



Finance & Administration Committee

**Tuesday, June 5, 2018
4:00 PM**

Henry Baker Hall, Main Floor, City Hall



OFFICE OF THE CITY CLERK

Public Agenda Finance & Administration Committee Tuesday, June 5, 2018

APPROVAL OF PUBLIC AGENDA

ADOPTION OF MINUTES

Finance & Administration Committee - Public - May 8, 2018 5:00 PM

ADMINISTRATION REPORTS

FA18-7 Heritage Building Rehabilitation Program (18-HBRP-02) 10-1651 Anson Road
– St. Chad's Chapel and College

Recommendation

1. That a Tax Exemption for Unit 10, Condo Plan No, 102015762, addressed at 10-1651 Anson Road be approved in an amount equal to the lesser of:
 - a) 50 per cent of eligible costs for the work completed on Unit 10 and the common property of Unit 10 as described in the conservation plan in Appendix B; or
 - b) An amount equal to the total property taxes payable on Unit 10 for 10 years.
2. That the provision of the property tax exemption be subject to the following conditions:
 - a) Eligibility for the property tax exemption includes the requirement that the property possesses and retains its formal designation as a Provincial Heritage Property in accordance with *The Heritage Property Act*.
 - b) The Unit 10 property owner shall submit detailed written documentation of payments made for the actual costs incurred (i.e. itemized invoices and receipts) in the completion of the identified conservation work as described in Appendix B. In the event the actual costs exceed corresponding estimates by more than 10 per cent the property owner shall provide full particulars as to the reason(s) for any cost overrun or portion thereof, if considered not to be reasonably or necessarily incurred for eligible work.
 - c) The work that is completed and invoices submitted by September 30 each year would be eligible for an exemption the following year for up to 50 per cent of the cost of approved work.



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3. That the City Solicitor be instructed to prepare the necessary agreement and authorizing bylaw for the restoration covenant and property tax exemption as detailed in this report.
4. That the Executive Director of City Planning and Development or designate be authorized under the tax exemption agreement to make all determinations regarding reimbursements of the costs incurred for work done to the property based on the City's Heritage Building Rehabilitation Program and the Conservation Plan for the property (Appendix B to this report).
5. That the Executive Director of City Planning and Development or designate be authorized to apply to the Government of Saskatchewan on behalf of the property owner for any exemption of the education portion of the property taxes that is \$25,000 or greater in any year during the term of exemption.
6. That this report be forwarded to the June 25, 2018 meeting of City Council for approval.

FA18-8 Lease of City Property at 1601 North Pasqua Street to Rogers Communications Inc.

Recommendation

1. That the lease of the City of Regina (City) owned property located at 1601 North Pasqua Street (Appendix A) to Rogers Communications Inc. be approved.
2. That the Administration be authorized to finalize any other commercially relevant terms and conditions of the lease documents.
3. That the City Clerk be authorized to execute the Telecommunications Site Agreement documents upon review and approval by the City Solicitor.
4. That this report be forwarded to the June 25, 2018 meeting of City Council for approval after public notice has been advertised.

FA18-9 Lease of City Property at 2950 Harding Street to Rogers Communications Inc.

Recommendation

1. That the lease of the City of Regina (City) owned property located at 2950 Harding Street (Appendix A) to Rogers Communications Inc. be approved.



OFFICE OF THE CITY CLERK

2. That the Administration be authorized to finalize any other commercially relevant terms and conditions of the lease documents.
3. That the City Clerk be authorized to execute the Telecommunications Site Agreement documents upon review and approval by the City Solicitor.
4. That this report be forwarded to the June 25, 2018 meeting of City Council for approval after public notice has been advertised.

FA18-10 Lease of City Property at 3310 Lakeview Avenue to Rogers Communications Inc.

Recommendation

1. That the lease of the City of Regina (City) owned property located at 3310 Lakeview Avenue (Appendix A) to Rogers Communications Inc. be approved.
2. That the Administration be authorized to finalize any other commercially relevant terms and conditions of the lease documents.
3. That the City Clerk be authorized to execute the Telecommunications Site Agreement documents upon review and approval by the City Solicitor.
4. That this report be forwarded to the June 25, 2018 meeting of City Council for approval after public notice has been advertised.

FA18-11 Lease of City Property at 4335 4th Avenue to Rogers Communications Inc.

Recommendation

1. That the lease of the City of Regina (City) owned property located at 4335 4th Avenue (Appendix A) to Rogers Communications Inc. be approved.
2. That the Administration be authorized to finalize any other commercially relevant terms and conditions of the lease documents.
3. That the City Clerk be authorized to execute the Telecommunications Site Agreement documents upon review and approval by the City Solicitor.
4. That this report be forwarded to the June 25, 2018 meeting of City Council for approval after public notice has been advertised.

ADJOURNMENT

AT REGINA, SASKATCHEWAN, TUESDAY, MAY 8, 2018

AT A MEETING OF FINANCE & ADMINISTRATION COMMITTEE
HELD IN PUBLIC SESSION

AT 5:00 PM

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

Present: Councillor Bob Hawkins, in the Chair
Councillor Jason Mancinelli
Councillor Barbara Young

Regrets: Councillor Sharron Bryce

Also in Attendance: Council Officer, Ashley Thompson
Legal Counsel, Jana-Marie Odling
Executive Director, Financial & Corporate Services, Barry Lacey
Director, Human Resources, Steve Eger
Manager, Corporate Accounting, Lorrie Schmalenberg
Manager, Corporate Performance, Dawn Martin
Manager, Financial Operations and Reporting, Irene Hrynkiw
Senior Financial Reporting & Policy Advisor, Breanne Howden

APPROVAL OF PUBLIC AGENDA

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

ADOPTION OF MINUTES

Councillor Barbara Young moved, AND IT WAS RESOLVED, that the minutes for the meeting held on April 10, 2018 be adopted, as circulated.

ADMINISTRATION REPORTS

FA18-6 2017 City of Regina Annual Report and Public Accounts

Recommendation

That the draft 2017 City of Regina Annual Report as outlined in Appendix A and the draft 2017 Public Accounts as outlined in Appendix B be forwarded to the May 28, 2018 City Council meeting for approval.

Clayton Veresh and Krista Horwath, representing MNP, addressed the Committee.

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

ADJOURNMENT

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

The meeting adjourned at 5:20 p.m.

Chairperson

Secretary

June 5, 2018

To: Members
Finance & Administration Committee

Re: Heritage Building Rehabilitation Program (18-HBRP-02) 10-1651 Anson Road – St.
Chad's Chapel and College

RECOMMENDATION

1. That a Tax Exemption for Unit 10, Condo Plan No, 102015762, addressed at 10-1651 Anson Road be approved in an amount equal to the lesser of:
 - a) 50 per cent of eligible costs for the work completed on Unit 10 and the common property of Unit 10 as described in the conservation plan in Appendix B; or
 - b) An amount equal to the total property taxes payable on Unit 10 for 10 years.
2. That the provision of the property tax exemption be subject to the following conditions:
 - a) Eligibility for the property tax exemption includes the requirement that the property possesses and retains its formal designation as a Provincial Heritage Property in accordance with *The Heritage Property Act*.
 - b) The Unit 10 property owner shall submit detailed written documentation of payments made for the actual costs incurred (i.e. itemized invoices and receipts) in the completion of the identified conservation work as described in Appendix B. In the event the actual costs exceed corresponding estimates by more than 10 per cent the property owner shall provide full particulars as to the reason(s) for any cost overrun or portion thereof, if considered not to be reasonably or necessarily incurred for eligible work.
 - c) The work that is completed and invoices submitted by September 30 each year would be eligible for an exemption the following year for up to 50 per cent of the cost of approved work.
3. That the City Solicitor be instructed to prepare the necessary agreement and authorizing bylaw for the restoration covenant and property tax exemption as detailed in this report.
4. That the Executive Director of City Planning and Development or designate be authorized under the tax exemption agreement to make all determinations regarding reimbursements of the costs incurred for work done to the property based on the City's Heritage Building Rehabilitation Program and the Conservation Plan for the property (Appendix B to this report).
5. That the Executive Director of City Planning and Development or designate be authorized to apply to the Government of Saskatchewan on behalf of the property owner for any exemption of the education portion of the property taxes that is \$25,000 or greater in any year during the term of exemption.

6. That this report be forwarded to the June 25, 2018 meeting of City Council for approval.

CONCLUSION

The owner of Unit 10 of the Provincial Heritage Property known as St. Chad's Chapel and College at 10-1651 Anson Road has requested a property tax exemption under the Heritage Building Rehabilitation Program to assist in recovering costs associated with conserving the building.

The proposed conservation work will ensure the continued existence of this historic place. The tax exemption provided for in the policy has made it feasible for the property owner to conserve this heritage building.

The Administration has determined that the conservation work proposed is eligible for assistance under the Heritage Building Rehabilitation Program. A property tax agreement between the property owners and the City will be prepared to secure the City's interests in ensuring the building is properly conserved and maintained.

BACKGROUND

The Government of Saskatchewan has recognized the property at 1651 Anson Road, which is a portion of the Anglican Diocese of Qu'Appelle lands, as Provincial Heritage Property on February 11, 1980.

The Heritage Incentive Policy was approved by City Council on August 24, 2014 (CR14-100). It replaced the Municipal Incentive Policy for the Preservation of Heritage Properties, which was initially adopted in 1991 and amended in 2001. Under the Heritage Incentive Policy the designated properties eligible for assistance include Municipal Heritage Properties, Provincial Heritage Properties, and properties within the Victoria Park Heritage Conservation District.

The types of work that may be eligible for assistance are:

- a) Professional architectural or engineering services.
- b) Façade improvements including conservation of original building elements, cleaning of surfaces and removal of unsympathetic materials.
- c) Structural stabilization.
- d) Improvements required to meet the *National Building Code of Canada* or City of Regina bylaw requirements, including the repair or upgrading of mechanical and electrical systems.
- e) Improvements to energy efficiency (i.e. windows, insulation).
- f) Conservation of significant or rare character-defining interiors or interior elements.

Financial assistance can be provided equivalent to the lesser of:

- a) Fifty per cent of eligible work costs, that is, expenses incurred to restore or preserve architecturally significant elements of the building or structure, to extend its effective life, and/or to ensure its structural integrity; or
- b) The total property taxes that would otherwise be payable in the 10 years immediately following the approval of the tax exemption by City Council.

Cosmetic improvements, regular maintenance and new additions are not eligible for assistance.

The amount of the property tax exemption, including calculation of any percentage or portion, is determined by the City Assessor. The amount will only apply to the portion of the property containing the building structure or landscape with heritage value pursuant to Section 11(1) of *The Heritage Property Act*.

In general, property tax exemptions are initiated in the fiscal year following City Council's approval and are based on the actual value of the completed approved work items. It is noted that no abatement of outstanding or current taxes are eligible for the tax exemption.

DISCUSSION

The Diocese of Qu'Appelle is a Provincial Heritage Property occupying an 8.142 hectare parcel of land at the southeast corner of College Avenue and Broad Street. The designated property includes the grounds and five red brick Collegiate Gothic style buildings. The heritage value of the Diocese of Qu'Appelle property lies with its association with the Anglican Church and its educational, administrative and missionary activities in southern Saskatchewan. In 1913-14 St. Chad's Chapel and College was constructed on the property to be a theological school for training young men in the ministry.

The architects involved in the Diocese of Qu'Appelle property are also important to the heritage value of St. Chad's Chapel and College. Three firms were involved in the design and construction of all of the buildings on the property: Brown and Vallance from Montreal, Storey and Van Egmond from Regina and Francis Portnall from Regina. Brown and Vallance were the architects of the St. Chad's Chapel and College building. The building displays elements of the Collegiate Gothic style of architecture which became popular in Canada in the early 20th century and is evidenced in long, low asymmetrical massing, the use of a uniform dark-coloured brick trimmed with stone or terra cotta, Gothic windows with pointed arches, crenellated towers and picturesque roofscapes and representational sculptural elements.

Further heritage value lies in the layout and landscaping of the grounds which was guided by prominent English landscape architects, Thomas Mawson and Sons. Mawson's 1914 plan was influenced by the City Beautiful movement which emphasized that grand buildings should be sited so as to become the terminal of vistas. The tower of St. Chad's terminates the end of Halifax Street. The plan was also included gardens, winding pathways, a copse (grove) and common, a maze, formal drive in front of the Bishop's Residence and a lych gate (roofed gateway entrance).

Conservation Work

The portion of the building (Unit 10) and the site that will be redeveloped is shown in Appendix A-1. The Unit 10 owner plans to undertake specific conservation work on Unit 10 and the common property related to Unit 10 as detailed in the Conservation Plan attached as Appendix B. Conservation work, which would be eligible for assistance would include in general, the following elements:

- Repair of terracotta components on archways, horizontal bands and other decorative features. Work includes cleaning, crack repair, spall repair, surface repair and glazing. Mortar will be repaired or replaced as necessary.
- Repair of brick face. This includes removal and repair of pushed bricks and repointing of mortar as necessary to prevent further moisture degradation.
- Cleaning and repair of existing wood shingles, including gentle removal of moss growth. Wood shingles would be replaced within five to 10 years to increase the longevity of the roof.
- Repair and replacement of St. Chad's Chapel windows and frames to their original state and rehabilitation of the west Chapel entry door as necessary.
- Rehabilitation of windows on the College building in accordance with Standards and Guidelines.
- Structural stabilization of foundation.

The Administration has determined that all of the above proposed work is eligible for assistance under the policy as this work is required to conserve the character-defining elements of the building's exterior.

As a designated Provincial Heritage Property the Provincial Ministry of Parks, Culture and Sport will be responsible for review of a Provincial Heritage Property Alteration permit. The City's role in the evaluation of changes to the building is through issuance of a Development Permit, which will be required to conform to the DCD9 – Former Diocese of Qu'Appelle Lands Direct Control District and the Architectural Control Overlay Zone (AC1), which were designed to recognize the importance of heritage buildings in the neighbourhood. Furthermore, the City will ensure that the work that is being incentivized is being done in accordance with the Conservation Plan, which will be attached to the incentive agreement. The Ministry of Parks, Culture and Sport is also accepting of the City's role in the adoption of the Conservation Plan, and will use this plan as a reference to evaluate Heritage Property Alteration permits.

Tax Exemption

According to the Heritage Incentive Policy, the application must include financial evidence indicating why the tax exemption is required. The Conservation Plan (Appendix B) details the work to be done and provides approximate costs associated with the required conservation work.

Based on the cost estimates and financial assistance criteria in the Heritage Building Rehabilitation Program, the Administration has determined the Unit 10 owner of the St. Chad's Chapel and College Building is eligible for an exemption of 10 years of property tax.

RECOMMENDATION IMPLICATIONS

Financial Implications

Section 262(4) of *The Cities Act* limits the term of a tax exemption agreement to not more than five years. However, Section 28(a) of *The Heritage Property Act* enables City Council to provide tax relief to any person, organization, agency, association or institution with respect to heritage property notwithstanding any provisions of *The Cities Act*. The Heritage Incentive Policy approved by City Council in August 2014 established a tax exemption for a maximum of 10 years.

The value of the work to be done will qualify for a tax exemption equal to 50 per cent of the value of the approved work. The Administration estimates that 10 years of property tax exemption for unit 10 based on a three per cent increase year over year would be approximately \$480,459.02. The estimated cost of the work as stated in the Conservation Plan is \$3,190,253.20. Fifty per cent of the estimated cost of the work would be \$1,595,126.60. This adheres to the Heritage Building Rehabilitation Program approved by City Council on August 24, 2014.

The annual property exemption based on estimated 2018 figures is estimated to be \$40,690 which is distributed as follows:

- Municipal portion: \$24,026.
- Education portion: \$14,440.
- Library portion: \$2,225.

The final value of the tax exemption provided by the City will be based on receipt submissions for actual work completed and annual property tax increases.

The education portion of the taxes is subject to *The Education Property Tax Act*. This Act came into effect January 1, 2018. *The Education Property Tax Act* specifies that any exemption of education property taxes that is \$25,000 or greater in any given year, must be approved by the Government. Under this legislation, only municipalities can apply on behalf of property owners for the exemption of the education portion of the taxes. If City Council approves this application, Administration will apply to the Government on behalf of this property owner if the education portion is \$25,000 or greater.

Environmental Implications

The conservation work proposed will ensure the building continues to be used and maintained. The work will protect the character defining elements of the building and improve the structural integrity of the building.

Policy and/or Strategic Implications

Conservation of St. Chad's Chapel and College meets the following policies outline in Part A of *Design Regina: The Official Community Plan Bylaw No. 2013-48*:

Section D5: Land Use and Built Environment

Goal 6 - Built Form and Urban Design

Build a beautiful Regina through quality design of its neighbourhoods, public spaces and buildings.

- 7.38 Consider impacts of alterations, development, and/or public realm improvements on or adjacent to an historic place to ensure its heritage value is conserved.

Section D8: Culture

Goal 1 – Support Cultural Development and Cultural Heritage

Enhance quality of life and strengthen community identity and cohesion through supporting cultural development and cultural heritage.

- 10.1 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.
- 10.4 Protect, conserve and maintain historic places in accordance with the *Standards and Guidelines for the Conservation of Historic Places in Canada* and any other guidelines adopted by City Council.
- 10.5 Encourage owners to protect historic places through good stewardship and voluntarily designating their property for listing on the Heritage Property Register.
- 10.11 Leverage and expand funding, financial incentive programs and other means of support to advance cultural development, cultural resources and conservation of historic places.

The proposal is also consistent with the vision and objectives *Regina's Cultural Plan* respecting:

Goal 7.3 – Commemorate and Celebrate the City's Cultural Heritage

Objectives:

- Demonstrate Leadership through the Management of the Heritage Conservation Program.
- Conserve Cultural Heritage Resources.
- Ensure New Development contributes to Sense of Place.

Other Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

The Library Board will be provided with a copy of this report and will be advised of City Council's decision.

Heritage Regina and the Architectural Heritage Society of Saskatchewan will receive a copy of this report for information.

DELEGATED AUTHORITY

Applications for assistance under the Heritage Building Rehabilitation Program must be approved by City Council.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Louise Folk", with a stylized, flowing script.

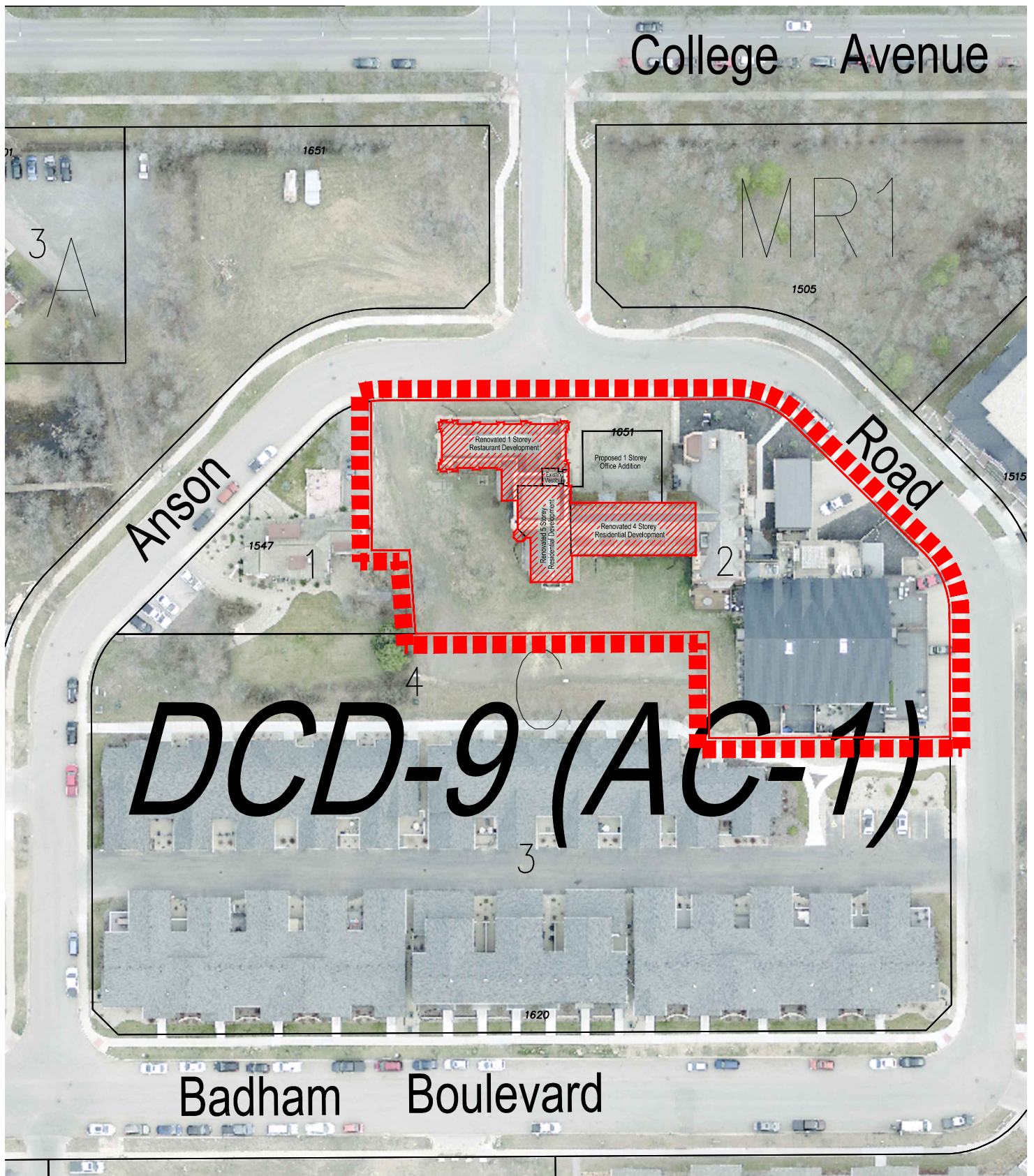
Louise Folk, Director
Development Services

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Diana Hawryluk", with a stylized, flowing script.

Diana Hawryluk, Executive Director
City Planning & Development

Report prepared by:
Ben Mario, Senior City Planner



Subject Property

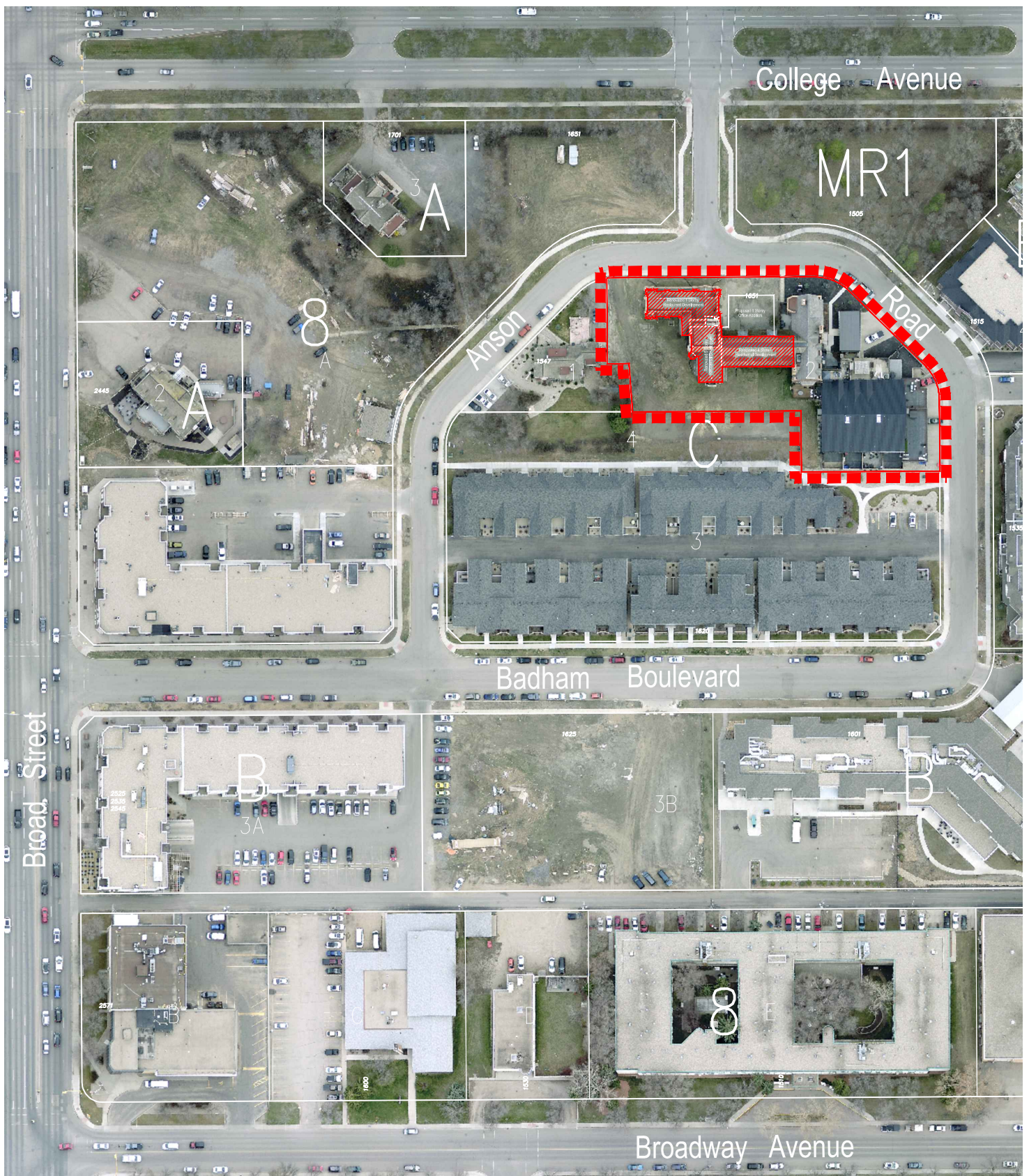
Date of Photography : 2016



Project 18-HBRP-02

Civic Address/Subdivision

1651 Anson Road



Subject Property

Date of Photography: 2016



Project 18-HBRP-02

Civic Address/Subdivision

1651 Anson Road

MITCHELL ARCHITECT LIMITED



Heritage Conservation Plan for St. Chad's Chapel and College.

Prepared for: The City of Regina

Prepared by: Jessica Gibson, Designer

February 15, 2018

Proposal number: 2017010

1.0 UNDERSTANDING THE HISTORIC PLACE

The St. Chad's Chapel is part of a larger complex that was originally owned by the Diocese of Qu'Appelle. The complex includes five red brick buildings, this conservation heritage report will refer to the Chapel, and College of St. Chad's.

1.1 General Characteristics of the St. Chad's Chapel, and College Buildings of St. Chad's.

1.1.1 Site Boundaries

College Avenue to the North, and Anson Rd to the West. St. Chad's is located in the Former Diocese of Qu'Appelle Neighbourhood.

1.1.2 Legal Description

Legal address: 10-1651 Anson Rd, Regina, SK, S4P 1B8

Legal description: Lot 2, Block C, Plan 101943299



1.2 Site History

- 1913 - 1914: Construction of St. Chad's College.
- 1914 - 1918: St. Chad's College in operation.
- 1918 - 1970: Qu'Appelle Diocesan School for Girls in operation.
- 1975: St. Chad's College building sold to the Provincial Government. Remained vacant during this time.
- 1970's-1990's: Offices for Social Services.
- 1980: St. Chad's College designated a Provincial Heritage Property.
- 2005: St. Chad's Chapel was deconsecrated on June 28th.
- 2005: St. Chad's College and Chapel were sold to a private developer.



St. Chad's Chapel and College building as of 2017. Exterior conditions have continued to deteriorate over the years.

2.0 EVALUATE SIGNIFICANCE.

2.1 Heritage Values

It is the association with the Anglican Church that defines the heritage value of the Diocese of Qu'Appelle property, and more specifically St. Chad's College and Chapel. In 1912 the Diocese acquired the land at the corner of College Avenue and Broad Street, subsequent construction of multiple buildings were conducted from 1912-1914 in order to support the Diocese and its teachings. In 1913-1914 St. Chad's College was constructed on the site, it was to be a theological school for training for young men in the ministry. In 1918 The Qu'Appelle Diocesan School for Girls replaced the theological college for men, and remained in the building until 1970 when it closed.

The architects involved in the Diocese of Qu'Appelle property are also important to the heritage value of St. Chad's College and Chapel. Three different firms were involved in the design and construction of all buildings on the Qu'Appelle Diocese property; Brown and Vallance from Montreal, Storey and Van Egmond from Regina, and Francis Portnall. Brown and Vallance were the architects of the St. Chad's College and Chapel building, which carries the same elements of Collegiate Gothic architecture that are found throughout the site. This style is evident in the long, low asymmetrical massing, dark coloured brick, terra-cotta trims, Gothic windows with pointed arches, crenellated towers and picturesque roofscapes.

2.2 Character Defining Elements

The heritage value of St. Chad's College and Chapel resides in the following character defining elements:

- Those elements which reflect the property's association with the education, administrative and missionary activities of the Anglican Church, including religious iconography and terra cotta figures on the exterior of St. Chad's College.
- Those elements which reflect the Collegiate Gothic style of architecture, including:
 - red brick exterior with terra cotta trim.
 - bay window on the south side of the building.
 - picturesque roofs cape with dormers, chimney and gables.
 - representational sculptural elements and maple leaf crest.
- Those elements which reflect the Mawson Plan of 1914 and the City Beautiful Movement.
 - the terminating vista of Halifax street at the Tower of St. Chad's Chapel.
 - The treed copse adjacent to the St. Chad's Chapel and College site.

2.3 Site Assessment

St. Chad's College and Chapel are located within, and are a part of the 1914 Mawson Plan for Regina. Thomas Mawson and Sons were landscape architects hired by the City of Regina in 1913 to develop a plan for the area surrounding the Legislative building, the Qu'appelle Diocese land, City Centre, as well as the Government House.

Currently only the Legislative Grounds, Wascana Park, and Canterbury Park are surviving elements of the City Beautiful Movement and Mawson Plan for Regina. The original plan for the area surrounding the Qu'Appelle Diocesan land included a grand chapel and men's college, both of which were never developed. Mawson was influenced by "City Beautiful" concepts as well as the idea of a traditional English "Cathedral Close". Mawson sought to augment grand buildings by creating terminating vistas at the end of diagonal axes. There was also an effort to place important buildings such as the tower of St. Chad's Chapel at the termination of axis streets, such as Halifax street. Anson road was a later addition to the area and was not a part of the original Mawson Plan.



In keeping with the City Beautiful movement and the English "Cathedral Close" landscaping, the Mawson Plan utilized formal planting organizations, with the prominence being placed on the axial tree line, as well as the grandeur of the city streetscape. The plantings located on the St. Chad's College and Chapel site were minimal in order to maintain the visual connection throughout the site to the College and Chapel. The prominent plantings

instead were concentrated adjacent to the site in a copse, in order to enclose the Chapel and create a place of withdrawal and exclusivity. The majority of these trees were later removed during the expansion of Anson Road, as well as due to later construction on and around the St. Chad's site.

The dominant plantings on site consist of two small groupings of trees to the South of the Chapel. One grouping of trees is located directly south of the Chapel, this grouping consists of two elm trees, with the remainder of the trees having been removed a number of years ago. Both trees show substantial frost cracks, as well as numerous dead limbs. The one tree appears to be mostly dead with some minimal new growth. It is unlikely that these trees will survive much longer and don't directly contribute to the original Mawson plan in either intent or in the location of planting. The second grouping is located on the lot line and consists of a birch³ tree with numerous new offshoots. This tree is in good condition and appears to be healthy. It is likely that this tree was a part of the tree line located on the South property line. The remainder of the trees along this line were removed a number of years ago. If new plantings are introduced it is recommended that they are planted along the South property line in keeping with the original Mawson plan and intent.



Historical site photo. Image credit: Provincial Archives of Saskatchewan, Lecky Album No. 1 p. 75-89

3.0 ASSESS POTENTIAL IMPACTS

3.1 Current Building Conditions: Exterior

3.1.1 St. Chad's Chapel Terra-cotta Components

The terra-cotta ornamental components such as the lintels, archways, scrollwork, angels, shields, animals, and ornamental accents are original (1913) character-defining elements of the Collegiate Gothic design of the chapel. At this time they are relatively intact and are mostly undamaged. Many of the terra-cotta elements on the North and East facade of the building are in excellent condition.





Incorrect repair or patch of terracotta archway.



Cracked and spalling terra-cotta on west

There is evidence of inappropriate or substandard repairs to terra-cotta elements, particularly on the West entry archway of the Chapel. In some instances the wrong mortar type has been utilized to patch and repair mortar joints and cracks in the terra-cotta archway. The mortar is incorrect in colour and is likely of a portland cement mixture, which is inappropriate for the application. Cracking, chips and spalls due to moisture penetration and freezing is present in some of the terra-cotta components, along with deterioration of many mortar joints.

3.1.2 St. Chad's Chapel Exterior Face Brick

All facades feature the same dark red brick that are a character defining element of the Collegiate Gothic style in Saskatchewan. The brick at approximately the 4 foot mark above grade is showing large amounts of efflorescence on the exterior of the building, indicating water damage on the interior of the building. Also, a number of mortar joints throughout the facade are deteriorated or missing and will require re-pointing. A previous re-pointing job was done incorrectly with a Portland cement based mortar, throughout the facades of both St. Chad's College and St. Chad's Chapel. Bricks appear to be broken or missing in some places, and will need to be appropriately repaired or replaced. There are a number of points where electrical conduit and fittings were brought through the face of the building, these items will have to be cut back or removed in order to repair the mortar joint.



Efflorescence in the mortar joints



Missing and deteriorated masonry joints

3.1.3 St. Chad's Chapel Windows and Doors



Existing chapel windows.



Existing west entry doors.

The windows in the Chapel are the original windows and are mostly in good condition, particularly the interior windows with multi-paned glazing. A few panes are broken or cracked, but otherwise the existing storm windows have protected the interior multi-paned glazing. The wooden frames are showing some disrepair with possible water and frost damage. Damage to frames appears to be minimal, and is primarily due to age. The Chapel window frames are currently painted a dark red-brown colour, and the existing paint is flaking and pulling away from the frame.

The main entryway to St. Chad's Chapel is located to the west of the Chapel. The main entryway doors to the West appears to be the original wooden doors. The existing doors are in disrepair, with nails poking through from the interior as well as possible water damage. The doors are not weather resistant, and are quite unstable. The door was painted a light colour and the paint is partially worn off. The existing kick plates do not appear to be original, and the metal is uneven and in disrepair. The metal kick plate appears to be currently helping to hold the existing wooden door slats together. The original door hardware and hinges were removed, possibly when the church was de-sanctified in 2005.

The secondary entryway to St. Chad's Chapel is located to the east of the Chapel. The east doorway is more sheltered and as such shows less disrepair than the west doorway. The east entryway to the chapel is painted in

the same colour of paint as the west doorway. The east doorway appears to have retained the original exterior door pull, though the hinges and metal kick plate appear to be later additions.

3.1.4 St. Chad's Chapel Sloping Wood-Shingled Roof

St. Chad's Chapel features the traditional wood shingled, sloped roof of Collegiate Gothic architecture. The south roof wooden shakes are in fairly decent, though worn condition. The north roof wooden shakes are in less desirable condition, showing extensive moss growth due to water collection within the wooden shakes themselves. The existing shakes have been documented as being western cedar, approximately 19" in length, varying 5-10" in width and with a 5.5" overlap.



3.1.5 St. Chad's College Terra-cotta Components:

The terra-cotta ornamental components such as the lintels, horizontal banding, and ornamental accents are original (1913) character defining elements of the Collegiate Gothic design of the college. At this time they are relatively intact and are mostly undamaged.

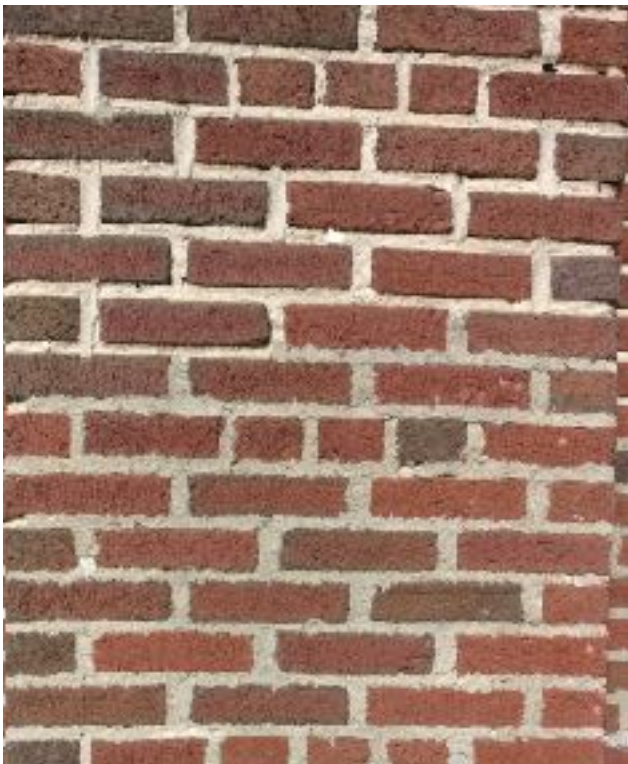
The mortar is incorrect in colour and is likely of a portland cement mixture, which is inappropriate for the application. Cracking, chips and spalls due to moisture penetration and freezing is present in some of the terra-cotta components, along with deterioration of many mortar joints. Some elements, such as window lintels appear to be damaged beyond repair.



Damaged terracotta lintel on south facade

3.1.6 St. Chad's College Exterior Face Brick

All facades feature the same dark red brick that are a character defining element of the Collegiate Gothic style in Saskatchewan. The brick at approximately the 4 foot mark above grade is showing some efflorescence, indicating water damage on the interior of the building. Also, a number of mortar joints throughout the facade are deteriorated or missing and will require re-pointing. The brick above the south access door of St. Chad's College is bowing out, indicating possible rust jacking of a steel lintel above the door. Further investigation of this item will be required. A previous re-pointing job was done incorrectly with a Portland cement based mortar, throughout the facades of both St. Chad's College and St. Chad's Chapel.



Portland cement mortar repointing.



Pushed face brick on south facade

3.1.7 St. Chad's College Windows and Doors

On the main, second and third floors there are a number of windows where the exterior window frames appear to be wood and appear to be the original window frames. The window inserts inside this original wooden frame are white vinyl frames in the double hung style. While the style is correct, the vinyl is not in the original heritage character of the building. Many of the windows within the vinyl frames are broken and a number of windows have been boarded over with plywood. A number of the vinyl inserts are missing entirely. None of the original wooden double hung windows were intact or in place at the time of inspection.



Historical site photo. Image credit: Provincial Archives of Saskatchewan, Lecky Album No. 1 p. 75-89

The basement windows are original multi-paned glazing with wood frames. The windows are in poor condition due to water infiltration and broken glass. These windows are not visible from the exterior of the building as all are located below grade. Most of the basement windows are enclosed within window wells and above grade plywood casements.

The doors in St. Chad's College are primarily secondary and basement access doors. The ones that are original are basement access and all are in poor condition, with at least one of the two being broken. The main floor secondary access door located on the south facade is not original and appears to be approximately of the 1970's era.



3.1.8 St. Chad's College Sloping Wood-Shingled Roof

St. Chad's Chapel features the traditional wood shingled, sloped roof that is found in Collegiate Gothic architecture. Both the south and north wooden shakes are in less desirable condition, showing extensive moss growth due to water collection within the wooden shakes.

St. Chad's College also features dormers which are also clad in wooden shakes. These shakes appear to be in good condition, but are of the same age as the wooden shakes on the roof. These shakes match the dimensions, and wood type of the shakes on St. Chad's Chapel. The existing shakes have been documented as being western cedar, approximately 19" in length, varying 5-10" in width and with a 5.5" overlap.

3.1.9 St. Chad's College and Chapel metal downspouts.

The existing downspouts on St. Chad's are in generally good condition. It is recommended that the existing downspouts are retained and repaired as necessary. If future replacement of downspouts are required, it is recommended that the downspouts are replaced with metal downspouts of the same size, colour, shape and profile as the existing. The existing decorative metal pieces which serve to secure the downspout to the facade should be retained, even upon replacement of downspouts, and re-utilized.

3.2 Current Building Conditions: Interior

3.2.1 St. Chad's Chapel Ceiling

The vaulted ceiling of St. Chad's chapel is arched in a way that is reminiscent of the Collegiate Gothic style and is a very important heritage element of the Chapel. The wooden ceiling is in excellent condition showing very little wear or water damage.

3.2.1 St. Chad's Chapel Finishes:

The majority of the interior finishes in St. Chad's chapel are in extreme disrepair. The plaster has cracked, peeled and separated from the lath in most areas due to repeated water damage. The wooden floors have also heaved in many places due to water damage. The east stage of the chapel is not original and the wood does not match in finish, grain or type to the original wood flooring of the chapel.



Chapel ceiling and arches.



Water damaged flooring



Water damaged plaster





Section of stairwell with missing decorative stiles.

3.2.1 St. Chad's Chapel and College Stairwell

Located in the South-West end of the building the internal wooden stairwell is in good condition throughout most of the flights. The stair railings and decorative stiles are mostly intact except for a few areas where the stiles were broken or removed. The wood of the stairs and railings are in good condition with very little wear or tear.

3.2.1 St. Chad's College:

Overall the interior finishes are from approximately the 1960's or 1970's and have no heritage value. None of the original finishes from the era of construction were retained within the College building.

3.2 Client Requirements

St. Chad's College and Chapel has remained vacant since the closure of the Qu'Appelle Diocesan School for Girls in 1970. The College of St. Chad's provides an opportunity for reuse via the revitalization of the interiors into condominium apartments. There is a current precedent for this on the Qu'Appelle Diocese property as the building to the East was re-developed into condominiums in 2005. This revitalization would allow St. Chad's College to move forward into the future, while simultaneously respecting the history of the building itself.

St. Chad's Chapel has the opportunity to be utilized as a single occupant commercial property, thus allowing the overall interior and exterior form of the building to be retained and not spliced into separate occupancies. This

would allow St. Chad's Chapel to re-invent itself into a new use while maintaining the building form as well as the important heritage elements.

In order to maintain the financial viability of the project the client also requires 3 commercial/retail units (CRU) which would be housed in an addition. These CRU units will provide the majority of the financial backing for the subsequent heritage restoration and rehabilitation of St. Chad's College and St. Chad's Chapel.

4.0 CONSERVATION PLAN

4.1 Terra-cotta Components of St. Chad's College and Chapel

It is noted that the character defining elements of the terra-cotta decorative elements along with its archways, horizontal bands, and other existing decorative features will require some repairs in order to prevent further degradation of the façade. The terra-cotta horizontal banding will require repair and stabilization in places, and as such will require a combination of both restoration and preservation.

Repair of the architectural terra-cotta to the north, west and south facades to include cleaning, crack repair, deep spalling repair, surface repair and glazing. All patching, repair mortars and glaze coatings are to be from a single manufacturer's product line and are to be compatible with each other, as well as with the existing facade materials. For surface repairs Edison Coatings Thin-Fill 55 Re-profiling mortar is to be utilized. For crack repairs Edison Coatings Flexi-Fill 530 or Custom System 45 are to be utilized. For deep repairs to terra-cotta elements Edison Coatings Custom System 45 TC with Restoration Latex RL-1 and RL-2 are to be utilized. Glazing of all terra-cotta elements to be done with Edison Coatings Aquathane UA210 Type NCL with Type G Bonding Additive. Where re-pointing, placing or setting large terra-cotta elements is deemed to be required, Helix S.S. DryFix Terra-cotta Ties. In the instance that a terra-cotta piece is deemed to be too damaged to be repaired and a replacement is deemed necessary, the replacement terra-cotta piece may be replaced with a new terra-cotta element. This new piece must be replaced in kind, shape, and glaze type and colour matched.

Areas where the mortar is found to be deteriorated or missing will require re-pointing in order to prevent further moisture penetration into the terra-cotta facade elements and wall system. A third party mortar assessment is to be completed prior to construction in order to determine the physical and chemical makeup of the existing mortar. An appropriate and matching mortar will be chosen for construction upon the results of the mortar assessment. All deteriorated mortar will be removed by hand raking and a test panel will be completed by the contractor in order demonstrate all aspects of the repair procedure for the repointing of the terra-cotta.

Cleaning of the terra-cotta elements are to be undertaken as needed with with low pressure hot water, type "B" surfactant manufactured by Chemfax MS Cleaner and natural bristle brushes. A cleaning test panel will first be completed for review and approval in order to determine that methods utilized are appropriate for the terra-cotta facade and elements.

4.2 Exterior Face Brick of St. Chad's College and Chapel

Though the majority of the face brick is relatively good condition there are a number of points where the masonry will require repairs in order to prevent further degradation of the facade.

Where the brick is showing pushed face brick, the brick will be removed carefully by hand and retained in order to reveal the cause of the pushed brick. If the brick is pushed due to the rust jacking of the steel lintel or header this will require the removal of rusted areas, as well as potential replacement steel where required if the steel is deemed too damaged for lasting repair. If the pushed brick is due to excessive compressive loading or the brick no longer being securely attached to the backing then further investigation and solutions will be required in order to mitigate the issue. In any situation where brick is removed, it must be removed carefully and retained. Retained brick will be reset with mortar that is compatible and matches existing.

Throughout the north, south and west facades the mortar was found to be deteriorated or missing. Missing or deteriorated mortar will require re-pointing in order to prevent further moisture penetration into the brick facade elements and wall system. A previous repointing of the brick facade was done with an incorrect mortar type, which appears to be of a portland cement mixture. A third party mortar assessment is to be completed and submitted to the City of Regina Heritage Department within two months of Council approval. This mortar assessment and brick compression testing must be completed in order to determine the physical and chemical makeup of the existing and original mortar, as well as to the strength of the brick so that an appropriate mortar selection can be made. An appropriate and matching mortar will be chosen for construction upon the results of the mortar assessment. The new mortar shall match the original in strength, colour and tooling. All deteriorated and incorrect mortar types will be removed by hand raking and a test panel will be completed by the contractor in order demonstrate all aspects of the repair procedure for the repointing of the face brick.

Cleaning of the face brick elements are to be undertaken as needed with with low pressure hot water, type "B" surfactant manufactured by Chemfax MS Cleaner and natural bristle brushes. A cleaning test panel will first be completed for review and approval in order to determine that methods utilized are appropriate.

4.3 St. Chad's College and Chapel Sloping Wood-Shingled Roof

The moss that has grown on the existing shakes should be removed gently in order to not damage the existing wooden shakes. Cleaning should be done with a mixture of sodium percarbonate and water. It is best to use the weakest strength of cleaner and to apply it with a sprayer or soft bristle brush to minimize damage to the existing wood surface. Power washing should not be utilized due to the potential for excessive damage to the wood surface.

Water-repellant preservative (WRP) or water-based stain should be utilized to treat the shakes after cleaning has occurred. It is recommended that the moisture content of the wood should not be above 20% prior to the application of WRP or stain.

It is recommended that St. Chad's College and Chapel sloping wood-shingled roofs are replaced over the next five to ten years in kind with a preservative treated wooden shingle in order to increase the longevity of the roof. As we

understand that second growth cedar shakes are not as durable as traditional old growth cedar shakes alternative options may be considered in order to increase the lifespan of the roof and to mitigate excessive replacement cost. All replacement options should imitate the original size, shape and lap pattern of the original cedar shake roof. An appropriate option would be EnviroShake composite roof tile roofing product.

4.4 Windows and Doors and St. Chad's Chapel

Due to the condition and original nature of the multi-paned windows and wooden frames it is recommended that the existing windows be repaired and restored to their original state. Where the windows show general weathering, splitting or rotting the frames should be allowed to dry, and then treated with a fungicide and weatherproofing material such as boiled linseed oil. All cracks and holes should be filled with an appropriate putty, and finished to manufacturer's specifications.

In areas where the wooden frames are too badly deteriorated for stabilization, splicing and parts replacement may be utilized as necessary. In these instances wood parts matching the original construction shall be utilized and the original moulding profile should be replicated. An experienced craftsman shall be utilized to make repairs of this nature. In the instance that a window frame is deemed too damaged for repair and restoration a new wooden window frame may be utilized. In the method of rehabilitation the new window frame shall be of wood construction and will replicate the original moulding profile and original wood type. All work is to be completed by a professional with experience in heritage wooden windows. All proposed and necessary repairs are to be documented in shop drawings by contractor, and approved by consultant prior to any repair or restoration work to be completed.

A colour matching of the paint and historic paint colours of the time shall be conducted in order to determine the most appropriate colours for the wooden frame, sashes and other elements.

The west entry door is in disrepair with the historical hinges and door handles removed. For reasons of compliance to current building codes and regulations, the conformance to the environmental and energy conservation standards as well as the desirability for revitalizing St. Chad's Chapel with a contemporary use, rehabilitation will prove to be the most viable intervention method for the west entry door. A further structural assessment of the door by a qualified contractor should be conducted in order to determine if repair or replacement is the best solution.

If replacement is deemed necessary the historic appearance of the west entry can be recreated with a suitable wooden gothic arched doorway. The west entryway can be augmented and celebrated via the introduction of a new door, along with appropriate hinges and hardware. It should be enhanced to the proper character of the building. The replacement door must be a double door and reinterpret the original swing, style, size and central astragal. It is the recommendation that the replacement door reinterpret the original wood slatting, at least on the bottom half of the door. The top arched wooden spandrel should also be re-introduced and re-created in the instance of door replacement. The spandrel should be constructed of wood, and should utilize the same moulding profile as the original. The spandrel should be of the same size, shape and general construction of the original. A qualified contractor certified in historical repair or replacement work should be utilized.

4.5 St. Chad's College Windows

For reasons of compliance to current building codes and regulations, the conformance to the environmental and energy conservation standards as well as the desirability for continuing the compatible contemporary residential use of St. Chad's College, rehabilitation will prove to be the most viable intervention method for the main, second and third floor windows. Due to the limited degree of historical information on these missing architectural details, rehabilitation must be utilized as certain design assumptions must be made.



Historical site photo. Image credit: Provincial Archives of Saskatchewan, Lecky Album No. 1 p. 75-89

According to the available photographic evidence, the original window assembly for the second floor windows consisted of double hung wood frame sash windows. The bottom glazing unit of the double hung windows appears to be a single pane, while the top glazing unit appears to be a piano window style with four to five vertical glazing units. Due to the proposed residential usage of the building it is recommended that operable double hung windows of the original style are re-introduced to the building. Via the usage of wood, or aluminum clad wood windows the historic appearance of the original windows can be rehabilitated, while mitigating the maintenance requirements and environmental standards of the new building usage. Appropriate colour choices shall be utilized and shall match the window frame colour of the windows in St. Chad's Chapel.

The main floor windows of St. Chad's College are obscured due to the fixed exterior storm windows broken into 4 horizontal glazing units. These storm windows would have been removed during the warmer months, in order to allow the units behind them to be operated for ventilation. In order to maintain the necessary exit requirements of the new usage we recommend a double hung window be utilized, and that they are re-interpreted through the use

of wood, or aluminum clad wood. Current photographic documentation does not show the exact patterning of the mullions and transoms it is likely that the windows were similar to the second story windows, double hung with a single pane on the bottom unit, and piano style window in the top unit.

Photographic documentation of the dormer windows on St. Chad's College is limited though provided images clearly show a double hung window typology. Due to the small size of the dormer windows it is unlikely that the upper pane was a piano window like the first and second storey windows, but rather a single glazing unit.

4.6 St. Chad's Chapel and College Stairwell

The interior of St. Chad's Chapel has a substantial amount of water damage throughout. We recommend that all plaster is tested for asbestos, and that mold testing is done within the wall cavities. In the instance that asbestos and mold are found traditional remediation methods are appropriate. All windows, interior doors, and the chapel ceiling are required to be protected during any remediation efforts.

The chapel floors are also extremely water damaged and show a substantial amount of bubbling and heaving throughout. The stage on the east side of the chapel is not original and shows a newer wood type, size and finish. The original wood flooring of the chapel is mostly considered to be damaged beyond repair with many areas near the walls having warped over one inch in height. As it will be nearly impossible to match the existing wooden flooring in species, and dimension we believe that rehabilitation is the best methodology for repair. The proposed replacement flooring should be hardwood, of a similar type and similar dimension. The rehabilitated floor should attempt to reinterpret the original decorative central aisle.

The main stairs of St. Chad's College Stairwell is mostly in good condition, and as such we recommend restoration for the majority of the stairwell. The missing stiles will require a rehabilitation methodology. The missing stiles should be replaced with new stiles of the same wood type, grain, and dimension. The missing stiles should follow the same decorative pattern of the upper staircases, and should be finished with a colour matched stain or varnish as appropriate. The remainder of the stairwell is in good condition and should not require repairs. During repairs and renovations of the interior the stairwell shall be protected carefully in order to prevent damage.

4.7 St. Chad's College Addition.

In order for the project to maintain financial viability for the owner a new addition is needed which would house commercial/retail units. On the north side of St. Chad's College there is an expanse of asphalt and gravel which has been utilized for parking for the last few years. While originally intended to be lawn the northern exposure has created a largely shaded area in which few lawn species can grow, and have failed to thrive.

We believe that this area is a sufficient location for the proposed addition. The addition is proposed to be constructed of brick, which is of a similar material typology to the existing College. The proposed brick should show sufficient differentiation from the existing brick of St. Chad's College so as not to confuse the heritage and new elements. We also propose that the addition utilize some of the primary horizontal and vertical elements and patterning of St. Chad's Chapel and College to inform the proposed addition and facade. By utilizing similar

material typology, and patterning elements, such as the parapet battlements on the addition, it emphasizes compatibility with St. Chad's Chapel and College.

In order to maintain differentiation between the new addition and St. Chad's Chapel and College, larger windows are to be utilized on the addition. These larger windows will connect with the existing windows via the utilization of aluminum clad wood frames, in the same colour choice as the remainder of the windows in the St. Chad's College and Chapel. These larger windows will also utilize the same moulding profiles as the aluminum clad windows in St. Chad's College. In these ways the addition maintains compatibility, while acknowledging and differentiating itself from the existing St. Chad's College and Chapel.

In order to remain subordinate to the Chapel and College the west elevation of the addition is to be pulled away from the East facade of St. Chad's Chapel in order to maintain a visual differentiation between the two buildings. This placement would also minimize the visual impact of the addition along the Halifax street terminus. From Halifax street the addition would be mostly non-visible. It is during travel along College Avenue and Anson Road that the addition would be the most visual. The addition should remain a one storey addition in order to maintain the visual dominance of St. Chad's College behind, and to not impact the character-defining element of the traditional roofline, and second story windows. These character defining elements should be able to be viewed by pedestrian traffic even after the addition is built. By maintaining a low profile and by separating itself physically from St. Chad's Chapel the addition continues to remain subordinate to both St. Chad's Chapel and College.



View Study of St. Chad's Chapel, College and Proposed Addition

June 5, 2018

To: Members
Finance & Administration Committee

Re: Lease of City Property at 1601 North Pasqua Street to Rogers Communications Inc.

RECOMMENDATION

1. That the lease of the City of Regina (City) owned property located at 1601 North Pasqua Street (Appendix A) to Rogers Communications Inc. be approved.
2. That the Administration be authorized to finalize any other commercially relevant terms and conditions of the lease documents.
3. That the City Clerk be authorized to execute the Telecommunications Site Agreement documents upon review and approval by the City Solicitor.
4. That this report be forwarded to the June 25, 2018 meeting of City Council for approval after public notice has been advertised.

CONCLUSION

When considering the lease of City-owned land, typically lease agreements are only approved up to a maximum term of years as per *The Regina Administration Bylaw*. In this case, it is recommended that we approve a lease agreement for the proposed term of five years with three additional renewals of five years each, totalling twenty years. Leasing the land for this length of time requires City Council approval. The purpose of this report is to facilitate the lease of this property to Rogers Communications Inc.

BACKGROUND

The Real Estate Branch has been working with Rogers Communications Inc. to determine suitable lands for several cell towers within the City of Regina. Rogers Communications Inc. has recently approved four locations within the City of Regina for new cell towers.

City Council approval is required if: a lease term, including renewals, exceeds ten years; a lease is less-than-market-value; or if the property has not been publicly identified for lease. The proposed lease is for an initial term of 5 years with three additional options to renew for an additional five years each for a total of twenty years.

DISCUSSION

Rogers Communications Inc. approached the City of Regina Real Estate branch looking for suitable locations for several cell towers within the City of Regina. Upon review, there were several locations

deemed suitable. After completing an internal circulation, five locations were short-listed. Rogers Communications Inc. has chosen four potential locations for cell towers based on their criteria.

This proposed site is located at 1601 North Pasqua Street. The site is a 25m x 25m 3-Sector UMTS/LTE macro site with an approximate 50m high self-support telecommunications pole. The installation described will be engineered, constructed and maintained in accordance with Canadian Standards Association specification "S37-13 Antennas, Towers and Antenna-Supporting Structures", as amended from time to time, for the protection of the general public respecting good engineering practices including structural adequacy. All drawings and final designs will be reviewed and stamped by a Consulting Engineer licensed by the Association of Professional Engineers & Geoscientists of Saskatchewan. The pole will not be engineered and designed until the land is acquired and the geotechnical work completed to assist in the design of the foundations and structure. 25m 3-Sector UMTS/LTE macro site with an approximate 50m high self-support telecommunications pole. The installation described will be engineered, constructed and maintained in accordance with Canadian Standards Association specification "S37-13 Antennas, Towers and Antenna-Supporting Structures", as amended from time to time, for the protection of the general public respecting good engineering practices including structural adequacy. All drawings and final designs will be reviewed and stamped by a Consulting Engineer licensed by the Association of Professional Engineers & Geoscientists of Saskatchewan. The pole will not be engineered and designed until the land is acquired and the geotechnical work completed to assist in the design of the foundations and structure.

The operation of all radio frequency equipment in Canada is regulated by a Health Canada safety code called Safety Code 6 – Limit of Human Exposure to Radiofrequency Electromagnetic Fields. Rogers will install and operate this structure on an ongoing basis in compliance with Health Canada's Safety Code 6, as may be amended from time to time, for the protection of the general public including any combined effects of nearby installations within the local radio environment.

The structures are not usually lighted, but the site will need to meet any necessary aeronautical obstruction marking requirements including Transport Canada painting and/or lighting requests. Public consultation would be done for the proposed installation based on Industry Canada Guidelines (CPC-2-0-03 Issue 5, effective July 15, 2014) once the property is confirmed. A notice will be placed in the newspaper and a notification package mailed to all residents living within a radius of three times the height of the tower. Each package is clearly marked referring to the proposed antenna system and residents will have 30 days to provide comments. Upon a favorable consultation, Rogers will need to apply for any required permits before development can proceed.

The proposed Telecommunications Site Agreement has an initial term of five years with three renewal periods of an additional five years each. This would have a total term of twenty years. The agreement has been reviewed and approved by the City Solicitor. The lease rate is a set rate for the first five-year term with an automatic 10% increase upon each five-year renewal.

The terms and conditions of the proposed Telecommunications Site Agreement are as follows:

Subject Property:	25m x 25m site
Tenant:	Rogers Communications Inc.
Leased Term:	Five years with three additional options to renew for an additional five years each for a total of twenty years.

Net Annual Lease Rate:	First five-year term is \$20,000 per year. Second five-year term is \$22,000 per year Third five-year term is \$24,200 per year Fourth five-year term is \$26,620 per year
Other Terms:	Lessee shall be responsible for GST and the annual property taxes. Conditional upon the approval of City Council and the terms and conditions contained within the Telecommunications Site Agreement.

RECOMMENDATION IMPLICATIONS

Financial Implications

The City will realize revenues from this site for up to the next twenty years (at which time a new agreement may be negotiated). Annual revenue will be \$20,000 per year, increasing to \$22,000 after five years, \$24,200 after ten years and \$26,620 for the remaining five years. All funds from this lease will be deposited into the Land Development Reserve.

Environmental Implications

Upon surrender of the premises, the tenant will be responsible to return the site to its previous condition, which will include the removal of all improvements and chattels.

Policy and/or Strategic Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

A copy of this report will be provided to Rogers Communications Inc.

DELEGATED AUTHORITY

The recommendations contained in the report require City Council approval.



Respectfully submitted,

Rob Court, Director
Land & Real Estate Management



Respectfully submitted,

Barry Lacey, Executive Director
Financial & Corporate Services

Report prepared by:
Sherri Hegyi, Real Estate Officer, Real Estate Branch



Rogers Communications Inc.
Lease Proposal
Self-Support Telecommunications Pole
May 25, 2018

ROGERS COMMUNICATIONS INC.
SITE SKETCH PLAN
W4526A
WITHIN
PLAN 101167040 BLOCK A
SW 12-018-20 W2M
IN THE CITY OF REGINA, SASKATCHEWAN



W4526 Lakeridge
LandSolutions LP on behalf of Rogers Communications Inc.
Submitted by: Allison Kaiser, Site Acquisition and Municipal Affairs



June 5, 2018

To: Members
Finance & Administration Committee

Re: Lease of City Property at 2950 Harding Street to Rogers Communications Inc.

RECOMMENDATION

1. That the lease of the City of Regina (City) owned property located at 2950 Harding Street (Appendix A) to Rogers Communications Inc. be approved.
2. That the Administration be authorized to finalize any other commercially relevant terms and conditions of the lease documents.
3. That the City Clerk be authorized to execute the Telecommunications Site Agreement documents upon review and approval by the City Solicitor.
4. That this report be forwarded to the June 25, 2018 meeting of City Council for approval after public notice has been advertised.

CONCLUSION

When considering the lease of City-owned land, typically lease agreements are only approved up to a maximum term of years as per *The Regina Administration Bylaw*. In this case, it is recommended that we approve a lease agreement for the proposed term of five years with three additional renewals of five years each, totalling twenty years. Leasing the land for this length of time requires City Council approval. The purpose of this report is to facilitate the lease of this property to Rogers Communications Inc.

BACKGROUND

The Real Estate Branch has been working with Rogers Communications Inc. to determine suitable lands for several cell towers within the City of Regina. Rogers Communications Inc. has recently approved four locations within the City of Regina for new cell towers.

City Council approval is required if: a lease term, including renewals, exceeds ten years; a lease is less-than-market-value; or if the property has not been publicly identified for lease. The proposed lease is for an initial term of 5 years with three additional options to renew for an additional five years each for a total of twenty years.

DISCUSSION

Rogers Communications Inc. approached the City of Regina Real Estate branch looking for suitable locations for several cell towers within the City of Regina. Upon review, there were

several locations deemed suitable. After completing an internal circulation, five locations were short-listed. Rogers Communications Inc. has chosen four potential locations for cell towers based on their criteria.

This proposed site is located at 2950 Harding Street and will be installed directly beside the existing Saskatchewan Telecommunications tower. This location will be dependant upon Rogers being able to obtain suitable access to the property. The site will be a 10mx10m 3-Sector UMTS/LTE macro site with an approximate 35m high flush mounted monopole. The installation described will be engineered, constructed and maintained in accordance with Canadian Standards Association specification "S37-13 Antennas, Towers and Antenna-Supporting Structures", as amended from time to time, for the protection of the general public respecting good engineering practices including structural adequacy. All drawings and final designs will be reviewed and stamped by a Consulting Engineer licensed by the Association of Professional Engineers & Geoscientists of Saskatchewan. The pole will not be engineered and designed until the land is acquired and the geotechnical work completed to assist in the design of the foundations and structure.

The operation of all radio frequency equipment in Canada is regulated by a Health Canada safety code called Safety Code 6 – Limit of Human Exposure to Radiofrequency Electromagnetic Fields. Rogers will install and operate this structure on an ongoing basis in compliance with Health Canada's Safety Code 6, as may be amended from time to time, for the protection of the general public including any combined effects of nearby installations within the local radio environment.

The structures are not usually lighted, but the site will need to meet any necessary aeronautical obstruction marking requirements including Transport Canada painting and/or lighting requests. Once the property is confirmed, the public will be consulted on the proposed installation based on Industry Canada Guidelines (CPC-2-0-03 Issue 5, effective July 15, 2014). A notice will be placed in the newspaper and notification package mailed to residents living within a radius of three times the height the tower. Each package is clearly marked referring to the proposed antenna system and residents have 30 days to provide comments. Upon a favorable consultation, Rogers must apply for any required permits before development can proceed.

The proposed Telecommunications Site Agreement has an initial term of five years with three renewal periods of an additional five years each. This would have a total term of twenty years. The agreement has been reviewed and approved by the City Solicitor. The lease rate is a set rate for the first five-year term with an automatic 10% increase upon each five-year renewal.

The terms and conditions of the proposed Telecommunications Site Agreement are as follows:

Subject Property:	10m x 10m site
Tenant:	Rogers Communications Inc. Communications Inc.
Leased Term:	Five years with three additional options to renew for an additional five years each for a total of twenty years.

Net Annual Lease Rate:	First five-year term is \$20,000 per year. Second five-year term is \$22,000 per year Third five-year term is \$24,200 per year Fourth five-year term is \$26,620 per year
Other Terms:	Lessee shall be responsible for GST and the annual property taxes. Conditional upon the approval of City Council and the terms and conditions contained within the Telecommunications Site Agreement.

RECOMMENDATION IMPLICATIONS

Financial Implications

The City will realize revenues from this site for up to the next twenty years (at which time a new agreement may be negotiated). Annual revenue will be \$20,000 per year, increasing to \$22,000 after five years, \$24,200 after ten years and \$26,620 for the remaining five years. All funds from this lease will be deposited into the Land Development Reserve.

Environmental Implications

Upon surrender of the premises, the tenant will be responsible to return the site to its previous condition, which will include the removal of all improvements and chattels.

Policy and/or Strategic Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

A copy of this report will be provided to Rogers Communications Inc.

DELEGATED AUTHORITY

The recommendations contained in the report require City Council approval.

A handwritten signature in blue ink that reads "Rob Court".

Respectfully submitted,

Rob Court, Director
Land & Real Estate Management

A handwritten signature in blue ink that reads "Barry L. Lacey".

Respectfully submitted,

Barry Lacey, Executive Director
Financial & Corporate Services

Report prepared by:
Sherri Hegyi, Real Estate Officer, Real Estate B



Rogers Communications Inc.
Lease Proposal
Monopole Telecommunications Pole
May 25, 2018

ROGERS COMMUNICATIONS INC.
SITE SKETCH PLAN
W4531B



WITHIN
BLK/PAR C PLAN NO 82R01732 EXT 203
PTN OF SE 16-017-19 W2M
IN THE CITY OF REGINA, SASKATCHEWAN



June 5, 2018

To: Members
Finance & Administration Committee

Re: Lease of City Property at 3310 Lakeview Avenue to Rogers Communications Inc.

RECOMMENDATION

1. That the lease of the City of Regina (City) owned property located at 3310 Lakeview Avenue (Appendix A) to Rogers Communications Inc. be approved.
2. That the Administration be authorized to finalize any other commercially relevant terms and conditions of the lease documents.
3. That the City Clerk be authorized to execute the Telecommunications Site Agreement documents upon review and approval by the City Solicitor.
4. That this report be forwarded to the June 25, 2018 meeting of City Council for approval after public notice has been advertised.

CONCLUSION

When considering the lease of City-owned land, typically lease agreements are only approved up to a maximum term of years as per *The Regina Administration Bylaw*. In this case, it is recommended that we approve a lease agreement for the proposed term of five years with three additional renewals of five years each, totalling twenty years. Leasing the land for this length of time requires City Council approval. The purpose of this report is to facilitate the lease of this property to Rogers Communications Inc.

BACKGROUND

The Real Estate Branch has been working with Rogers Communications Inc. to determine suitable lands for several cell towers within the City of Regina. Rogers Communications Inc. has recently approved four locations within the City of Regina for new cell towers.

City Council approval is required if: a lease term, including renewals, exceeds ten years; a lease is less-than-market-value; or if the property has not been publicly identified for lease. The proposed lease is for an initial term of 5 years with three additional options to renew for an additional five years each for a total of twenty years.

DISCUSSION

Rogers Communications Inc. approached the City of Regina Real Estate branch looking for suitable locations for several cell towers within the City of Regina. Upon review, there were several locations deemed suitable. After completing an internal circulation, five locations were short-listed. Rogers Communications Inc. has chosen four potential locations for cell towers based on their criteria.

This proposed site is located at 3310 Lakeview Avenue and will be installed directly beside the existing Saskatchewan Telecommunications tower. The site will be a 10mx10m 3-Sector UMTS/LTE macro site with an approximate 30m high flush mounted monopole. The installation described will be engineered, constructed and maintained in accordance with Canadian Standards Association specification "S37-13 Antennas, Towers and Antenna-Supporting Structures", as amended from time to time, for the protection of the general public respecting good engineering practices including structural adequacy. All drawings and final designs will be reviewed and stamped by a Consulting Engineer licensed by the Association of Professional Engineers & Geoscientists of Saskatchewan. The pole will not be engineered and designed until the land is acquired and the geotechnical work completed to assist in the design of the foundations and structure.

The operation of all radio frequency equipment in Canada is regulated by a Health Canada safety code called Safety Code 6 – Limit of Human Exposure to Radiofrequency Electromagnetic Fields. Rogers, will install and operate this structure on an ongoing basis so as to comply with Health Canada's Safety Code 6, as may be amended from time to time, for the protection of the general public including any combined effects of nearby installations within the local radio environment.

The structures are not usually lighted, but the site will need to meet any necessary aeronautical obstruction marking requirements including painting and/or lighting Transport Canada requests. Public consultation would be done for the proposed installation based on Industry Canada Guidelines CPC-2-0-03 Issue 5 effective July 15, 2014 once the property is confirmed. This involves a notice in the newspaper and mailing a notification package to everyone within a radius of three times the height the tower. Each package is clearly marked referring to the proposed antenna system so as not to be interpreted as junk mail and they have 30 days to provide comments. Upon a favorable consultation Rogers would apply for any Development Permits or other Permits required.

The proposed Telecommunications Site Agreement has an initial term of five years with three renewal periods of an additional five years each. This would have a total term of twenty years. The agreement has been reviewed and approved by the City Solicitor. The lease rate is a set rate for the first five-year term with an automatic 10% increase upon each five-year renewal.

The terms and conditions of the proposed Telecommunications Site Agreement are as follows:

Subject Property: 10m x 10m site

Tenant: Rogers Communications Inc. Communications Inc.

Leased Term:	Five years with three additional options to renew for an additional five years each for a total of twenty years.
Net Annual Lease Rate:	First five-year term is \$20,000 per year. Second five-year term is \$22,000 per year Third five-year term is \$24,200 per year Fourth five-year term is \$26,620 per year
Other Terms:	Lessee shall be responsible for GST and the annual property taxes. Conditional upon the approval of City Council and the terms and conditions contained within the Telecommunications Site Agreement.

RECOMMENDATION IMPLICATIONS

Financial Implications

The City will realize revenues from this site for up to the next twenty years (at which time a new agreement may be negotiated). Annual revenue will be \$20,000 per year, increasing to \$22,000 after five years, \$24,200 after ten years and \$26,620 for the remaining five years. All funds from this lease will be deposited into the Land Development Reserve.

Environmental Implications

Upon surrender of the premises, the tenant will be responsible to return the site to its previous condition, this will include the removal of all improvements and chattels.

Policy and/or Strategic Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

A copy of this report will be provided to Rogers Communications Inc.

DELEGATED AUTHORITY

The recommendations contained in the report require City Council approval.

Handwritten signature of Rob Court in blue ink.

Respectfully submitted,

Rob Court, Director
Land & Real Estate Management

Handwritten signature of Barry Lacey in black ink.

Respectfully submitted,

Barry Lacey, Executive Director
Financial & Corporate Services

Report prepared by:
Sherri Hegyi, Real Estate Officer, Real Estate Branch



Rogers Communications Inc.
Lease Proposal
Monopole Telecommunications Pole
May 25, 2018

ROGERS COMMUNICATIONS INC. SITE SKETCH PLAN



W4528A

WITHIN
PLAN 60R07552 BLOCK D
PTN. NE 12-017-20 W2M
IN THE CITY OF REGINA, SASKATCHEWAN



PROPOSED PREMISES			
SITE: 10m x 10m		HEIGHT: 30m	ELEVATION: 575m
PT. #	DESCRIPTION	LATITUDE	LONGITUDE
①	APPROACH	50 25' 18.61"	-104 37' 40.80"
②	CORNER	50 25' 19.15"	-104 37' 39.31"
③	CORNER	50 25' 19.16"	-104 37' 38.80"
④	CORNER	50 25' 18.83"	-104 37' 39.31"
⑤	CORNER	50 25' 18.83"	-104 37' 39.31"
⑥	TOWER	50 25' 18.98"	-104 37' 39.08"

NOTE:

NOT A FORMAL SURVEY PLAN
SKETCH REPRESENTATION ONLY

PAGE 2 OF 2

1:750

0 12.5 25 m

LANDLORD:
THE CITY OF REGINA

MUNICIPAL ADDRESS:
3310 LAKEVIEW AVENUE

TITLE #: 146062717

LEASE: 100M2

W4528 Regina Lakeview
LandSolutions LP on behalf of Rogers Communications Inc.
Submitted by: Allison Kaiser, Site Acquisition and Municipal Affairs



June 5, 2018

To: Members
Finance & Administration Committee

Re: Lease of City Property at 4335 4th Avenue to Rogers Communications Inc.

RECOMMENDATION

1. That the lease of the City of Regina (City) owned property located at 4335 4th Avenue (Appendix A) to Rogers Communications Inc. be approved.
2. That the Administration be authorized to finalize any other commercially relevant terms and conditions of the lease documents.
3. That the City Clerk be authorized to execute the Telecommunications Site Agreement documents upon review and approval by the City Solicitor.
4. That this report be forwarded to the June 25, 2018 meeting of City Council for approval after public notice has been advertised.

CONCLUSION

When considering the lease of City-owned land, typically lease agreements are only approved up to a maximum term of years as per *The Regina Administration Bylaw*. In this case, it is recommended that we approve a lease agreement for the proposed term of five years with three additional renewals of five years each, totalling twenty years. Leasing the land for this length of time requires City Council approval. The purpose of this report is to facilitate the lease of this property to Rogers Communications Inc.

BACKGROUND

The Real Estate Branch has been working with Rogers Communications Inc. to determine suitable lands for several cell towers within the City of Regina. Rogers Communications Inc. has recently approved four locations within the City of Regina for new cell towers.

City Council approval is required if: a lease term, including renewals, exceeds ten years; a lease is less-than-market-value; or if the property has not been publicly identified for lease. The proposed lease is for an initial term of 5 years with three additional options to renew for an additional five years each for a total of twenty years.

DISCUSSION

Rogers Communications Inc. approached the City of Regina Real Estate branch looking for suitable locations for several cell towers within the City of Regina. Upon review, there were several locations deemed suitable. After completing an internal circulation, five locations were short-listed. Rogers Communications Inc. has chosen four potential locations for cell towers based on their criteria.

This proposed site is located at 4335 4th Avenue. The site will be an 8mx8m 3-Sector UMTS/LTE macro site with an approximate 25m high flush mounted monopole. The installation described will be engineered, constructed and maintained in accordance with Canadian Standards Association specification "S37-13 Antennas, Towers and Antenna-Supporting Structures", as amended from time to time, for the protection of the general public respecting good engineering practices including structural adequacy. All drawings and final designs will be reviewed and stamped by a Consulting Engineer licensed by the Association of Professional Engineers & Geoscientists of Saskatchewan. The pole will not be engineered and designed until the land is acquired and the geotechnical work completed to assist in the design of the foundations and structure.

The operation of all radio frequency equipment in Canada is regulated by a Health Canada safety code called Safety Code 6 – Limit of Human Exposure to Radiofrequency Electromagnetic Fields. Rogers, will install and operate this structure on an ongoing basis so as to comply with Health Canada's Safety Code 6, as may be amended from time to time, for the protection of the general public including any combined effects of nearby installations within the local radio environment.

The structures are not usually lighted, but the site will need to meet any necessary aeronautical obstruction marking requirements including painting and/or lighting Transport Canada requests. Public consultation would be done for the proposed installation based on Industry Canada Guidelines CPC-2-0-03 Issue 5 effective July 15, 2014 once the property is confirmed. This involves a notice in the newspaper and mailing a notification package to everyone within a radius of three times the height the tower. Each package is clearly marked referring to the proposed antenna system so as not to be interpreted as junk mail and they have 30 days to provide comments. Upon a favorable consultation Rogers would apply for any Development Permits or other Permits required.

The proposed Telecommunications Site Agreement has an initial term of five years with three renewal periods of an additional five years each. This would have a total term of twenty years. The agreement has been reviewed and approved by the City Solicitor. The lease rate is a set rate for the first five-year term with an automatic 10% increase upon each five-year renewal.

The terms and conditions of the proposed Telecommunications Site Agreement are as follows:

Subject Property:	8m x 8m site
Tenant:	Rogers Communications Inc. Communications Inc.

Leased Term:	Five years with three additional options to renew for an additional five years each for a total of twenty years.
Net Annual Lease Rate:	First five-year term is \$20,000 per year. Second five-year term is \$22,000 per year Third five-year term is \$24,200 per year Fourth five-year term is \$26,620 per year
Other Terms:	Lessee shall be responsible for GST and the annual property taxes. Conditional upon the approval of City Council and the terms and conditions contained within the Telecommunications Site Agreement.

RECOMMENDATION IMPLICATIONS

Financial Implications

The City will realize revenues from this site for up to the next twenty years (at which time a new agreement may be negotiated). Annual revenue will be \$20,000 per year, increasing to \$22,000 after five years, \$24,200 after ten years and \$26,620 for the remaining five years. All funds from this lease will be deposited into the Land Development Reserve.

Environmental Implications

Upon surrender of the premises, the tenant will be responsible to return the site to its previous condition, which will include the removal of all improvements and chattels.

Policy and/or Strategic Implications

None with respect to this report.

Accessibility Implications

None with respect to this report.

COMMUNICATIONS

A copy of this report will be provided to Rogers Communications Inc.

DELEGATED AUTHORITY

The recommendations contained in the report require City Council approval.



Respectfully submitted,

Rob Court, Director
Land & Real Estate Management



Respectfully submitted,

Barry Lacey, Executive Director
Financial & Corporate Services

Report prepared by:
Sherri Hegyi, Real Estate Officer, Real Estate Branch



Rogers Communications Inc.
Lease Proposal
Monopole Telecommunications Pole
May 25, 2018

ROGERS COMMUNICATIONS INC.
SITE SKETCH PLAN
W4527A



WITHIN
TITLE NO FY3097
PTN OF SE 26-017-20 W2M
IN THE CITY OF REGINA, SASKATCHEWAN



W4527 Coventry Place
LandSolutions LP on behalf of Rogers Communications Inc.
Submitted by: Allison Kaiser, Site Acquisition and Municipal Affairs

