendments to the bylaw are proposed to clarify the right to appeal decisions pertaining to severance applications.

BACKGROUND

In response to City Manager report CM16-1, City Council resolved at the April 25, 2016 meeting that:

- Bylaw No. 7748 be reviewed to determine the merits and implications of reviewing the requirement that City Council must deny a severance application, including a constitutional assessment that does not meet the minimum requirements of *The Regina Zoning Bylaw No. 9250* in order for an applicant to appeal to the Development Appeals Board.
- That a report be provided back to the May 30, 2016 City Council meeting.

DISCUSSION

Severance Denials

The Subdivision Bylaw, establishes the review process and requirements that shall be followed in order to subdivide land, pursuant to *The Planning and Development Act, 2007.*

Currently, Section 6.8 of The Subdivision Bylaw states that:

> Where the Development Officer is unable to certify a severance application because of non-compliance with the regulations herein, he shall report to Council who shall refuse approval and the Development Officer shall duly notify the applicant of City Council's decision.

A severance is a simple subdivision where internal property boundaries of existing lots or parcels are rearranged and no new street frontage is created. Severance applications are commonly filed to split one existing residential lot into two or to consent a portion of one lot to the abutting property.

Non-severance subdivisions are typically more complex, involving multiple lots, possible servicing implications and dedication of street or park land. The approval authority of severances was delegated to the Development Officer (Administration) in 1989 (Bylaw No. 8816). Prior to that time City Council considered each approval and denial of severance of land. It is likely that

the provision for denials of severance applications remained with City Council as a formal check in the approval process to a higher authority than the Development Officer and to ensure transparency in the process.

In 2003 City Council passed *Bylaw No. 2003-3 The Subdivision Amendment Bylaw, 2003*, which further delegated authority to the Development Officer much more substantive (non-severance) subdivision proposals. However, despite this change, the provision to report any severance denial to City Council remained in the Subdivision Bylaw.

The requirement to report severance denials back to City Council is inconsistent with the intent of changes made in 2003 to *Bylaw No. 2003-3 The Subdivision Amendment Bylaw, 2003*. The amendment recommended for Section 6.8 proposes to delegate authority to the Development Officer (Administration) to deny an application for severance without reporting to City Council.

The amendments recommended for Section 9.1) of the Subdivision Bylaw pertaining to appeals are intended to clarify that the right of appeal also pertains to severance applications, although it has always been interpreted as such. Applicants whose severance applications are denied will retain the right to appeal the decision to the Development Appeals Board. The Development Appeals Board commonly considers matters concerning minor relaxation of zoning standards and would be bound to a legislative framework for decision making.

Constitutional Assessment

Constitutional law in Canada divides into two areas of focus: federalism, including the division of powers; and the Canadian Charter of Rights and Freedoms. Canada's constitution divides governing power between two levels of government – the federal government and the provincial government. Each level of government is supreme in its area of jurisdiction.

Section 92 of *The Constitution Acts 1867 to 1982* describes the powers of the federal and provincial governments respectively. Section 92(8) gives the provinces authority over municipal institutions in the province and Section 92(13) gives the provinces the authority to deal with property and civil rights. Pursuant to these two powers, the Province of Saskatchewan has adopted a legislative framework for dealing with planning matters at the municipal level in *The Planning and Development Act, 2007.* Both the federal and provincial governments have specified areas of jurisdiction under Section 92 of *The Constitution Acts 1867 to 1982,* but this is not the case for municipalities because they are delegated authority by the province.

With respect to the power to subdivide land, *The Planning and Development Act, 2007* (Section 16) states that "An approving authority may adopt a bylaw that contains regulations governing the subdivision of land not inconsistent with the Act…" The Subdivision Bylaw outlines the procedures by which land in the City of Regina is to be subdivided. Any bylaw adopted pursuant to Section 16 is required to be filed with the Minister responsible and shall conform to the intent of *The Planning and Development Act, 2007.* City Council is required to act in accordance with its bylaws, but it also retains the power to change its bylaws including the Subdivision Bylaw, should it be unsatisfied. This report and recommendation responds to precisely this concern.

RECOMMENDATION IMPLICATIONS

Financial Implications

The proposed amendment will reduce administrative time associated with denial of severance applications.

Environmental Implications

None with respect to this report.

Policy and/or Strategic Implications

None with respect to this report.

Other Implications

Recommendation 1c) is outside the scope of Council's referral motion, but is required to update the references of *The Planning and Development Act, 1983* to the current (2007) version. The content of the Bylaw remains otherwise unchanged.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

The City Clerk's office will be required to submit a copy of the approved bylaw to the Provincial Ministry of Government Affairs for review and approval.

DELEGATED AUTHORITY

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

Respectfully submitted,

Louise Folk, Director
Development Services

Respectfully submitted,

Diana Hawryluk, Executive Director
City Planning & Development

BYLAW NO. 2016-41

THE HOUSING INCENTIVE PROGRAM TAX EXEMPTION BYLAW, 2016 (No. 2)

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

Purpose

1 The purpose of this Bylaw is to provide a Housing Incentive Tax Exemption to the owners of properties that qualify under the City of Regina's Housing Incentives Policy.

Authority

2 The authority for this Bylaw is subsection 262(4) of *The Cities Act*.

Exemption

3 The following properties are exempt from taxation equal to 25 percent of the property taxes otherwise payable on each property, commencing January 1, 2016 and concluding December 31, 2020 unless sooner ended pursuant to the provisions of the Tax Exemption Agreement for:

(a) the property located at 107 N St. John Street and legally described as:

Surface Parcel 107155403
Lot 22
Block 45
Plan AY 5450, Extension 0
As described on Certificate of Title 90R35219

(b) the property located at 111 N St. John Street and legally described as:

Surface Parcel 107155414
Lot 21
Block 45
Plan AY 5450, Extension 0
As described on Certificate of Title 90R35219

4 The exemptions in section 3 shall be governed by the form of Tax Exemption Agreement attached hereto as Schedule "A".

5 The exemptions in section 3 shall apply to a subsequent owner of an exempt property if the new owner is eligible under the Housing Incentive Policy and complies with the terms of the applicable Tax Exemption Agreement.

6 The City Clerk is authorized to sign and seal the Agreements referred to in section 3 on behalf of the City of Regina.

Approved as to form this _____ day of _____, 20__.

City Solicitor

Coming Into Force

7 This Bylaw comes into force on the day of passage of the Bylaw, or on the date the Agreement is executed, whichever is later.

READ A FIRST TIME THIS 27th DAY OF June 2016.

READ A SECOND TIME THIS 27th DAY OF June 2016.

READ A THIRD TIME AND PASSED THIS 27th DAY OF June 2016.

Mayor

City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk

Schedule "A"

TAX EXEMPTION AGREEMENT
HOUSING INCENTIVE PROGRAM –
Secondary Suites and Laneway Dwelling Units
2014 Housing Incentives Policy
***Street Address*, Regina, Saskatchewan**

Agreement dated _____, 20_____
(City Clerk to put in date)

Between:

CITY OF REGINA
(the "City")

- and -

"Full Name of Owner"
(the "Owner")

The Parties agree as follows:

Definitions

1 **"City Assessor"** means the City of Regina City Assessor or his or her designate;

"Executive Director" means the City's Executive Director of City Planning and Development or his/her designate.

"Property" means the real property located at *"Street Address"* and legally described as:

"Insert Legal Description"

and includes any units established through a subsequent re-division of the Property;

"Unit" means the suite to be constructed on behalf of the Owner in the Property.

Tax Exemption

2(1) Pursuant to subsection 262(4) of *The Cities Act*, and subject to the terms of this Agreement, the City grants an exemption from taxation on the Property equal to _____ percent of the property taxes levied with respect to the Property, commencing *"Date and Year"*, and concluding *"Date and Year"*, on the condition that the Owner obtain a Final Occupancy Permit or Letter of Completion (in the case of a suite added to an existing dwelling) issued by the Building Branch for the Property by October 31, 2015.

(2) If the Owner fails to obtain the Final Occupancy Permit or Letter of Completion by October 31, 2015, the City may terminate the tax exemption under this Agreement by written notice to the Owner, and the taxes on the Property for the year 2016 will become due and owing as of the date of the termination, including any penalties incurred.

(3) The Executive Director will conclusively determine whether or not the Owner has adhered to the deadline for obtaining a Final Occupancy Permit or Letter of Completion as well as any of the other requirements set out in this Agreement.

(4) The Executive Director has the sole discretion and authority to allow extensions of the deadline outlined in this section if the Owner makes a written request for an extension addressed to the Executive Director.

(5) Where the Executive Director allows for an extension, the extension and the terms of conditions of this extension must be set out in writing.

(6) Where an extension of the deadlines had been allowed by the Executive Director and the Owner has failed to comply with the deadline set out in the extension, the City may terminate the tax exemption under this Agreement by written notice to the Owner, and the taxes on the Property for the year 2016 and any subsequent years will become due and owing.

Terms and Conditions of Exemption

3(1) The exemption does not apply to portions of the Property used or intended to be used for non-residential purposes.

(2) The exemption shall apply only to a Secondary Suite as defined in *Zoning Bylaw No. 9250* or a Laneway Dwelling Unit approved by Council.

(3) The exemption provided for under this agreement is being provided on the basis that the unit will be rented to individuals for no less than 10 years from the date of the commencement of the exemption.

(4) By agreeing to maintain the property as rental for no less than 10 years, the parties acknowledge and agree that the property will not be eligible for condominium conversion for 5 years from the date of commencement of the exemption.

(5) This section survives the termination or expiration of this agreement.

4 The exemption from taxation does not include special taxes, local improvement levies, utility charges, development fees or other such charges or fees properly imposed by the City or other taxing authority.

5 The scope of the tax exemption, including calculation of any percentage or proportion and the determination of any use or cost, shall be conclusively determined by the City Assessor.

Owners' Covenants

6 The Owner shall promptly:

(a) notify the City of the date of occupancy of the Property and of any occurrences which would discontinue or terminate the tax exemption;

(b) provide the City Assessor with any information or documents requested by the City Assessor to complete and check the assessment of the Property; and

(c) provide the Executive Director with any information, documentation, or access to the Property requested by the Executive Director to check the progress of construction for the purposes of this Agreement;

7 The Owner shall obtain a Final Occupancy Permit or Letter of Completion by the deadline set out in this agreement unless this deadline has been extended in accordance with this Agreement.

Continuation

8 The tax exemption will continue only for so long as the Owner complies with the terms of this Agreement.

Cessation or termination

9(1) The tax exemption will cease if:

(a) the Owner becomes bankrupt or insolvent or is so adjudged;

(b) the Owner makes a general assignment for the benefit of creditors;

(c) the unit in the Property is no longer rented;

(d) the improvements on the Property do not conform to all civic and provincial laws governing the construction and use of the improvements, including any zoning bylaws and *The Uniform Building and Accessibility Standards Act;* or

(e) the Owner does not keep the taxes current on portions of the Property which are not exempt.

(2) If the tax exemption ceases by reason of an event in subsection (1), the full amount of the taxes on the Property for the year in which the event occurred and any subsequent years will become due and owing as of the date of the termination, including any penalties incurred.

(3) The Executive Director may terminate this Agreement by written notice to the Owner, if the Owner fails to meet any obligation under this Agreement or violates any provision under this Agreement.

Notices

10(1) Any notice required or permitted to be given to either Party pursuant to this Agreement shall be in writing and may be delivered to the Party in person, or to its authorized agent, or by sending it by prepaid registered mail, addressed:

To the City:

Executive Director, City Planning and Development
2476 Victoria Avenue
PO Box 1790
Regina, Saskatchewan S4P 3C8

To the Owner:

"Name of Owner"
"Address of Owner"

or to such alternate address as either Party may, from time to time, by notice advise.

(2) If a notice is mailed pursuant to the subsection (1), it is deemed to be given on the third business day after the date of such mailing.

(3) If postal service is interrupted or substantially delayed, any notice shall be hand-delivered.

Notification of Sale of Property

11(1) The Owner will notify the Executive Director in writing within 15 days prior to the transfer of the title in the event that the Property is sold.

(2) This Agreement is not assignable without prior written consent of the City.

Amendments

12(1) The Agreement may be amended by written agreement between the Parties.

(2) For the purposes of subsection (1), the Executive Director may authorize any amendments to the Agreement.

General

13 In the event that this Agreement or any part of it is found to be invalid or ultra vires of Council, then the City shall not be liable to the Owner for any amount of the tax exemption which would have otherwise have been granted to the Owner.

14 This Agreement may be executed by the Parties in separate counterparts, each of which when so executed and delivered to all of the Parties shall be deemed to be and shall be read as a single agreement among the Parties. In addition, execution of this Agreement by any of the Parties may be evidenced by way of a faxed transmission of such Party's signature (which signature may be by separate counterpart), or photocopy of such faxed transmission,

and such faxed signature, or photocopy of such faxed signature, shall be deemed to constitute the original signature of such Party of this Agreement.

15 Any Party delivering an executed counterpart of this Agreement by facsimile shall also deliver a manually executed counterpart of this Agreement, but the failure to do so does not affect the validity, enforceability or binding effect of this Agreement.

16 This Agreement shall not become effective until adopted by bylaw of the Council of the City and fully executed by all parties to the Agreement.

IN WITNESS WHEREOF, each Party has executed this Agreement on the date indicated below.

The City of Regina

Per: _____ {seal} Date: _____
City Clerk DD-MMM-YYYY

"Full Name of Owner"

Per: _____ {seal} Date: _____
Authorized Signing Officer DD-MMMM-YYYY

Per: _____ {seal} Date: _____
Authorized Signing Officer DD-MMMM-YYYY

* If the corporate seal of the corporation is not affixed, then each Authorized signing Officer must fill out and execute an Affidavit of Corporate Signing Authority in the form attached to this Agreement. If there is more than one Authorized Signing Officer who must execute this Agreement, then make copies of the attached form.

AFFIDAVIT OF CORPORATE SIGNING AUTHORITY

CANADA
SASKATCHEWAN

I, _____ of Regina, Saskatchewan,
Print Full Name of Signing Authority

MAKE OATH/AFFIRM AS FOLLOWS:

1. I am a Director or Officer of_____ named in the Tax Exemption Agreement to which this Affidavit is attached.

2. I am authorized by _____ to execute the Tax Exemption Agreement without affixing the Corporate Seal of the Corporation.

Sworn/Affirmed before me at _____, _____
on _____ _____ , 20__
Month Date

A Commissioner for Oaths in and for the Province of Saskatchewan.
Being a lawyer —or—
My commission expires:

Signature of Signing Authority

NOTE – City employees should not sign this document as the Commissioner for Oaths

ABSTRACT

BYLAW NO. 2016-41

THE HOUSING INCENTIVE PROGRAM TAX EXEMPTION BYLAW, 2016 (No. 2)

PURPOSE:	To provide a Housing Incentive Tax Exemption to the owners of properties that qualify under the City of Regina's Housing Incentives Policy.
ABSTRACT:	The Bylaw provides a tax exemption for the years 2016 to 2020 for the properties located at 107 N St. John Street and 111 N St. John Street.
STATUTORY AUTHORITY:	Section 262(4) of *The Cities Act*.
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	N/A
PUBLIC NOTICE:	N/A
REFERENCE:	Housing Incentives Tax Exemption Policy (CR09-122), (CR11-163) and (CR13-110)
AMENDS/REPEALS:	N/A
CLASSIFICATION:	Administrative
INITIATING DIVISION:	City Planning and Development
INITIATING DEPARTMENT:	Assessment, Tax and Real Estate

I:\wordpro\bylaw\2016\2016-41 the housing incentive program tax exemption bylaw 2016

BYLAW NO. 2016-45

A BYLAW OF THE CITY OF REGINA TO REGULATE
AND CONTROL THE SUBDIVISION OF LAND AMENDMENT, 2016

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

1 Bylaw No. 7748, being *A Bylaw of the City of Regina to Regulate and Control the Subdivision of Land* is amended in the manner set forth in this Bylaw.

2 Section 1 is repealed and the following substituted:

"1. <u>SUBDIVISION OF LAND</u>

Any owner proposing to subdivide any land within the corporate limit of the City of Regina for the purpose of lease, sale, transfer, use or development, shall make application for approval of the subdivision to the City of Regina in accordance with the following regulations and *The Planning and Development Act, 2007*."

3 Subsection 2. 1) is repealed and the following substituted:

"1) "Act" means *The Planning and Development Act, 2007."*

4 Subsection 2. 9) is repealed and the following substituted:

"9) "Development Officer" means the Executive Director of City Planning and Development or his or her designate."

5 Subsection 2. 11) is repealed and the following substituted:

"11) "Environmental Reserve" means a parcel of land as defined by section 185 of the Act."

6 Subsection 2. 21) is repealed and the following substituted:

"21) "Walkway" means a parcel of land as described in section 201 of the Act."

7 Clause 3. 1) b) is repealed and the following substituted:

"b) the appropriate examination fee as provided for in *The Development Application Fee Bylaw, 2008;*"

8 Clause 3A. 2) c) is repealed and the following substituted:

Approved as to form this _____ day of _____, 200__.

City Solicitor

"c) registration of leases pursuant to section 121 of the Act."

9 Clause 3. 4) c) is repealed and the following substituted:

"c) the signature of the owner or owners and of a Saskatchewan Land Surveyor or a professional planner who is a member of the Saskatchewan Professional Planners Institute;"

10 Subsection 3A. 4) is repealed and the following substituted:

"4) In acting as the approving authority for subdivisions described in subsection (2), the Development Officer shall have all of the powers accorded to a subdivision approving authority in the provisions of the Act, including the authority to:

a) require, waive or defer public or municipal reserve as set out in sections 186, 187, and 190 of the Act; and

b) waive provisions of this Bylaw in accordance with section 133 of the Act."

11 Clause 4. 3) c) is repealed and the following substituted:

"c) approved subject to:

i) the conditions authorized by section 172 of the Act; or

ii) compliance with a directive issued pursuant to section 130 of the Act; or"

12 Subsection 4. 8) is repealed and the following substituted:

"8) For those applications where the Development Officer acts as the approval authority, the Development Officer shall, by letter, inform the applicant of the intended decision, along with any proposed conditions authorized by sections 130 and 172 of the Act."

13 Subsection 4. 13) is repealed and the following substituted:

"13) Council shall forward a copy of any decision:

a) refusing an application for subdivision;

b) approving an application for subdivision in part;

c) approving an application for subdivision subject to development standards issued pursuant to section 130 of the Act; or

d) revoking an approval of a proposed subdivision;

to the applicant by registered mail or personal service and shall, at the same time, advise the applicant of his right to appeal pursuant to section 228 of the Act."

14 Subsection 4. 16) is repealed and the following substituted:

"16) Where a subdivision application is approved with specific development standards pursuant to section 130 of the Act, refused or revoked and the decision is not appealed, no subsequent application, which is substantially the same as the application already determined shall be made within six months of the date of the decision."

15 Subsection 4A. 4) is repealed and the following substituted:

"4) The applicant shall be responsible to pay the cost associated with the signposting process as specified in *The Development Application Fee Bylaw, 2008*."

16 Clause 5. 2) a) is repealed and the following substituted:

"a) the appropriate examination fee as provided for in *The Development Application Fee Bylaw, 2008*."

17 Subsection 6. 8) is repealed and the following substituted:

"8) Where the Development officer is unable to certify a severance application because of non-compliance with the regulations herein, he or she shall deny approval of the application and notify the applicant of the Development Officer's decision."

18 Subsection 9. 1) is repealed and the following substituted:

"1) Where:

a) an application for a proposed subdivision or severance is refused;

b) an application for a proposed subdivision or severance is approved in part;

c) an application for a proposed subdivision or severance is approved subject to specific development standards issued pursuant to section 130 of the Act;

d) approval of an application for a proposed subdivision is revoked;

e) an agreement pursuant to section 172 of the Act has not been entered into within the specified time limit; or

f) the applicant for subdivision or severance approval objects to producing any information requested by Council or the Development Officer other than information that is required by the subdivision regulations to accompany the application;

the applicant may appeal the decision by filing a written notice of appeal with the Development Appeals Board in the first instance and may appeal further to the Saskatchewan Municipal Board in accordance with section 226 of the Act."

19 Subsection 9. 3) is repealed and the following substituted:

"3) Council, if it considers it necessary, may appeal a decision of the Development Appeals Board to the Saskatchewan Municipal Board in accordance with section 226 of the Act."

20 Subsection 13. 1) is repealed and the following substituted:

"1) a) Every plan of subdivision shall make provision for the dedication to the public use of ten percent of the land to be subdivided in the case of a residential subdivision and five percent in the case of non-residential subdivision, and shall not include the land required to be provided as Environmental Reserve subject to the requirements of section 186 of the Act;

b) Subject to section 186 of the Act, additional public or municipal reserve may be required to be provided by Council or the Development Officer."

21 Clause 13. 4) a) is repealed and the following substituted:

"a) the public or municipal reserve requirements be waived in whole or in part and in lieu thereof the applicant be required to pay the City a sum of money equal to the value of the land that would otherwise have been dedicated to the public use in accordance with the provisions of section 187 of the Act;"

22 Subsection 13. 5) is repealed and the following substituted:

"5) Where the dedication of public or municipal reserve land is deferred the City shall register an interest based on the direction in the land registry against the title to the land to which the direction relates to protect its interest in the future requirement of dedicating to the public use the required amount of land as per section 190 of the Act."

23 Subsection 13. 7) is repealed and the following substituted:

"7) Subject to the requirements of section 199 of the Act, Council may lease a municipal reserve for the purposes described in subsection 6."

24 Subsection 15. 3) is repealed and the following substituted:

"3) Subject to section 179 of the Act, Council may authorize the sale of a buffer strip if it is no longer required to separate incompatible land uses."

25 Subsection 15. 4) is repealed and the following substituted:

"4) Notwithstanding subsection 1), Council or the Development Officer may accept at its discretion, buffer strips as part of the public municipal reserve dedication requirements in accordance with subsection 186(6) of the Act."

26 Clause 15. 6) iii) is repealed and the following substituted:

"iii) Restrictive covenant agreements be registered in the land registry pursuant to section 235 of the Act against the titles to double frontage lots; and"

27 Clause 17. 2) f) is repealed and the following substituted:

"f) subject to the provisions of section 201 of the Act, Council, by bylaw, may authorize the sale of walkways where they are considered to be no longer necessary."

28 Section 20 is repealed and the following substituted:

"20. <u>REPLOTTING AND REQUIRED SUBDIVISIONS</u>

These regulations shall apply to replotting schemes and required subdivisions but may be subject to such modifications in the replotting and required subdivision procedures as are specified in the Act."

29 Subsection 21. 1) is amended by striking out the words "Section 143" and substituting "section 172".

30 This Bylaw comes into force on the date of approval by the Minister of Government Relations.

READ A FIRST TIME THIS 27th DAY OF June 2016.

READ A SECOND TIME THIS 27th DAY OF June 2016.

READ A THIRD TIME AND PASSED THIS 6th DAY OF June 2016.

Mayor

City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk

Approved by the Minister of Governmental Affairs this _____ day of _____, 2016.

Minister of Governmental Affairs

ABSTRACT

BYLAW NO. 2016-45

A BYLAW OF THE CITY OF REGINA TO REGULATE
AND CONTROL THE SUBDIVISION OF LAND AMENDMENT, 2016

PURPOSE:	To amend *A Bylaw of the City of Regina to Regulate And Control the Subdivision of Land, 7748.*
ABSTRACT:	The proposed amendment delegates authority to the Development Officer to approve or deny severance applications and updates the legislative references from *The Planning and Development Act*, *1983* to *The Planning and Development Act*, *2007* .
STATUTORY AUTHORITY:	Section 16 of *The Planning and Development Act*, *2007*
MINISTER'S APPROVAL:	Ministerial approval is required pursuant to Section 18 of *The Planning and Development Act*, *2007*
PUBLIC HEARING:	Not required
PUBLIC NOTICE:	Not required
REFERENCE:	City Council, April 25, 2016, CM16-1 and City Council May 30, 2016 (tabled to June 27, 2016), CM16-4.
AMENDS/REPEALS:	Amends Bylaw 7748
CLASSIFICATION:	Regulatory
INITIATING DIVISION:	Community Planning and Development
INITIATING DEPARTMENT:	Planning

BYLAW NO. 2016-47

THE REGINA ZONING AMENDMENT BYLAW, 2016 (No. 4)
AMENDMENT BYLAW, 2016

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

1 Bylaw No. 2016-22, being *The Regina Zoning Amendment Bylaw, 2016 (No. 4)* is amended in the manner set forth in this Bylaw.

2 Appendix "A" is repealed and the attached Appendix "A" is substituted.

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

READ A FIRST TIME THIS 27th DAY OF June 2016.

READ A SECOND TIME THIS 27th DAY OF June 2016.

READ A THIRD TIME AND PASSED THIS 27th DAY OF June 2016.

Mayor

City Clerk (SEAL)

CERTIFIED A TRUE COPY

City Clerk

Approved as to form this _____ day of _____, 20__.

City Solicitor

APPENDIX "A"

Appendix D-3.2

Civic Address/Subdivision Subdivision and Rezoning of the Towns Stage 1A,1B, and 1C

ABSTRACT

BYLAW NO. 2016-47

THE REGINA ZONING AMENDMENT BYLAW, 2016 (No. 11)

PURPOSE:	To alter Bylaw No. 2016-22, to correct an error in the attached Appendix.
ABSTRACT:	This Bylaw alters Appendix "A" of Bylaw No. 2016-22.
STATUTORY AUTHORITY:	Sections 25 & 46 of *The Planning and Development Act, 2007.*
MINISTER'S APPROVAL:	N/A
PUBLIC HEARING:	Not required pursuant to section 46 of *The Planning and Development Act, 2007.*
PUBLIC NOTICE:	Not required pursuant to section 46 of *The Planning and Development Act, 2007.*
REFERENCE:	Regina Planning Commission, April 26, 2016, RPC16-19 and City Council, April 25, 2016, CR16-36.
AMENDS/REPEALS:	Amends Bylaw No. 2016-22.
CLASSIFICATION:	Regulatory
INITIATING DIVISION:	Community Planning and Development
INITIATING DEPARTMENT:	Planning