



# **CITY COUNCIL**

**Wednesday, March 10, 2021  
1:00 PM**

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



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**OFFICE OF THE CITY CLERK**

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**Agenda  
City Council  
Wednesday, March 10, 2021**

**Confirmation of Agenda**

**Adoption of Minutes**

Minutes from the meetings held on February 24 and 25, 2021

**DELEGATIONS AND PUBLIC NOTICE REPORTS**

DE21-53 Thomas King, Regina Squash Centre: 1905 E. Redbear Avenue - Discretionary Use - PL202000227

CR21-32 Regina Planning Commission: 1905 E. Redbear Avenue - Discretionary Use - PL202000227

**Recommendation**

That City Council:

1. Approve the discretionary use application for a proposed Assembly, Recreation use, located at 1905 E. Redbear Avenue, being Plan 73R077003 Block 45 Lot K, in the Industrial Ross Subdivision, subject to the following development standards and conditions:
  - a. The development shall generally be consistent with the plans attached to this report as Appendix A-3.1 to A-3.3 dated November 2020 inclusive, prepared by Jason Gilchuk of Gilchuk Design and Drafting; and
  - b. Except as otherwise required by this approval, the development shall comply with all applicable standards and regulations in *Regina Zoning Bylaw No. 2019-19*.
2. Authorize the Development Officer to issue a development permit with respect to the application, subject to the applicant making payment of any applicable fees or charges and entering into a development





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agreement if one is required.

DE21-54 Rick Stewart, Colliers International, and Kathy Peters, Queen City Volleyball:  
1802 E. Stock Road - Discretionary Use - PL202000241

CR21-33 Regina Planning Commission: 1802 E. Stock Road - Discretionary Use -  
PL202000241

### **Recommendation**

That City Council:

1. Approve the discretionary use application for a proposed Assembly, Recreation, located at 1802 E. Stock Road, being Plan 101955427 Ext 2 Block 41A, in the Industrial Ross Subdivision, subject to the following development standards and conditions:
  - a. the development shall generally be consistent with the plans attached to this report as Appendix A-3.1 and A-3.2; and
  - b. except as otherwise required by this approval, the development shall comply with all applicable standards and regulations in *Regina Zoning Bylaw No. 2019*.
2. Authorize the Development Officer to issue a development permit subject to the applicant making payment of any applicable fees or charges and entering into a development agreement if one is required.

DE21-55 William Neher: 1768 Quebec Street - Zoning Bylaw Amendment -  
PL202000185

CR21-34 Regina Planning Commission: 1768 Quebec Street - Zoning Bylaw  
Amendment - PL202000185

### **Recommendation**

That City Council:

1. Approve the application to rezone the subject property located at 1768 Quebec Street, being Lot 23-Blk/Par 294-Plan OLD33 Ext 0 and Lot 43-Blk/Par 294-Plan 101299440 Ext 28 from RL – Residential Low-Rise Zone to ML - Mixed Low-Rise Zone.
2. Instruct the City Solicitor to prepare the bylaw(s) required to give effect to the recommendations, to be brought forward to the meeting of City Council following approval of the recommendations by City Council.



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DE21-56 James Archibald, Arch Transco Ltd: 1609 Halifax Street - Official Community Plan & Zoning Bylaw Amendment - PL202000229

CR21-35 Regina Planning Commission: 1609 Halifax Street - Official Community Plan & Zoning Bylaw Amendment - PL202000229

### **Recommendation**

That City Council:

1. Amend Section 9 of Part B.8 of *Design Regina: The Official Community Plan Bylaw No. 2013-48* by establishing the authorization for the following property to be rezoned to the MH - Mixed High-Rise Zone: 1609 Halifax Street, legally described as Lots 1 and 2, Block 248, Plan No. OLD33.
2. Approve the application to rezone the properties located at 1609 Halifax Street, legally described as Lots 1 and 2, Block 248, Plan No. OLD33, from IL - Light Industrial Zone to MH - Mixed High-Rise Zone.
3. Direct the City Solicitor to prepare the necessary bylaws to authorize the amendments to the bylaws, to be brought forward to the meeting of City Council following approval of the recommendations and the required public notice.

DE21-57 Kevin Reese: 5100 E. - 5180 E. Green Jewel Boulevard - Zoning Bylaw Amendment - PL202000243

CR21-36 Regina Planning Commission: 5100 E. - 5180 E. Green Jewel Boulevard - Zoning Bylaw Amendment - PL202000243

### **Recommendation**

That City Council:

1. Approve the Zoning Bylaw amendment application to rezone Lots 29 - 49, Block 52, Plan 102293951 located at 5100 E. – 5180 E. Green Jewel Boulevard in the Greens on Gardiner Subdivision to apply the LA - Lane Access Overlay Zone.
2. Direct the City Solicitor to prepare the necessary bylaws to authorize the amendment to the bylaw, to be brought forward to the meeting of City Council following approval of the recommendations and the required public notice.



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- DE21-58 Evan Hunchak, Dream Development: 2950 Chuka Boulevard - Proposed Concept Plan and Zoning Bylaw Amendment - PL202000224 and PL202000223
- CR21-37 Regina Planning Commission: 2950 Chuka Boulevard - Proposed Concept Plan and Zoning Bylaw Amendment - PL202000224 and PL202000223

### **Recommendation**

That City Council:

1. Approve the application to amend the Towns Concept Plan by redesignating the land uses within the area identified in Appendix A-4 as follows:
  - a. From Flex-Use to a combination of Low-Density Residential, Medium Density Residential and Municipal Reserve.
  - b. From Mixed-Use or High Density Residential to Low Density Residential.
  - c. Adopt, by resolution, the proposed amended Towns Concept Plan attached as Appendix A-3 and circulation plan as Appendix A-6.
2. Approve associated Zoning Bylaw amendment to rezone portions of lands located at 2950 Chuka Boulevard, Blk/Par E, Plan 102289945, Ext 0 within the Towns Concept Plan, as shown in Appendix A-1 as follows:
  - a. From MLM – Mixed Large Market Zone to RU – Residential Urban Zone;
  - b. From MLM – Mixed Large Market Zone to RL - Residential Low Rise Zone;
  - c. From MLM – Mixed Large Market Zone to PS – Public Service Zone; and
  - d. Apply LA - Lane Access Overlay Zone to a portion of proposed RU – Residential Urban Zone.
3. Instruct the City Solicitor to prepare the necessary bylaw(s) to give effect to the recommendations, to be brought forward to the meeting of City Council following approval of the recommendations and the required public notice.



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- CP21-4 Thomas Froh: 3700 Green Diamond Road - Discretionary Use - PL202000226
- CP21-5 Cory and Natasha Wirth: 3700 Green Diamond Road - Discretionary Use - PL202000226
- DE21-59 Matthew Carleton: 3700 Green Diamond Road - Discretionary Use - PL202000226
- DE21-60 Richika Bodani: 3700 Green Diamond Road - Discretionary Use - PL202000226
- DE21-61 Kevin Reese: 3700 Green Diamond Road - Discretionary Use - PL202000226
- CR21-38 Regina Planning Commission: 3700 Green Diamond Road - Discretionary Use - PL202000226

**Recommendation**

That City Council:

1. Deny the discretionary use application for the proposed development of “Building, Stacked” located at 3700 Green Diamond Road, being Parcel H, Plan No. 102253889 in the Greens on Gardiner neighbourhood, subject to compliance with the following development standards and conditions:
  - a. The development shall be generally consistent with the plans attached to this report as Appendix A-3.1 & A-3.2, prepared by Abele Architecture, dated November 18, 2020; and
  - b. The development shall comply with all applicable standards and regulations in *The Regina Zoning Bylaw, 2019-19*.
2. Not authorize the Development Officer to issue a development permit with respect to the application, upon the applicant making payment of any applicable fees or charges and entering into a development agreement if one is required.



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CR21-31 Regina Planning Commission: 1565 Winnipeg Street - Discretionary Use Application - PL202000170

**Recommendation**

That City Council:

1. Approve the discretionary use application for a proposed Drive-Through, Accessory located on a portion of 1565 Winnipeg Street, being Plan AG4178, Block 16, Lots 40 - 43 and Plan DM5186, Block 16, Lots 1- 5, in the Dewdney Place Subdivision, subject to the following development standards and conditions:
  - a. The development shall generally be consistent with the plans attached to this report as Appendix A-3.1 dated September 26, 2020, A-3.2 dated November 26, 2020 and A-3.3 dated December 22, 2020 inclusive, prepared by Paula Bannerman Designs;
  - b. The subject lots shall be parcel tied or consolidated; and
  - c. Except as otherwise required by this approval, the development shall comply with all applicable standards and regulations in *Regina Zoning Bylaw No. 2019*.
2. Authorize the Development Officer to issue a development permit with respect to the application, subject to the applicant making payment of any applicable fees or charges and entering into a development agreement if one is required.

**DELEGATIONS AND RELATED REPORTS**

- DE21-62 Kevin Lucier, ATU Local 588: City of Regina Projects – Investing in Canada Infrastructure Program (ICIP), COVID-19 Resiliency Stream
- CR21-39 Executive Committee: City of Regina Projects – Investing in Canada Infrastructure Program (ICIP), COVID-19 Resiliency Stream



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### **Recommendation**

That City Council:

1. Approve the application to the Investing in Canada Infrastructure Program for the Bus Operator Driver Shields and Self Securement Mobility Stations for a total funding of \$2,571,177.
2. Approve the allocation of \$686,505 from the Asset Revitalization Reserve to fund the 26.7 per cent of City's contribution to the funding.
3. Authorize the City Clerk to execute all agreements with the Government of Saskatchewan and Government of Canada upon review and approval of the City Solicitor.

DE21-63 Jackie Schmidt, Heritage Regina: Options for Regulating Heritage and Architectural Design

CR21-43 Regina Planning Commission: Options for Regulating Heritage and Architectural Design

### **Recommendation**

That City Council:

1. Remove CR20-94 from the List of Outstanding Items for City Council.
2. Receive and file this report.

DE21-64 Naomi Hunter: Economic Development Opportunity

CM21-4 Economic Development Opportunity

### **Recommendation**

That City Council:

1. Approve a grant of up to \$1 million to True North Renewable Fuels Ltd. (TNRF) from the City's General Fund Reserve to be used by TNRF to undertake a front end engineering and design (FEED) study pursuant to the Government of Canada's Agriculture and Agri-Food Canada's Agricultural Clean Technology (ACT) program on the following conditions:
  - The federal government approve TNRF's application under the ACT program;
  - TNRF successfully secures financing for all of the costs of the FEED study not covered by the ACT program; and



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- The City and TNRF enter into a grant agreement and any other agreements necessary as described in these recommendations.
2. Delegate authority to the Executive Director, Financial Strategy and Sustainability or his or her designate to negotiate and approve a grant agreement between the City and TNRF outlining the City's contribution to the FEED study pursuant to the federal ACT program based on the following general principles and terms and conditions:
- The grant funding would be limited to \$1 million and provided to TNRF for eligible expenses/activities under the ACT program related to the FEED study
  - TNRF would be required to provide the City with a \$1 million letter of credit, restricted trust, or similar instrument that can be drawn on by the City if the refinery plant is not constructed in the Greater Regina Region and producing fuel within a set amount of time (with the time frame to be negotiated by the parties).
  - The letter of credit (or similar instrument) would be released once the refinery has been constructed and is producing fuel and the City and TNRF have executed a fuel purchase agreement to an upset amount of at least \$1 million in discounted fuel purchase. This agreement will be able to be assigned to a third party at the City's sole discretion.
  - TNRF will agree to pay a penalty of \$1 million (in addition to the \$1 million that can be drawn under the letter of credit) if for any reason the project is constructed in a community other than the Greater Regina Region. This obligation will extend to any entity that acquires or merges with TNRF in the future.
  - The parties would further negotiate as to the definition of the Greater Regina Region and TNRF agrees to work closely with the City and use reasonable efforts to locate the project on a site where the City of Regina's boundaries could be reasonably altered to include the lands upon which the project is located.
3. Delegate Authority to the Executive Director, Financial Strategy and Sustainability or his or her designate to negotiate and approve any future amendments to the grant agreement that may be required that do not fundamentally change what is described in this report and any fuel purchase agreements or any other ancillary agreements or documents required to give effect to the grant;
4. Authorize the City Clerk to execute any necessary agreements after review and approval by the City Solicitor.



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5. Authorize the Mayor/City Manager to prepare and submit a letter from the City to the Federal Government's ACT program to support TNRF's application indicating that the City will contribute 10% of eligible FEED study costs, up to a maximum of \$1 million dollars in grant funding as required under the ACT program based on the conditions outlined in recommendation 1.

**COMMITTEE REPORTS****EXECUTIVE COMMITTEE****CR21-40 Regina Appeal Board Composition****Recommendation**

That City Council:

1. Approve revising the membership of the Regina Appeal Board from its current composition of three councillors to five citizen members effective May 1, 2021 and any related administrative amendments as outlined in Appendix A;
2. Establish the rates of remuneration for members as follows:
  - a. Chair to receive \$60 for each appeal hearing and \$60 for each decision-writing meeting; and
  - b. Members, other than the Chair or Acting Chair, to receive \$30 for each appeal hearing and \$30 for each decision-writing meeting.
3. Approve annual funding of \$3,000 in the 2021 budget.
4. Instruct the City Solicitor to prepare the necessary amendments to *The Regina Appeal Board Bylaw, 2005-04*, to give effect to the recommendations to be brought forward to a future meeting of City Council following approval of the recommendations by City Council.

**CR21-41 Appointments for the Recovery and Efficiency Review Task Force****Recommendation**

That City Council:

Appoint the following individuals to the Recovery & Efficiency Task Force for a term of office March 1, 2021 to December 31, 2021:

- Councillor Andrew Stevens, Co-chair
- Mitch Molnar, Co-chair
- Chris Holden
- Laird Williamson





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- Trevor Boquist
- Randy Beattie
- Tina Svedahl
- Erica Beaudin
- Brett Dolter
- Shaadie Musleh

CR21-42 Human Resources Sub-Committee

### **Recommendation**

That City Council:

1. Approve amendments to *The Committee Bylaw, Bylaw No. 2009-40* outlined in Appendix B.
2. Appoint the following members of City Council to the Human Resources Sub-Committee as outlined in Appendix B:
  - Councillor Bob Hawkins
  - Councillor John Findura
  - Councillor Terina Shaw
3. Direct the City Solicitor to prepare the necessary bylaw to amend *The Committee Bylaw, Bylaw No. 2009-40* as outlined in Appendix B.

## INFORMATIONAL REPORTS

CM21-5 Municipal Corporation Governance - Supplemental Report

### **Recommendation**

That City Council receive and file this report.

IR21-2 Municipal Corporation Governance

### **Recommendation**

That City Council receive and file this report.

## NOTICE OF MOTIONS

MN21-1 Councillor Cheryl Stadnichuk and Councillor John Findura - Reconsider Decision Item CR21-16: Lorne Street – Contract Zone Application (PL202000209)



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MN21-2 Councillor Lori Bresciani and Councillor Terina Shaw: Increase Recreation and Leisure Activities for People with Disability

### **BYLAWS**

2021-15 The Vehicles for Hire Amendment Bylaw, 2021

### **Adjournment**

AT REGINA, SASKATCHEWAN, WEDNESDAY, FEBRUARY 24, 2021

AT A MEETING OF CITY COUNCIL

AT 1:00 PM

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

Present: Mayor Sandra Masters, in the chair  
Councillor Lori Bresciani  
Councillor John Findura  
Councillor Bob Hawkins (Videoconference)  
Councillor Dan LeBlanc  
Councillor Jason Mancinelli  
Councillor Landon Mohl  
Councillor Terina Shaw  
Councillor Cheryl Stadnichuk  
Councillor Andrew Stevens  
Councillor Shanon Zachidniak

Also in Attendance: City Clerk, Jim Nicol  
Deputy City Clerk, Amber Ackerman  
City Manager, Chris Holden  
City Solicitor, Byron Werry (Videoconference)  
Executive Director, Citizen Experience, Innovation & Performance Louise Folk  
A/Executive Director, Citizen Services, Kurtis Doney  
Executive Director, City Planning & Community Dev., Diana Hawryluk  
Executive Director, Financial Strategy & Sustainability, Barry Lacey  
Director, Roadways & Transportation, Chris Warren (Videoconference)  
Director, Transit & Fleet, Brad Bells (Videoconference)  
Sergeant, Mark Verbeek (Teleconference)  
Manager, City Projects, Dustin McCall  
Manager, Licensing & Parking Services, Dawn Schikowski (Videoconference)  
Financial Business Partner, Jonathan Barks (Videoconference)

CONFIRMATION OF AGENDA

**Councillor Landon Mohl moved, seconded by Councillor Terina Shaw, AND IT WAS RESOLVED, that the agenda for this meeting be approved, as submitted.**

ADOPTION OF MINUTES

**Councillor Cheryl Stadnichuk moved, seconded by Councillor Lori Bresciani, AND IT WAS RESOLVED, that the minutes for the meeting held on February 10, 2021 be adopted, as circulated.**

### PUBLIC HEARING AND PUBLIC NOTICE BYLAWS

2021-8 The Regina Administration Amendment Bylaw, 2021  
2021-10 The Regina Zoning Amendment (No. 2) (The Towns)  
2021-14 The Municipal Justice Building Heritage Designation Bylaw

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**Councillor Lori Bresciani moved, seconded by Councillor Jason Mancinelli, that Bylaws No. 2021-8, 2021-10 and 2021-14 be introduced and read a first time.**

**Bylaws were read a first time.**

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

The Clerk indicated that in light of meeting restrictions, interested parties were notified of the bylaw amendments. No one expressed a desire to address city council.

**Councillor Lori Bresciani moved, seconded by Councillor Landon Mohl, that Bylaws No. 2021-8, 2021-10 and 2021-14 be introduced and read a second time.**

**Bylaws were read a second time.**

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

**Councillor Lori Bresciani moved, seconded by Councillor Cheryl Stadnichuk, that City Council hereby consent to Bylaws No. 2021-8, 2021-10 and 2021-14 going to third and final reading at this meeting.**

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

**Councillor Lori Bresciani moved, seconded by Councillor Bob Hawkins, that Bylaws No. 2021-8, 2021-10 and 2021-14 be read a third time.**

**Bylaws were read a third and final time.**

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

### PUBLIC NOTICE REPORTS

CR21-21 Buffalo Pound Plant Renewal Financing

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#### **Recommendation**

That City Council:

1. Authorize Buffalo Pound Water Treatment Corporation to initiate the process to negotiate financing, to a maximum of \$60 million, to address the financing requirements of the Plant Renewal Project.
2. Authorize the Executive Director, Financial Strategy and Sustainability or designate to negotiate any guarantee that the City needs to provide

related to the financing and assist Buffalo Pound Water Treatment Corporation with arranging the financing as needed.

3. Instruct Administration to bring forward a future report to City Council that provides the details of the financing and applicable borrowing bylaw and/or guarantee bylaw for approval once the financing has been negotiated.

**Councillor Lori Bresciani moved, seconded by Councillor Terina Shaw, that the recommendations of the Executive Committee contained in the report be concurred in.**

The Clerk called the vote on Councillors Bresciani and Shaw's motion.

	In Favour	Against
Councillor Lori Bresciani	✓	
Councillor Cheryl Stadnichuk	✓	
Councillor Andrew Stevens	✓	
Councillor John Findura	✓	
Councillor Dan LeBlanc	✓	
Councillor Terina Shaw	✓	
Councillor Shanon Zachidniak	✓	
Councillor Jason Mancinelli	✓	
Councillor Bob Hawkins	✓	
Councillor Landon Mohl	✓	
Mayor Sandra Masters	✓	
	11	0

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

CR21-22 Investment Policy Update

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**Recommendation**

That City Council:

1. Approve the changes to the City's Investment Policy as recommended and outlined in this report.
2. Instruct the City Solicitor to prepare amendments to *Bylaw 2003-69, The Regina Administration Bylaw*, No. 2003-69 to amend Schedule C in that Bylaw as outlined in this report.

**Councillor Lori Bresciani moved, seconded by Councillor Dan LeBlanc, that the recommendations of the Executive Committee contained in the report be concurred in.**

The Clerk called the vote on Councillors Bresciani and LeBlanc's motion.

	In Favour	Against
Councillor Lori Bresciani	✓	
Councillor Landon Mohl	✓	
Councillor Jason Mancinelli	✓	
Councillor Shanon Zachidniak	✓	
Councillor Terina Shaw	✓	
Councillor Dan LeBlanc	✓	
Councillor John Findura	✓	
Councillor Andrew Stevens	✓	
Councillor Bob Hawkins	✓	
Councillor Cheryl Stadnichuk	✓	
Mayor Sandra Masters	✓	
	11	0

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

### DELEGATIONS AND RELATED REPORTS

#### DE21-33 Yanique Williams, Uber: TNC Review

Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Yanique Williams, representing Uber 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 CR21-26, a report from Operations and Community Services Committee respecting the same subject.

#### DE21-32 Glen Sali, Capital Cabs: TNC Review

Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Glen Sali, representing Capital Cabs 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 CR21-26, a report from Operations and Community Services Committee respecting the same subject.

#### CR21-26 TNC Review

### Recommendation

That City Council:

1. Delegate authority to the Manager, Licensing & Parking Services to approve initiatives and distribute funds for the use of accessibility surcharge to support accessible services for persons experiencing a

disability, such as the initiatives described further in this report.

2. Remove items CPS20-9 and CM20-16 from the Outstanding Items List for Community and Protective Services Committee.

**Councillor Lori Bresciani moved, seconded by Councillor John Findura, that the recommendations of the Operations and Community Services Committee contained in the report be concurred in.**

**Councillor Lori Bresciani moved, in amendment, seconded by Councillor Shanon Zachidniak:**

1. That *The Vehicles for Hire Bylaw* be amended to require that, effective April 1, 2021, transportation network companies must require that new drivers and all drivers upon annual renewal of their criminal record check as required by *The Vehicle for Hire Regulations*, have a criminal record check and vulnerable sector check conducted by local law enforcement that complies with *The Vehicles for Hire Act* and *The Vehicles for Hire Regulations*, and that such criminal record check and vulnerable sector check be completed not more than 90 days before the driver is authorized by the TNC to start operations and be completed annually thereafter; and
2. That the City solicitor be instructed to bring forward a bylaw amendment to give effect to the recommendation to the next meeting of City Council.

The Clerk called the vote on Councillors Bresciani and Zachidniak's amendment.

	In Favour	Against
Councillor Lori Bresciani	✓	
Councillor John Findura	✓	
Councillor Dan LeBlanc	✓	
Councillor Terina Shaw	✓	
Councillor Shanon Zachidniak	✓	
Councillor Jason Mancinelli	✓	
Councillor Landon Mohl	✓	
Councillor Cheryl Stadnichuk	✓	
Councillor Bob Hawkins	✓	
Councillor Andrew Stevens	✓	
Mayor Sandra Masters	✓	
	11	0

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

**Councillor Shanon Zachidniak moved, in amendment, seconded by Councillor John Findura, that the Administration conduct a review on the TNC regulations in relation to safety, cameras, Accessibility Fee and criminal record checks and report back by Q1 of 2023.**

The Clerk called the vote on Councillors Zachidniak and Findura's amendment.

	In Favour	Against
Councillor Shanon Zachidniak	✓	
Councillor Jason Mancinelli	✓	
Councillor Landon Mohl	✓	
Councillor Cheryl Stadnichuk	✓	
Councillor Bob Hawkins	✓	
Councillor Andrew Stevens		✓
Councillor Lori Bresciani	✓	
Councillor John Findura	✓	
Councillor Dan LeBlanc	✓	
Councillor Terina Shaw	✓	
Mayor Sandra Masters	✓	
	10	1

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

The Clerk called the vote on the main motion, as amended.

	In Favour	Against
Councillor Lori Bresciani	✓	
Councillor Andrew Stevens	✓	
Councillor Bob Hawkins	✓	
Councillor Cheryl Stadnichuk	✓	
Councillor Landon Mohl	✓	
Councillor Jason Mancinelli	✓	
Councillor Shanon Zachidniak	✓	
Councillor Terina Shaw	✓	
Councillor Dan LeBlanc	✓	
Councillor John Findura	✓	
Mayor Sandra Masters	✓	
	11	0

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

### RECESS

Pursuant to the provisions of Section 33(2.1) of City Council's Procedure Bylaw No. 9004, Mayor Masters called for a 15 minute recess.

Council recessed at 3:11 p.m.

Council reconvened at 3:26 p.m.



### CITY MANAGER'S REPORT

#### CM21-2 2020 Candidate Campaign Contributions and Expenses Report

##### Recommendation

That City Council receive and file this report.

**Councillor Lori Bresciani moved, seconded by Councillor Shanon Zachidniak, that this report be received and filed.**

The Clerk called the vote on Councillors Bresciani and Zachidniak's motion.

	In Favour	Against
Councillor Lori Bresciani	✓	
Councillor Cheryl Stadnichuk	✓	
Councillor Bob Hawkins	✓	
Councillor Andrew Stevens	✓	
Councillor John Findura	✓	
Councillor Dan LeBlanc	✓	
Councillor Terina Shaw	✓	
Councillor Shanon Zachidniak	✓	
Councillor Jason Mancinelli	✓	
Councillor Landon Mohl	✓	
Mayor Sandra Masters	✓	
	11	0

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

### COMMITTEE REPORTS

#### EXECUTIVE COMMITTEE

#### CR21-23 2021 Out-of-Scope General Wage Increase

##### Recommendation

That City Council:

Approve a General Wage Increase of 0.50 per cent effective January 1, 2021 and 0.50 per cent effective January 1, 2022, for Out-of-Scope employees.

**Councillor Lori Bresciani moved, seconded by Councillor Dan LeBlanc, that the recommendations of the Executive Committee contained in the report be concurred in.**

The Clerk called the vote on Councillors Bresciani and LeBlanc's motion.

	In Favour	Against
Councillor Lori Bresciani	✓	
Councillor Landon Mohl	✓	
Councillor Jason Mancinelli	✓	
Councillor Shanon Zachidniak	✓	
Councillor Terina Shaw		✓
Councillor Dan LeBlanc	✓	
Councillor John Findura	✓	
Councillor Andrew Stevens	✓	
Councillor Cheryl Stadnichuk	✓	
Councillor Bob Hawkins *	✓	
Mayor Sandra Masters	✓	
	10	1

(\*Due to technical difficulties, Councillor Hawkins was unable to cast his vote when called upon. He immediately contacted the Clerk to convey his vote via email.)

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

CR21-24 City of Regina Recovery & Efficiency Review Program

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**Recommendation**

That City Council:

1. Establish a multi-phased Efficiency Review Program. Phase One of the Program will:
  - a. Conduct efficiency reviews of six to eight City services with a direct reporting line to Mayor and Council
  - b. Make recommendations to Council to improve or adapt the six to eight services reviewed
  - c. Establish a small Efficiency Review Sponsor Team that includes the City Manager and a day-to-day assigned City Project Manager with direct engagement with Council throughout and authority to coordinate access to all parts of City Administration to gather necessary City data and information
  - d. Establish a regular monitoring and reporting process to Council for both the review process as well as the implementation of the recommendations
  - e. Establish standard methodology for efficiency reviews of City services
2. Establish a Recovery and Efficiency Task Force out of the Mayor's office, with a member of the Community and Council acting as Co-Chairs, to engage with community leaders and provide advice to Council on COVID-19 recovery efforts to support our community.

3. Approve up to \$250,000 from the General Fund Reserve to secure an independent, third party consultant to complete Phase One of an Efficiency Review Program.

**Councillor Lori Bresciani moved, seconded by Councillor Terina Shaw, that the recommendations of the Executive Committee contained in the report be concurred in.**

**Councillor Bob Hawkins moved, in amendment, seconded by Councillor Terina Shaw, that the membership for the Recovery and Efficiency Task Force be approved by City Council and a report in this regard be prepared for consideration by City Council.**

The Clerk called the vote on Councillors Hawkins and Shaw's amendment.

	In Favour	Against
Councillor Bob Hawkins	✓	
Councillor Cheryl Stadnichuk	✓	
Councillor Andrew Stevens	✓	
Councillor Lori Bresciani	✓	
Councillor John Findura	✓	
Councillor Dan LeBlanc	✓	
Councillor Terina Shaw	✓	
Councillor Shanon Zachidniak	✓	
Councillor Jason Mancinelli	✓	
Councillor Landon Mohl	✓	
Mayor Sandra Masters	✓	
	11	0

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

The Clerk called the vote on the main motion, as amended.

	In Favour	Against
Councillor Lori Bresciani	✓	
Councillor Andrew Stevens	✓	
Councillor Bob Hawkins	✓	
Councillor Cheryl Stadnichuk	✓	
Councillor Landon Mohl	✓	
Councillor Jason Mancinelli	✓	
Councillor Shanon Zachidniak	✓	
Councillor Terina Shaw	✓	
Councillor Dan LeBlanc		✓
Councillor John Findura	✓	
Mayor Sandra Masters	✓	
	10	1

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

**CR21-25 2020 Review of Public Outstanding Items**

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**Recommendation**

That City Council:

Direct the City Clerk to delete the following items from the list of outstanding items for City Council, Executive Committee, Priorities and Planning Committee and Regina Planning Commission with the exception of MN19-6, MN19-18 and MN20-6 and that the appendices attached to this report be edited to reflect the updated return dates as follows:

- |                |                     |                    |
|----------------|---------------------|--------------------|
| • Schedule A.1 | MN19-6 and MN19-18  | April 2021         |
| • Schedule A.2 | CM20-16             | Q1 2021            |
| • Schedule A.7 | MN20-6              | September 30, 2021 |
| • Schedule A.5 | MHC19-9 and MHC20-1 | March 2021         |

<b><u>Item</u></b>	<b><u>Committee</u></b>	<b><u>Subject</u></b>
CR18-88	City Council	Discretionary Use Application (17-DU-25) – Residential Homestay at 3300 Albert Street
CR18-124	City Council	Daycare Options
MN19-3	City Council	Councillor Bob Hawkins and Councillor Andrew Stevens: Request of Province for Public Inquiry - Wascana/Brandt Building
EN19-6	City Council	Councillor Andrew Stevens: Future of the Municipal Justice Building
CR19-78	City Council	Regulation of Massage Parlours
CM19-15(2)	City Council	2020 General and Utility Operating Budget and 2020 - 2024 General and Utility Capital Plan
CR19-112(2)	City Council	Zoning Bylaw Regulations for Massage Parlours
MN19-24	City Council	Councillor Bob Hawkins: Priorities and Planning Committee
CM20-8(1)	City Council	COVID-19 Financial Update

EN20-1	City Council	Councillor Andrew Stevens: Renewable Regina
EN20-2	City Council	Councillor Andrew Stevens: Procurement Policies
MN19-4	City Council	Councillor Barbara Young and Councillor Mike O'Donnell: Provincial Capital Commission Transparency
MN20-3	City Council	Councillor Bob Hawkins: Checkout Bag Bylaw
MN20-5	City Council	Councillor Barbara Young: Residential Roads
CM20-35	City Council	Truck Route on 9th Avenue North
MN19-20	Executive Committee	Councillor Lori Bresciani and Councillor Andrew Stevens: Increasing Civilian Members on the Board of Police Commissioners
EX20-9	Executive Committee	Support to Host 2021 Pinty's Grand Slam of Curling - Humpty's Champions Cup
CR20-28	Executive Committee	Establishing an Elected Official Compensation Review Commission
MN19-21	Priorities and Planning Committee	Councillors Andrew Stevens, Bob Hawkins, Lori Bresciani, John Findura, Jason Mancinelli and Jerry Flegel: Community Safety and Wellbeing
PPC20-9	Priorities and Planning Committee	Energy & Sustainability Framework Update
CR19-83	Regina Planning Commission	Discretionary Use Application (19-DU- 07) Proposed Residential Homestay – 3118 Albert Street

**Councillor Lori Bresciani moved, seconded by Councillor John Findura, that the recommendations of the Executive Committee contained in the report be concurred in.**

The Clerk called the vote on Councillors Bresciani and Findura's motion.

	In Favour	Against
Councillor Lori Bresciani	✓	
Councillor Dan LeBlanc	✓	
Councillor Terina Shaw	✓	
Councillor Shanon Zachidniak	✓	
Councillor Jason Mancinelli	✓	
Councillor Landon Mohl	✓	
Councillor John Findura	✓	
Councillor Andrew Stevens	✓	
Councillor Bob Hawkins	✓	
Councillor Cheryl Stadnichuk	✓	
Mayor Sandra Masters	✓	
	11	0

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

#### OPERATIONS AND COMMUNITY SERVICES COMMITTEE

CR21-27 Drainage and Lot Grading Regulations MN19-10

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#### Recommendation

That City Council:

1. Approve Option 3: Enforcement of Existing Lot Grades with Two New Positions and Enhance Status Quo.
2. Direct Administration to prepare a report to the Operations and Community Services Committee by Q1 of 2023 that includes an analysis of uptake and costs.
3. Remove items MN19-10 and MN20-15 from the Public Works and Infrastructure Committee outstanding items list.
4. Instruct the City Solicitor to prepare the bylaw required to give effect to the recommendations, to be brought forward to the meeting of City Council following approval of the recommendations by Council.

**Councillor Lori Bresciani moved, seconded by Councillor Shanon Zachidniak, that:**

1. **Approve Option 3: Enforcement of Existing Lot Grades with Two New Positions and Enhance Status Quo.**
2. **Direct Administration to prepare a report to the Operations and Community Services Committee by Q1 of 2024 that includes an analysis of uptake and costs.**

3. Remove items MN19-10 and MN20-15 from the Public Works and Infrastructure Committee outstanding items list.
4. Instruct the City Solicitor to prepare the bylaw required to give effect to the recommendations, to be brought forward to the meeting of City Council following approval of the recommendations by Council.

Councillor Lori Bresciani moved, in amendment, seconded by Councillor Terina Shaw, that Option 3: Enforcement of Existing Lot Grades with Two New Positions and Enhance Status Quo come into effect January 1, 2022, with a cost of up to \$366,000 to be included in the 2022 budget.

The Clerk called the vote on Councillors Bresciani and Shaw's amendment.

	In Favour	Against
Councillor Lori Bresciani	✓	
Councillor John Findura	✓	
Councillor Dan LeBlanc	✓	
Councillor Terina Shaw	✓	
Councillor Shanon Zachidniak	✓	
Councillor Jason Mancinelli		✓
Councillor Landon Mohl	✓	
Councillor Cheryl Stadnichuk	✓	
Councillor Bob Hawkins	✓	
Councillor Andrew Stevens		✓
Mayor Sandra Masters	✓	
	9	2

The motion was put and declared CARRIED.

The Clerk called the vote on the main motion, as amended.

	In Favour	Against
Councillor Lori Bresciani	✓	
Councillor Andrew Stevens	✓	
Councillor Bob Hawkins	✓	
Councillor Cheryl Stadnichuk	✓	
Councillor John Findura	✓	
Councillor Dan LeBlanc	✓	
Councillor Terina Shaw	✓	
Councillor Shanon Zachidniak	✓	
Councillor Jason Mancinelli	✓	
Councillor Landon Mohl	✓	
Mayor Sandra Masters	✓	
	11	0

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

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**CR21-28 Saskatchewan Indian Institute of Technology U-Pass Program**


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**Recommendation**

That City Council:

1. Authorize the Executive Director of Citizen Services (or designate) to negotiate and approve a two year agreement with the Saskatchewan Indian Institute of Technology (SIIT) for a U-Pass program, any amendments to that agreement and the authority to extend the agreement for any additional terms as determined appropriate by the Executive Director.
2. Authorize the City Clerk to sign the applicable agreement on behalf of the City once the agreement has been reviewed and approved by the City Solicitor.

**Councillor Lori Bresciani moved, seconded by Councillor Dan LeBlanc, that the recommendations of the Operations and Community Services Committee contained in the report be concurred in.**

The Clerk called the vote on Councillors Bresciani and LeBlanc's motion.

	In Favour	Against
<b>Councillor Lori Bresciani</b>	✓	
<b>Councillor Andrew Stevens</b>	✓	
<b>Councillor Bob Hawkins</b>	✓	
<b>Councillor Cheryl Stadnichuk</b>	✓	
<b>Councillor Landon Mohl</b>	✓	
<b>Councillor Jason Mancinelli</b>	✓	
<b>Councillor Shanon Zachidniak</b>	✓	
<b>Councillor Terina Shaw</b>	✓	
<b>Councillor Dan LeBlanc</b>	✓	
<b>Councillor John Findura</b>	✓	
<b>Mayor Sandra Masters</b>	✓	
	<b>11</b>	<b>0</b>

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

**BYLAWS AND RELATED REPORTS**

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**CR21-29 Community Wellness Committee Terms of Reference**


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**Recommendation**

That City Council:

1. Approve the Committee's terms of reference as outlined in Appendix A.



2. Instruct the City Solicitor to prepare the necessary bylaw amendments to *Bylaw No. 2009-40, The Committee Bylaw, 2009* as further described in Appendix A, to be brought forward to the meeting of City Council following approval of the recommendation in this report by City Council.

**Councillor Andrew Stevens moved, seconded by Councillor Lori Bresciani, that the recommendations of the Community Wellness Committee contained in the report be concurred in.**

The Clerk called the vote on Councillors Stevens and Bresciani's motion.

	In Favour	Against
Councillor Andrew Stevens	✓	
Councillor Lori Bresciani	✓	
Councillor John Findura	✓	
Councillor Cheryl Stadnichuk	✓	
Councillor Bob Hawkins	✓	
Councillor Dan LeBlanc	✓	
Councillor Terina Shaw	✓	
Councillor Shanon Zachidniak	✓	
Councillor Jason Mancinelli	✓	
Councillor Landon Mohl	✓	
Mayor Sandra Masters	✓	
	11	0

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

2021-11 The Committee Amendment Bylaw, 2021

2021-12 The Community Standards Amendment Bylaw, 2021

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**Councillor Lori Bresciani moved, seconded by Councillor Andrew Stevens, that Bylaws No. 2021-11 and 2021-12 be introduced and read a first time.**

**Bylaws were read a first time.**

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

**Councillor Lori Bresciani moved, seconded by Councillor John Findura, that Bylaws No. 2021-11 and 2021-12 be introduced and read a second time.**

**Bylaws were read a second time.**

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

**Councillor Lori Bresciani moved, seconded by Councillor Dan LeBlanc, that City Council hereby consent to Bylaws No. 2021-11 and 2021-12 going to third and final reading at this meeting.**

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

**Councillor Lori Bresciani moved, seconded by Councillor Terina Shaw, that Bylaws No. 2021-11 and 2021-12 be read a third time.**

**Bylaws were read a third and final time.**

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

**ADJOURNMENT**

**Councillor Lori Bresciani moved, seconded by Councillor John Findura, AND IT WAS RESOLVED, that the meeting adjourn.**

The meeting adjourned at 5:23 p.m.

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Chairperson

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Secretary

AT REGINA, SASKATCHEWAN, THURSDAY, FEBRUARY 25, 2021

AT A MEETING OF CITY COUNCIL

AT 1:00 PM

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

Present: Mayor Sandra Masters, in the chair  
Councillor Lori Bresciani (Videoconference)  
Councillor John Findura  
Councillor Bob Hawkins (Videoconference)  
Councillor Dan LeBlanc (Videoconference)  
Councillor Jason Mancinelli (Videoconference)  
Councillor Terina Shaw (Videoconference)  
Councillor Cheryl Stadnichuk  
Councillor Andrew Stevens (Videoconference)  
Councillor Shanon Zachidniak

Regrets: Councillor Landon Mohl

Also in Attendance: City Clerk, Jim Nicol  
Deputy City Clerk, Amber Ackerman  
City Manager, Chris Holden  
Legal Counsel, Cheryl Willoughby (Videoconference)  
Executive Director, City Planning & Community Dev., Diana Hawryluk  
Director, Assessment & Property Revenue Services, Deborah Bryden  
Director, Planning & Development Services, Fred Searle  
Manager, Social & Cultural Development, Emmaline Hill

CONFIRMATION OF AGENDA

**Councillor Cheryl Stadnichuk moved, seconded by Councillor John Findura, AND IT WAS RESOLVED, that the agenda for this meeting be approved, as submitted.**

COMMUNICATIONS, DELEGATIONS AND PUBLIC NOTICE REPORT

CP21-3 Gerald L. Gerrand, Q.C.

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**Councillor John Findura moved, seconded by Councillor Shanon Zachidniak, AND IT WAS RESOLVED, that this communication be received and filed.**

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**DE21-34 Sarah Sangster**

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Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Sarah Sangster 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 CR21-30, a report from Regina Planning Commission respecting the same subject.

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**DE21-36 Jackie Schmidt, Heritage Regina**

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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 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 CR21-30, a report from Regina Planning Commission respecting the same subject.

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**DE21-35 Dr. Tanya Dahms**

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Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Dr. Tanya Dahms 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 CR21-30, a report from Regina Planning Commission respecting the same subject.

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**DE21-38 Jeannie Mah, Architectural Heritage Society of Saskatchewan**

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Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Jeannie Mah, representing Architectural Heritage Society of Saskatchewan, 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 CR21-30, a report from Regina Planning Commission respecting the same subject.

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**DE21-37 Dr. Mina Patel**

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Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Dr. Mina Patel addressed Council.

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 CR21-30, a report from Regina Planning Commission respecting the same subject.

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**DE21-39 Ross Keith**

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Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Ross Keith addressed Council.

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 CR21-30, a report from Regina Planning Commission respecting the same subject.

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**DE21-40 Dr. Diana Zhang**

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Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Dr. Diana Zhang 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 CR21-30, a report from Regina Planning Commission respecting the same subject.

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**DE21-41 Eugenia Miraglia**

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Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Eugenia Miraglia addressed Council.

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 CR21-30, a report from Regina Planning Commission respecting the same subject.

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**DE21-42 Dan Turgeon**

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Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Dan Turgeon 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 CR21-30, a report from Regina Planning Commission respecting the same subject.

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**DE21-43 Layne Arthur**

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Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Layne Arthur, representing Layne Arthur Architecture Ltd. 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 CR21-30, a report from Regina Planning Commission respecting the same subject.

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**DE21-44 Pat Therrien**

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Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Patrick Therrien addressed Council.

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 CR21-30, a report from Regina Planning Commission respecting the same subject.

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**DE21-45 Paul Noubarian**

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Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Paul Noubarian addressed Council.

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 CR21-30, a report from Regina Planning Commission respecting the same subject.

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**DE21-46 Dan Thibault**

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Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Dan Thibault addressed Council.

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 CR21-30, a report from Regina Planning Commission respecting the same subject.

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**DE21-48 Colan McCrum**

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Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Colan McCrum addressed Council.

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 CR21-30, a report from Regina Planning Commission respecting the same subject.

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**DE21-49 Kavita Patel**

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Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Kavita Patel addressed Council.

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 CR21-30, a report from Regina Planning Commission respecting the same subject.

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**DE21-51 Larry Gregga**

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Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Larry Gregga addressed Council.

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 CR21-30, a report from Regina Planning Commission respecting the same subject.

(Councillor Mancinelli left the meeting.)

### RECESS

Pursuant to the provisions of Section 33 (2.1) of City Council's Procedure Bylaw No. 9004, Mayor Masters called for a 15 minute recess.

Council recessed at 2:56 p.m.

Council reconvened at 3:11 p.m.

DE21-52 Carmen Lien

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Pursuant to due notice the delegation was present.

The Mayor invited the delegation to come forward and be heard. Carmen Lien 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 CR21-30, a report from Regina Planning Commission respecting the same subject.

The following delegations did not appear to address City Council on item CR21-30

- DE21-47 Kris Buhnai
- DE21-50 Margarita Parisone

CP21-2 Gordon Pritchard, Leopold Crescent Homeowner

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**Councillor Shanon Zachidniak moved, seconded by Councillor John Findura, AND IT WAS RESOLVED, that this communication be received and filed.**

CR21-30 3160 Albert Street - Heritage Designation Bylaw Amendment, Zoning Bylaw Amendment (Contract Zone), and Partial Street Closure of Hill Avenue (PL202000128, PL202000160)

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#### Recommendation

That City Council:

1. Deny the application to amend to *Bylaw 2019-7*, being *The Bylaw to Designate the Cook Residence at 3160 Albert Street as Municipal Heritage Property*, as shown on Appendix C.
2. Deny the application to rezone the property located at 3160 Albert Street, on proposed Lot 21, Block 631 (as shown on the plan of proposed subdivision, attached as Appendix D) from R1 – Residential Detached Zone (RID – Residential Infill Overlay Zone) to C – Contract Zone to allow for the carrying out of a specific proposal which would include the development of a “Building, Stacked” land use consisting of 16 Dwelling Unit.



3. Deny the application to close a portion of Hill Avenue, as shown on the proposed subdivision, attached as Appendix D.

**Councillor John Findura moved, seconded by Councillor Bob Hawkins, that the recommendations of the Regina Planning Commission contained in the report be concurred in.**

The Clerk called the vote on Councillors Findura and Hawkins motion.

	In Favour	Against
Councillor John Findura	✓	
Councillor Bob Hawkins	✓	
Councillor Andrew Stevens	✓	
Councillor Lori Bresciani	✓	
Councillor Dan LeBlanc	✓	
Councillor Terina Shaw	✓	
Councillor Shanon Zachidniak	✓	
Councillor Cheryl Stadnichuk	✓	
Mayor Sandra Masters	✓	
	9	0

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

#### ADJOURNMENT

**Councillor Bob Hawkins moved, seconded by Councillor John Findura, AND IT WAS RESOLVED, that the meeting adjourn.**

The meeting adjourned at 4:41 p.m.

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Chairperson

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Secretary

## 1905 E. Redbear Avenue - Discretionary Use - PL202000227

<b>Date</b>	March 10, 2021
<b>To</b>	Mayor Masters and City Councillors
<b>From</b>	Regina Planning Commission
<b>Service Area</b>	City Planning & Community Development
<b>Item #</b>	CR21-32

### RECOMMENDATION

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That City Council:

1. Approve the discretionary use application for a proposed Assembly, Recreation use, located at 1905 E. Redbear Avenue, being Plan 73R077003 Block 45 Lot K, in the Industrial Ross Subdivision, subject to the following development standards and conditions:
  - a. The development shall generally be consistent with the plans attached to this report as Appendix A-3.1 to A-3.3 dated November 2020 inclusive, prepared by Jason Gilchuk of Gilchuk Design and Drafting; and
  - b. Except as otherwise required by this approval, the development shall comply with all applicable standards and regulations in *Regina Zoning Bylaw No. 2019-19*.
2. Authorize the Development Officer to issue a development permit with respect to the application, subject to the applicant making payment of any applicable fees or charges and entering into a development agreement if one is required.

### HISTORY

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At the March 3, 2021 meeting of Regina Planning Commission, the Commission considered the attached report RPC21-21 from the City Planning & Development Division.


Thomas King, representing Regina Squash Centre, addressed the Commission.

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

Recommendation #3 in the attached report does not need City Council approval.

Respectfully submitted,

REGINA PLANNING COMMISSION

  
Elaine Gohlke, Secretary 3/5/2021

**ATTACHMENTS**

RPC21-21 1905 E. Redbear Avenue - Discretionary Use.pdf

Appendix A-1 (Subject Property map)

Appendix A-2 (Aerial Photo)

Appendix A-3.1 (Site Plan)

Appendix A-3.2 (Floor Plan - Main Level)

Appendix A-3.3 (Floor Plan - Second Level)

## 1905 E. Redbear Avenue - Discretionary Use - PL202000227

<b>Date</b>	March 3, 2021
<b>To</b>	Regina Planning Commission
<b>From</b>	City Planning & Community Development
<b>Service Area</b>	Planning & Development Services
<b>Item No.</b>	RPC21-21

### RECOMMENDATION

---

Regina Planning Commission recommends that City Council:

1. Approve the discretionary use application for a proposed Assembly, Recreation use, located at 1905 E. Redbear Avenue, being Plan 73R077003 Block 45 Lot K, in the Industrial Ross Subdivision, subject to the following development standards and conditions:
  - a. The development shall generally be consistent with the plans attached to this report as Appendix A-3.1 to A-3.3 dated November 2020 inclusive, prepared by Jason Gilchuk of Gilchuk Design and Drafting; and
  - b. Except as otherwise required by this approval, the development shall comply with all applicable standards and regulations in *Regina Zoning Bylaw No. 2019-19*.
2. Authorize the Development Officer to issue a development permit with respect to the application, subject to the applicant making payment of any applicable fees or charges and entering into a development agreement if one is required.
3. Approve these recommendations at its March 10, 2020 meeting.

### ISSUE

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The applicant, Thomas King on behalf of Regina Squash Centre Ltd., and owner John Gross of JPG Holdings Inc., proposes to develop a vacant unit within the existing building at 1905 E. Redbear Avenue to accommodate an indoor squash court facility. This is classified

as an “Assembly, Recreation” use, which is a discretionary use in the IL – Industrial Light Zone.

All properties in the city of Regina are assigned a zoning designation under *The Regina Zoning Bylaw, 2019-19* (Zoning Bylaw). Within each zoning designation, land use can be permitted, not permitted (i.e. prohibited) or discretionary. Discretionary uses require a public and technical process review by the Regina Planning Commission, and City Council's approval to proceed.

This application is being considered pursuant to *The Planning and Development Act, 2007* (Act); *Design Regina: The Official Community Plan Bylaw No. 2013-48* (OCP) and the Zoning Bylaw, including suitability based on the prescribed evaluation criteria for discretionary uses established in Part IE.3. The proposal was assessed and deemed to comply with all applicable policies, regulations and standards.

Pursuant to subsection 56(3) of the Act, City Council may establish conditions for discretionary uses based on the nature of the proposal (e.g. site, size, shape, arrangement of a building) and aspects of site design (e.g. landscaping, site access, parking, loading), but not including architectural details.

## IMPACTS

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### Financial Impacts

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 new or changes to existing infrastructure that may be required to directly or indirectly support any proposed development that may follow, in accordance with City standards and applicable legal requirements.

### Accessibility Impacts

The existing site does not require an accessible parking stall; however, one has been provided.

### Policy / Strategic Impacts

The proposed development supports the following goals, policies and objectives of Part A of the OCP:

- Section C: Growth Plan - Goal 3: Intensification: *Enhance the city's urban form through intensification and redevelopment of existing built-up areas.*

This area is within the intensification area of OCP Map 1c. The proposal will see the redevelopment of a vacant unit for recreational use.

- Section D5, Goal 4: Provide appropriate locations and development opportunities for a full range of industrial, commercial and institutional activities.
  - Policy 7.24 *Within industrial areas, permit supporting services or amenities that complement industrial uses or cater to industrial employees or customers.*

On July 17, 2019, the *Zoning Bylaw No. 2019-19* was brought forward to Council for adoption, which included changes to “Assembly, Recreation” (formerly “Recreational Service Facility”) in the IH – Industrial Heavy Zone from permitted to discretionary.

As a discretionary use, Council is provided with the discretion to determine the proposed development's suitability and evaluated based on the criteria prescribed in Part 1E.3 of the Zoning Bylaw. The proposal aligns with all other development standards outlined by the Zoning Bylaw.

The development will provide an opportunity to offer an additional recreational facility for Regina residents.

## **OTHER OPTIONS**

---

Alternative options would be:

1. Approve the application with specific amendments to the plan.
2. Refer the application back to Administration. If City Council has specific concerns with the proposal, it may refer it back to Administration to consider further recommendations and direct that the report be reconsidered by Planning Commission or brought back directly to Council following such further review. Referral of the report back to Administration will delay approval of the development until requested information has been gathered or changes to the proposal have been made.
3. Deny the application. Development of an “Assembly, Recreation” land use will not proceed on the subject property if City Council rejects the application.

## **COMMUNICATIONS**

---

The applicant and other interested parties will receive a copy of the report and notification of their right to appear as a delegation at the Council meeting where the application is considered. Public notice of City Council's consideration of this application will be given in accordance with *The Public Notice Policy Bylaw, 2020*. The applicant will receive written notification of City Council's decision in accordance with The Act.

## **DISCUSSION**

---

### **Proposal**

The applicant proposes to develop a vacant unit within the existing building to accommodate an “Assembly, Recreational” use (squash court facility) that will provide three squash courts. The proposed site plan, main floor plan and second-floor plan are included as Appendix A-3.1, A-3.2 and A-3.3.

### Consideration

The subject property is currently zoned IH - Industrial Heavy Industrial Zone, in which “Assembly, Recreation” use is discretionary. The existing building has a gross floor area of 748.24 square metres and includes a contractor warehouse.

Within the unit proposed for the squash court facility, the main floor (Appendix A-3.2) is 371.6 square metres in area and will include a total of three squash courts, an accessible washroom, reception and office space, as well as a mechanical room. The second floor (Appendix A-3.3) is 60.59 square metres in area and includes change rooms. The gross floor area of the unit will be approximately 432.19 square metres. A total of eight parking stalls, including an accessible parking stall, are available on site.

The surrounding land uses (Appendix A-2) include commercial and industrial activity in all directions. To the southwest of the site, an existing “Assembly, Recreation” facility and an off-leash dog park are within walking distance. Immediately abutting the west and east of the property are undeveloped parcels of land.

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

Land Use Details	Existing	Proposed
Zoning	IH – Industrial Heavy	IH – Industrial Heavy
Land Use	Vacant Unit	“Assembly, Recreation” (Discretionary)
Unit Area	432.19 square metres	No Change

Zoning Analysis	Required	Existing
Number of Parking Stalls	Five (One stall is required per 175 square metres of <b>total floor area</b> )	Eight parking stalls for existing development

Based on Administration’s evaluation of the proposal for the land use, development standards, and criteria established in Part 1E.3 of the Zoning Bylaw, the development is suitable at the proposed location. No adverse impacts have been identified.

### Community Engagement

In accordance with the public notice requirements of *The Public Notice Bylaw, 2020*, neighbouring property owners within 75 metres of the purposed development received written notice of the application and a sign was posted on the subject site. Administration did not receive comments from the public through this outreach.

## DECISION HISTORY

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

Respectfully Submitted,



Fred Scarle, Director, Planning & Development Services

Respectfully Submitted,



Diana Hawryluk, Executive Director, City Planning & Community Dev.

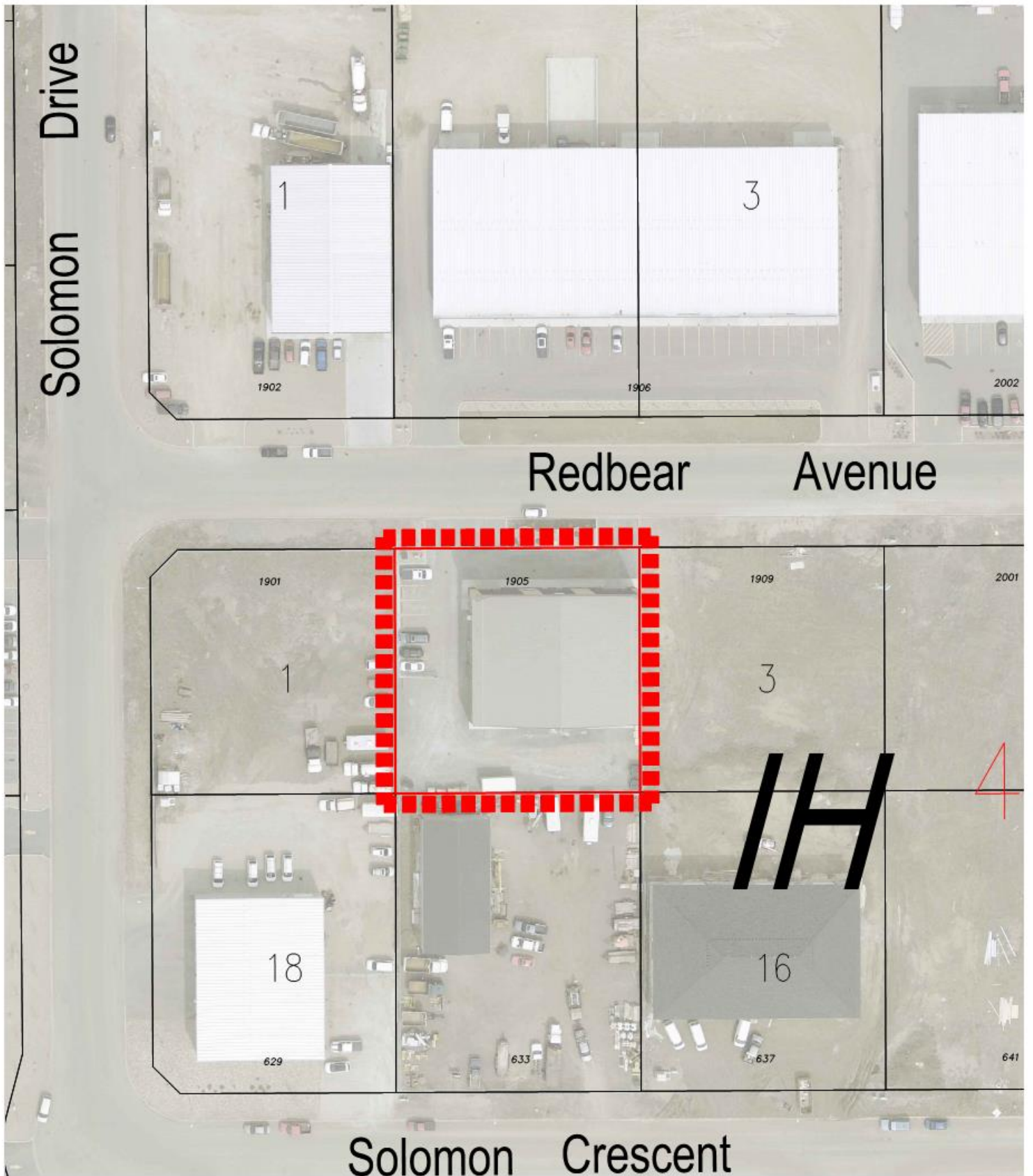
2/23/2021

Prepared by: Linda Huynh, City Planner II

## ATTACHMENTS

- Appendix A-1 (Subject Property map)
- Appendix A-2 (Aerial Photo)
- Appendix A-3.1 (Site Plan)
- Appendix A-3.2 (Floor Plan - Main Level)
- Appendix A-3.3 (Floor Plan - Second Level)





Subject Property

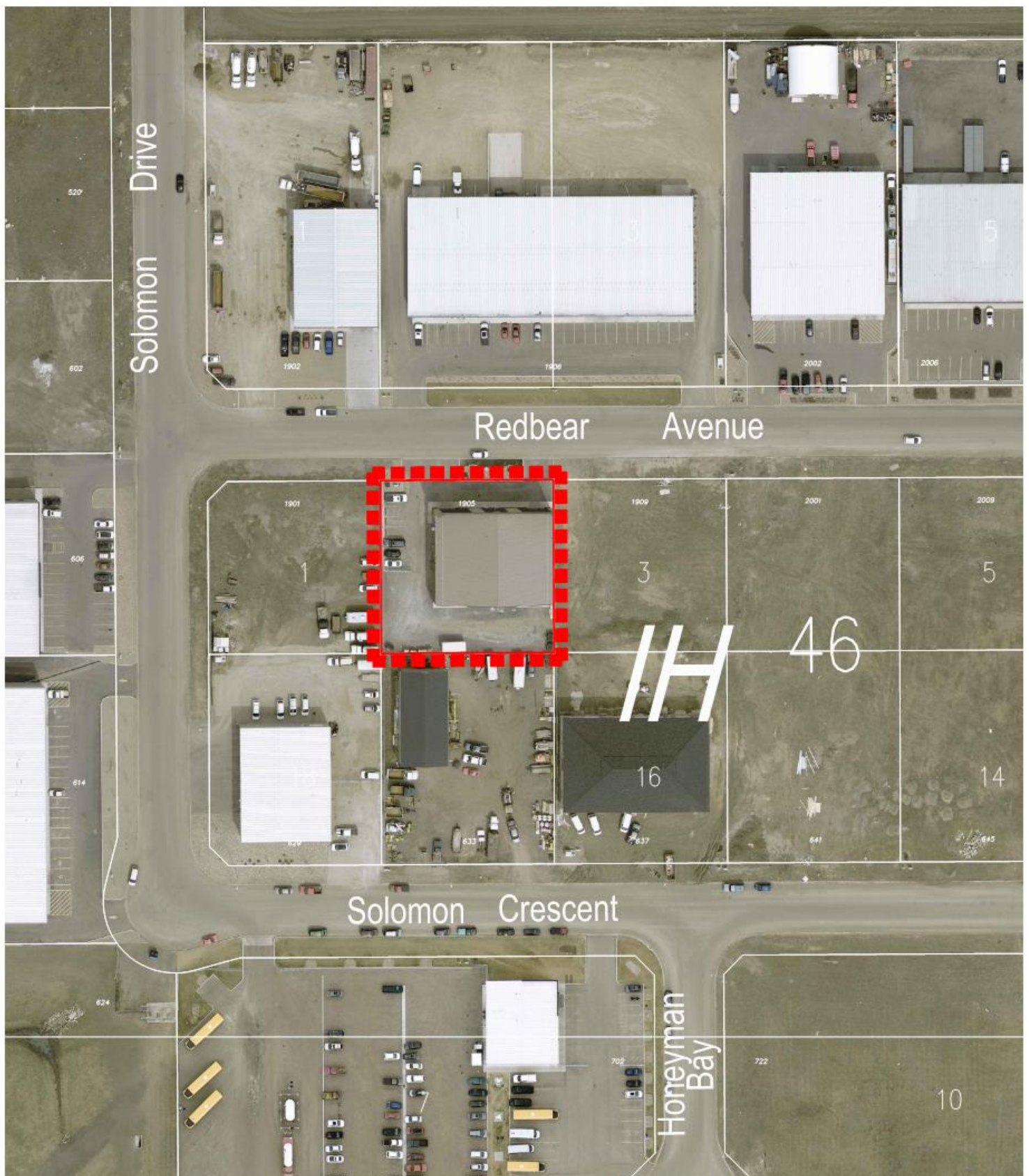
Date of Photography : 2018



Project PL202000227

Civic Address/Subdivision

1905 E Redbear Avenue



Subject Property

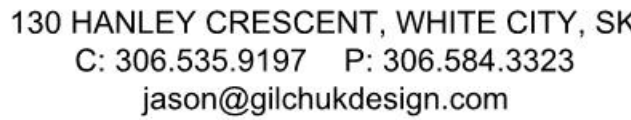
Date of Photography: 2018







- **SHRUBS REQUIRED:**  $101.25/20 = 5$  SHRUBS REQUIRED

SEALS:

- PRIOR TO PROCEEDING WITH CONSTRUCTION THE OWNER / CONTRACTOR SHALL BE RESPONSIBLE TO CHECK AND VERIFY ALL INFORMATION, DIMENSIONS, AND SPECIFICATIONS OF THIS PLAN AND OBTAIN A BUILDING PERMIT FROM THE AUTHORITY HAVING JURISDICTION. ANY DISCREPANCIES SHALL BE REPORTED TO THE DRAFTSMAN BEFORE CONSTRUCTION COMMENCES.
- BUILDING GRADE ELEVATIONS ARE SUGGESTED ONLY AND MAY HAVE TO BE REVISED TO SUIT EXACT SITE CONDITIONS.
- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE NATIONAL BUILDING CODE OF CANADA, CURRENT EDITION AND THE AUTHORITY HAVING JURISDICTION.
- WINDOWS SIZES & LOCATIONS SHALL BE CONFIRMED BY THE OWNER.
- UTILITY COMPANIES SHALL BE CONTACTED TO LOCATED ALL UNDER GROUND SERVICES PRIOR TO ANY EXCAVATING COMMENCING.

TO = TOP OF	S.P.F. = SPRUCE PINE FIR
UIS = UNDERSIDE	OWNJ = OPEN WEB WOOD JOIST
DMF = MEDIUM DENSITY FIBREBOARD	T&G = TONGUE AND GROOVE
OSB = ORIENTED STRAND BOARD	PRE-FIN = PRE FINISHED
P.T. = PRESSURE TREATED	REIN = REINFORCED
K&K = KNOCK DOWN	GB = GRADE BEAM
CHC = CHICKEN HOLLOW CORE WOOD	CONC = CONCRETE
SCW = SOLID CORE WOOD	CANT = CONTINUOUS
HCM = HOLLOW CORE METAL	WD = WOOD
ICF = INSULATED CONCRETE FORM	B.U. = BUILT UP
PS = PRESSED STEEL	N.B.C. = NATIONAL BUILDING CODE
I.M.I. = METAL INSULATED	HSS = HOLLOW STRUCTURAL STEEL
DFIR = DOUGLAS FIR	CANT = CANTILEVER

1905e REDBEAR AVENUE, REGINA, SK  
REGINA, SASKATCHEWAN

TITLE: SITE PLAN

DRAWN BY: JASON CHILKOTIK


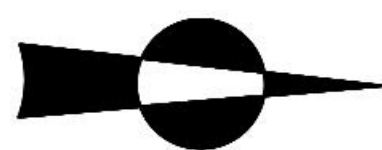
DATE: NOVEMBER 2000

FILE NO: 2270

SCALE: \_\_\_\_\_

SHEET NO.:	REVISION:
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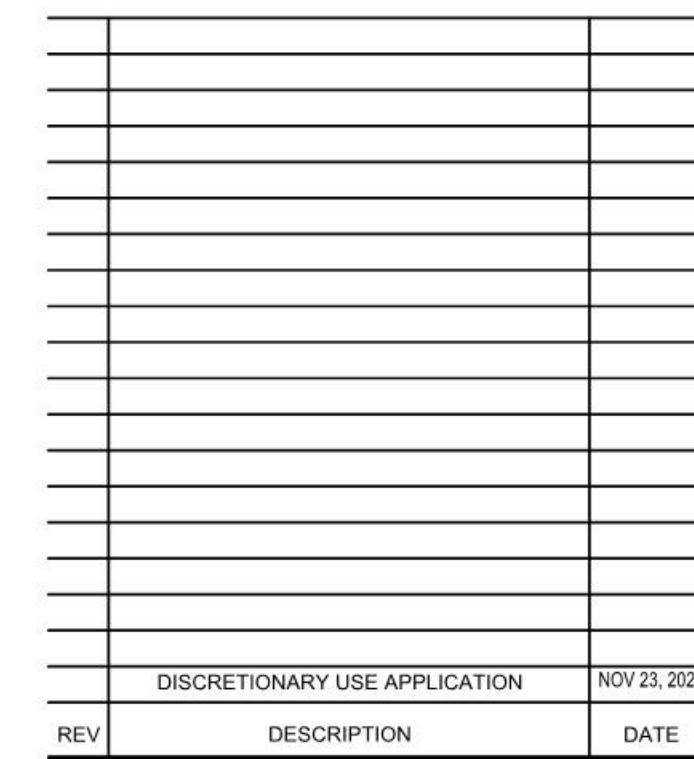
BD1.1



### SITE PLAN - EXISTING

SCALE 1:100





# GENERAL NOTES

1. PRIOR TO PROCEEDING WITH CONSTRUCTION THE OWNER / CONTRACTOR SHALL BE RESPONSIBLE TO CHECK AND VERIFY ALL INFORMATION, DIMENSIONS, AND SPECIFICATIONS OF THIS PLAN AND OBTAIN A BUILDING PERMIT FROM THE AUTHORITY HAVING JURISDICTION. ANY DISCREPANCIES SHALL BE REPORTED TO THE DRAFTSMAN BEFORE CONSTRUCTION COMMENCES.

2. BUILDING ELEVATIONS ARE SUGGESTED ONLY AND MAY HAVE TO BE REVISED TO SUIT EXACT SITE CONDITIONS.

3. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE NATIONAL BUILDING CODE OF CANADA, CURRENT EDITION AND THE AUTHORITY HAVING JURISDICTION.


4. WORKSITES & LOCATIONS SHALL BE CONFIRMED BY THE OWNER.

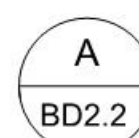
5. UTILITY COMPANIES SHALL BE CONTACTED TO LOCATED ALL UNDER GROUND SERVICES PRIOR TO ANY EXCAVATING COMMENCING.

## ABBREVIATIONS

T = TOP OF	S.P.F. = SPRUCE PINE FIR
U/S = UNDERSIDE	D.W./I = OPEN GIBB WOOD JOIST
MDF = MEDIUM DENSITY FIBREBOARD	T & S = TONGUE AND GROOVE
W.C. = WALL CLADDING	PRE-FIN. = PRE FINISHED
P.T. = PRESSURE TREATED	REIN.F = REINFORCED
K = KNOCK DOWN	G.G. = GRADE B
W.C. = WALL CLADDING	C.C. = CONCRETE
SCW = SOLID CORE WOOD	CONT = CONTINUOUS
H.C. = HOLD CORE WOOD	W.D. = WOOD
C.I. = INSULATED CONCRETE FORM	B.U. = BULK UP
PS = PRESSED STEEL	N.B.C. = NATIONAL BUILDING CODE
D.F. = DOWEL BAR	CON. = CONCRETE
D.R. = DOUGLAS FIR	

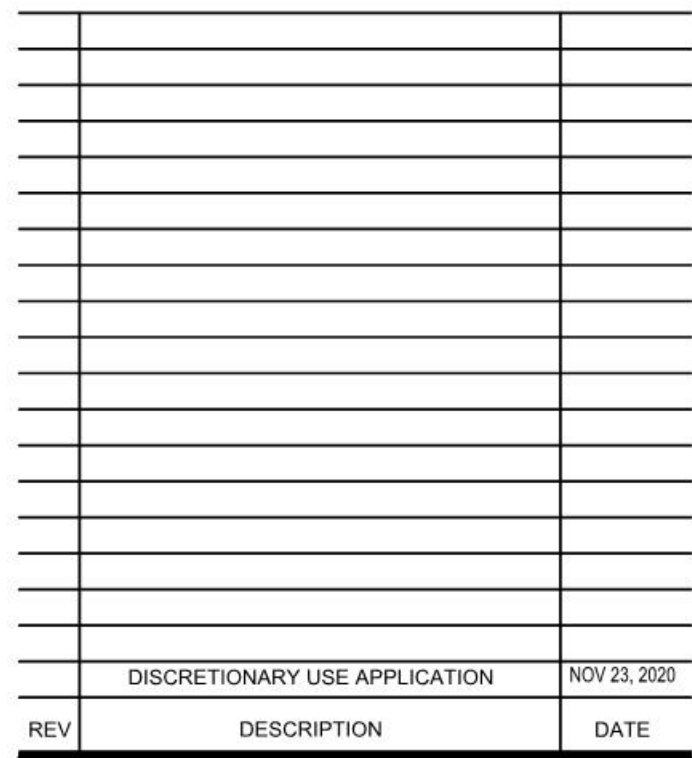
TITLE: **PROPOSED FLOOR PLAN**

SHEET NO.:	REVISION:
BD2.2	



**TENANT MAIN FLOOR PLAN - 4000 SQ. FT.**  
1/4" = 1'-0



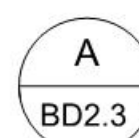


- PRIOR TO PROCEEDING WITH CONSTRUCTION THE OWNER / CONTRACTOR SHALL BE RESPONSIBLE TO CHECK AND VERIFY ALL INFORMATION, DIMENSIONS, AND SPECIFICATIONS OF THIS PLAN AND OBTAIN A BUILDING PERMIT FROM THE AUTHORITY HAVING JURISDICTION. ANY DISCREPANCIES SHALL BE REPORTED TO THE DRAFTSMAN **BEFORE** CONSTRUCTION COMMENCES.
- BUILDING GRADE ELEVATIONS ARE SUGGESTED ONLY AND MAY HAVE TO BE REVISED TO SUIT EXIST SITE CONDITIONS.
- ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE NATIONAL BUILDING CODE OF CANADA, CURRENT EDITION AND THE AUTHORITY HAVING JURISDICTION.
- WINDOWS SIZES & LOCATIONS SHALL BE CONFIRMED BY THE OWNER.
- UTILITY COMPANIES SHALL BE CONTACTED TO LOCATED ALL UNDER GROUND SERVICES PRIOR TO ANY EXCAVATING COMMENCING.

TJO = TOP OF	S.P.T. = SPRUCE PINE FIR
U/S = UNDERSIDE	OPEN J = OPEN WEB WOOD JOIST
MDF = MEDIUM DENSITY FIBREBOARD	T&G = TONGUE AND GROOVE
OSB = ORIENTED STRAND BOARD	PRE-FIN = PRE FINISHED
P.T. = PRESSURE TREATED	REINF = REINFORCED
KD = KNOCK DOWN	GB = GRADE BEAM
HCM = HOLLOW CORE WOOD	CONC = CONCRETE
SCW = SOLID CORE WOOD	CONT = CONTINUOUS
HCM = HOLLOW CORE METAL	WUD = WOOD
ICF = INSULATED CONCRETE FORM	B.U. = BUILT UP
PS = PRESSED STEEL	N.B.C. = NATIONAL BUILDING CODE
M.I. = METAL INSULATED	HSS = HOLLOW STRUCTURAL STEEL
D.FIR = DOUGLAS FIR	CANTILEVER


1905e REDBEAR AVENUE, REGINA, SK  
REGINA, SASKATCHEWAN

SHEET NO.: <b>BD2.2</b>	REVISION: <b>A</b>
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$1/4'' = 1'-0''$

VISION:



## 1802 E. Stock Road - Discretionary Use - PL202000241

<b>Date</b>	March 10, 2021
<b>To</b>	Mayor Masters and City Councillors
<b>From</b>	Regina Planning Commission
<b>Service Area</b>	City Planning & Community Development
<b>Item #</b>	CR21-33

### RECOMMENDATION

---

That City Council:

1. Approve the discretionary use application for a proposed Assembly, Recreation, located at 1802 E. Stock Road, being Plan 101955427 Ext 2 Block 41A, in the Industrial Ross Subdivision, subject to the following development standards and conditions:
  - a. the development shall generally be consistent with the plans attached to this report as Appendix A-3.1 and A-3.2; and
  - b. except as otherwise required by this approval, the development shall comply with all applicable standards and regulations in *Regina Zoning Bylaw No. 2019*.
2. Authorize the Development Officer to issue a development permit subject to the applicant making payment of any applicable fees or charges and entering into a development agreement if one is required.

### HISTORY

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At the March 3, 2021 meeting of Regina Planning Commission, the Commission considered the attached report RPC21-23 from the City Planning & Development Division.


Rick Stewart, representing Colliers International, and Kathy Peters, representing Queen City Volley Ball, addressed the Commission.

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

Recommendation #3 in the attached report does not need City Council approval.

Respectfully submitted,

REGINA PLANNING COMMISSION

  
Elaine Gohlke, Secretary 3/5/2021

**ATTACHMENTS**

RPC21-23 - 1802 E Stock Road - Discretionary Use (PL202000241)

Appendix A-1 (Subject Property Map)

Appendix A-2 (Aerial Map)

Appendix A-3.1 (Site Plan)

Appendix A-3.2 (Floor Plan)

## 1802 E. Stock Road - Discretionary Use - PL202000241

<b>Date</b>	March 3, 2021
<b>To</b>	Regina Planning Commission
<b>From</b>	City Planning & Community Development
<b>Service Area</b>	Planning & Development Services
<b>Item No.</b>	RPC21-23

### RECOMMENDATION

---

Regina Planning Commission recommends that City Council:

1. Approve the discretionary use application for a proposed Assembly, Recreation, located at 1802 E. Stock Road, being Plan 101955427 Ext 2 Block 41A, in the Industrial Ross Subdivision, subject to the following development standards and conditions:
  - a. the development shall generally be consistent with the plans attached to this report as Appendix A-3.1 and A-3.2; and
  - b. except as otherwise required by this approval, the development shall comply with all applicable standards and regulations in *Regina Zoning Bylaw No. 2019*.
2. Authorize the Development Officer to issue a development permit subject to the applicant making payment of any applicable fees or charges and entering into a development agreement if one is required.
3. Approve these recommendations at its March 10, 2020 meeting.

### ISSUE

---

The applicant, Kathy Peters, on behalf of Queen City Volleyball Club Inc. (c/o Rick Stewart, Colliers International Inc.), proposes to develop a vacant unit within the existing building at 1802 E. Stock Road to accommodate an indoor volleyball training facility for female youth ages 13 to 18. An "Assembly, Recreation" use is a discretionary use in the IL – Industrial



Light zone.

All properties in the city of Regina are assigned a zoning designation under *The Regina Zoning Bylaw, 2019* (Zoning Bylaw). Within each zoning designation, land use can be permitted (i.e. prohibited), not permitted or discretionary. Discretionary uses require public and technical process, review by the Regina Planning Commission and City Council's approval to proceed.

This application is being considered pursuant to *The Planning and Development Act, 2007* (Act); *Design Regina: The Official Community Plan Bylaw No. 2013-48* (OCP) and the Zoning Bylaw, including suitability based on the prescribed evaluation criteria for discretionary uses established in Part IE.3. The proposal has been assessed and deemed to comply with all applicable policies, regulations and standards.

Pursuant to subsection 56(3) of the Act, City Council may establish conditions for discretionary uses based on the nature of the proposal (e.g. site, size, shape, arrangement of a building) and aspects of site design (e.g. landscaping, site access, parking, loading), but not including architectural details.

## IMPACTS

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### Financial Impacts

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 new or changes to existing infrastructure that may be required to directly or indirectly support any proposed development that may follow, in accordance with City standards and applicable legal requirements.

### Accessibility Impacts

The existing site requires one accessible stall, however includes three accessible stalls on site.

### Policy / Strategic Impacts

The proposed development supports the following goals, policies and objectives of Part A of the OCP:

- Section C: Growth Plan - Goal 3: Intensification: *Enhance the city's urban form through intensification and redevelopment of existing built-up areas.*

This area is within the intensification area of OCP Map 1c. The proposal will see the redevelopment of a vacant unit for recreational use.

- Section D5, Goal 4: Provide appropriate locations and development opportunities for a full range of industrial, commercial and institutional activities.
  - Policy 7.24 *Within industrial areas, permit supporting services or amenities that complement industrial uses or cater to industrial employees or customers.*

On July 17, 2019, the *Zoning Bylaw No. 2019-19* was brought forward to Council for

adoption, which included changes to “Assembly, Recreation” (formerly “Recreational Service Facility”) in the IH – Industrial Heavy Zone from permitted to discretionary.

As a discretionary use, Council is provided with the discretion to determine the proposed development's suitability, evaluated based on the criteria prescribed in Part 1E.3 of the Zoning Bylaw. The proposal aligns with all other development standards outlined by the Zoning Bylaw.

The proposed development will provide an added recreational amenity to the city.

- Section D10, Goal 2: Optimize the economic development potential of Regina, the region, and the Province of Saskatchewan
  - Policy 12.5.1: *Identifying and leveraging opportunities to expand existing industries.*

The development will provide an opportunity to offer a permanent training facility for female volleyball athletes from ages 13-18 and contribute to recreational amenity in the community.

## OTHER OPTIONS

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Alternative options would be:

1. Approve the application with specific amendments to the plan.
2. Refer the application back to Administration. If City Council has specific concerns with the proposal, it may refer it back to Administration to consider further recommendations and direct that the report be reconsidered by Planning Commission or brought back directly to Council following such further review. Referral of the report back to Administration will delay approval of the development until the requested information has been gathered or changes to the proposal have been made.
3. Deny the application. Development of an “Assembly, Recreation” land use will not proceed on the subject property if City Council rejects the application.

## COMMUNICATIONS

---

The applicant and other interested parties will receive a copy of the report and notification of their right to appear as a delegation at the Council meeting when the application will be considered. Public notice of Council's consideration of this application is given in accordance with *The Public Notice Policy Bylaw, 2020*. The applicant will receive written notification of Council's decision in accordance with the Act.

## DISCUSSION

---

### Proposal

The applicant proposes to develop a vacant unit within the existing building to accommodate an “Assembly, Recreation” use (volleyball training facility) for female youth

ages 13 to 18. The facility will include a total of three indoor volleyball courts.

The proposed site plan and floor plan have been provided as Appendix A-3.1 and A.3.2.

### Consideration

The subject property is currently zoned IH - Industrial Heavy Industrial, in which an "Assembly, Recreation" use is discretionary. The subject property (Appendix A-1) currently consists of a building with a gross floor area of 4,729 square metres. Existing land use within the building includes supplies wholesale and distribution, offices, warehousing and a vacant unit.

The unit is 1197.75 metres squared in area and will include a total of three volleyball courts and washroom facilities (Appendix A-3.2). 63 parking stalls, including three accessible parking stalls, are available on site (Appendix A-3.1). Six short-term bicycle stalls will be provided near the entry of the unit.

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

Land Use Details	Existing	Proposed
Zoning	IH – Industrial Heavy	IH – Industrial Heavy
Land Use	Vacant Unit	"Assembly, Recreation" (Discretionary)
Building Area (m <sup>2</sup> )	4,729	No Change
Unit Area (m <sup>2</sup> )	1197.75	No Change

Zoning Analysis	Required	Provided
Number of Parking Stalls	27 parking stalls (One stall is required per 175m <sup>2</sup> of <b>total floor area</b> )	63 parking stalls for existing development
Number of Bicycle Stalls	Mimimum six short term stalls	Six short term stalls to be accommodated (bike rack)

The subject property is located to the southeast intersection of Solomon Drive and Stock Road, where the surrounding land uses primarily include industrial and commercial activities in all directions (Appendix A-2). Lands immediately to the north of the property are vacant.

Based on Administration's evaluation of the proposal concerning the land use, development standards, and criteria established in Part 1E.3 of the Zoning Bylaw, the development is suitable at the proposed location. No adverse impacts have been identified.

### Community Engagement

In accordance with the public notice requirements of *The Public Notice Policy Bylaw, 2020*, neighbouring property owners within 75 metres of the proposed development received written notice of the application and a sign was posted on the subject site. Administration did not receive comments from the public through this outreach.

## DECISION HISTORY

---

Council Approval is required pursuant to Part V of *The Planning and Development Act, 2007*.

Respectfully Submitted,



Fred Scarle, Director, Planning & Development Services

Respectfully Submitted,



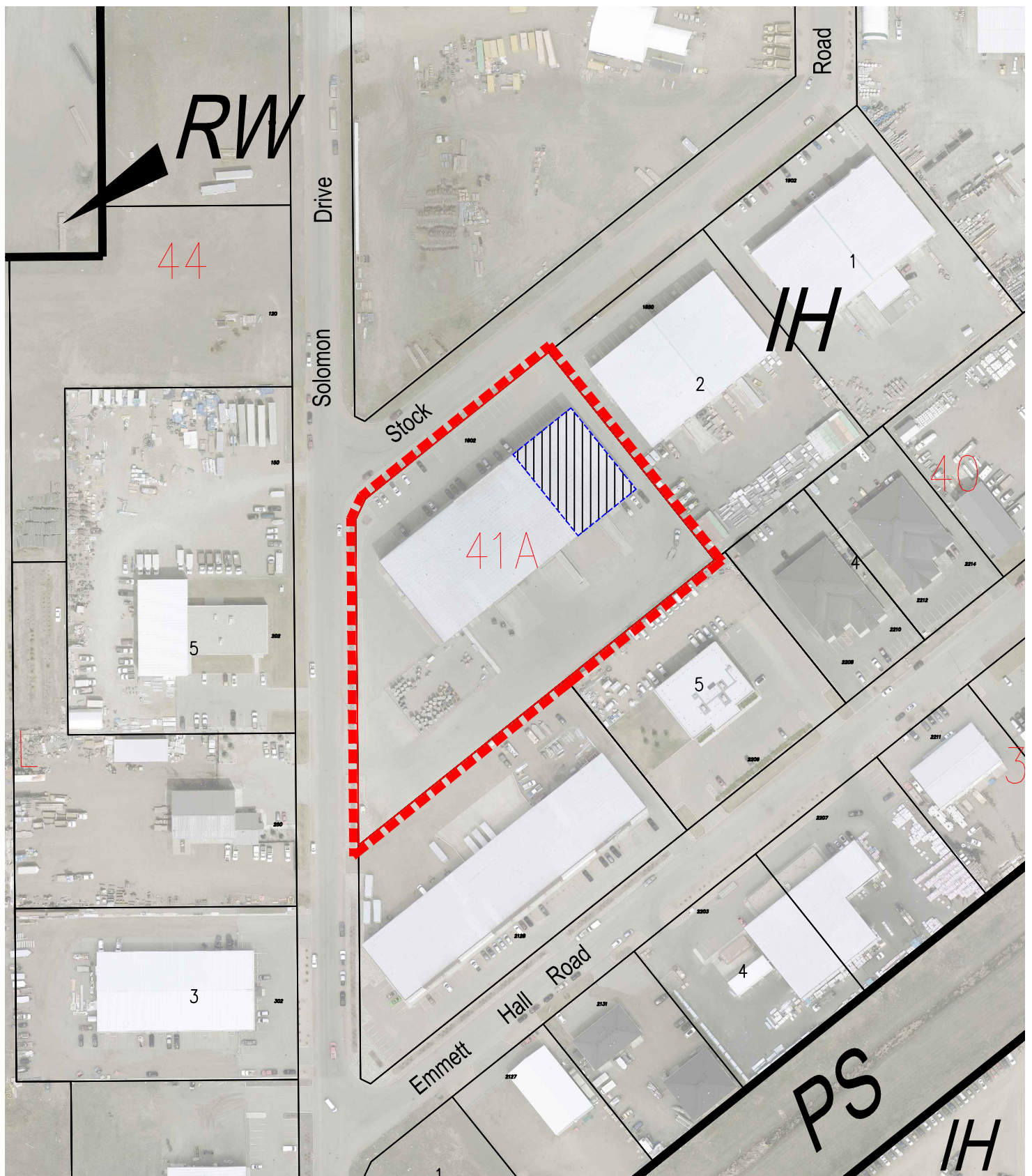
Diana Hawryluk, Executive Director, City Planning & Community Dev.

2/23/2021

Prepared by: Linda Huynh, City Planner II

## ATTACHMENTS

Appendix A-1 (Subject Property Map)  
Appendix A-2 (Aerial Map)  
Appendix A-3.1 (Site Plan)  
Appendix A-3.2 (Floor Plan)



Date of Photography : 2018



Subject Property



Proposed Assembly, Recreation







Subject Property



Proposed Assembly, Recreation

Date of Photography: 2018

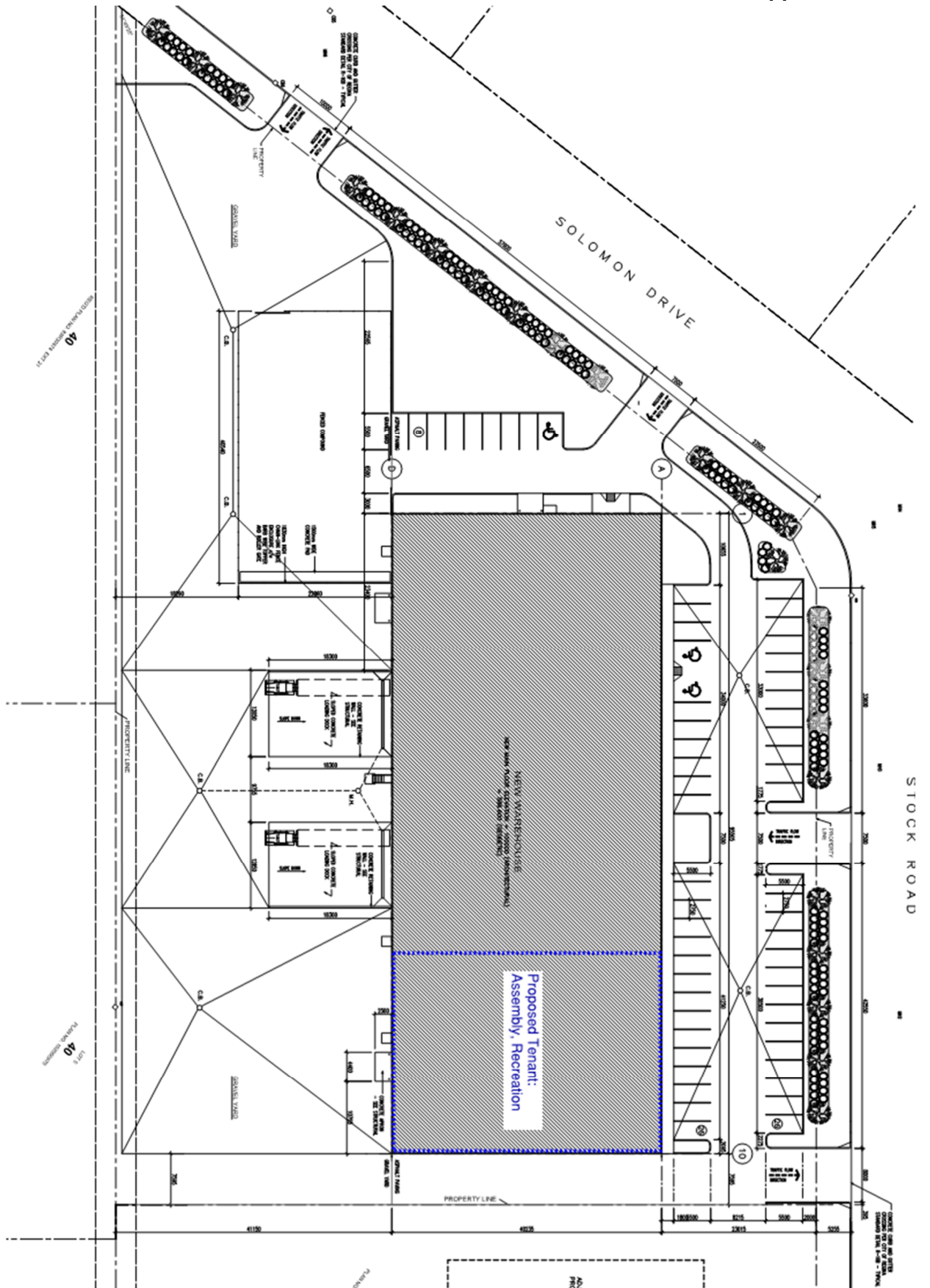


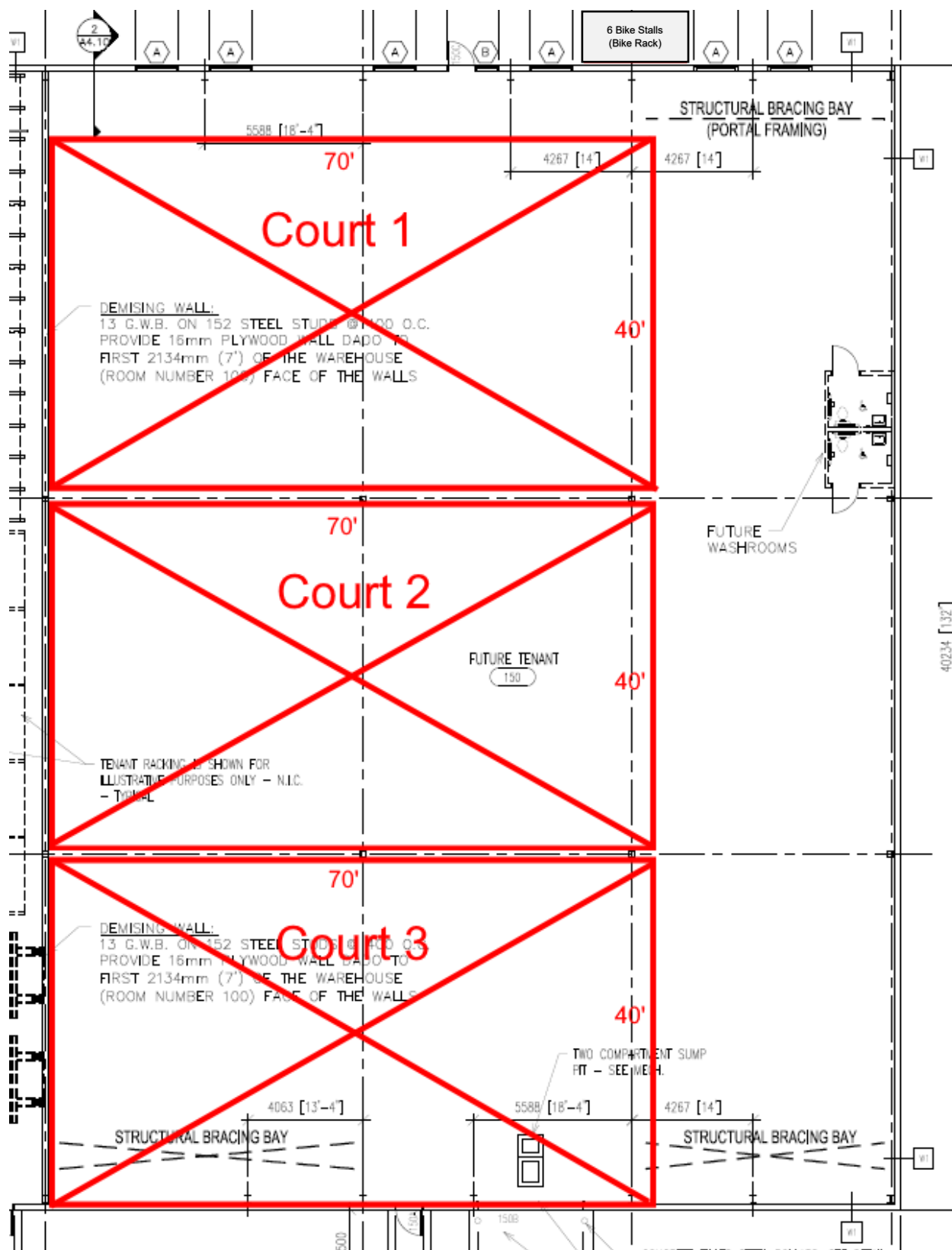
Project PL202000241

Civic Address/Subdivision

1802 Stock Road







Floor Plan – Volleyball Court Configuration



## 1768 Quebec Street - Zoning Bylaw Amendment - PL202000185

<b>Date</b>	March 10, 2021
<b>To</b>	Mayor Masters and City Councillors
<b>From</b>	Regina Planning Commission
<b>Service Area</b>	City Planning & Community Development
<b>Item #</b>	CR21-34

### RECOMMENDATION

---

That City Council:

1. Approve the application to rezone the subject property located at 1768 Quebec Street, being Lot 23-Blk/Par 294-Plan OLD33 Ext 0 and Lot 43-Blk/Par 294-Plan 101299440 Ext 28 from RL – Residential Low-Rise Zone to ML - Mixed Low-Rise Zone.
2. Instruct the City Solicitor to prepare the bylaw(s) required to give effect to the recommendations, to be brought forward to the meeting of City Council following approval of the recommendations by City Council.

### HISTORY

---

At the March 3, 2021 meeting of Regina Planning Commission, the Commission considered the attached report RPC21-24 from the City Planning & Development Division.

William Neher, representing Neher & Associates, addressed the Commission.

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

Recommendation #3 in the attached report does not need City Council approval.

Respectfully submitted,

REGINA PLANNING COMMISSION

  
Elaine Gohlke, Secretary 3/5/2021

**ATTACHMENTS**

RPC21-24-1768 Quebec Street - Zoning Bylaw Amendment.pdf

Appendix A-1 (Subject Property Map)

Appendix A-2 (Aerial Map)

Appendix A-3 (Proposed Development)

Appendix B

## 1768 Quebec Street - Zoning Bylaw Amendment - PL202000185

<b>Date</b>	March 3, 2021
<b>To</b>	Regina Planning Commission
<b>From</b>	City Planning & Community Development
<b>Service Area</b>	Planning & Development Services
<b>Item No.</b>	RPC21-24

### RECOMMENDATION

---

Regina Planning Commission recommends that City Council:

1. Approve the application to rezone the subject property located at 1768 Quebec Street, being Lot 23-Blk/Par 294-Plan OLD33 Ext 0 and Lot 43-Blk/Par 294-Plan 101299440 Ext 28 from RL – Residential Low-Rise Zone to ML - Mixed Low-Rise Zone.
2. Instruct the City Solicitor to prepare the bylaw(s) required to give effect to the recommendations, to be brought forward to the meeting of City Council following approval of the recommendations by City Council.
3. Approve these recommendations at its March 10, 2021 meeting.

### ISSUE

---

The applicant, William Neher, on behalf of Richardson Duffy Holdings Ltd., proposes an amendment to the *Regina Zoning Bylaw, 2019* by rezoning the property located at 1768 Quebec Street, from RL - Residential Low Rise Zone to ML - Mixed Low Rise Zone to legally develop the parking lot to City standards. The subject property is presently being used as a parking lot for the adjacent medical clinic, although it has not been approved and is not permitted in the RL - Residential Low-Rise Zone.

A property owner can submit an application to change the zoning designation of their property, which requires an amendment to *The Regina Zoning Bylaw, 2019* (Zoning Bylaw). Subsequently, it requires review by the Regina Planning Commission (RPC) and approval of the amendment by the City Council. This application includes a public and technical review process in advance of consideration by RPC and Council.

This application is being considered pursuant to the *Planning and Development Act, 2007* (Act); *Design Regina: The Official Community Plan Bylaw 2013-48* (OCP) and Zoning Bylaw. The proposal has been assessed and is deemed to comply with the Act, OCP and the Zoning Bylaw.

## IMPACTS

---

### Financial Impact

The applicant will be responsible for the cost of any additions 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.

### Policy/Strategic Impacts

The proposed development does not conflict with any OCP policies and is consistent with the following OCP goals/policies:

- OCP Part B.8 Core Area Neighbourhood Plan: Implementation, *to enhance the area there is a need for zoning to:*
  - c) *introduce more appropriate commercial zoning on sites adjacent to residential areas*

## OTHER OPTIONS

---

Alternative options would be:

1. Approve the application with specific amendments to the site plan.
2. Refer the proposal back to Administration. If City Council has specific concerns with the proposal, it may refer the application back to Administration for further review and direct that the report be reconsidered by Planning Commission or brought directly back to Council following such review. Referral of the report back to Administration will delay the rezoning of the property until requested information has been gathered or changes to the proposal have been made and until then, the parking use will not be permitted.
3. Deny the application. Existing use as a parking lot for the adjacent medical clinic, although it has not been approved, would be required to cease operations through land use enforcement procedures. Future use of the property would be required to comply with the requirements of the RL - Residential Low-Rise Zone.

## COMMUNICATIONS

---

The applicant and other interested parties will receive a copy of the report and notification of their right to appear as a delegation at the Council meeting when the application will be considered. Public notice of the public hearing required at Council when considering the proposed bylaw will be given in accordance with *The Public Notice Policy Bylaw, 2020*.

## DISCUSSION

---

The applicant proposes an amendment to the Zoning Bylaw by rezoning the subject property located at 1768 Quebec Street from RL - Residential Low-Rise Zone to ML - Mixed Low-Rise Zone. The subject property is presently being used as a parking lot for an adjacent medical clinic, although it has not been approved and is not permitted in the existing RL - Residential Low-Rise Zone.

Before being used as a parking lot, the City issued a demolition permit in August 2013 for a residential building at this location. The residential building was demolished, and the lot has been vacant but has been used as an unauthorized parking lot for the medical clinic. If the Council approves the rezoning, the subject property will be developed as a parking lot and function as an accessory use parking for the medical clinic exclusively, as shown in Appendix A-3. The owner of the medical clinic also owns the subject property.

If approved, the applicant will be required to consolidate the subject property with the property located at 1100 11<sup>th</sup> Avenue (medical clinic) before the issuance of a development permit for the subject parking lot development. The adjacent medical clinic was approved as a Discretionary Use (CR13-125) with four parking stalls. Under the current zoning bylaw, the applicant requires a minimum of two stalls for the medical clinic. However, the applicant has indicated that the medical clinic requires additional parking stalls to support their staff and customers' parking need and relieve the dependency on on-street parking.

Appendix A-3, provides the proposed parking lot plan. Parking lot approval will be through a separate development permit application process, subject to approval of this application. Surrounding land uses are residential development to the north and mixed-use development to the east (commercial), south (medical clinic) and the west (vehicle repair shop).

The application was circulated to neighbouring property owners, and no comments were received. The application it was circulated to The Heritage Community Association (HCA) for review. The Administration did attempt a second follow up with HCA, but did not receive comments prior to the deadline for submission of this report.

## DECISION HISTORY

---

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

Respectfully Submitted,



Fred Scarle, Director, Planning & Development Services

Respectfully Submitted,



2/18/2021

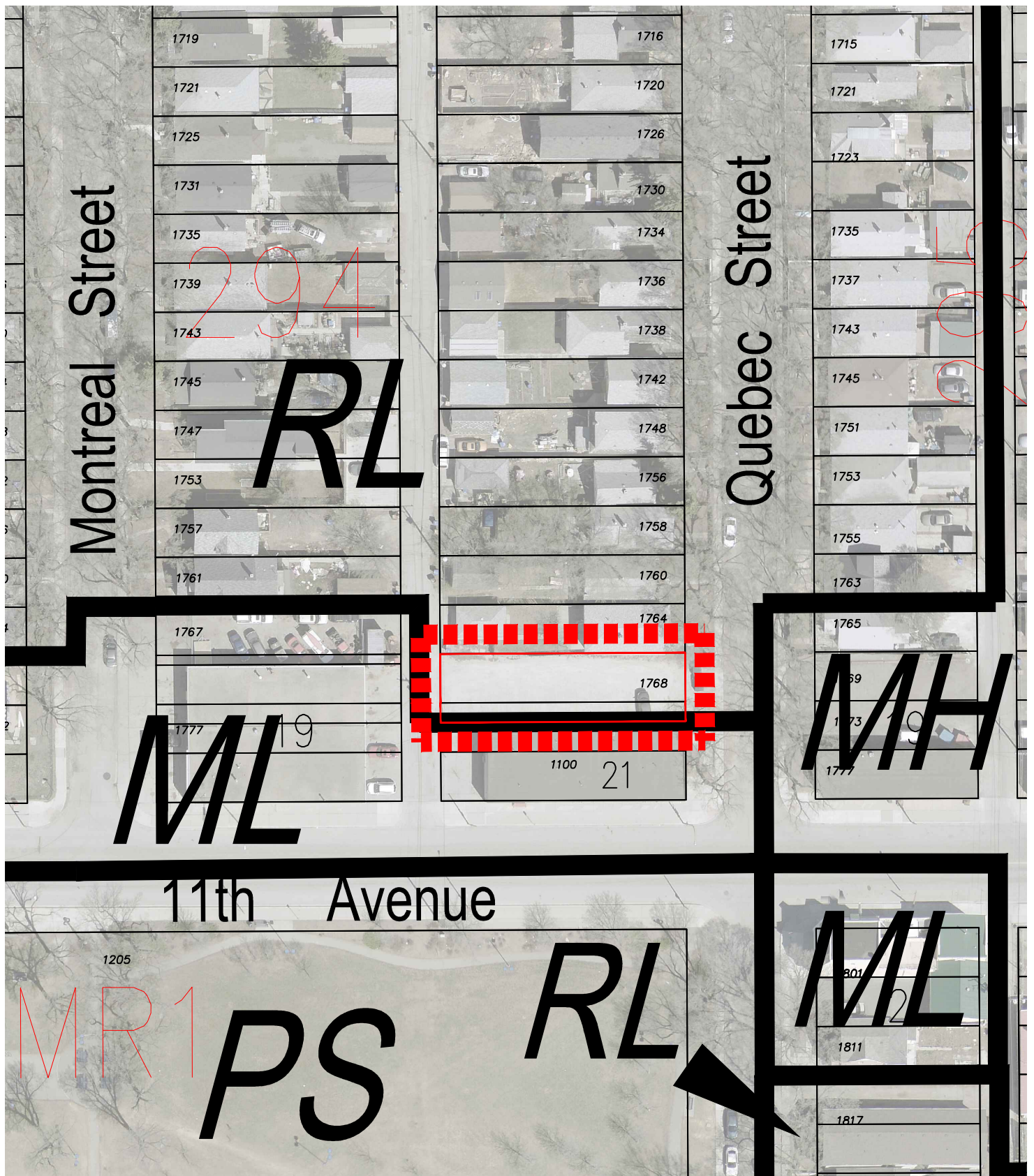
Diana Hawryluk, Executive Director, City Planning & Community Dev.

2/23/2021

Prepared by: Binod Poudyal, City Planner II

## ATTACHMENTS

Appendix A-1 (Subject Property Map)  
Appendix A-2 (Aerial Map)  
Appendix A-3 (Proposed Development)  
Appendix B



Subject Property

Date of Photography : 2018





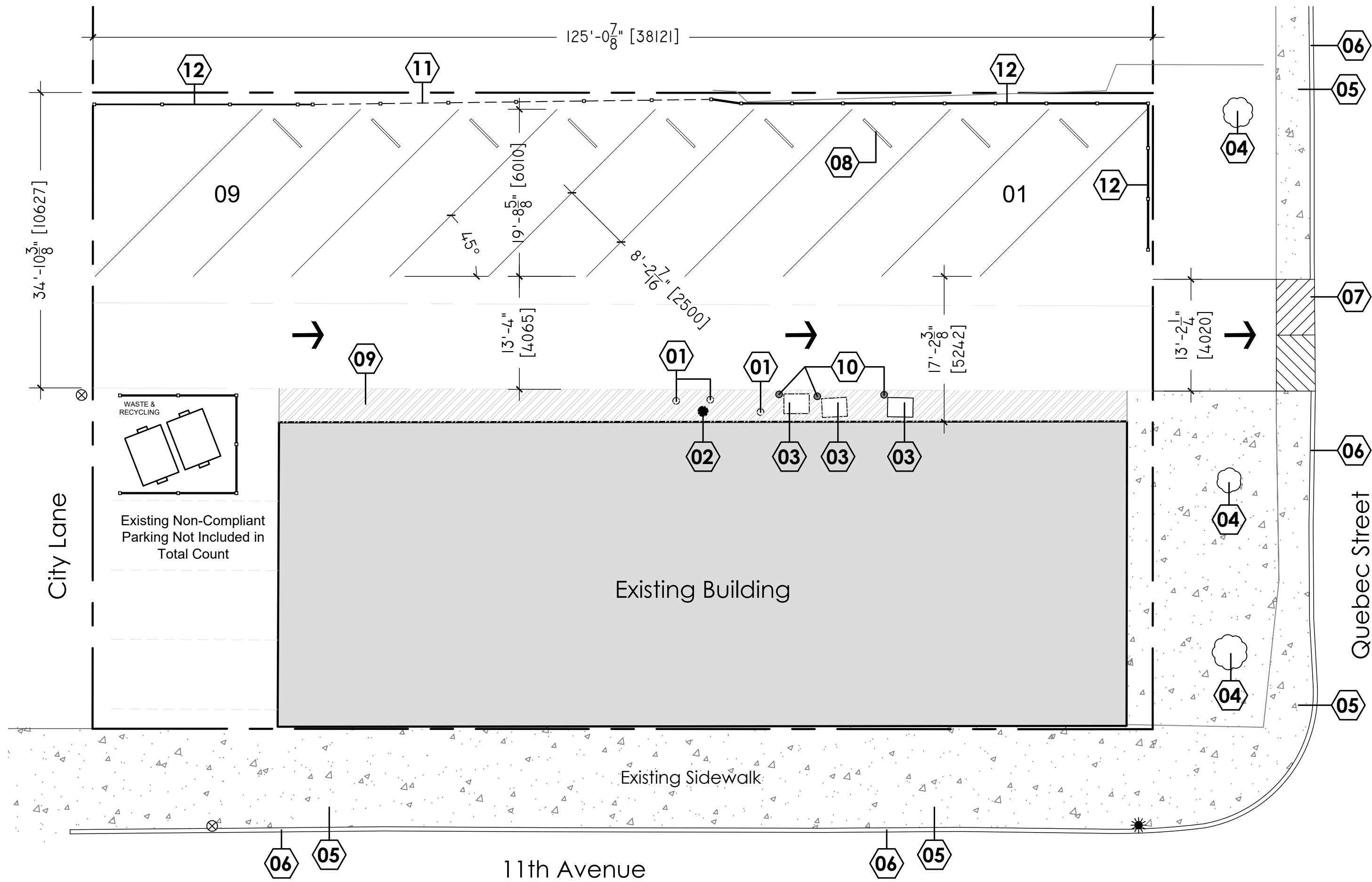


Subject Property

Date of Photography: 2018







Appendix A-3  
(For Reference only)

ZONING REVIEW

REFERENCE: REGINA ZONING BYLAW 2019

ADDRESS

1768 QUEBEC STREET  
REGINA, SASKATCHEWAN  
LOT: 23 BLOCK: 294 PLAN: OLD33  
LOT: 43 BLOCK: 294 PLAN: 101299440  
SUBDIVISION: OLD 33/ HERITAGE NEIGHBOURHOOD

ZONING

CURRENT ZONING:  
RL RESIDENTIAL - LOW-RISE ZONE

REQUIRED ZONING:  
ML MIXED LOW-RISE ZONE (APPLICATION SUBMITTED)

PREVIOUS USE(S):

VACANT LOT

PROPOSED USE:

PARKING LOT - TO SUPPORT THE EXISTING MEDICAL CLINIC LOCATED IMMEDIATELY TO THE SOUTH OF THE LOT.

BUILDING GROSS FLOOR AREA:

1100 11TH AVENUE (MAIN FLOOR & LOWER LEVEL - 668.90

PARKING REQUIREMENTS

ALL OTHER LAND USES - T5.7 For The First 150 m<sup>2</sup> In Total Floor Area, No Parking Stall Is Required.  
For That Portion In Excess Of The First 150 m<sup>2</sup> In Total Floor Area, One Parking Stall Is Required Per 75 m<sup>2</sup> of Total Floor Area.  
669 m<sup>2</sup> - 150 m<sup>2</sup> = 519 m<sup>2</sup>  
519 m<sup>2</sup> / 75 m<sup>2</sup> = 6.92 OR  
7 PARKING STALLS REQUIRED - 9 PROVIDED  
ACCESSIBLE STALLS = 2% OF TOTAL PARKING REQUIRED  
2% OF 11 SPACES = 0.22  
0 SPACES REQUIRED  
0 SPACES PROVIDED

IMPORTANT NOTE:

A LEGAL DESCRIPTIVE PLAN TO CONSOLIDATE THE 2 (TWO) PARCELS THAT COMPRISE THE ADDRESS OF 1768 QUEBEC STREET AND THE 2 (TWO) PARCELS THAT COMPRISE 1100 11TH AVENUE HAS BEEN SUBMITTED TO ISC.



CONSULTANTS:

CONTRACTOR SHALL NOT SCALE DRAWINGS. THE CONTRACTOR IS TO REPORT ANY ERRORS OR OMISSIONS TO NEHER & ASSOCIATES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS. ALL DESIGNS AND DRAWINGS ARE THE PROPERTY OF NEHER & ASSOCIATES AND SHALL NOT BE REPRODUCED WITHOUT PRIOR AUTHORIZATION.

PROJECT NAME:

Medical Clinic  
Parking Lot  
Development

1768 Quebec Street  
Regina, SK

ISSUE RECORD:

01 - Issued for Development Permit Only - 11/06/2020

REVISIONS:

01 - Changes To Bin Placement & Fence Position - 02/04/2021

PROJECT NO: 2020-18

DWG FILE: N/A

DRAWN BY: W.G.N.

CHECKED BY: W.G.N.

SHEET TITLE

Parking Lot  
Layout

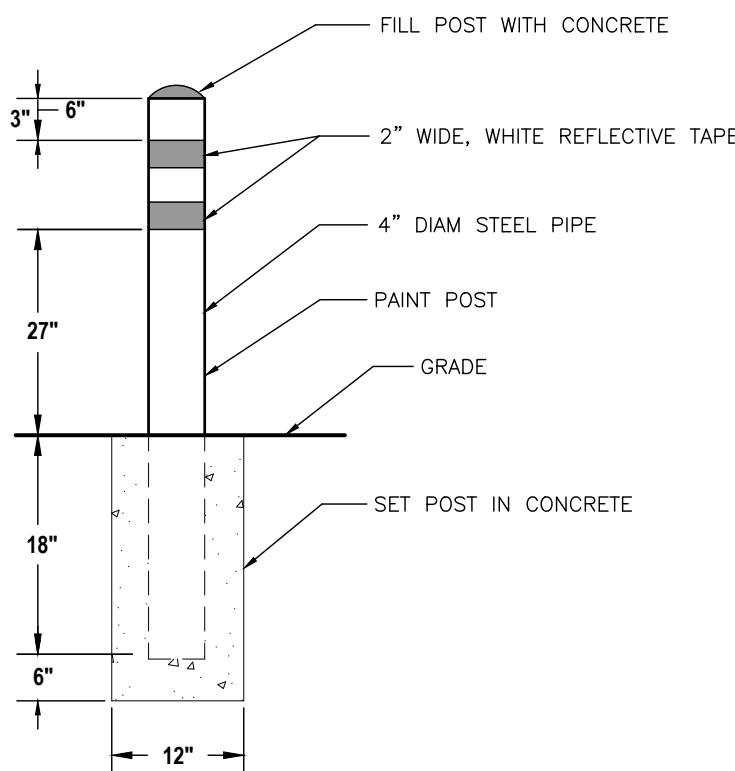
Sheet No.

BD1.0

1 PROPOSED PARKING LOT LAYOUT  
BD1.0 Scale 3/32" = 1'-0"



2 SITE CONTEXT  
BD1.0 Not To Scale



3 TYPICAL BOLLARD DETAIL  
BD1.0 Not To Scale

DRAWING NOTES:

- 01 EXISTING STEEL BOLLARD - TO REMAIN.
- 02 EXISTING NATURAL GAS LINE.
- 03 EXISTING A/C CONDENSERS ON GROUND - TO REMAIN.
- 04 EXISTING TREES - TO REMAIN.
- 05 EXISTING MUNICIPAL SIDEWALK.
- 06 EXISTING MUNICIPAL CURB.
- 07 CUT EXISTING SIDEWALK & CURB TO ACCOMMODATE NEW PARKING LOT EXIT. DESIGN & CONSTRUCTION TO FOLLOW CITY GUIDELINES.
- 08 SHERCOM #2001-PC4 REFLECTED PARKING CURBS.
- 09 STRIPE AREA AS NO PARKING/ STOPPING ZONE.
- 10 INSTALL NEW STEEL BOLLARDS TO PROTECT EXISTING CONDENSER UNITS. SEE DETAIL 3 ON SHEET BD1.0
- 11 EXISTING WOOD FENCE INSTALLED BY THE PROPERTY OWNER TO THE NORTH.
- 12 SUPPLY AND INSTALL NEW WOOD PRIVACY FENCE TO MATCH EXISTING.

Public Consultation Summary

Response	Number of Responses	Issues Identified
<i>Completely opposed</i>		
<i>Accept if many features were different</i>	1	- How the developer's requirement to put up a barrier/fence will affect my existing fence and the sidewalk.
<i>Accept if one or more features were different</i>		
<i>I support this proposal</i>		
<i>Other</i>		

**1. Issue: Fence requirement:**

*Administration's Response:*

- The Zoning Bylaw requires aesthetic screening to a height of 1.83 metres along its abutting lot lines where the proposed development abuts a lot in a Residential zone.
- The applicant has proposed 1.83 m high wood screen fence along the property line
- City staff met with the applicant and the neighbouring property owner and the applicant has committed to installing the fence as well as take appropriate measure to protect the sidewalk in question.



3405 Saskatchewan Drive, Regina, Sk., S4T 1H7, Phone (306) 924-8735, Fax (306) 522-8830

Office of the City Clerk

City of Regina  
15<sup>th</sup> Floor City Hall  
2476 Victoria Avenue  
Regina, Saskatchewan, S4P-3C8  
306-777-7262

March 8, 2021

**Re: CR21-35 (PL202000229) Proposed Rezoning 1609 Halifax Street**

Mayor Masters and Members of Council:

Thank you for the opportunity to present our proposal to City Council.

My name is James Archibald and my family has been operating local Regina businesses for over forty years.

Before you we have a proposal to rezone our property at 1609 Halifax St. (at the corner of Halifax and South Railway) within the Downtown Business Improvement District, near Saskatchewan Drive a key route in and out of Downtown and within the City Centre intensification Area defined in the OCP.

We are proposing to rezone the property to mixed use commercial zoning (MH) from the current restrictive industrial zoning (IL) that is no longer suitable for this area. This would be consistent with the other lots to the South and East on this block that are presently zoned mixed use commercial (MH).

We appreciate the Administration's assistance in working with us on this proposal and are encouraged that they support it. The proposed rezoning is consistent with the OCP's goal for the City Centre's role to a hub of commercial and residential activity within Regina as noted in the Administration's report.

We have reached out to the Heritage community association and the Downtown Business improvement district and they both support the proposal and share a similar view that it would be a better fit for the area by providing an opportunity for more compatible services. Their letters of support are attached to the report for your reference.

If approved this would allow us to pursue future opportunities to redevelop the property and the opportunity to diversify our own businesses and provide additional space for complimentary local businesses and services that can be of greater benefit to the area.

Thanks again for your time and I would be happy to answer any questions that the members of the Council may have.

Thanks for your consideration,

James Archibald  
Arch Transco Ltd.

## 1609 Halifax Street - Official Community Plan & Zoning Bylaw Amendment - PL202000229

<b>Date</b>	March 10, 2021
<b>To</b>	Mayor Masters and City Councillors
<b>From</b>	Regina Planning Commission
<b>Service Area</b>	City Planning & Community Development
<b>Item #</b>	CR21-35

### RECOMMENDATION

---

That City Council:

1. Amend Section 9 of Part B.8 of *Design Regina: The Official Community Plan Bylaw No. 2013-48* by establishing the authorization for the following property to be rezoned to the MH - Mixed High-Rise Zone: 1609 Halifax Street, legally described as Lots 1 and 2, Block 248, Plan No. OLD33.
2. Approve the application to rezone the properties located at 1609 Halifax Street, legally described as Lots 1 and 2, Block 248, Plan No. OLD33, from IL - Light Industrial Zone to MH - Mixed High-Rise Zone.
3. Direct the City Solicitor to prepare the necessary bylaws to authorize the amendments to the bylaws, to be brought forward to the meeting of City Council following approval of the recommendations and the required public notice.

### HISTORY

---

At the March 3, 2021 meeting of Regina Planning Commission, the Commission considered the attached report RPC21-25 from the City Planning & Development Division.


James Archibald, representing Arch Transco Ltd., addressed the Commission

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

Recommendation #4 in the attached report does not need City Council approval.

Respectfully submitted,

REGINA PLANNING COMMISSION

  
Elaine Gohlke, Secretary 3/5/2021

**ATTACHMENTS**

RPC21-25-1609 Halifax Street - Official Community Plan & Zoning Bylaw.pdf

Appendix A-1

Appendix A-2

Appendix B

Appendix C



## **1609 Halifax Street - Official Community Plan & Zoning Bylaw Amendment - PL202000229**

<b>Date</b>	March 3, 2021
<b>To</b>	Regina Planning Commission
<b>From</b>	City Planning & Community Development
<b>Service Area</b>	Planning & Development Services
<b>Item No.</b>	RPC21-25

### **RECOMMENDATION**

---

Regina Planning Commission recommends that City Council:

1. Amend Section 9 of Part B.8 of *Design Regina: The Official Community Plan Bylaw No. 2013-48* by establishing the authorization for the following property to be rezoned to the MH - Mixed High-Rise Zone: 1609 Halifax Street, legally described as Lots 1 and 2, Block 248, Plan No. OLD33.
2. Approve the application to rezone the properties located at 1609 Halifax Street, legally described as Lots 1 and 2, Block 248, Plan No. OLD33, from IL - Light Industrial Zone to MH - Mixed High-Rise Zone.
3. Direct the City Solicitor to prepare the necessary bylaws to authorize the amendments to the bylaws, to be brought forward to the meeting of City Council following approval of the recommendations and the required public notice.
4. Approve these recommendations at its March 10, 2021 meeting.

### **ISSUE**

---

The applicant and owner (James Archibald of Arch Transco) proposes to rezone 1609 Halifax Street (subject property) from IL - Light Industrial Zone to MH – Mixed High-Rise Zone to accommodate future development opportunities under the MH – Mixed High-Rise Zone. There is no associated development proposal with this application.

As per the policy of the Core Area Neighborhood Plan (*Design Regina: The Official Community Plan Bylaw No. 2013-48* – Part B.8), the subject property is identified for light industrial land use. The proposed rezoning, therefore, would require an amendment to Section 9 of the Core Area Neighbourhood Plan, as the *Regina Zoning Bylaw 2019-19* (Zoning Bylaw) must be in conformity with the *Design Regina: The Official Community Plan Bylaw No. 2013-48* (OCP).

Property owners can submit applications to change the zoning designation of their property. This requires an amendment to the Zoning Bylaw and requires review by Regina Planning Commission (RPC) and approval of the amendment by City Council. Amendments to the OCP also require Council approval and in addition, require Ministerial approval by the Minister of Municipal Affairs. These applications include a public and technical review process in advance of consideration by RPC and Council.

This application is being considered pursuant to the *Planning and Development Act, 2007* (Act); OCP and Zoning Bylaw. The proposal has been assessed and is deemed to be in compliance with the Act, OCP (Part A) and the Zoning Bylaw.

## IMPACTS

---

### Financial Impacts

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 new or changes to existing infrastructure that may be required to directly or indirectly support any proposed development that may follow, in accordance with City standards and applicable legal requirements.

### Policy/Strategic Impact

The proposed land-use re-designation (from Light Industrial to Mixed-Use) is consistent with the following OCP – Part A goals/policies:

- Section C, Goal 3, Policy 2.7: *Direct future growth as either intensification on or expansion into lands designated to accommodate a population of approximately 300,000, in accordance with Map 1 – Growth Plan.*
- Section D5, Goal 2, Policy 7.7; 7.7.4: *Collaborate with stakeholders to enhance the City Centre ... by: Supporting the development of a mixed-use environment, with design and density emphasis adjacent to major corridors and public spaces.*
- Section D5, Goal 1, Policy 13.6: *Encourage intensification as a means to revitalize and renew neighbourhoods and existing community resources.*

The subject property is located within Regina's City Centre, close to Saskatchewan Drive, which is a major corridor, and close to the Downtown. The rezoning will accommodate future commercial and/or mixed-use urban development to support the City Centre's role as a hub of commercial and residential activity within Regina.

## OTHER OPTIONS

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Alternative options would be:

1. Refer the applications back to Administration. If City Council has specific concerns with the proposal, it may refer it back to Administration for further review and direct that the applications be brought back to Regina Planning Commission or brought back directly to City Council for reconsideration following such review. Referral of the report back to Administration will delay approval of the bylaws until the requested information has been gathered or changes to the proposal have been made.
2. Deny the application. The zoning and OCP amendments on the subject property will not proceed if City Council denies the application.

## COMMUNICATIONS

---

The applicant and other interested parties will receive a copy of the report and notification of their right to appear as a delegation at the Council meeting when the application will be considered. Public notice of the public hearing to be conducted upon consideration of the proposed bylaws, will be given in accordance with *The Public Notice Policy Bylaw, 2020*. The applicant will receive written notification of City Council's decision.

## DISCUSSION

---

### **Proposal**

The applicant proposes to rezone the subject property from IL – Light Industrial Zone to MH – Mixed High-Rise Zone. The applicant has indicated that the intent of the proposed rezoning is to accommodate greater land-use flexibility, as the existing IL – Light Industrial Zone has limitations, including restrictions where a property abuts a commercial or residential property. For example, food service-related uses are prohibited from being sold in the IL – Light Industrial Zone when within 100 metres of a residential or mixed-use lot.

In addition, an amendment to the Core Area Neighbourhood Plan is being requested by the applicant. The amendment would change the land-use designation of the subject property from Light Industrial use to Mixed-Use. This amendment is required as the Zoning Bylaw must not be in conflict with the OCP.

The subject property currently consists of a car wash, located at 1609 Halifax Street, and is bordered on the east and south by properties zoned MH – Mixed High-Rise Zone. The subject property is within the Regina City Centre and the boundary of Regina Downtown Business Improvement District. It is in close proximity to the Saskatchewan Drive Corridor, which is a diversifying corridor that links the Downtown with other key areas in the City Centre. The subject properties are located along the northern edge of the Heritage Neighbourhood; to the west and east is a mix of commercial and light industrial land uses. Additional light industrial land uses, including the Canadian Pacific Railway main rail line, are located to the north. The remainder of this block was rezoned from IL – Light Industrial



Zone to MH – Mixed High-Rise Zone on February 26, 2020 (CR20-13).

### **Policy Analysis**

The proposed rezoning to the MH - Mixed High-Rise Zone conflicts with the Core Area Neighbourhood Plan, as the MH - Mixed High-Rise Zone allows for a mix of commercial and residential development while the applicable designation of the Core Area Neighbourhood Plan limits land-use, of the subject properties, to light industrial. Although there is a policy conflict, the proposed rezoning is in alignment with current development trends in this portion of the Heritage neighbourhood and is in alignment with OCP – Part A, which supports the enhancement and diversification of the City Centre. It should also be noted that the Core Area Neighbourhood Plan is over 30 years old and will be reviewed and updated in the coming years, tentatively scheduled for 2024. The new Plan will consider the future location for land use based on current needs and conditions.

The OCP contains Policy 7.3 which states: “Protect industrial lands by avoiding re-designations of industrial areas, except where the City determines that a different land use is more beneficial.” The Administration has considered this policy and supports a rezoning in this situation for the following reasons:

- As these parcels are located adjacent to the downtown, they present an opportunity to develop mixed-use within the City Centre in support of contributing to the downtown as a neighbourhood.
- The site is relatively small and current contains non-industrial uses. As such, it has limited opportunity to attract industrial users.
- This parcel is the last remaining parcel on the block to be zoned industrial. Therefore, Administration’s position is that there is limited industrial potential to this site.

MH – Mixed High-Rise Zone is appropriate for the subject property given its relative near proximity to other mixed-use zoning and development and its relationship to commercial development in the Downtown.

### **Land-Use Analysis**

The proposed rezoning is deemed to be compatible with surrounding commercial uses to the south, west, and east and the industrial land-uses to the north. As the rest of the block was rezoned from industrial to mixed-use in 2020, this rezoning would result in the entire block having the same zoning and allow for more congruity and consistency in future development.

### **Servicing**

No issues from a transportation and servicing perspective were raised at this stage; however, any proposed development for the subject properties will be subject to further review as part of the respective development/building permit application process.

### **Community Engagement**

In accordance with the public notice requirements of *The Public Notice Policy Bylaw, 2020*, neighbouring property owners within 75 metres of the subject property received written notice of the application, and a sign was posted on the subject site. The City did not receive any comments from the public regarding the proposed development.

The Heritage Community Association and the Regina Downtown Business Improvement District were both consulted, and both submitted letters indicating their support for the applications. These letters are included as Appendices B and C to this report.

## **DECISION HISTORY**

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

Respectfully Submitted,

Respectfully Submitted,



Fred Scarle, Director, Planning & Development Services

2/17/2021



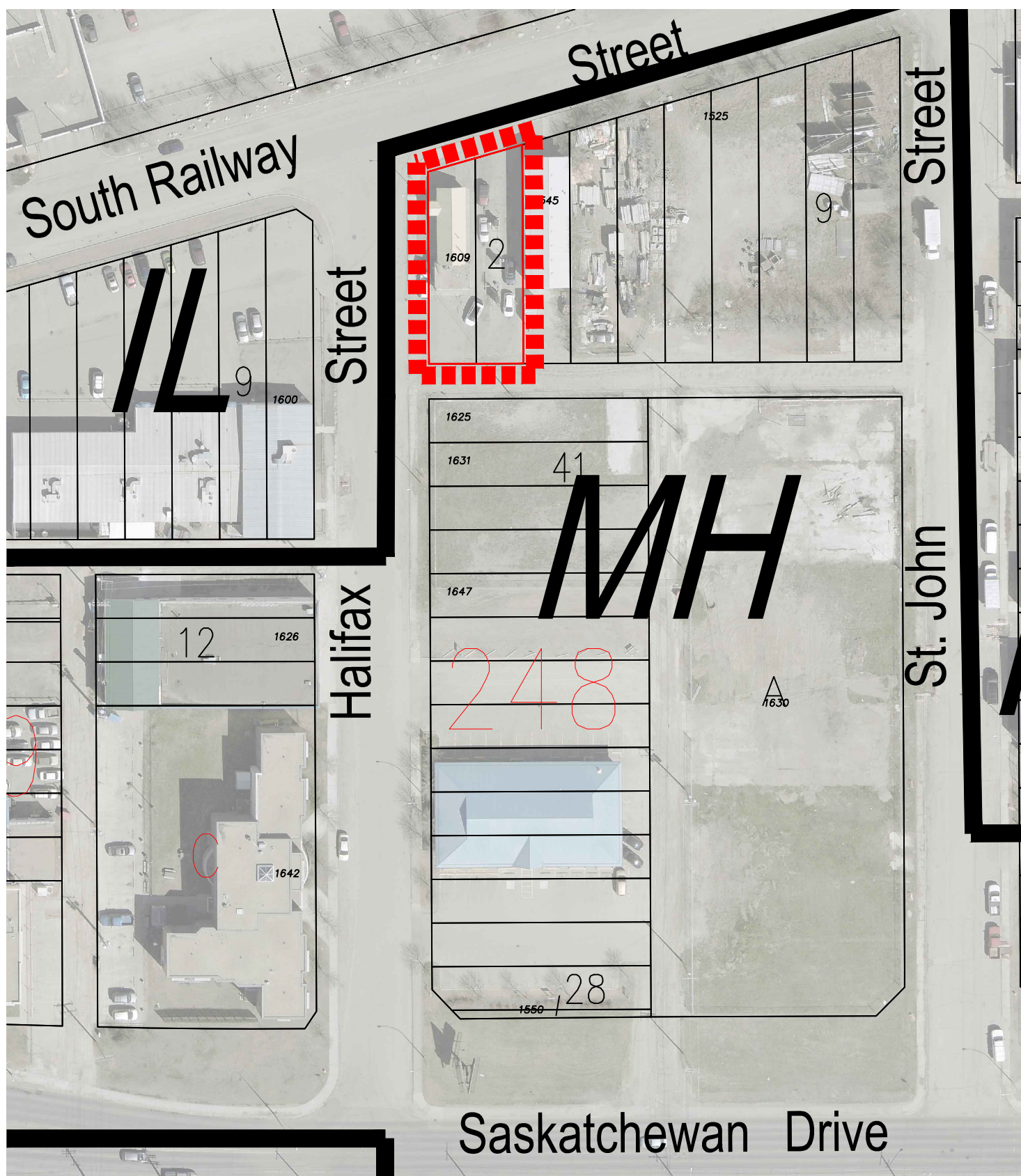
Diana Hawryluk, Executive Director, City Planning & Community Dev.

2/24/2021

Prepared by: Michael Sliva, City Planner II

## **ATTACHMENTS**

Appendix A-1  
Appendix A-2  
Appendix B  
Appendix C



Subject Property

Date of Photography : 2018







Subject Property

Date of Photography: 2018





October 19, 2020

**Re: Proposed Re-Zoning of 1609 Halifax St.**

To Whom It May Concern:

I am writing in support of Arch Transco Ltd.'s proposal to re-zone the property at 1609 Halifax St. from IL to MH.

The Board of Directors of the Heritage Community Association has reviewed this proposal and does not have any concerns about its impact on the neighbourhood. It is possible that the MH zone will open up development opportunities that could serve our neighbourhood well in the long term, and that align with the Core Neighbourhood Sustainability Plan.

We look forward to learning more about Arch Transco Ltd.'s future plans for this site, and are happy to offer this letter of support for the re-zoning.

Respectfully,

A handwritten signature in cursive script, appearing to read "S. Stock", is positioned above the printed name of the signatory.

Shayna Stock, Executive Director  
Heritage Community Association  
#100 – 1654 11<sup>th</sup> Ave.  
Regina SK S4P 0H4  
306-757-9952  
[director@heritagecommunityassociation.com](mailto:director@heritagecommunityassociation.com)



November 23, 2020

James Archibald  
Arch Transco Ltd.  
3421 Saskatchewan Drive  
Regina, SK S4T 1H7

**Re: 1609 Halifax Street Rezoning**

Dear Mr. Archibald:

Thank you for reaching out regarding your property at 1609 Halifax Street.

Regina Downtown Business Improvement District fully support the rezoning of the properties in question from IL – Industrial Light to MH – Mixed High Rise Zone. In 2018, the City of Regina approved RDBID's request for the expansion of our boundary to include this property. It is our goal that this area of downtown evolve into an eastern gateway for our district. This zoning designation would ensure consistency with the parcels immediately to the south of the property.

Private investment and commercial development should be encouraged in Downtown Regina. It is our hope that the zoning amendment for these properties is approved and that improvements to the area can be made in a timely manner.

Should you have any questions, please do not hesitate to contact me at 306.359.7573.

Thank you.

Sincerely,

Judith Veresuk  
Executive Director  
Regina Downtown Business Improvement District



REGINADOWNTOWN.CA



1822 SCARTH ST. 2ND FLOOR  
REGINA, SK S4P 2G3  
T 306.359.7541  
E INFO@REGINADOWNTOWN.CA

## 5100 E. - 5180 E. Green Jewel Boulevard - Zoning Bylaw Amendment - PL202000243

<b>Date</b>	March 10, 2021
<b>To</b>	Mayor Masters and City Councillors
<b>From</b>	Regina Planning Commission
<b>Service Area</b>	City Planning & Community Development
<b>Item #</b>	CR21-36

### RECOMMENDATION

---

That City Council:

1. Approve the Zoning Bylaw amendment application to rezone Lots 29 - 49, Block 52, Plan 102293951 located at 5100 E. – 5180 E. Green Jewel Boulevard in the Greens on Gardiner Subdivision to apply the LA - Lane Access Overlay Zone.
2. Direct the City Solicitor to prepare the necessary bylaws to authorize the amendment to the bylaw, to be brought forward to the meeting of City Council following approval of the recommendations and the required public notice.

### HISTORY

---

At the March 3, 2021 meeting of Regina Planning Commission, the Commission considered the attached report RPC21-26 from the City Planning & Development Division.

Kevin Reese, representing Karina Developments and Chuka Creek Developers Ltd., addressed the Commission

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

Recommendation #3 in the attached report does not need City Council approval.

Respectfully submitted,

REGINA PLANNING COMMISSION

  
Elaine Gohlke, Secretary 3/5/2021

**ATTACHMENTS**

RPC21-26-5100 E.-5180 E. Green Jewel Boulevard - Zoning Bylaw Amendment.pdf

A-1 Subject Property Map

A-2 Aerial View

A-3 Greens on Gardiner Concept Plan

A-4.1 Proposed Site Plan

A-4.2 Typical Cross Section



## 5100 E. - 5180 E. Green Jewel Boulevard - Zoning Bylaw Amendment - PL202000243

<b>Date</b>	March 3, 2021
<b>To</b>	Regina Planning Commission
<b>From</b>	City Planning & Community Development
<b>Service Area</b>	Planning & Development Services
<b>Item No.</b>	RPC21-26

### RECOMMENDATION

---

Regina Planning Commission recommends that City Council:

1. Approve the Zoning Bylaw amendment application to rezone Lots 29 - 49, Block 52, Plan 102293951 located at 5100 E. – 5180 E. Green Jewel Boulevard in the Greens on Gardiner Subdivision to apply the LA - Lane Access Overlay Zone.
2. Direct the City Solicitor to prepare the necessary bylaws to authorize the amendment to the bylaw, to be brought forward to the meeting of City Council following approval of the recommendations and the required public notice.
3. Approve these recommendations at its March 10, 2021 meeting.

### ISSUE

---

The applicant and the property owner, Chuka Creek Developers Ltd., proposes to apply the LA - Lane Access Overlay Zone over an existing RL – Residential Low-Rise Zone. The subject properties back onto an existing lane. The *Regina Zoning Bylaw, 2019-19* (Zoning Bylaw) restricts front parking when there is rear lane access; however, the LA – Lane Access Overlay Zone is intended to allow flexibility regarding front and lane access to residential lots. The applicant is seeking the LA – Lane Access Overlay Zone to accommodate townhouses with front-attached (two-car) garages and rear-lane vehicular access.

All properties in the city of Regina are assigned a primary zoning designation under the Zoning Bylaw. The overlay zone applies in addition to the primary zoning designation. The effect is to create a new zone with both the primary and overlay zones characteristics and limitations.

The Administration assesses proposals to apply the LA - Lane Access Overlay Zone on a case-by-case basis. The Zoning Bylaw recommends that it be applied on an entire block face through the Zoning Bylaw amendment process. The application review should evaluate if the specific block is appropriate for having both front and lane access while giving due consideration to the utilization of infrastructure, surrounding land uses, safety or other factors deemed necessary by the City.

This application is being considered under *The Planning and Development Act 2007*, *Design Regina: The Official Community Plan Bylaw 2013-48* (OCP) and the Zoning Bylaw.

## IMPACTS

---

### Financial Impacts

The subject properties currently receive a full range of municipal services, including water, sewer and storm drainage. The owner/applicant will be responsible for the cost of any new or changes to existing infrastructure that may be required to directly or indirectly support any proposed development that may follow under the City standards and applicable legal requirements.

### Policy/Strategic Impact

The proposal supports the following goals and objectives of *Design Regina: The Official Community Plan Bylaw 2013-48* (OCP).

- Section D6, Goal 3, Policy 8.12: *Allow for flexibility and adaptability in the design and function of housing and consider enabling regulation to increase innovation within the housing stock to accommodate the changing needs of households.*

The subject properties were initially designed for a specific housing type with rear access garage. The LA – Lane Access Overlay Zone would accommodate additional flexibility and design options.

## OTHER OPTIONS

---

Alternative options would be to:

1. Approve the application with specific amendments to the proposed plan.
2. Refer the proposal back to Administration. If City Council has specific concerns with the proposal, it may refer it back to Administration for further review and direct that the application be reconsidered by Planning Commission or brought back directly to Council following such review. Referring the application back to Administration will

delay the development approval until the requested information has been gathered or changes to the proposal have been made.

3. Deny the application. The zoning amendment on the subject properties will not proceed if City Council denies the application.

## **COMMUNICATIONS**

---

The applicant and other interested parties will receive a copy of the report and notification of their right to participate as a delegation at the Council meeting when the application is considered following *The Public Notice Policy Bylaw, 2020*. The applicant will receive written notification of City Council's decision.

## **DISCUSSION**

---

### **Proposal**

The applicant and the property owner, Chuka Creek Developers Ltd., proposes to apply the LA - Lane Access Overlay Zone over an existing RL – Residential Low-Rise Zone. The applicant is seeking the LA – Lane Access Overlay Zone to accommodate townhouses with front-attached (two-car) garages and rear lane vehicular access.

The site has 21 lots. The surrounding land uses include commercial development (Acre 21) to the west, high-density residential to the north and vacant residential lots to the south and east sides. The fronting street is classified as a collector roadway.

### **Land-Use and Zoning**

The subject properties are designated as “Medium Density” in the Greens on Gardiner Concept Plan and are shown as having a rear lane (Appendix A-3).

The primary RL – Residential Low-Rise Zone of the subject properties is intended to accommodate a neighbourhood environment characterized by a mixture of low-rise multi-unit building types. The RL – Residential Low-Rise Zone regulations permit “Building, Row” building type if it contains a minimum of two dwelling units per building. Some common examples of a “Building, Row” in the RL – Residential Low-Rise Zone would be semi-detached and townhouse-style dwellings.

### **Lane Access Overlay**

The Zoning Bylaw generally restricts front parking on residential lots with rear lane access to reduce redundant infrastructure, support on-street parking and pedestrian mobility. The LA – Lane Access Overlay Zone was established to provide a zoning approach to consider both front and rear access on a case-by-case basis on a whole block face. The review process allows Administration to assess the impact based on its location and context with due consideration to the utilization of infrastructure, surrounding land uses, safety or other factors deemed necessary by the City.

The key regulations for lot frontage for the LA – Lane Access Overlay Zone are contained in Part 8M of the Zoning Bylaw.

- 8M.4(2): *Where a lot contains a building with access to the required parking provided from the fronting street, the development standards of the underlying zone applicable to lots without rear lane access shall apply, regardless of whether the lot also has lane access.*
- 8M.5: *Notwithstanding the parking requirements of the underlying zone, lots with a lane are permitted to have access from: (a) the fronting street; (b) the lane; or (c) both the fronting street and the lane.*

This proposal would be the third instance of applying the LA – Lane Access Overlay Zone. Among the previous two cases, one was for a block in the Rosewood neighbourhood, recently considered and approved by City Council on June 24, 2020. The other one was for a block in the Towns neighbourhood, considered by City Council on May 27, 2020.

The land use and zoning related details of this proposal are provided in the following tables:

Land Use Details	Existing	Proposed
Zoning	RL – Residential Low-Rise	RL – Residential Low-Rise + LA – Lane Access Overlay
Land Use	Vacant Lots	Building, Row with 3-5 dwellings per building

Zoning Analysis	Required	Proposed
Min. Lot Area (m <sup>2</sup> ) for lots without rear lane access	200	245 – 296
Min. Lot Frontage (m) for lots without rear lane access	End Units: 7.3 Interior Units: 6.1	End Units: 8.247 – 7.278 Interior Units: 6.706 – 7.315

If the LA - Lane Access Overlay Zone is applied to the subject properties, as recommended in this report, the applicant may pursue their intended housing product - townhouses (i.e., Building, Row) with both front and rear vehicular access. The proposal conforms with the RL Zone requirements and subsection 8M.4(2) of the LA - Lane Access Overlay Zone.

#### **Projected Impact on On-Street Parking**

At present, Green Jewel Boulevard's north side, directly in front of the subject properties, can accommodate approximately 20 on-street parking stalls. The application of LA – Lane Access Overlay on the subject properties will effectively remove all of these on-street parking stalls. This is due to the potential placement of driveways and the Traffic Bylaw requirement that vehicles must be parking a minimum of two metres from driveways.

Green Jewel Boulevard's south side is zoned MLM – Mixed Large Market Zone and forms the side property line of Acre 21 commercial development. There are no driveways on that side between Spring Street and Green Diamond Road. As the road width on Green Jewel

Boulevard is approximately 14.0 metres, designed to accommodate four lanes, there will be as many as 20 on-street parking stalls available on Green Jewel Boulevard's south side between Spring Street and Green Diamond Road.

Existing apartments in the immediate vicinity may put pressure on the on-street parking infrastructure. For the subject properties, there will be ample parking available on-site as there is parking at both the front and rear of the property. While dwellings are only required to have one on-site parking stall, there is space on subject properties to provide additional parking stalls as vehicles can park in tandem on driveways. Homeowners would also have the option of installing another stall on-site, as they can also access the property from the lane.

The application can be further supported because these lots were zoned R5 – Residential Medium Density Zone under the previous *Zoning Bylaw No.9250*, which allowed development with front and rear vehicular access.

In summary, the subdivision was designed with Green Jewel Boulevard being a collector roadway accommodating on-street parking on both sides of the street. However, with current low traffic volumes and lower projected traffic volumes in the future, the addition of front access driveways along this block face is considered acceptable by the City. Given this context, Administration recommends approval of this application.

### **Servicing Implications**

The LA - Lane Overlay Zone and utilization of front access driveways were assessed from transportation and servicing perspectives. There are no servicing implications associated with this proposal.

### **Community Engagement**

Following the public notice requirements of *The Public Notice Policy Bylaw, 2020*, neighbouring property owners within 75 metres of the proposed development received written notice of the application, and a public notification sign was posted on the subject site. Arcola East Community Association was contacted twice but did not respond. No comments were received from neighbouring properties.

## **DECISION HISTORY**

---

- The subject properties originally received subdivision and Zoning Amendment approval under the previous Zoning Bylaw, *The Regina Zoning Bylaw No. 9250*, in April 2016 (CR16-35).
- In June 2020, City Council approved an amendment to the *Regina Zoning Bylaw 2019-19*, which removed the requirement that the LA – Lane Access Overlay be identified at the secondary plan or concept plan stage and allowed applying it on a case-by-case basis through zoning amendment applications (CR20-33).

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

Respectfully Submitted,



Fred Searle, Director, Planning & Development Services

Respectfully Submitted,



Diana Hawryluk, Executive Director, City Planning & Community Dev.

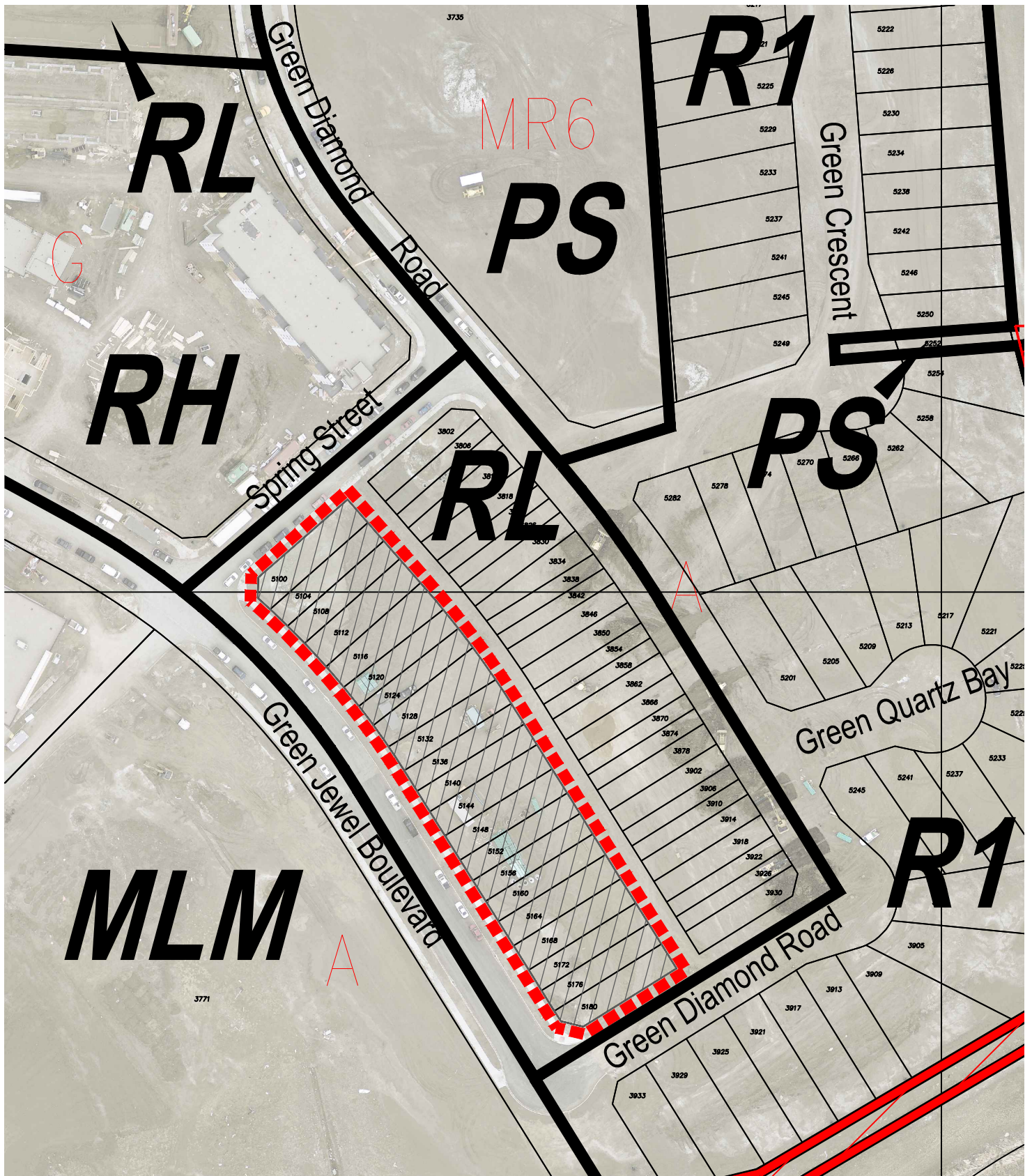
2/23/2021

Prepared by: Amar Guliani, City Planner II

### **ATTACHMENTS**

- A-1 Subject Property Map
- A-2 Aerial View
- A-3 Greens on Gardiner Concept Plan
- A-4.1 Proposed Site Plan
- A-4.2 Typical Cross Section





Date of Photography : 2018



Subject Property



LA - Overlay



Project PL202000243  
PL202000244

Civic Address/Subdivision

5100 to 5180 E Green Jewel Boulevard  
(Block no. 52, Plan 102293951)





Subject Property

Date of Photography: 2018

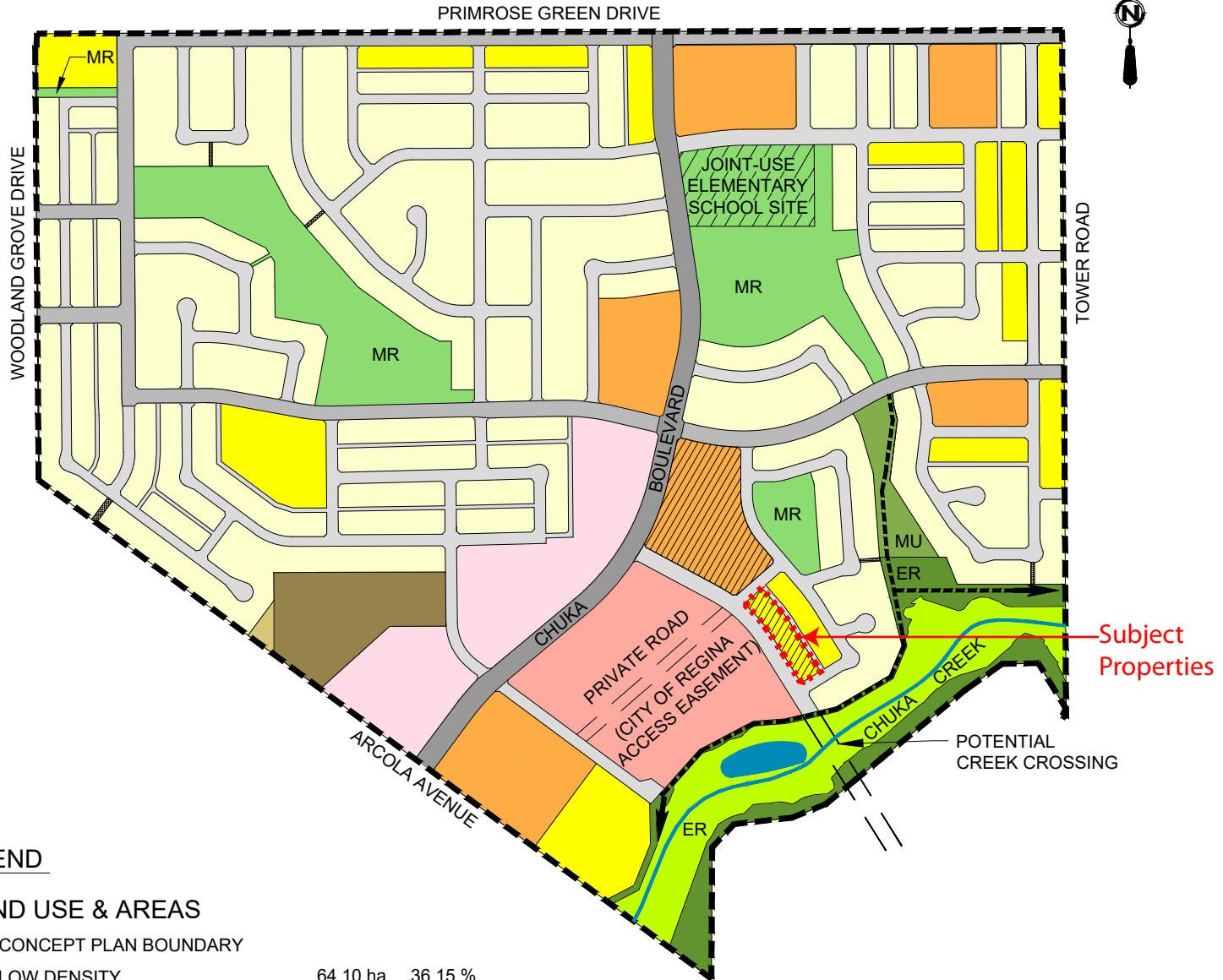


Project PL202000243  
PL202000244

Civic Address/Subdivision

5100 to 5180 E Green Jewel Boulevard  
(Block no. 52, Plan 102293951)





## LEGEND

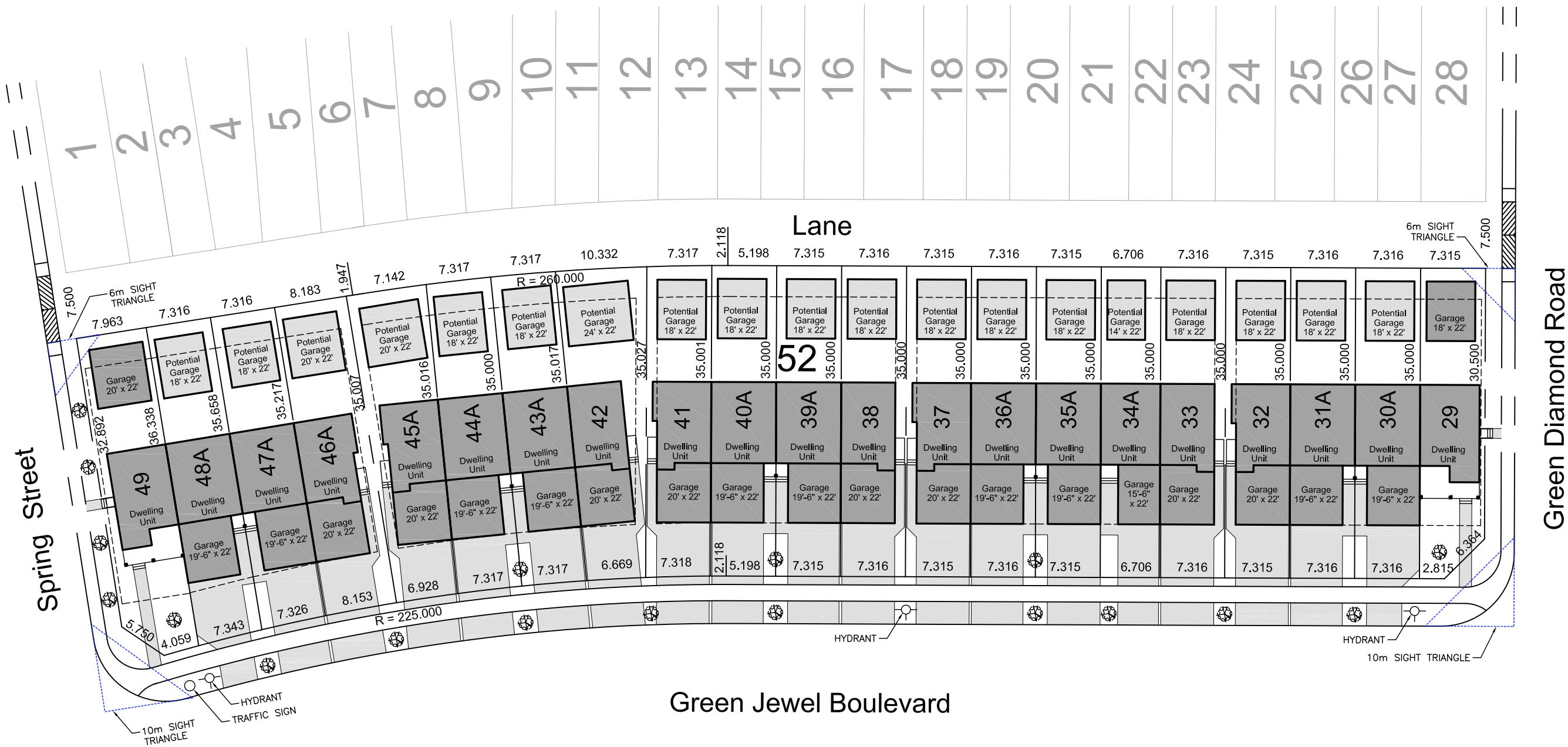
### 1) LAND USE & AREAS

--- 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

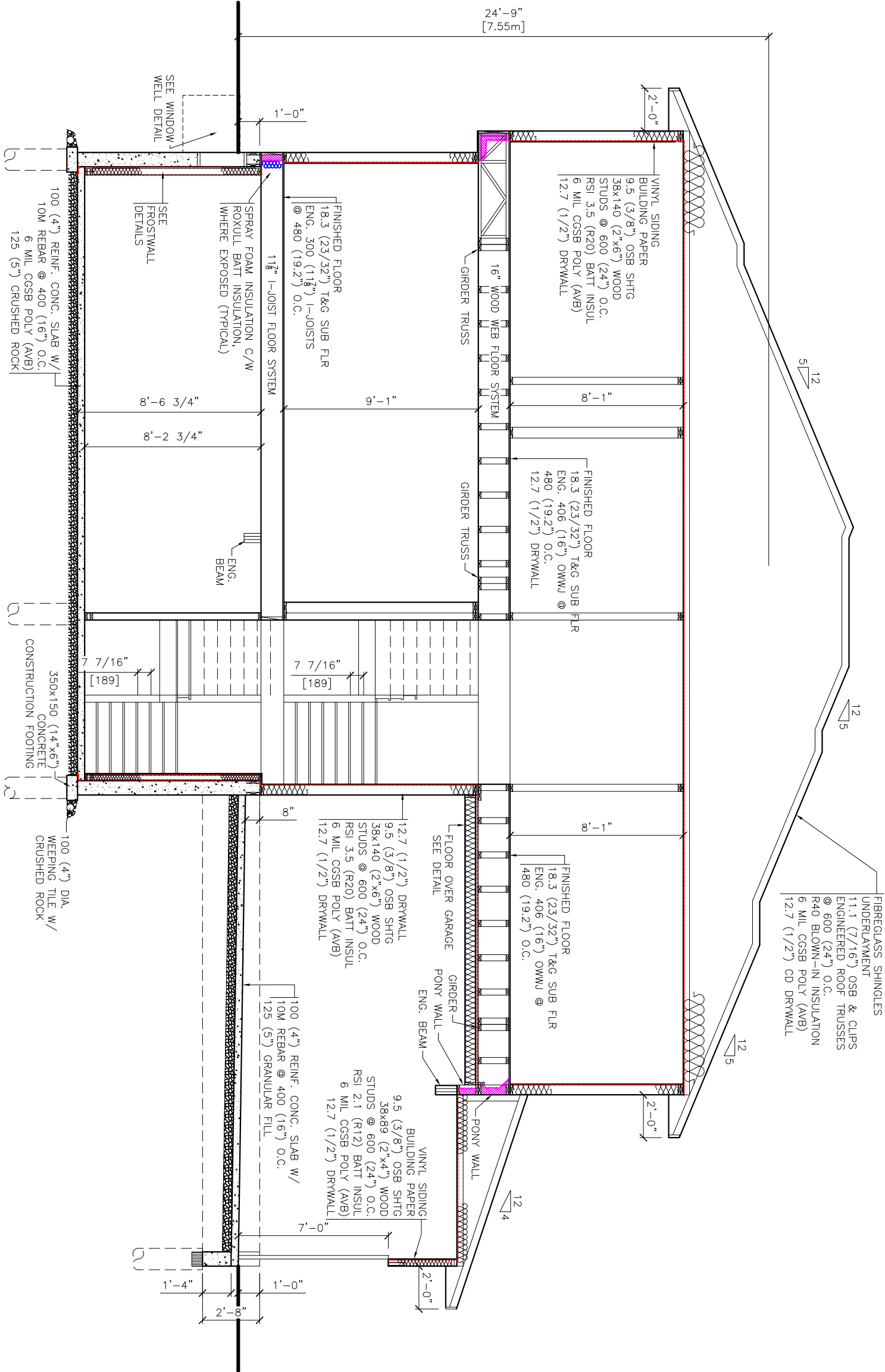





385 Maxwell Crescent Regina, Saskatchewan S4N 5X9  
Ph: (306) 352-5900 Ex: (306) 352-5902 www.northridge.sk.ca

#	DATE	REVISION
0	20 NOV 20	FOR CONSIDERATION
1	03 FEB 21	REVISED LOT WIDTHS

PROJECT GREEN JEWEL BOULEVARD LOTS 29-49, BLOCK 52 REGINA, SASKATCHEWAN	
TITLE PRELIMINARY SITE PLAN	
SCALE 1:500	DRAWN BY M.L.
DRAWING NO. L1.1	REVISION 0





North Ridge

DEVELOPMENT CORPORATION

385 Macmillan Crescent, Regina, Saskatchewan S4N 5V9

Ph: (306) 352-5900 Fax: (306) 352-5902 northridgedev.com

#	DATE	REVISION

PROJECT	
GREEN JEWEL BOULEVARD TOWNHOUSES	
TITLE	
TYPICAL CROSS SECTION	
SCALE	DRAWN BY
3/16" = 1'-0"	M.L.
REVISION	PAGE NO.
0	1 OF 1



City of Regina Council  
Queen Elizabeth II Court  
2476 Victoria Avenue  
Regina, Saskatchewan S4P 2C8

March 10, 2021

Re: 2950 Chuka Blvd. Proposed Concept Plan and Zoning Bylaw Amendment  
PL202000224 and PL202000223

Respected City of Regina Council,

Thank you for allowing me the opportunity to present at City of Regina Council. To introduce myself, my name is Evan Hunchak. I am the General Manager at Dream. I represent the developer of the Eastbrook community and the landowner of 2950 Chuka Blvd.

To assist your understanding, attached to my formal presentation, you should also be able to find visual aids which I can speak to should you have any questions.

I am before you today to seek your approval to allow for a concept plan amendment to the current Towns Concept Plan by redesignating the land uses in the affected area from Flex Use, as well as Mixed Use or High Density Residential to a combination of Low and Medium Density Residential. Concurrently, I am also here to seek your approval to allow for appropriate zoning to accommodate this proposed change.

The reason for this change is due to the concentration of existing commercial lands available in the Greens on Gardiner Neighborhood (Acre 21), as well as East Victoria (Aurora – new Costco). As a result, there is no demand for additional major commercial lands in Eastbrook. As such, our original plans for up to 9.8 acres of commercial and mixed-use lands are in need to be revised to seek other lower density residential development options. Furthermore, SaskTel is in need of a new cell tower as they are experiencing poor levels of service in this area for cellular coverage which impacts safety, as well as reliability due to the growth of this area.

4561 Parliament Avenue., Suite 300  
Regina, SK, S4W 0G3

Phone: 306.347.8100  
Fax: 306.347.8108  
[info@dream.ca](mailto:info@dream.ca)  
[www.dream.ca](http://www.dream.ca)



This has also been exasperated due to COVID and the additional demand caused by those working and learning from home.

This change to the concept plan and zoning would facilitate 49 single front drive homes, with 20 townhomes and one 0.22 acre parcel for a new SaskTel Cell Tower. The plan would continue to maintain a mixed use or high-density parcel, albeit smaller in size at 1.35 acres. The park space of 1.26 acres remains unchanged in size and location.

Two concerns which I would like to address would be perceived parking congestion, as well as the location of the cell tower.

In regard to potential concerns of not having enough parking available for vehicles through the allowance of additional front drive access where rear lanes exist through the use of the LA – Lane Access Overlay Zone, we conducted a parking analysis for this area. Within this area all streets are wide enough to allow for parking on both sides. Where the lane overlay is applied, for the 69 homes there would be a total of 275 parking stalls or 4 stalls per home. In our view, this is more than enough parking for the future residents to live in this area.

During the circulation process, several residents had noted concerns about the cell tower location and public safety. In response to these concerns, more and more homes no longer have land line services and rely solely on cellular coverage to access emergency services. As the existing coverage in this area is becoming poor due to capacity thresholds becoming exceeded, a new cell tower is needed at this location in the very near future to not compromise public safety, as well as wireless communications coverage.

The location chosen is consistent with the location identified in the approved SE neighborhood plan. When selecting a cell site, it is a balanced exercise to meet coverage objectives, and taking into account land use constraints and community needs. Dream has worked jointly with SaskTel and the City of Regina to select the best possible location for this proposed new cell tower. If the cell tower was to be moved to the perimeter of the community as a few residents have suggested, then



coverage objectives would not be met which would in turn compromise public safety. Of note, cell towers are regulated under federal jurisdiction and not subject to municipal zoning requirements. The Government of Canada also ensures safety protocols are adhered to and has published the following: “based on the available scientific evidence, there are no health risks from exposure of the low levels of radiofrequency EMF which people are exposed to from cell phones, cell phone towers, antennas and 5G devices.”

Through the public consultation process, the closest existing residents were identified to be located more than 250m from the proposed cell tower location. Any future home buyers or renters in closer proximity to the cell tower will be well aware of its existence and will be able to make an informed decision on whether they would like to live near the cell tower.

I would like to thank you for the opportunity to present and I am available to answer any questions you may have.

Sincerely,

A handwritten signature in blue ink that reads 'Evan Hunchak'.

Evan Hunchak  
General Manager, Regina Land  
D: 306.347.8131  
E: [ehunchak@dream.ca](mailto:ehunchak@dream.ca)



# Eastbrook Concept Plan and Zoning Amendment

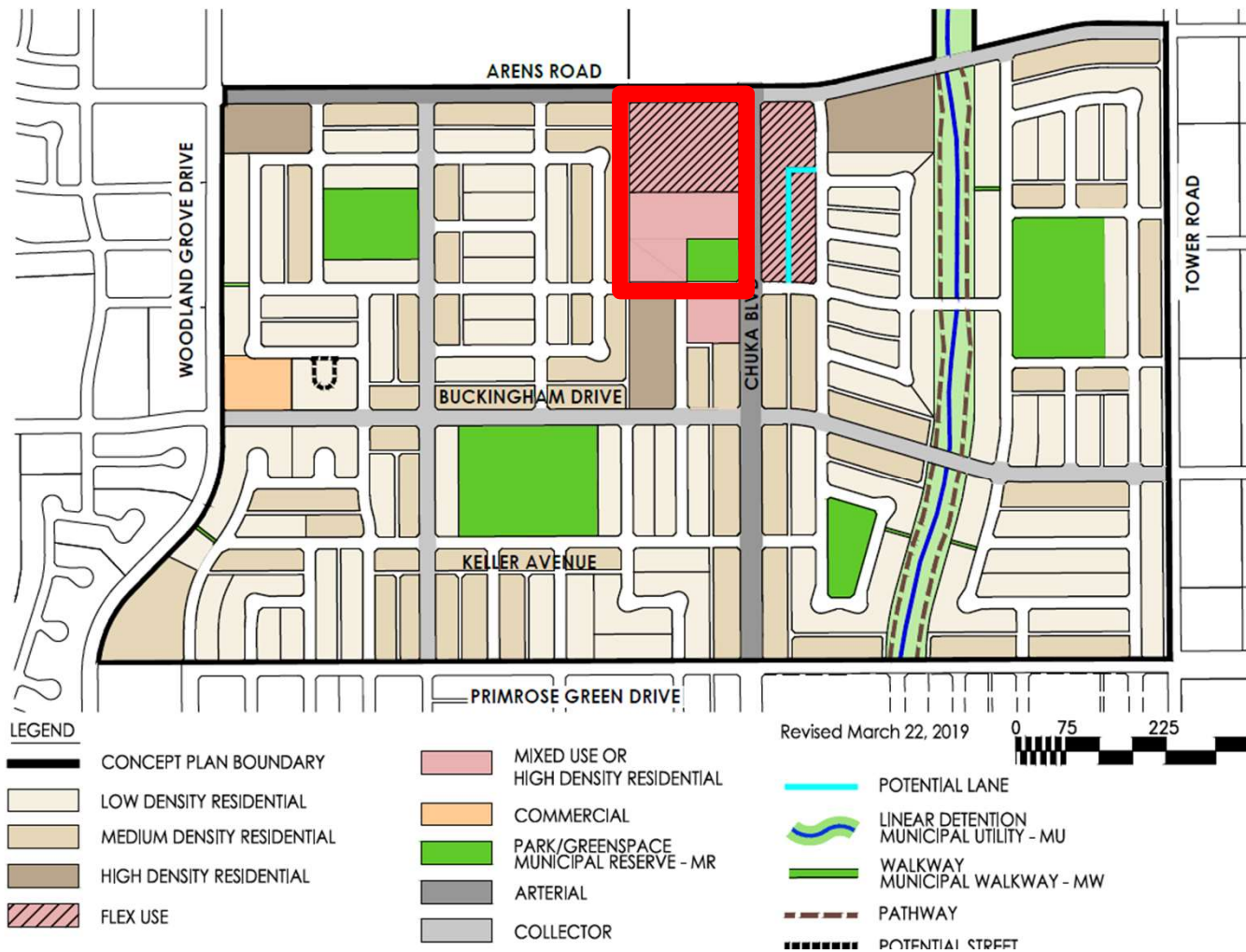


Mar 10, 2021

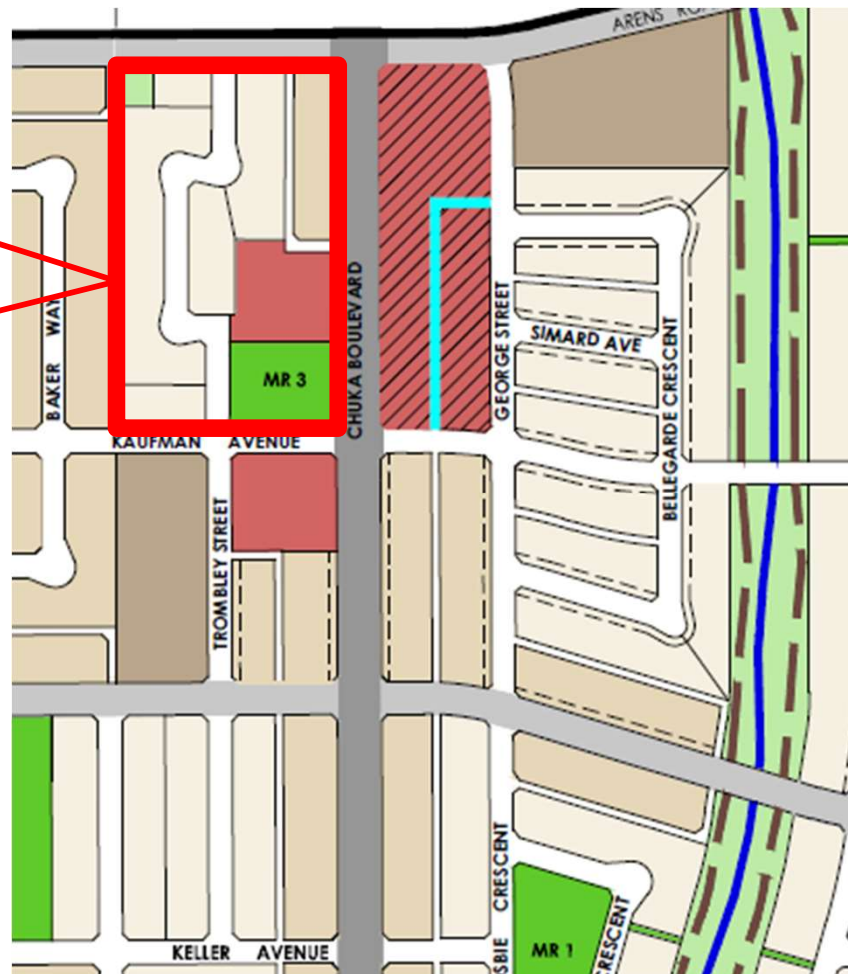
- Supply of retail/commercial lands in the Greens on Gardiner (Acre 21) and East Victoria (Aurora with new Costco) are sufficient for SE Regina. Additional retail lands are not needed in Eastbrook as there is no demand.
- Lower density residential option required as a replacement.
- Also need for a cell tower which can no longer be delayed – level of service is poor now and exasperated with people working from home due to COVID. This impacts public safety and reliability.
















## Current Eastbrook/Towns Concept Plan

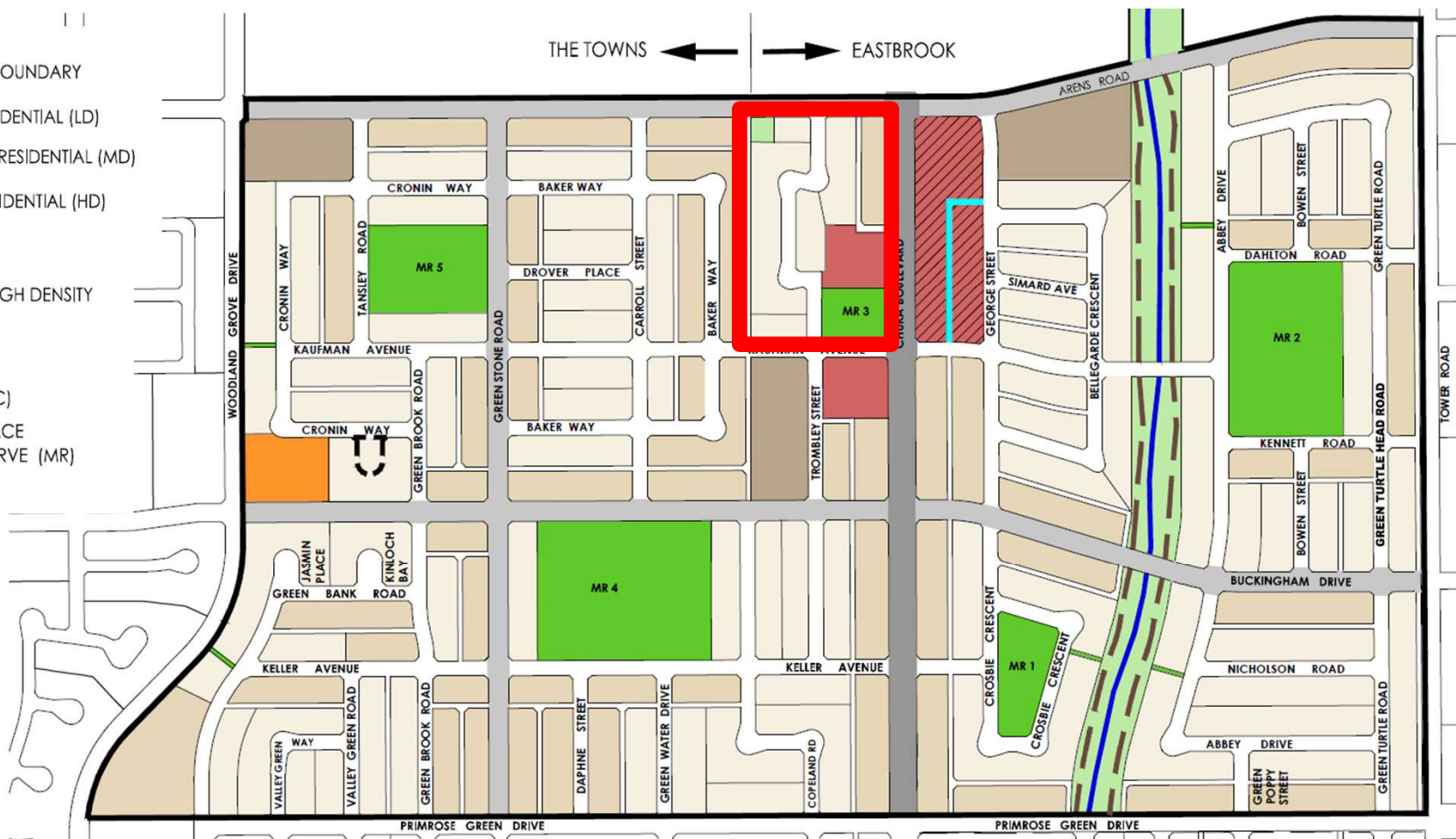


Parcel E (9.8 acre )  
conversion to  
predominately front  
attached single-  
family lots





- |   |                                       |
|---|---------------------------------------|
|    | CONCEPT PLAN BOUNDARY                 |
|    | LOW DENSITY RESIDENTIAL (LD)          |
|    | MEDIUM DENSITY RESIDENTIAL (MD)       |
|    | HIGH DENSITY RESIDENTIAL (HD)         |
|    | FLEX USE (F)                          |
|    | MIXED USE OR HIGH DENSITY RESIDENTIAL |
|    | INSTITUTIONAL (I)                     |
|    | COMMERCIAL (C)                        |
|    | PARK/GREENSPACE                       |
|    | MUNICIPAL RESERVE (MR)                |
|   | ARTERIAL                              |
|  | COLLECTOR                             |
|  | WALKWAY                               |



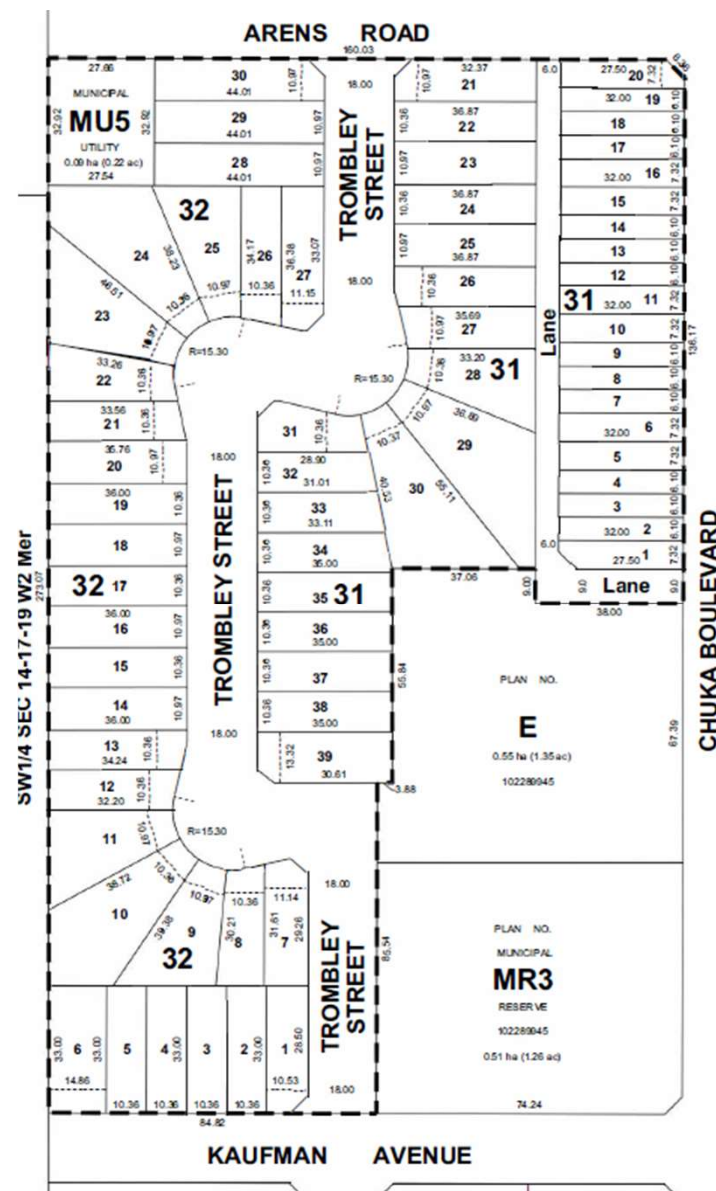
The Towns Land Use Areas									
Land Use	Hectares	Acres	%	Units /Ha	Proposed (Current) Units	People /Unit	Proposed (Current) Population	People /Ha	Proposed (Current) Elementary Population
<b>Residential</b>									
Low Density Single Family Detached Dwellings	43.3	107.0	33.9%	25	1,083 (1,033)	3	3,248 (3,098)	75	650 (620)
Medium Density Multi Unit Dwellings	24.4	60.3	19.1%	50	1,220 (1,200)	2.1	2,562 (2,520)	105	512 (480)
High Density Multi Unit Dwellings	3.7	9.1	2.9%	100	370 (370)	1.7	629 (629)	170	75 (74)
Flex Use	2.1	5.2	1.6%	70	147 (301)	1.7	250 (512)	0	30 (60)
Mixed use or High Density Residential	1.1	2.7	0.9%	70	77 (161)	1.7	131 (274)	0	16 (32)
<b>Sub-Total Residential</b>	<b>74.6</b>	<b>184.3</b>	<b>58.4%</b>		<b>2,897 (3,065)</b>		<b>6,819 (7,032)</b>		<b>1,283 (1,266)</b>
<b>Commercial</b>	<b>0.8</b>	<b>2.0</b>	<b>0.6%</b>						
<b>Municipal Reserve</b>	<b>9.2</b>	<b>22.7</b>	<b>7.2%</b>						
<b>Linear Detention and Municipal Utility</b>	<b>5.2</b>	<b>12.8</b>	<b>4.1%</b>						
<b>Municipal Walkway</b>	<b>0.1</b>	<b>0.2</b>	<b>0.1%</b>						
<b>Roadways</b>	<b>37.8</b>	<b>93.4</b>	<b>29.6%</b>						
<b>Total Land Use</b>	<b>127.7</b>	<b>315.4</b>	<b>100.0%</b>		<b>2,897</b>		<b>6,819</b>		<b>1,283</b>
<b>Linear Detention Extension</b>	<b>1.9</b>	<b>4.7</b>							
<b>Total Area &amp; Linear Detention Extension</b>	<b>129.6</b>	<b>320.1</b>							

53.4 people/Ha



## Proposed Subdivision to re-lot Parcel E

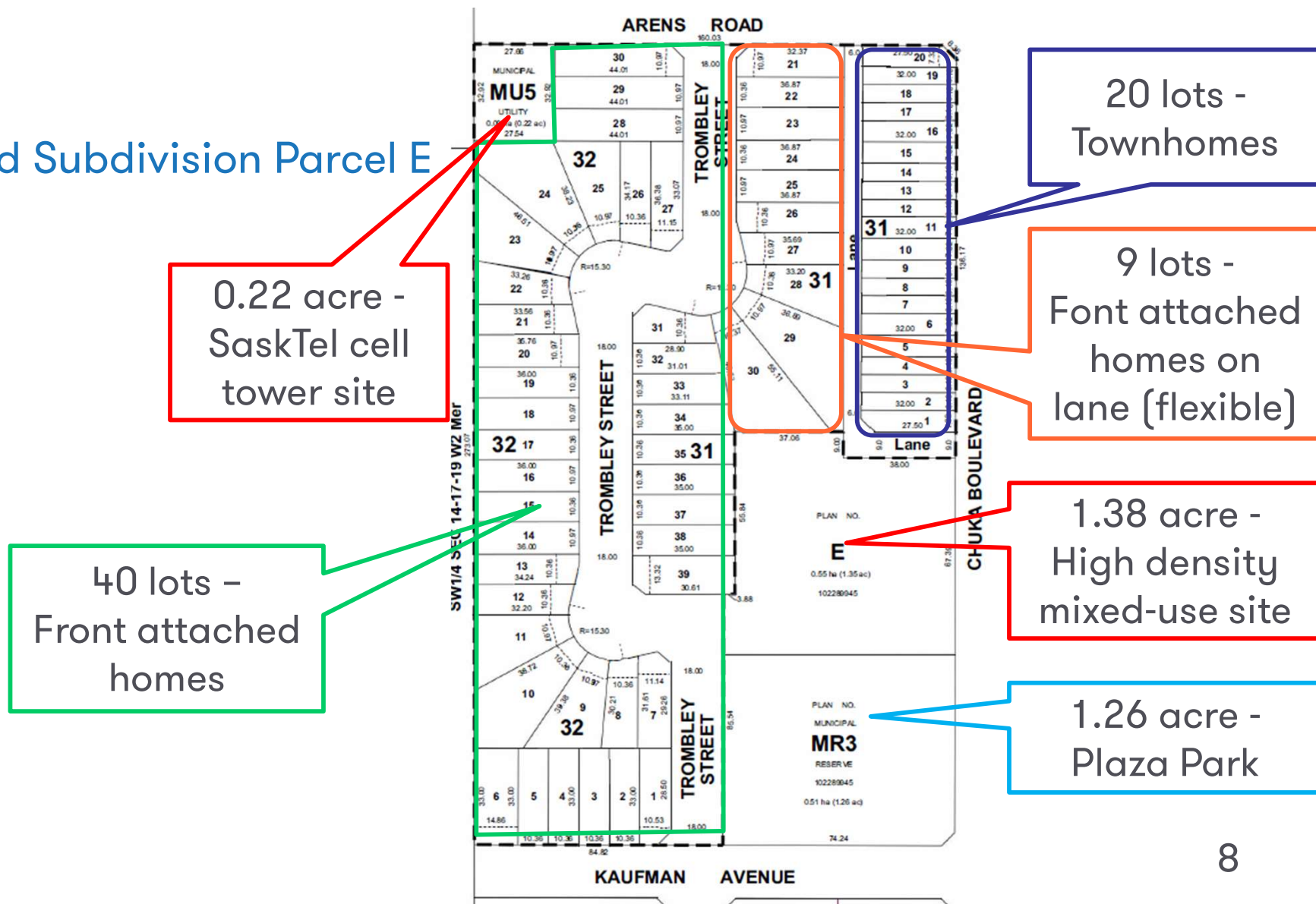
- ☐ 69 Lots
  - 40 Front attached
  - 9 Front attached w/lane (flexible)
  - 20 Townhome lots
- ☐ Parcel E 1.38-acre high density/mixed-use site
- ☐ MU5 0.22-acre utility parcel (SaskTel Cell Tower)
- ☐ MR3 1.26-acre Plaza Park space







## Proposed Subdivision Parcel E








## Rendering of Mixed-use Apartment and Plaza Park

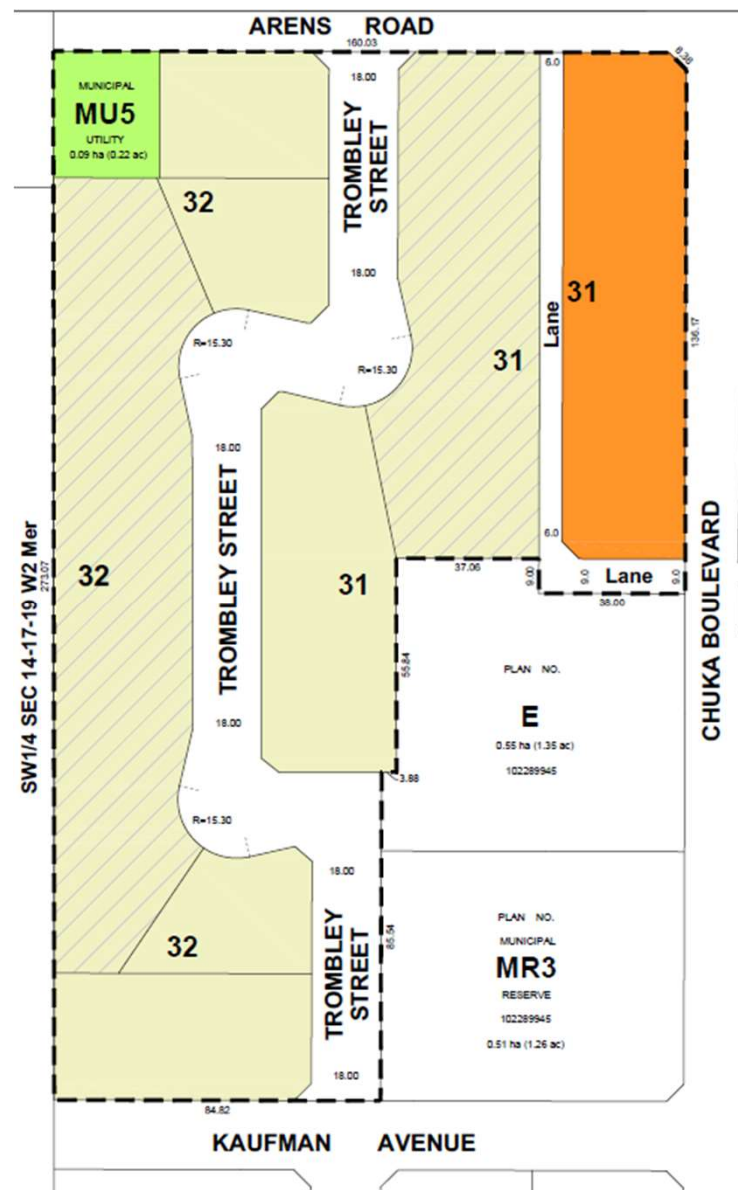






## Zoning Map

ZONING	
RESIDENTIAL LOW-RISE (RL)	
RESIDENTIAL URBAN (RU)	
PUBLIC SERVICE (PS)	
NOTE: HATCHING INDICATES LANE OVERLAY AREAS.	





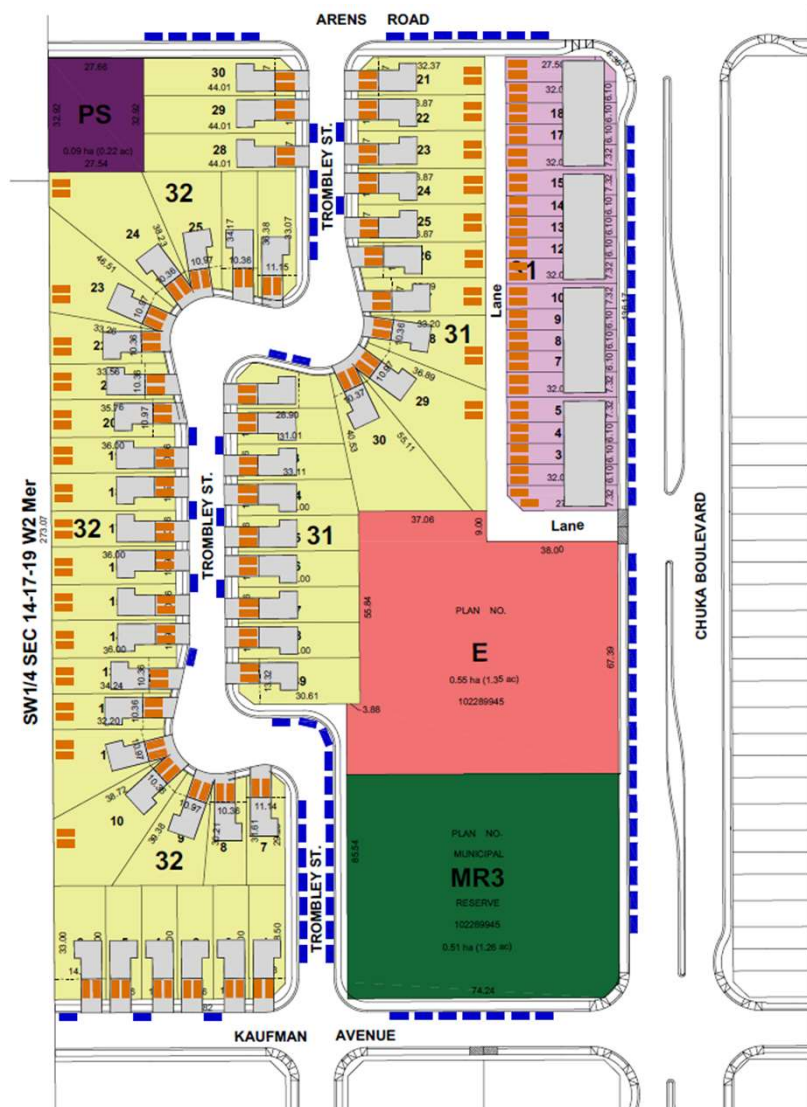


## Parking Analysis

Front Driveway Parking Stalls	98
Rear Parking Pad Stalls	88
On Street Parking Stalls	89
<b>Total Parking Stalls</b>	<b>275</b>








Front Drive Lots	49
Landed Lots	20
<b>Total Lots</b>	<b>69</b>

<b>Parking Stalls per Lot</b>	<b>3.99</b>
-------------------------------	-------------

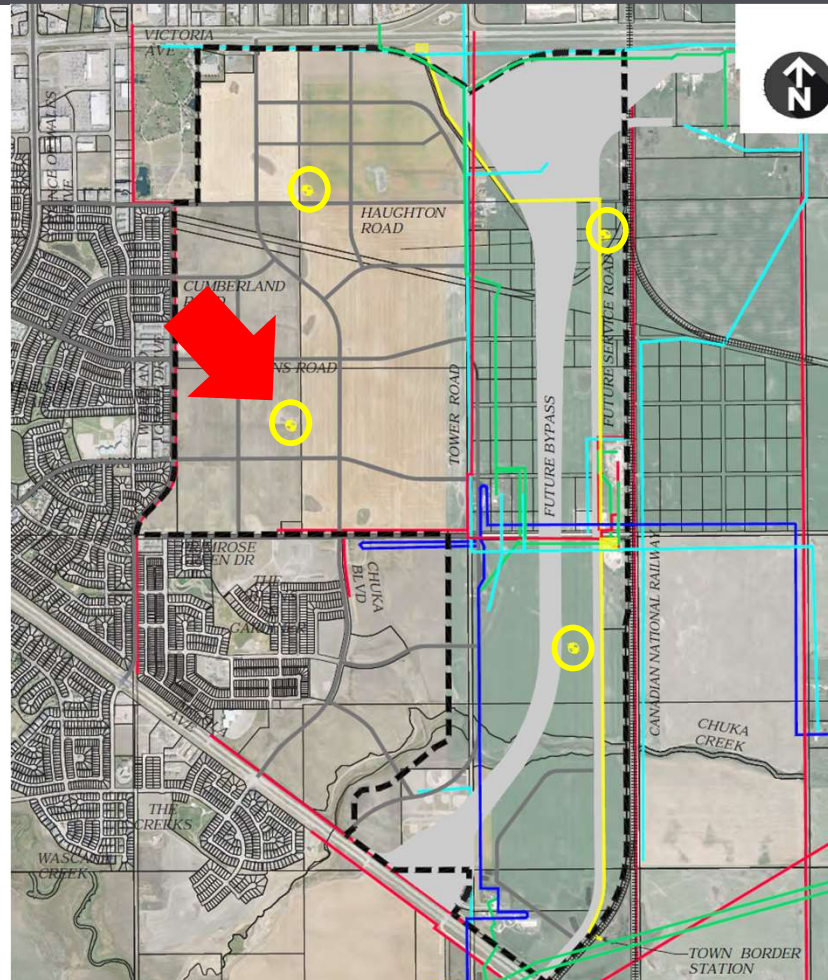


- More and more homes no longer have home phone/land line services they **rely solely on cellular service to access emergency services**, and lack of cell service would potentially impact the customer's ability to dial emergency services.
- SaskTel's **site selection process for new wireless towers is a balanced exercise** that endeavors to meet our network coverage objectives while having regard for land use constraints and community needs. Among the factors considered in the site selection process are expected usage pattern of wireless services, local terrain, interaction with existing facilities, line of site requirement for high quality wireless telecommunications, and access to utilities.
- With more people cutting landline services, SaskTel has identified deploying a new Wireless site at the proposed MU5 Parcel as **existing neighboring sites are reaching poor coverage and capacity thresholds** given the amount of development that has taken place in the Greens, Eastbrook & The Towns.
- Given the distance between the existing built out neighbourhoods and the Greens, Towns and Eastbrook, it has been determined that **this is the best suited location to provide optimal coverage to enhance both wireless communication and public safety** to the local area.

## Legend

-  EXISTING OVERHEAD POWER
-  EXISTING BURIED POWER
-  EXISTING BURIED GAS
-  EXISTING BURIED TELEPHONE
-  PROPOSED NEW GAS LINE (15.0m ROW REQUIRED)
-  PROPOSED REGULATOR STATION
-  PROPOSED CELL TOWER

Source: SE Neighborhood Plan,  
Figure 24 – Shallow Utilities Servicing



The government of Canada has published that “based on the available scientific evidence, there are no health risks from exposure to the low levels of radiofrequency EMF which people are exposed to from cell phones, cell phone towers, antennas and 5G devices.”

The complete article can be found here: <https://www.canada.ca/en/health-canada/services/health-risks-safety/radiation/everyday-things-emit-radiation/cell-phones-towers.html>

**dream** 

**thank  
you.**

## 2950 Chuka Boulevard - Proposed Concept Plan and Zoning Bylaw Amendment - PL202000224 and PL202000223

<b>Date</b>	March 10, 2021
<b>To</b>	Mayor Masters and City Councillors
<b>From</b>	Regina Planning Commission
<b>Service Area</b>	City Planning & Community Development
<b>Item #</b>	CR21-37

### RECOMMENDATION

---

That City Council:

1. Approve the application to amend the Towns Concept Plan by redesignating the land uses within the area identified in Appendix A-4 as follows:
  - a. From Flex-Use to a combination of Low-Density Residential, Medium Density Residential and Municipal Reserve.
  - b. From Mixed-Use or High Density Residential to Low Density Residential.
  - c. Adopt, by resolution, the proposed amended Towns Concept Plan attached as Appendix A-3 and circulation plan as Appendix A-6.
2. Approve associated Zoning Bylaw amendment to rezone portions of lands located at 2950 Chuka Boulevard, Blk/Par E, Plan 102289945, Ext 0 within the Towns Concept Plan, as shown in Appendix A-1 as follows:
  - a. From MLM – Mixed Large Market Zone to RU – Residential Urban Zone;
  - b. From MLM – Mixed Large Market Zone to RL - Residential Low Rise Zone;
  - c. From MLM – Mixed Large Market Zone to PS – Public Service Zone; and
  - d. Apply LA - Lane Access Overlay Zone to a portion of proposed RU – Residential

Urban Zone.

3. Instruct the City Solicitor to prepare the necessary bylaw(s) to give effect to the recommendations, to be brought forward to the meeting of City Council following approval of the recommendations and the required public notice.

## HISTORY

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At the March 3, 2021 meeting of Regina Planning Commission, the Commission considered the attached report RPC21-27 from the City Planning & Development Division.

Evan Hunchak, representing Dream Developments, addressed the Commission.

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

Recommendation #4 in the attached report does not need City Council approval.

Respectfully submitted,

REGINA PLANNING COMMISSION

  
Elaine Gohlke, Secretary 3/5/2021

## ATTACHMENTS

RPC21-27-2950 Chuka Boulevard - Proposed Concept Plan and Zoning Bylaw Amendment.pdf

Appendix A-1 (Subject Property Map)

Appendix A-2 (Aerial Map)

Appendix A-3 (Proposed Concept Plan)

Appendix A-4 (Towns Concept Plan)

Appendix A-5 (SENP Map - Cell Tower location)

Appendix A-6 (Circulation Plan)

Appendix B (Public Comment Summary)



## 2950 Chuka Boulevard - Proposed Concept Plan and Zoning Bylaw Amendment - PL202000224 and PL202000223

<b>Date</b>	March 3, 2021
<b>To</b>	Regina Planning Commission
<b>From</b>	City Planning & Community Development
<b>Service Area</b>	Planning & Development Services
<b>Item No.</b>	RPC21-27

### RECOMMENDATION

---

Regina Planning Commission recommends that City Council:

1. Approve the application to amend the Towns Concept Plan by redesignating the land uses within the area identified in Appendix A-4 as follows:
  - a. From Flex-Use to a combination of Low-Density Residential, Medium Density Residential and Municipal Reserve.
  - b. From Mixed-Use or High Density Residential to Low Density Residential.
  - c. Adopt, by resolution, the proposed amended Towns Concept Plan attached as Appendix A-3 and circulation plan as Appendix A-6.
2. Approve associated Zoning Bylaw amendment to rezone portions of lands located at 2950 Chuka Boulevard, Blk/Par E, Plan 102289945, Ext 0 within the Towns Concept Plan, as shown in Appendix A-1 as follows:
  - a. From MLM – Mixed Large Market Zone to RU – Residential Urban Zone;
  - b. From MLM – Mixed Large Market Zone to RL - Residential Low Rise Zone;
  - c. From MLM – Mixed Large Market Zone to PS – Public Service Zone; and
  - d. Apply LA - Lane Access Overlay Zone to a portion of proposed RU – Residential

### Urban Zone.

3. Instruct the City Solicitor to prepare the necessary bylaw(s) to give effect to the recommendations, to be brought forward to the meeting of City Council following approval of the recommendations and the required public notice.
4. Approve these recommendations at its March 10, 2021 meeting.

## ISSUE

---

The applicant, Dream Asset Management Corporation, proposes an amendment to the Towns Concept Plan combined with associated Zoning Bylaw amendment to accommodate low and medium-density residential development. The applicant is also proposing a LA - Lane Access Overlay Zone to allow front and lane vehicle access to some residential lots as labelled on Appendix A-1 and A-2. The subject properties back onto an existing lane. The *Regina Zoning Bylaw, 2019-19* (Zoning Bylaw) restricts front parking when there is rear lane access; however, the LA – Lane Access Overlay Zone is intended to allow flexibility regarding front and lane access to residential lots.

A property owner/developer can submit applications to amend the concept plan and the zoning designation of their property. This requires adoption of the amended concept plan by resolution of City Council and an amendment to the Zoning Bylaw. The process requires review by the Regina Planning Commission (RPC) and approval of the amendment by the City Council. These applications include a public and technical review process in advance of consideration by RPC and Council.

These applications are being considered pursuant to the *Planning and Development Act, 2007* (Act); *Design Regina: The Official Community Plan Bylaw 2013-48* (OCP) and the Zoning Bylaw. The proposal has been assessed and is deemed to comply with the Act, OCP and the Zoning Bylaw.

## IMPACTS

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### Financial Impact

The applicant will be responsible for the cost of any additions 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. If approved, the subject properties will be assessed as residential development instead of commercial.

### Policy / Strategic Impacts

The proposed development supports the following goals, policies and objectives of Part A of the OCP:

- Section D6: Goal 1 – Housing Supply and Affordability: Increase the housing supply and improve housing affordability.
  - Policy 8.8: *Support residential intensification in existing and NEW NEIGHBOURHOODS to create complete neighbourhoods.*

- Section C: Goal 2 – Efficient Servicing: Maximize the efficient use of existing and new infrastructure.
  - Policy 2.4: *Make use of residual capacity of infrastructure in existing urban areas.*
  - Policy 2.5: *Develop compact and contiguous neighbourhoods.*
- OCP Part B. 16 - Southeast Regina Neighbourhood Plan (SENP):
  - *4.2(b) Neighbourhood Areas shall consist of predominantly residential uses with limited and compatible non-residential uses.*

The Flex-Use area was intended as a possible Mixed-Use area. However, as the community has evolved, commercial development in the community has focused around the Acre 21 site on Chuka Boulevard and as a result, the developer is requesting changes to the original intent of the Flex-Use area to provide for residential development options. The range of uses within the neighbourhood and services have contributed to OCP objectives of developing complete communities.

## OTHER OPTIONS

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Alternative options would be:

1. Approve the application with specific amendments to the plan.
2. Refer the application back to Administration. If City Council has specific concerns with the proposal, it may refer the application back to Administration to address or make additional recommendations and direct that the report be reconsidered by Regina Planning Commission or brought directly back to Council following such further review. Referral of the report back to Administration will delay approval of the development until the requested information has been gathered or changes to the proposal have been made.
3. Deny the application. Amendment to the concept plan and rezoning of the subject land will not proceed on the subject property if City Council rejects the application.

## COMMUNICATIONS

---

The applicant and other interested parties will receive a copy of the report and notification of their right to appear as a delegation at the Council meeting when the application will be considered. The applicant will receive written notification of the City Council's decision in accordance with the Act.

## DISCUSSION

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### Proposal

The subject area is currently designated as Flex-Use and Mixed-Use or High Density Residential, which was intended to accommodate a future Mixed-Use area, the

configuration and extent of which was to be determined as the community developed. The applicant has determined that based on current development trends and the existing commercial and service uses elsewhere in the community, that there is less demand for Mixed-Use (extent of commercial) at the planned Flex-use area. As such, the applicant is advancing a proposal to amend the Concept Plan and rezone the subject property to accommodate low and medium density residential development.

The applicant proposes an amendment to the Towns Concept Plan combined with associated amendments to the Zoning Bylaw to accommodate low and medium-density residential development, which include a variety of single-detached and attached lots for townhouse residential. Further to this, the applicant also proposes to apply the LA - Lane Access Overlay Zone over a portion of the development to allow flexibility regarding front and lane vehicle access to residential lots as shown in Appendix A-3 and maintain consistency with the building types along the proposed street frontage.

The proposed amendment to the Towns Concept Plan will change the land-use designation from:

- “Flex-Use”, which is intended for mix-use residential-commercial development to a combination of low and medium density residential, and
- “High-density residential” development to a combination of low and medium density residential.

This area is currently zoned as MLM -Mixed Large Market Zone, in which low and medium-density residential is not permitted. The applicant proposes to rezone from MLM – Mixed Large Market Zone to the following designations to accommodate developments of single, detached residential and townhouse development:

- A 0.53 Ha parcel from MLM - Mixed Large Market Zone to RL - Residential Low-Rise Zone.
- A 2.79 Ha parcel from MLM - Mixed Large Market Zone to RU – Residential Urban Zone.
- LA - Lane Access Overlay Zone over a portion of the plan area amounting to 0.49 Ha and 0.59 Ha to allow for front attached garage access.
- A 0.09 Ha parcel is also being rezoned to PS - Public Service Zone to accommodate a communication cell tower.

**Lane Access Overlay Analysis:**

As per the applicant's information, the proposed lots along the new street are planned for single-detached homes with double car garages, with an approximate frontage of 10 meters per lot. The new street is designed to be 11 meters wide, which is wide enough to accommodate two driving lanes and two parking lanes. The applicant is requesting that a LA - Lane Access Overlay Zone be applied to a portion of this area of approximately 95 meters along the east side of the new street to allow for both front and rear access to ten

lots. Without the LA – Land Access Overlay Zone implemented, these lots would be required to have their access via the rear lane only.

Implementing a lane access to an area of 0.49 Ha at this location would reduce the amount of on-street parking by approximately 14 stalls. There are approximately ten on-street parking stalls located within the vicinity the lots with LA – Lane Access Overlay Zone and will not be affected by the overlay zone.

Furthermore, Lane access overlay zone is being proposed on the lots to the west of the street where additional on-street parking is available between the driveways and other frontage sides of lots within the plan area.

The Zoning Bylaw requires a minimum of one parking stall per dwelling. With double car garages, each lot may accommodate up to four cars within the property itself.

#### **Cell Tower Location (Municipal Utility Parcel)**

Cell towers (Municipal Utility Parcel) are required to provide reliable cellular services to the residents of the neighbourhood and are erected by service providers throughout the city. Locating the tower at the edge of a neighbourhood would be preferable from a neighbourhood design perspective, but it may leave gaps in coverage, and defeat the purpose of the tower.

Cell towers are regulated under federal jurisdiction and are not subject to municipal zoning requirements. The City has the ability to participate in the development of cell towers through the federal approval process. As a local land use authority, the Industry Canada regulations allow the City to file a Land-Use Protocol, which service providers are required to consult when selecting a location. This document would intend to provide guidance and establish local preferences for tower locations, such as avoiding environmentally or culturally sensitive lots, or suggest certain tower designs and base treatment depending on neighbourhood character. Again, if preferences within the protocol are not feasible to provide coverage, then Industry Canada may approve the location despite conflict with the municipality. The City has not developed such a document and has instead responded to proposals on a case by case basis and deferred to Federal regulatory requirements.

The applicant explained that the current location was chosen in collaboration with SaskTel based on land availability, spacing from existing towers, existing underground infrastructure locations, proximity to access, and centrally located to adjacent and future developments.

Furthermore, as per Section 7.4 of the Southeast Regina Neighbourhood Plan (SENP), SaskTel has planned for four 35 metres or 45 metres wireless towers to be distributed throughout the neighbourhood, as shown in Appendix A-5. SaskTel has noted that the locations are subject to change based on population density changes and that the towers will be built as required and when capital is available. The proposed location is in relatively close alignment with the location outline in Fig. F24 of the SENP.

#### **Neighbourhood Hub**

The proposed amendment will reduce the mixed-use area available within this location from 3.96 to 0.55 hectares. The remaining commercial land combined with the existing commercial development in the Greens on Gardiner (Acre 21) to the south, the under-

construction neighbourhood commercial at the intersection of Buckingham Drive and Woodland Grove Drive and the Urban Centre in Arcola Subdivision to the north near Victoria Avenue and the Bypass (East Victoria Concept Plan area) would still fulfill the need for neighbourhood and regional commercial as per the complete neighbourhood guideline. Furthermore, there are medium and high-density residential development planned around this location in combination with a park.

The surrounding land uses are mixed-use and a proposed park to the south, Chuka Boulevard to the east, low and medium-density residential to the west and vacant land for future development to the north.

### **Community Engagement**

In accordance with the public notice requirements of *The Public Notice Policy Bylaw, 2020*, neighbouring property owners within 75 metres of the proposed development received written notice of the application, and a sign was posted on the subject site. A summary of public comments is outlined in Appendix B of this report. Arcola East Community Association was included in the circulation of the application and did not provide any comments.

### **DECISION HISTORY**

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On April 25, 2016, City Council approved The Towns Concept Plan (CR16-36).  
On July 29, 2019, City Council approved an amendment to The Towns Concept Plan (CR19-65).

Respectfully Submitted,



Fred Scarle, Director, Planning & Development Services

Respectfully Submitted,



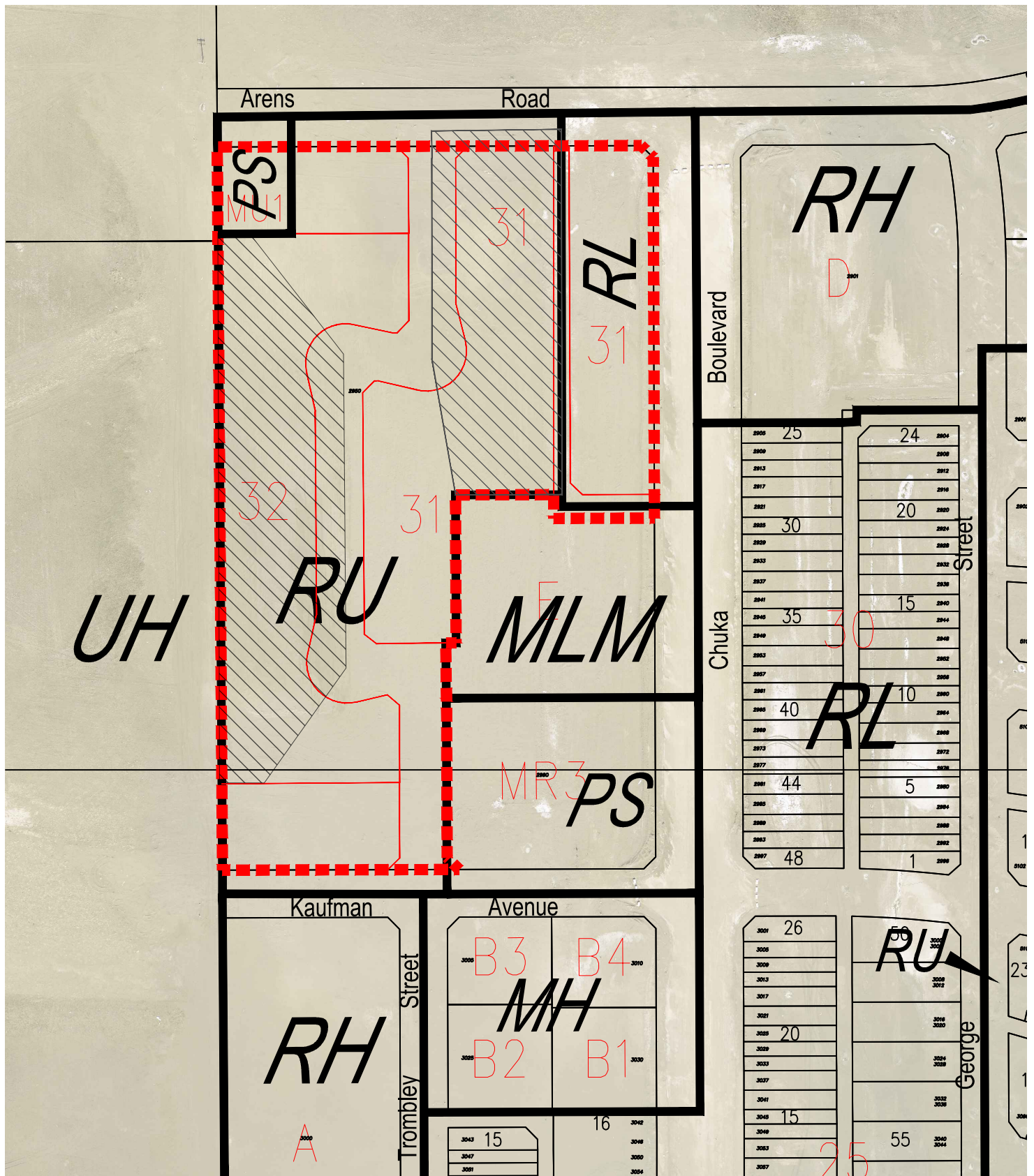
Diana Hawryluk, Executive Director, City Planning & Community Dev.

2/24/2021

Prepared by: Binod Poudyal, City Planner II

### **ATTACHMENTS**

Appendix A-1 (Subject Property Map)  
Appendix A-2 (Aerial Map)  
Appendix A-3 (Proposed Concept Plan)  
Appendix A-4 (Towns Concept Plan)  
Appendix A-5 (SENP Map - Cell Tower location)  
Appendix A-6 (Circulation Plan)  
Appendix B (Public Comment Summary)



Subject Property

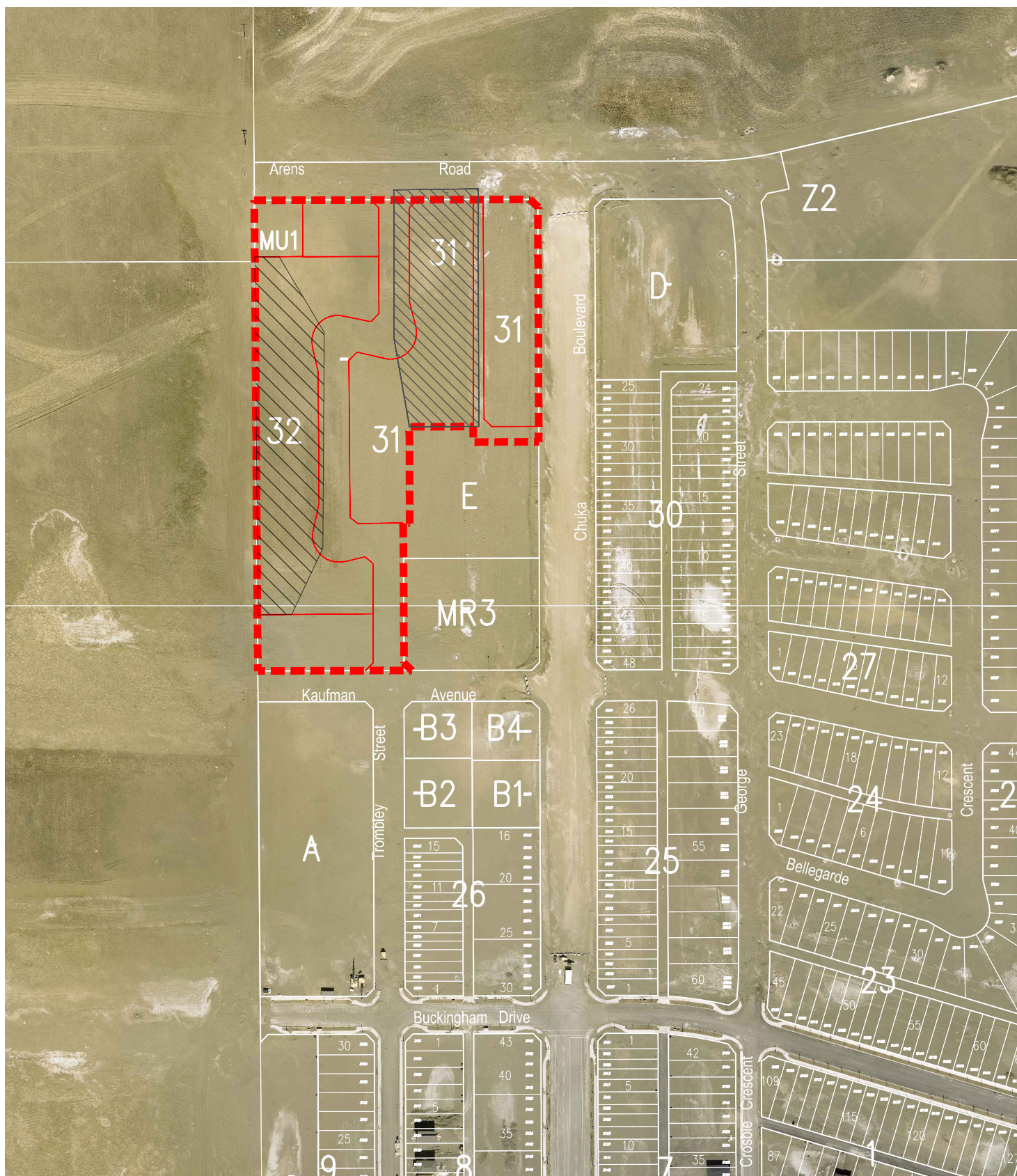


LA - Overlay

Date of Photography : 2018







Subject Property

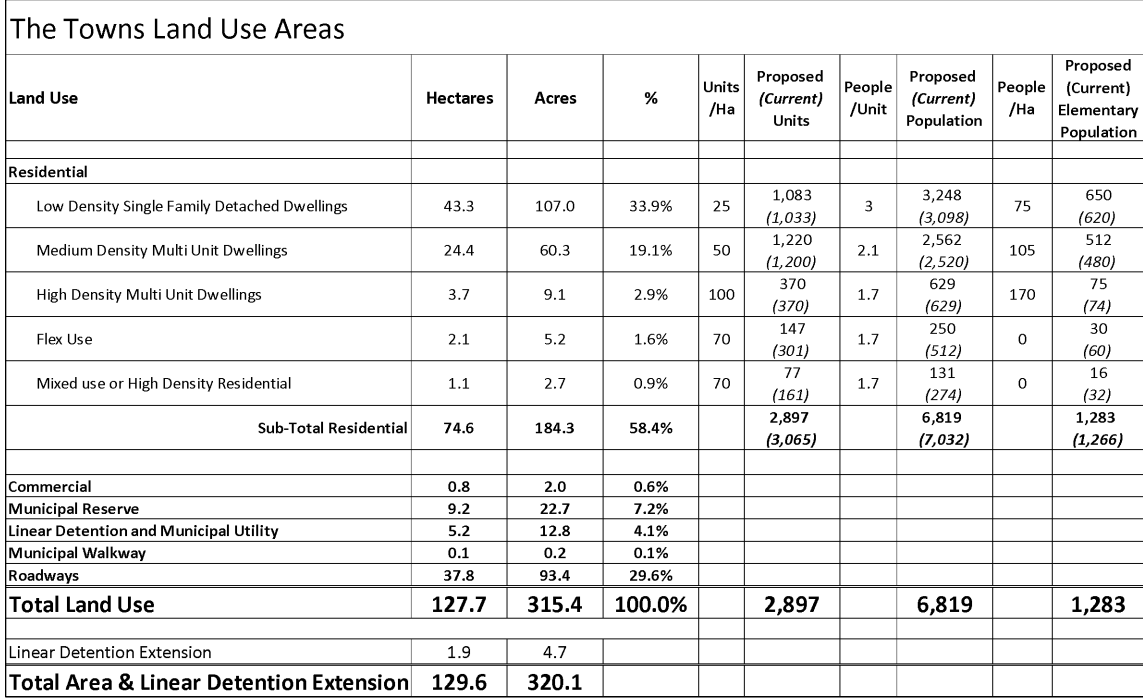
Date of Photography: 2018



Project PL202000223  
PL202000224

Civic Address/Subdivision 2950 Chuka Boulevard

w:\131\active\eastbrook concept plans\2020 november\the towns\_concept



Project No.  
113101180.951

Revision  
2

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Reference Sheet

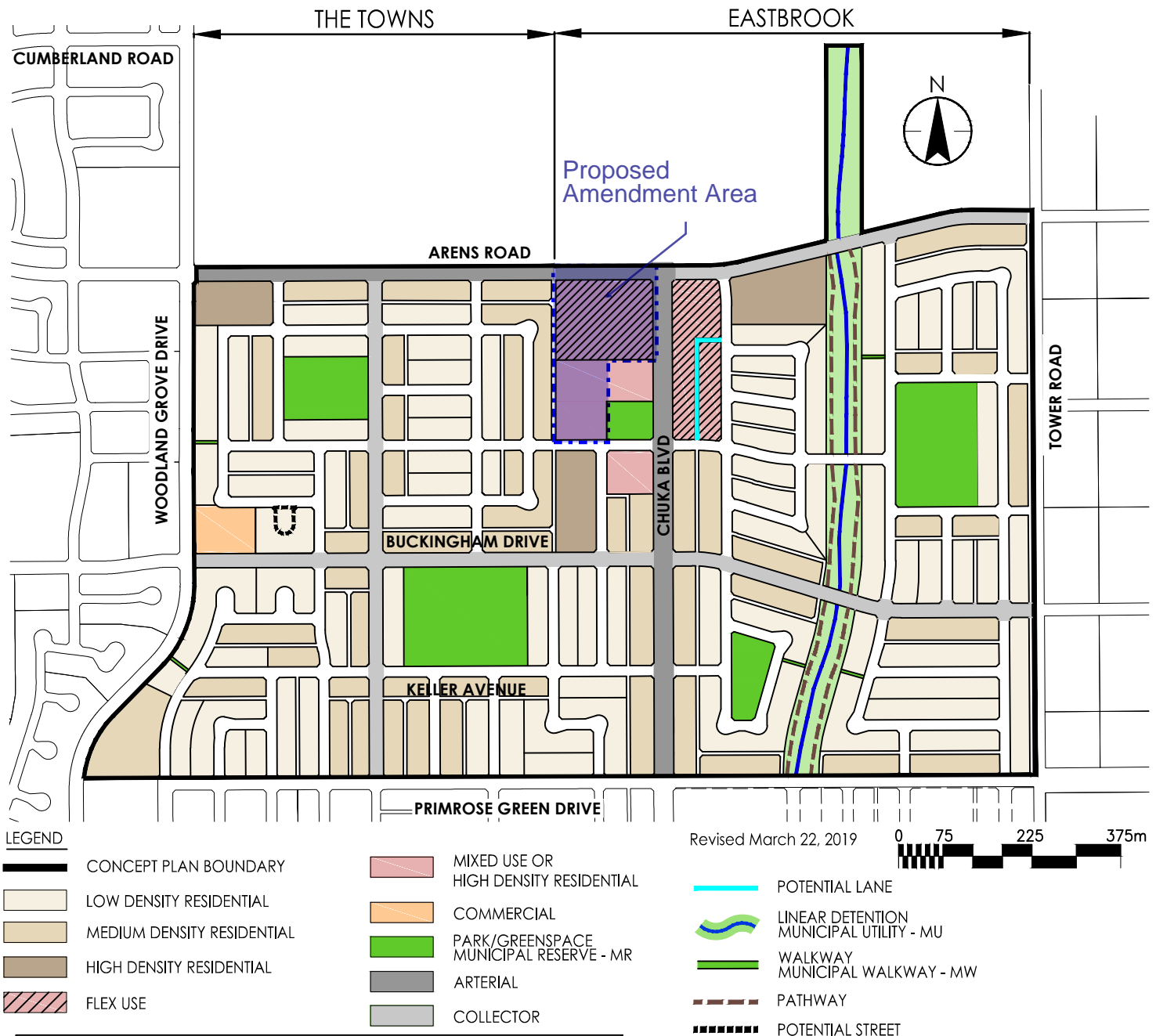
Figure No.  
1



# Towns Concept Plan

## Land Use

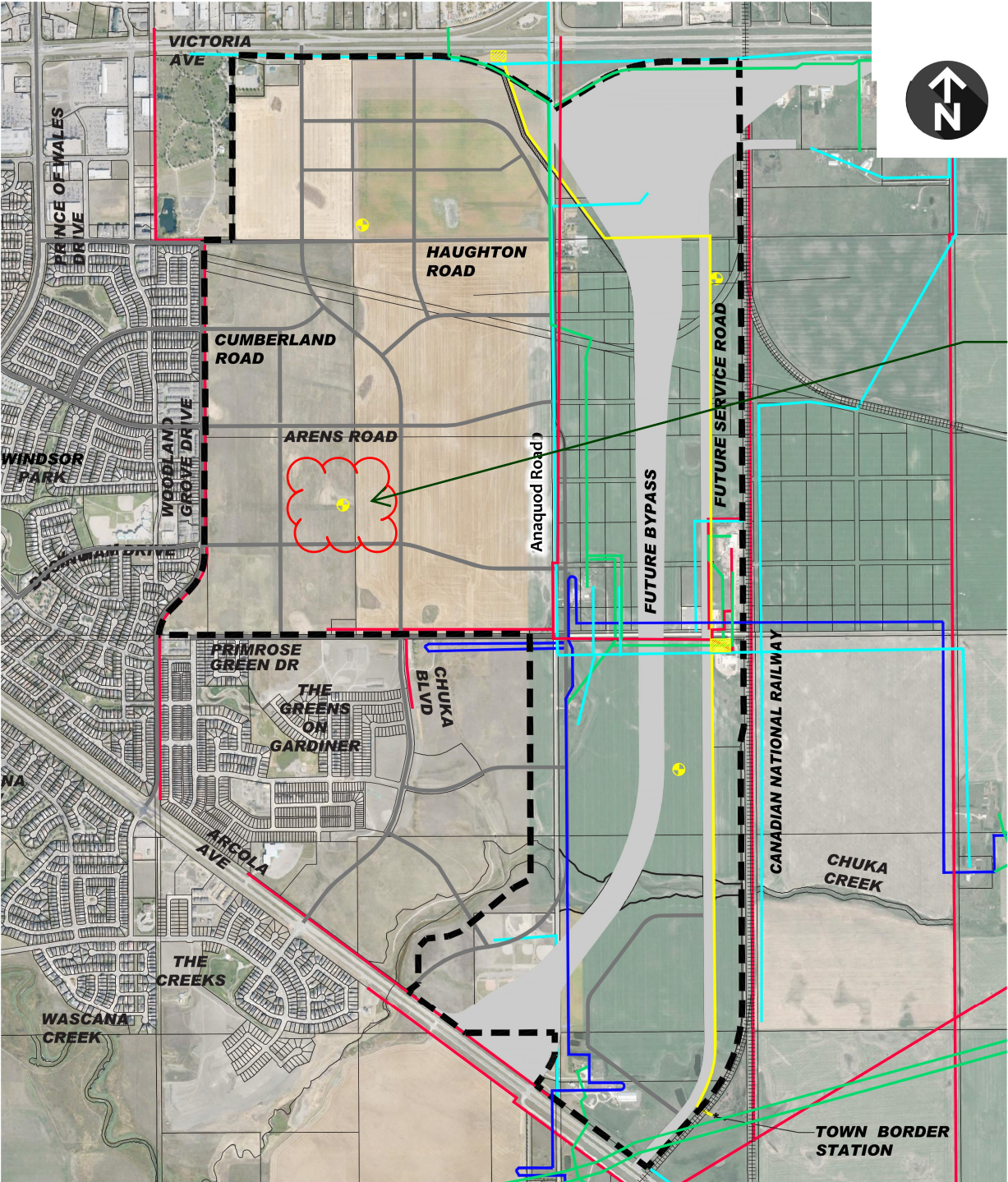
Appendix A-4



### The Towns Land Use Areas

Land Use	Hectares	Acres	%
<b>Residential</b>			
Low Density Single Family Detached Dwellings	41.3	102.0	32.3%
Medium Density Multi Unit Dwellings	24.0	59.3	18.8%
High Density Multi Unit Dwellings	3.7	9.1	2.9%
Flex Use	4.3	10.6	3.4%
Mixed Use or High Density Residential	2.3	5.7	1.8%
<b>Total Residential</b>	<b>75.6</b>	<b>186.7</b>	<b>59.2%</b>
<b>Commercial</b>	<b>0.8</b>	<b>2.0</b>	<b>0.6%</b>
<b>Municipal Reserve</b>	<b>9.1</b>	<b>22.5</b>	<b>7.1%</b>
<b>Linear Detention</b>	<b>5.1</b>	<b>12.6</b>	<b>4.0%</b>
<b>Municipal Walkway</b>	<b>0.1</b>	<b>0.2</b>	<b>0.0%</b>
<b>Roadways</b>	<b>37.0</b>	<b>91.4</b>	<b>29.0%</b>
<b>Total</b>	<b>127.7</b>	<b>315.4</b>	<b>100.0%</b>
Linear Detention Extension	1.9	4.7	N/A
<b>Total Area &amp; Linear Detention Extension</b>	<b>129.6</b>	<b>320.1</b>	<b>N/A</b>

F24 | Shallow Utilities Servicing



Proposed Cell Tower Location

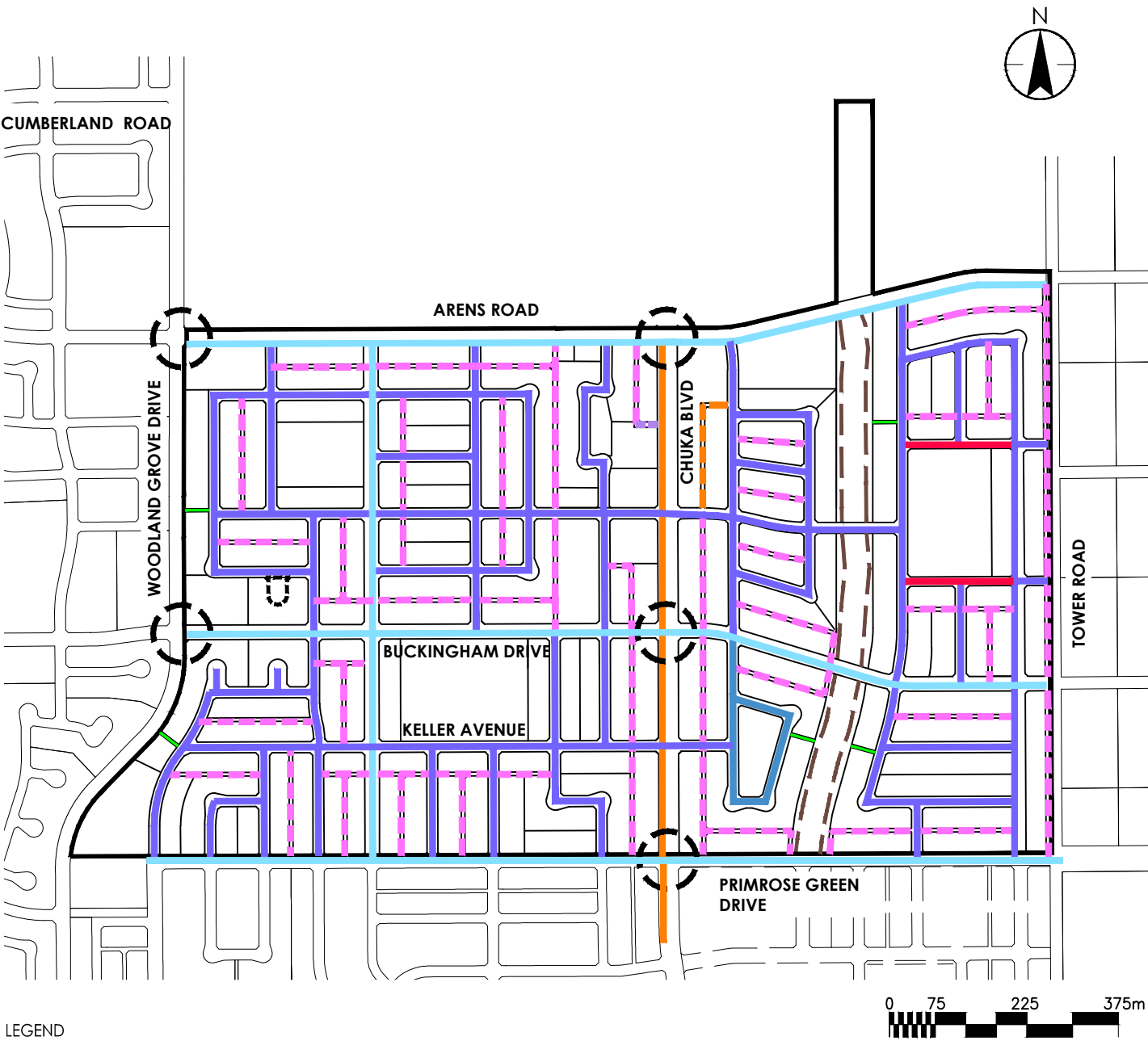
Legend

- |  |                           |  |  |
|--|---------------------------|--|--|
|  | EXISTING OVERHEAD POWER   |  | PROPOSED NEW GAS LINE (15.0m ROW REQUIRED) |
|  | EXISTING BURIED POWER     |  | PROPOSED REGULATOR STATION                 |
|  | EXISTING BURIED GAS       |  | PROPOSED CELL TOWER                        |
|  | EXISTING BURIED TELEPHONE |  |  |

0 500m

# Towns Concept Plan

## Circulation Plan





Public Consultation Summary

Response	Number of Responses	Issues Identified
<i>Completely opposed</i>	4	<ul style="list-style-type: none"> <li>- Proposed Location of the Cell Tower within the residential area</li> <li>- Can this cell tower be moved close to the bypass area and not in a residential area?</li> <li>- Issues with health and safety from having a cell tower close to residential homes.</li> <li>- Keep it as initially proposed</li> <li>- Removal of commercial towns square</li> </ul>
<i>Accept if many features were different</i>	1	<ul style="list-style-type: none"> <li>- I support more single-detached lots</li> <li>- Concerned about the cellphone tower at this location</li> </ul>
<i>Accept if one or more features were different</i>	2	<ul style="list-style-type: none"> <li>- A new cell tower could be developed in the nearby industrial area or bypass road area</li> </ul>
<i>I support this proposal</i>	1	<ul style="list-style-type: none"> <li>- Cell towers are needed</li> </ul>
<i>Other</i>		

1. **Issue: Proposed location of the Cellphone tower within the residential area.**

*Administration's Response:*

Cell towers are regulated under federal jurisdiction. The City participation in the development of cell towers through the federal approval process is outlined in the discussion section of this report.

As per Section 7.4 of the Regina South East Neighbourhood Plan (SENP), SaskTel has planned for four 35 m or 45 m wireless towers to be distributed throughout the SENP area as shown. SaskTel has noted that the locations are subject to change based on changes in population density and that the towers will be built as required and when capital is available and planning has occurred.

The proposed location is in related close proximity with the location identified in Fig. F24 of the SENP

2. **Issue: Issues with health and safety from having a cell tower close to residential homes**

*Administration's Response:*

As the regulator, Federal Government is the agency responsible for the development and review of these towers to ensure that the telecommunication providers follow proper safety protocols. Further to this and based on the information provided on the Government of Canada website regarding the health effects of cell phones, cell phone towers, antennas and 5G devices, as it states: *"Based on the available scientific evidence, there are no health risks from exposure to the low levels of radiofrequency EMF which people are exposed to from cell phones, cell phone towers, antennas and 5G devices"*.

3. **Issue: - Removal of Commercial Towns Square**

*Administration's Response:*

A portion of the commercial area as Mixed Large Market Zone for Commercial development as a Neighbourhood Commercial combined with a Municipal Reserve/ Park is being kept. The proposed amendment will reduce the mixed-use area available within this location from 3.96 to 0.55 hectares. The remaining commercial land combined with the existing commercial development in the Greens on Gardiner (Acre 21) to the south, the under-construction neighbourhood commercial at the intersection of Buckingham Drive and Woodland Grove Drive and the Urban Centre in Arcola Subdivision to the north near Victoria Avenue and the Bypass (East Victoria Concept Plan area) would still fulfill the need for neighbourhood commercial as per the complete neighbourhood guideline. Furthermore, there are medium and high-density residential developments planned around this location in combination with a Park.

To Mayer Masters and city council,

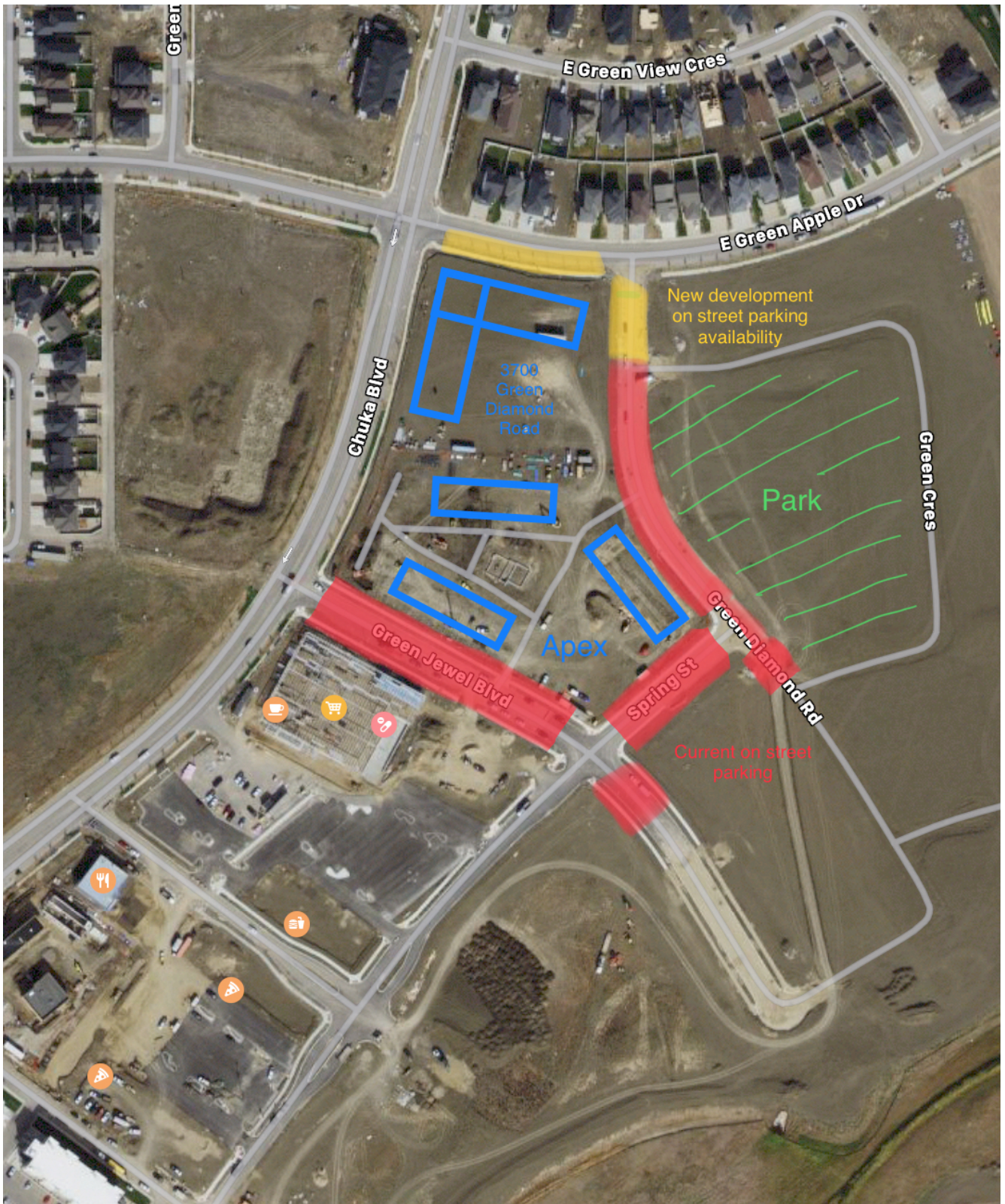
My Name is Thomas Froh. I write you today as a resident of the Greens on Gardner in opposition of the discretionary use application for the development of 3700 Green Diamond Road.

My main concern is that off site parking is already an issue in the area of development that will be exacerbated by a building that exceeds 11 meters. Other concerns that stem from this issue are safety related to congested on street parking and parking available to the community in the area, including the park across the street.

During evenings and weekends, on street parking is already very full from the development directly south of the proposed development. Their on site parking lot appears to be at capacity at these times. I have attached a diagram to show the current parking situation.

Thank you for taking the time to review my concerns regarding not approving discretionary use above 11 meters for this development.

Thomas Froh



Dear City,

We live down the street from the site that is planned to be a 5 story apartment building. We as a young family have a lot of concern with this property being built in our area.

1) Traffic past our house is already crazy. This will cause having many more people living in a small space causing even more traffic and excessive speeding down this street.

2) parking. On street parking is already crazy near there. There is just a little over 1 parking stall per apartment and most people have two cars per household. This will be causing more on street parking making it dangerous for kids going to and from school, using the park nearby or going to the store or one of the restaurants.

3) the number of rental properties in the area. We have a rental property at our home and already have issues in the area having to compete with all the rentals available. We are a young working family and have a hard time competing with gimmicks large companies can offer. Like free first month rent etc

4) the school is already almost full. Bringing another compact living area puts even more strain on the school.

5) we choose this area cause we thought it would be a nice quiet, safe area to raise our family. It has turned into a high density area that seems it's biggest focus is to stuff as many houses as possible. We never would of choosen to put our roots here now seeing what this area has become 10 years later.

Cory and Natasha Wirth



## 3700 Green Diamond Road - Discretionary Use - PL202000226

<b>Date</b>	March 10, 2021
<b>To</b>	Mayor Masters and City Councillors
<b>From</b>	Regina Planning Commission
<b>Service Area</b>	City Planning & Community Development
<b>Item #</b>	CR21-38

### RECOMMENDATION

---

That City Council:

1. Deny the discretionary use application for the proposed development of “Building, Stacked” located at 3700 Green Diamond Road, being Parcel H, Plan No. 102253889 in the Greens on Gardiner neighbourhood, subject to compliance with the following development standards and conditions:
  - a. The development shall be generally consistent with the plans attached to this report as Appendix A-3.1 & A-3.2, prepared by Abele Architecture, dated November 18, 2020; and
  - b. The development shall comply with all applicable standards and regulations in *The Regina Zoning Bylaw, 2019-19*.
2. Not authorize the Development Officer to issue a development permit with respect to the application, upon the applicant making payment of any applicable fees or charges and entering into a development agreement if one is required.

### HISTORY

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At the March 3, 2021 meeting of Regina Planning Commission, the Commission considered the attached report RPC21-22 from the City Planning & Development Division.

The following addressed the Commission:

- Thomas Froh
- Hayley Lucas
- Matthew Carleton
- Councillor Lori Bresciani, representing citizens in Ward 4
- Kevin Reese, representing Karina Development and Greens on Gardiner Corporation
- Rachel Ricard, Kris Mailman and Hemant Chauhan, representing Broadstreet Properties Ltd.

The Commission adopted the following resolution:

That City Council:

1. Deny the discretionary use application for the proposed development of "Building, Stacked" located at 3700 Green Diamond Road, being Parcel H, Plan No. 102253889 in the Greens on Gardiner neighbourhood, subject to compliance with the following development standards and conditions:
  - a. The development shall be generally consistent with the plans attached to this report as Appendix A-3.1 & A-3.2, prepared by Abele Architecture, dated November 18, 2020; and
  - b. The development shall comply with all applicable standards and regulations in *The Regina Zoning Bylaw, 2019-19*.
2. Not authorize the Development Officer to issue a development permit with respect to the application, upon the applicant making payment of any applicable fees or charges and entering into a development agreement if one is required.
3. Approve these recommendations at its March 10, 2020 meeting.

Recommendation #3 does not need City Council approval.

Respectfully submitted,

REGINA PLANNING COMMISSION

  
Elaine Gohlke, Secretary 3/5/2021

## ATTACHMENTS

RPC21-22-700 Green Diamond Road - Discretionary Use.pdf

Appendix A-1

Appendix A-2

Appendix A-3.1

Appendix A-3.2

Appendix A-3.3

PL202000226 Appendix B

## 3700 Green Diamond Road - Discretionary Use - PL202000226

<b>Date</b>	March 3, 2021
<b>To</b>	Regina Planning Commission
<b>From</b>	City Planning & Community Development
<b>Service Area</b>	Planning & Development Services
<b>Item No.</b>	RPC21-22

### RECOMMENDATION

---

Regina Planning Commission recommends that City Council:

1. Approve the discretionary use application for the proposed development of “Building, Stacked” located at 3700 Green Diamond Road, being Parcel H, Plan No. 102253889 in the Greens on Gardiner neighbourhood, subject to compliance with the following development standards and conditions:
  - a. The development shall be generally consistent with the plans attached to this report as Appendix A-3.1 & A-3.2, prepared by Abele Architecture, dated November 18, 2020; and
  - b. The development shall comply with all applicable standards and regulations in *The Regina Zoning Bylaw, 2019-19*.
2. Authorize the Development Officer to issue a development permit with respect to the application, upon the applicant making payment of any applicable fees or charges and entering into a development agreement if one is required.
3. Approve these recommendations at its March 10, 2020 meeting.

### ISSUE

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The applicant, Broadstreet Properties, proposes to develop a 123-unit residential “Building, Stacked” (proposed development) in association with the owner, Greens on Gardiner Development Corporation. The subject property is a vacant undeveloped site within the

Greens on Gardiner Neighbourhood, located at 3700 Green Diamond Road. The subject property is zoned RL – Residential Low-Rise Zone in which a “Building, Stacked” with a height exceeding 11.0 metres is a discretionary use. The proposed development is 15.57 metres tall.

All properties in the city of Regina are assigned a zoning designation under the *Regina Zoning Bylaw 2019-19* (Zoning Bylaw). Within each zoning designation, land-use can be permitted, not permitted or discretionary. Discretionary use applications require a public and technical review; consideration and recommendation by the Regina Planning Commission and consideration and approval by City Council in order to proceed.

This application is being considered pursuant to *The Planning and Development Act, 2007* (The Act); *Design Regina: The Official Community Plan Bylaw No. 2013-48* (OCP) and the Zoning Bylaw, including suitability based on the prescribed evaluation criteria for discretionary uses established in Part IE.3. The proposal has been assessed and is deemed to comply with all applicable policies, regulations and standards.

Pursuant to subsection 56(3) of The Act, City Council may establish conditions for discretionary uses based on the nature of the proposal (e.g. site, size, shape arrangement of buildings) and aspects of site design (e.g. landscaping, site access, parking, loading), but not including architectural details.

## IMPACTS

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### Financial Impacts

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 new, or changes to existing, infrastructure that may be required to directly or indirectly support any proposed development that may follow, in accordance with City of Regina (City) standards and applicable legal requirements.

### Accessibility Impacts

The proposed development requires three accessible parking stalls, which is what is proposed.

### Policy/Strategic Impact

The proposed development does not conflict with any OCP policies and is consistent with the following OCP goals/ policies:

- Section D5, Goal 1, Policy 7.1.5: *Require that new neighbourhoods, new mixed-use neighbourhoods, intensification areas and built or approved neighbourhoods are planned and developed to include the following:*
  - *A diversity of housing types to support residents from a wider range of economic levels, backgrounds and stages of life, including those with specific needs.*
- Section D6, Goal 3, Policy 8.11: *Encourage developers to provide a greater mix of housing to accommodate households of different incomes, types, stages of life, and*



*abilities in all neighbourhoods.*

The subject property is identified as forming part of a “Built or Approved Neighbourhood”, as per OCP – Part A, Map 1; therefore, development must comply with all policy associated with this designation, including Section D5, Goal 1, which requires compliance with “Complete Neighbourhood” goals. The proposed development enhances compliance with the “Complete Neighbourhood” goals of the OCP by providing greater housing diversity.

The development will contribute to housing diversity in the Greens on Gardiner Neighbourhood and will increase opportunities to accommodate a broader diversity of people with differing needs and incomes.

The proposed development is also in compliance within the Greens on Gardiner Concept Plan as discussed further in the discussion section of this report.

## **OTHER OPTIONS**

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Alternative options would be:

1. Approve the application with specific amendments to the plan.
2. Refer the application back to Administration. If City Council has specific concerns with the proposal, it may refer the application back to Administration for further review and direct that the application be brought back to Regina Planning Commission or directly to City Council for reconsideration following such review. Referral of the report back to Administration will delay approval of the development until requested information has been gathered or changes to the proposal have been made.
3. Deny the application. Development of “Building, Stacked” land use will not proceed on the subject property if City Council rejects the application.

## **COMMUNICATIONS**

---

The applicant and other interested parties will receive a copy of the report and notification of their right to appear as a delegation at the Regina Planning Commission Council meeting when the application will be considered. The Applicant will receive written notification of City Council’s decision in accordance with The Act.

## **DISCUSSION**

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### **Proposal**

The applicant proposed to develop one “Building, Stacked (apartment building)” containing 123 residential units. The development proposes 154 parking stalls and is five storeys in height (15.57 metres). Green Diamond Road, which flanks the east side, will serve as the primary access.

The surrounding land uses include high density residential to the northwest and south, planned high density residential to the west, low density residential to the north, and park space to the east. The “Acre 21” commercial development is located approximately 100 metres south of the proposed development and the École Wascana Plains School and École St. Elizabeth School are located approximately 350 metres to the north.

### **Land-Use**

The subject property is zoned RL – Residential Low-Rise Zone in which a “Building, Stacked” is a discretionary use if the building height exceeds 11.0 metres. The proposed development conforms with the intent and development standards and requirements of the RL – Residential Low-Rise Zone; however, as the proposed development is 15.57 metres in height (five storeys), requires consideration through the discretionary use process.

The portion of the building in excess of 11.0 metres is the consideration for Discretionary Use. While other items, such as density and parking, are relevant to the discussion, the only portion that is within the Discretionary decision of City Council is the building height as a “Building, Staked”, with a height of 11.0 metres or less would be a permitted land use in the RL – Residential Low-Rise Zone.

The subject property is deemed suitable for high-density residential due to immediate proximity to a major corridor with transit service and relatively close proximity to schools, parks and a commercial hub. Further, no adverse impacts have been identified besides minimal shadowing concerns on the properties on the north side of Green Apple Drive.

The land-use and zoning details of this proposal are summarized in the following tables:

<b>Land Use Details</b>	<b>Existing</b>	<b>Proposed</b>
Zoning	RL – Residential Low-Rise Zone	RL – Residential Low-Rise Zone
Land Use	Vacant	Building, Stacked
Building Area	Nil	12,602m <sup>2</sup>

<b>Zoning Analysis</b>	<b>Required</b>	<b>Proposed</b>
Number of Parking Stalls	123	154
Number of Long-Term Bicycle Parking Stalls	7	10
Number of Short-Term Bicycle Parking Stalls	0	16
Min. Lot Area (m <sup>2</sup> )	400 m <sup>2</sup>	11,365m <sup>2</sup>
Min. Lot Frontage (m)	14.6m	91.3m
Max. Building Height (m)	11.0m permitted 20.0m discretionary	15.57m
Max. Floor Area Ratio	3.0	2.2
Max. Coverage (%)	60%	24.5%
Communal Space	5%	5.0%
Min. Landscape Area (%)	15%	19.2%

The proposed development requires 123 parking stalls (one parking stall per unit) and the applicant has provided 154 parking stalls. There is potential for limited on-street parking on Green Diamond Road and Green Apple Drive. The proposal meets the requirements of the Zoning Bylaw for the provisions of bicycle parking. The proposal contains 16 bike parking stalls which are located in an enclosed structure on the subject property. Further, there is transit service along Chuka Boulevard directly in front of this development.

The proposal provides some amenities on site for the residents of the development including an 800 square foot community garden, 600 square foot dog run, covered outside seating/patio space and a playground.

### **Concept Plan**

The proposed development is in compliance with the approved Greens on Gardiner Concept Plan (Appendix A-3.3), which identifies the subject property as suitable for either medium-density or high-density development.

### **Community Engagement**

In accordance with the public notice requirements of *The Public Notice Policy Bylaw, 2020*, neighbouring property owners within 75 metres of the proposed development received written notice of the application and a sign was posted on the subject site. The Arcola East Community Association was contacted but did not respond. Comments from neighbouring properties are captured in Appendix B.

### **DECISION HISTORY**

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On July 28, 2014 City Council rezoned this property from UH – Urban Holding Zone to R5 – Medium Density Residential Zone (CR16-35). the subject property was subsequently rezoned to RL – Residential Low-Rise Zone as part of the new Zoning Bylaw adoption.

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

Respectfully Submitted,



Fred Scarle, Director, Planning & Development Services

Respectfully Submitted,



2/22/2021

Diana Hawryluk, Executive Director, City Planning & Community Dev.

2/23/2021

Prepared by: Michael Sliva, City Planner II

### **ATTACHMENTS**

Appendix A-1

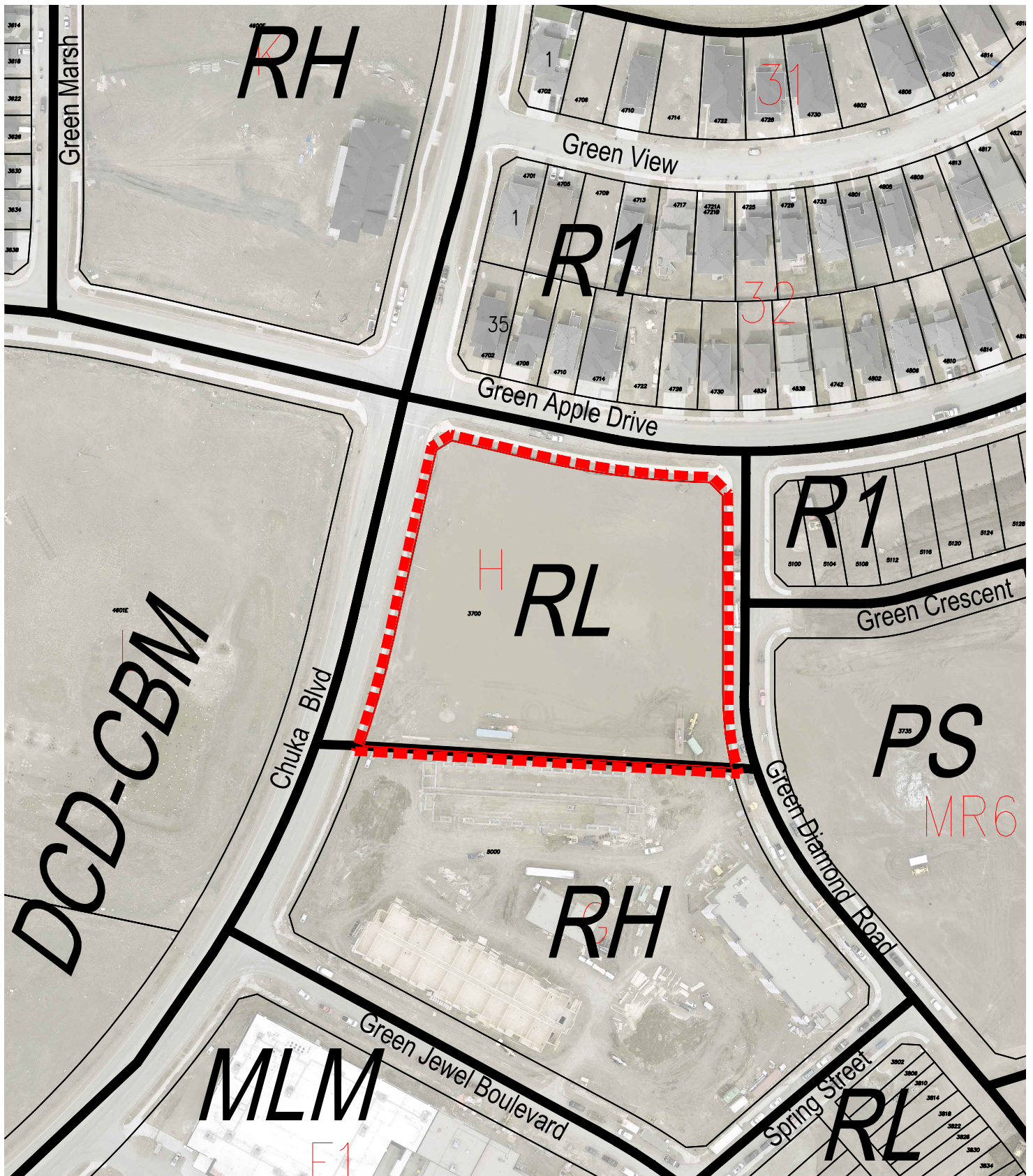
Appendix A-2

Appendix A-3.1

Appendix A-3.2

Appendix A-3.3

PL202000226 Appendix B



Date of Photography : 2018



Subject Property







Date of Photography: 2018

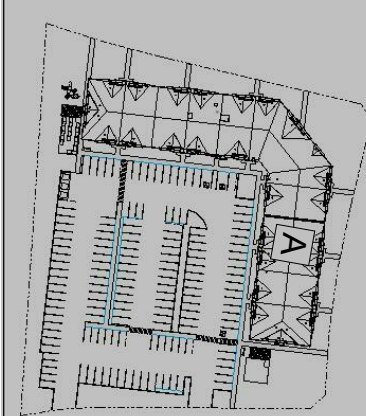


Subject Property









PROJECT STATUS

ENTER IN FAMILY TITLE BLOCK

Revision Schedule		
No.	Description	Revision Date
1	CONCEPT DESIGN	OCT 23 2022
A	DEVELOPMENT PERMIT	NOV 18 2022

**SEAL:** **ABELEARCHITECTURE**  
THOMAS C. ABELE, ARCHITECT SAA, T: 604.682-6

THOMAS C. ABLE, ARCHITECT SAA, T: 604.682-6818

TRADE CONTRACTORS SHALL VERIFY ALL DISCREPANCIES OR INCONSISTENCIES TO SEVMOUR PACIFIC DEVELOPMENTS LTD., WITHOUT DELAY, FOR CLARIFICATION AND/OR CORRECTION. DO NOT SCALE OR DIMENSION ANY OF THE SHOWN DRAWINGS USED AS INSTRUMENTS OF SERVICE SHALL REVEAL THE COPYRIGHT AND PROPERTY OF SEVMOUR PACIFIC DEVELOPMENTS LTD. ANY OTHER USE OR FOR ANY PURPOSE OTHER THAN THAT AUTHORIZED BY SEVMOUR PACIFIC DEVELOPMENTS LTD. IS PROHIBITED.

CONTRACTORS SHALL REMAIN FAMILIAR WITH, SHALL REFER TO, AND SHALL PERFORM IN ACCORDANCE WITH LOCAL LAWS, REGULATIONS AND BUILDING CODES. CONTRACTORS SHALL MAINTAIN GOOD INDUSTRY BUILDING AND SAFETY PRACTICES CONSISTENT WITH THE CONTRACT INTENT AND THE REQUIREMENTS OF JURISDICTIONAL AUTHORITIES.

ADDITIONAL CLAIMS AND COSTS RELATED TO NON-REPRESENTATIVE SAMPLES WILL NOT BE DEVELOPERS' LIT. NONMATERIAL CHANGES ARE DEEMED TO BE PLAN CHANGES OR SPECIFICATION ADJUSTMENTS THAT DO NOT SUBSTANTIALLY AFFECT THE VALUE, TIME, COST AND QUALITY OF CONSTRUCTION.

CONTRACTORS SHALL MAKE EVERY REASONABLE EFFORT TO MAINTAIN SCHEDULE, TARGETS AND PROVIDE GOOD EFFICIENCY, PROGRESS, WORKMANSHIP AND QUALITY TOWARD DEFICIENCY-FREE RESULTS.

PROJECT NAME:  
TERRA GREENS

PROJECT NUMBER:

ADDRESS:

GREEN DIAMOND ROAD

DRAWING TITLE:

## PLAN

DRAWN BY: BI

CHECKED BY:	PG
-------------	----

DATE:	NOV 18 2020
SCALE:	4" = 30' 0"

DRAWING #:

REV #

DEVELOPMENT PERMIT

## A1.0

A













## LEGEND

## 1) LAND USE & AREAS

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

## 2) INFRASTRUCTURE

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



Public Notice Comments

Response	Number of Responses	Issues Identified
<i>Completely opposed</i>	131	<ul style="list-style-type: none"> <li>- There should be no multi-unit at this location.</li> <li>- There is not enough parking.</li> <li>- This location should be a park, community space, or a dog park.</li> <li>- This project is too tall.</li> <li>- This project should not be allowed to have renters</li> </ul>
<i>Accept if many features were different</i>	5	<ul style="list-style-type: none"> <li>- More parking</li> <li>- Would like one less floor</li> </ul>
<i>Accept if one or two features were different</i>	2	
<i>I support this proposal</i>	3	

The following is a summary of issues identified through public consultation, listed in order of magnitude (starting with most numerous):

1. **Multi-unit**

Administration's Response:

The proposed building type is in accordance with the approved Greens on Gardiner Concept Plan, which identifies the site as suitable for high-density or medium-density residential development, and is in accordance with the RL – Residential Low-Rise Zone, which allows multi-unit buildings up to 20 metres in height (with building ranging between 11.0 metre to 20.0 metres as discretionary).

Developer's Response:

Parcel H, 3700 Green Diamond Road is situated at the corner of Chuka Boulevard, (an arterial road) to the west and Green Apple Drive, (a collector road) to the north. Chuka Boulevard and Green Apple Drive are both used as bus routes. On the east side of the property, there is one house flanking Green Diamond Road and a park. To the south, there is an existing apartment building. The proposed apartment is one block north of the Acre 21 commercial development and one block south of the joint-use elementary school. The proposed apartment at this location ticks all the boxes of the goals and policies outlined in the Official Community Plan. Parcel H is on an Urban Corridor with public transit, it is within walking distance of commercial development, schools and open spaces. If parcel H is not suited for an apartment, then I am not sure where any apartment will ever be allowed to be built in the City of Regina in the future.

A number of the respondents were concerned with an apartment adding too much density to the neighbourhood. I would like to bring to your attention Goal 4 – New Neighbourhoods and Employment Areas Paragraph 2.11.2 in the Official Community



Plan which states New Neighbourhoods should “*Achieve a minimum gross population density of 50 persons per hectare (pph).*” The approved Greens on Gardiner Concept Plan has a gross population density of 54.5 persons per hectare which is just slightly above the prescribed minimum.

2. **Parking**

Administration's Response:

The *Regina Zoning Bylaw No. 2019-19* requires a minimum of one parking stall per unit. There are 154 parking stalls for the 123 units; therefore, the amount of on-site parking provided exceeds the minimum parking requirement by 21 parking stalls.

Developer's Response:

The zoning bylaw requires 1 parking space per unit for an apartment. This development has 154 parking stalls for 123 units which equates to 1.25 parking stalls per unit. This project exceeds the minimum parking requirement by 25%. There is no doubt that there will be some vehicles parked on Green Apple Drive and also Green Diamond Road. Both of these streets are wide enough to accommodate parking. The minimum traffic width for two driving lanes and two parking lanes is 11.0 metres. Green Apple Drive has a traffic width of 13.4 metres and Green Diamond Road has a traffic width of 11.0 metres. These roads were designed with parking in mind. There are seven single family homes with front attached garages on the north side of Green Apple Drive across from the proposed apartment. On the southside of Green Apple Drive east of the of the intersection with Green Diamond Road there are no houses fronting Green Apple Drive and there is a concrete perimeter fence along that side of the street. There are no houses fronting Green Diamond Road across from the apartment. There should be no competition for street parking between the residents of the apartment and the single-family residents. Residents in new neighbourhoods with low density residential units on a street with an 11.0 metre traffic width are allowed to park on the street. I am not sure why this should be any different for residents of an apartment.

3. **Open Space**

Administration's Response:

In new subdivisions, open space (parks) is provided through municipal reserve dedication, through the subdivision process, and a municipality can not require more land for this purpose than what is statutorily prescribed the Act requires up to ten percent Municipal Reserve dedication. In this case, the maximum land for open space was dedicated and allocated in the Concept Plan. The approved Greens on Gardiner Concept Plan shows finalized open space plan.

4. **Renters**

Administration's Response:

Tenure type (ownership or rental) is not an applicable consideration. The City is required to base its review and decision on conformity with the Zoning Bylaw (e.g. land-use and building type).

Developer's Response:

The Official Community Plan addresses housing in section D6 and outlines a number of goals. To paraphrase this section, a complete neighbourhood should have a diversity of housing forms and this includes rental housing. There is a community bias against renters and yet, most people rent housing at some point in their life. It was not long ago when we had a housing crisis in the City of Regina. A Mayor's taskforce was set up to address the lack of rental housing. City Administration, our elected officials and the private sector worked together to increase the supply of rental housing. The role of Administration, Planning Commission and City Council was to approve projects that met the goals and policies of the Official Community Plan, neighbourhood Concept Plans and the Zoning Bylaw. The role of the private sector was to build rental units. The process worked, rental units were built and people had places to live. This application is nothing more than a continuation of this process.

5. **Height**

Administration's Response:

The proposed developed is within the threshold of a Discretionary Use in this zone. The height is appropriate from the context of the Council-approved density within the Concept Plan.

Developer's Response:

The Zoning bylaw allows for a building height on this parcel of a maximum of 20 metres. This apartment is 15.6 metres tall, which is 22% lower than the maximum. Some respondents opposing the apartment suggested that the building should only be three or four stories tall. I am not sure whether it is the height that is the concern or that a fifth storey adds more units and therefore more density. To be clear, The Greens on Gardiner is not building the apartment. However, I do know there is a delicate balance between cost of construction per unit and the market value of rent per unit. While apartments nearby are four stories with flat roofs, the cost of constructing those units at the time they were built and the market rent at that time are completely different than they are today. It is not simply a matter of eliminating the fifth story and the numbers continue to work for the project.

## 1565 Winnipeg Street - Discretionary Use Application - PL202000170

<b>Date</b>	March 10, 2021
<b>To</b>	Mayor Masters and City Councillors
<b>From</b>	Regina Planning Commission
<b>Service Area</b>	City Planning & Community Development
<b>Item #</b>	CR21-31

### RECOMMENDATION

---

That City Council:

1. Approve the discretionary use application for a proposed Drive-Through, Accessory located on a portion of 1565 Winnipeg Street, being Plan AG4178, Block 16, Lots 40 - 43 and Plan DM5186, Block 16, Lots 1- 5, in the Dewdney Place Subdivision, subject to the following development standards and conditions:
  - a. The development shall generally be consistent with the plans attached to this report as Appendix A-3.1 dated September 26, 2020, A-3.2 dated November 26, 2020 and A-3.3 dated December 22, 2020 inclusive, prepared by Paula Bannerman Designs;
  - b. The subject lots shall be parcel tied or consolidated; and
  - c. Except as otherwise required by this approval, the development shall comply with all applicable standards and regulations in *Regina Zoning Bylaw No. 2019*.
2. Authorize the Development Officer to issue a development permit with respect to the application, subject to the applicant making payment of any applicable fees or charges and entering into a development agreement if one if required.

### HISTORY

---

At the March 3, 2021 meeting of Regina Planning Commission, the Commission considered the attached report RPC21-20 from the City Planning & Development Division.

Ken MacMurchy, representing ABA Coffee Holdings Ltd. addressed the Commission.

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

Recommendation #3 in the attached report does not need City Council approval.

Respectfully submitted,

REGINA PLANNING COMMISSION

  
Elaine Gohlke, Secretary 3/5/2021

**ATTACHMENTS**

RPC21-20-1565 Winnipeg Street - Discretionary Use Application.pdf

Appendix A-1 (Subject Property Map)

Appendix A-2 (Aerial Map)

Appendix A-3.1 (Site Plan)

Appendix A-3.2 (Building Elevations)

Appendix A-3.3 (Landscape Plan)

Appendix B (Public Comment)

## 1565 Winnipeg Street - Discretionary Use Application - PL202000170

<b>Date</b>	March 3, 2021
<b>To</b>	Regina Planning Commission
<b>From</b>	City Planning & Community Development
<b>Service Area</b>	Planning & Development Services
<b>Item No.</b>	RPC21-20

### RECOMMENDATION

---

Regina Planning Commission recommends that City Council:

1. Approve the discretionary use application for a proposed Drive-Through, Accessory located on a portion of 1565 Winnipeg Street, being Plan AG4178, Block 16, Lots 40 - 43 and Plan DM5186, Block 16, Lots 1 - 5, in the Dewdney Place Subdivision, subject to the following development standards and conditions:
  - a. The development shall generally be consistent with the plans attached to this report as Appendix A-3.1 dated September 26, 2020, A-3.2 dated November 26, 2020 and A-3.3 dated December 22, 2020 inclusive, prepared by Paula Bannerman Designs;
  - b. The subject lots shall be parcel tied or consolidated; and
  - c. Except as otherwise required by this approval, the development shall comply with all applicable standards and regulations in *Regina Zoning Bylaw No. 2019*.
2. Authorize the Development Officer to issue a development permit with respect to the application, subject to the applicant making payment of any applicable fees or charges and entering into a development agreement if one is required.
3. Approve these recommendations at its March 10, 2020 meeting.



## ISSUE

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The applicant, Ken MacMurchy of ABA Coffee Holdings Ltd., proposes to develop a portion of vacant lands at 1565 Winnipeg Street to accommodate a walk-up and drive-through only coffee shop, to which a “Drive-Through, Accessory” is a discretionary use in the IL – Industrial Light Zone.

All properties in the city of Regina are assigned a zoning designation under *The Regina Zoning Bylaw, 2019* (Zoning Bylaw). Within each zoning designation, land use is permitted, not permitted (i.e. prohibited) or discretionary. Discretionary uses require a public and technical process and review by the Regina Planning Commission and City Council's approval to proceed.

This application is being considered pursuant to *The Planning and Development Act, 2007* (Act); *Design Regina: The Official Community Plan Bylaw No. 2013-48* (OCP) and the Zoning Bylaw, including suitability based on the prescribed evaluation criteria for discretionary uses established in Part IE.3. The proposal has been assessed and deemed to comply with all applicable policies, regulations and standards.

Pursuant to subsection 56(3) of the Act, City Council may establish conditions for discretionary uses based on the nature of the proposal (e.g. site, size, shape, the arrangement of a building) and aspects of site design (e.g. landscaping, site access, parking, loading), but not including architectural details.

## IMPACTS

---

### Financial Impacts

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 new infrastructure or changes to existing infrastructure that may be required to directly or indirectly support any proposed development that may follow, in accordance with City standards and applicable legal requirements.

### Accessibility Impacts

As per the Zoning Bylaw, Chapter 6, subpart 5B.6.2(1), *a minimum of two per cent of the required number of parking stalls shall be provided in the form of accessible parking stalls in the Industrial Light zone*. As no parking stalls are required by the total floor area of the proposed building, no accessible parking stalls are required. However, one has been proposed by the applicant.

### Environmental Impacts

The City of Regina has a community goal of achieving net zero emissions and sourcing of net zero renewable energy by 2050. In support of this, City Council has asked Administration to provide energy and greenhouse gas implications of recommendations so that they can evaluate the climate impacts of their decisions. Drive-through establishments are known to contribute to the amount of vehicle idling in communities which increases carbon emissions. Differences in wait times and traffic volume make it difficult to quantify exact fuel consumption and greenhouse gas emissions. However, using industry estimates,

Administration has calculated that vehicle idling at this drive-through will consume approximately 9,000 litres of fuel per year (82,000 kWh of energy) which would produce an additional 20 tonnes of CO<sub>2</sub>e emissions. For context, this is equivalent to the average yearly amount of emissions generated by 5 vehicles. There is currently no policy or bylaw restricting vehicle idling in the city.

### **Policy / Strategic Impacts**

The proposed development supports the following goals, policies and objectives of Part A of the OCP:

- Section C: Growth Plan - Goal 3: Enhance the city's urban form through intensification and redevelopment of existing built-up areas.

This area is within the intensification area of OCP Map 1C. The proposal will see the redevelopment of an under-utilized vacant lots to an active commercial use.

- Section D5, Goal 4 – Employment Uses: Provide appropriate location and development opportunities for a full range of industrial, commercial and institutional activities.
  - Policy 7.23 *Protect industrial lands by avoiding re-designations of industrial areas, except where the City determines that a different land use is more beneficial.*
  - Policy 7.24 *Within industrial areas, permit supporting services or amenities that complement industrial uses or cater to industrial employees or customers.*

As a discretionary use, Council is provided with the discretion to determine the suitability of the proposed development, evaluated based on the criteria prescribed in Part 1E.3 of the Zoning Bylaw. The proposal aligns with all other development standards outlined by the *Zoning Bylaw No. 2019-19*.

The proposed development will provide an added amenity that will be readily accessible to the local area's employees and customers.

- Section D10, Goal 2 – Economic Growth: Optimize the economic development potential of Regina, the region and the Province of Saskatchewan.
  - Policy 12.5.1: *Identifying and leveraging opportunities to expand existing industries.*
- Section D10, Goal 3 – Economic Generators: Cultivate entrepreneurship and support economic generators.
  - Policy 12.7: *Encourage innovative options to support and incubate new entrepreneurs and commercial ventures*
    - Policy 12.7.1 *Encourage the development and commercialization of new ideas that have to potential to diversify the economy*

The development will be one of the first walk-up and drive-through only coffee shop establishments in Regina and will foster further economic innovation within the city and a service for nearby businesses and residents.

## OTHER OPTIONS

---

Alternative options would be:

1. Approve the application with specific amendments to the plan.
2. Refer the application back to Administration. If City Council has specific concerns with the proposal, it may refer it back to Administration to consider further recommendations and direct that the report be reconsidered by Planning Commission or brought back directly to Council following such further review. Referral of the report back to Administration will delay approval of the development until requested information has been gathered, or changes to the proposal have been made.
3. Deny the application. Development of "Drive-Through, Accessory" land use will not proceed on the subject property if City Council rejects the application.

## COMMUNICATIONS

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The applicant and other interested parties will receive a copy of the report and notification of their right to appear as a delegation at the Council meeting when the application is considered. Public notice of Council's consideration of this application is given in accordance with *The Public Notice Policy Bylaw, 2020*. The applicant will receive written notification of the Council's decision in accordance with The Act.

## DISCUSSION

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### Proposal

The applicant proposes to develop a 'Drive-thru Accessory' (coffee shop) that will provide services by a walk-up window and drive-through only. The proposed building will house the coffee establishment operations and will not include customer access or seating inside.

The proposed site plan, elevations and landscape plan are provided as Appendix A-3.1 to A-3.3.

### Consideration

As per the Zoning Bylaw, the subject property is zoned IL - Industrial Light Zone. The proposed coffee shop building is 31.22 square metres in area. The proposed development is classified under the land use "Food & Beverage, Restaurant" as a permitted use, in which an associated "Drive-Through, Accessory" is a discretionary use within the zone. Permitted uses are evaluated through the administrative approval process and do not require Council approval.

Services to the public will be provided via a walk-up window and drive-through. A drive-through is classified under the land use "Drive-Through, Accessory" and is considered a discretionary use.

The Zoning Bylaw require a parking stall be provided on site for every 175 square metres of gross floor area. Two per cent of the required parking must also be allocated as accessory parking. The scale of the establishment does not require standard or accessory parking under the Zoning Bylaw. However, the proposed development will provide a total of 13 parking stalls including one accessible stall on site.

The proposal meets all criteria in the City's Design Standard. The proposed development is anticipated to create less than 100 vehicles per hour, which is the City's threshold for requiring a Transportation Impact Assessment (TIA), therefore, no TIA was completed. As the proposed development utilizes existing vehicle access points and crossings, provides sufficient drive-through queuing space for vehicles on site and does not include customer seating, it is anticipated that there will be no conflict with traffic-flow and surrounding road networks. The Zoning Bylaw does not include requirements or restrictions pertaining to the number of queuing spaces for "Drive-Through, Accessory".

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

Land Use Details	Existing	Proposed
Zoning	IL – Industrial Light	No Change
Land Use	Vacant Lot	"Drive-Through, Accessory" (Discretionary)  "Food & Beverage, Restaurant" (Permitted)
Building Area	None	31.22 square metres

Zoning Analysis	Required	Proposed
Number of Parking Stalls	None (One stall is required per 175 square metres of <b>total floor area</b> )	13 total parking stalls on site
Minimum Lot Frontage (m)	30	33.78
Minimum Lot Area (m <sup>2</sup> )	200	1580.39
Maximum Site Coverage	50%	2%
Maximum Building Height (m)	15	3.81
Minimum Landscape Area (m <sup>2</sup> )	79.02 (5% of lot area)	79.02

The parcels of land associated with the proposal, as shown in Appendix A-2, are currently vacant. The surrounding land uses (Appendix A-1) include a variety of light industrial and commercial activity in all directions, with Winnipeg Street to the west and Dewdney Avenue to the north of the property.

Based on Administration's evaluation of the proposal for land use, development standards and criteria established in Part 1E.3 of the Zoning Bylaw, the development is suitable at the proposed location. No adverse impacts have been identified.

### **Community Engagement**

In accordance with the public notice requirements of *The Public Notice Policy Bylaw, 2020*, neighbouring property owners within 75 metres of the proposed development received written notice of the application, and a public notification sign was posted on the subject site. A summary of public feedback and Administration's response is provided in Appendix B.

### **DECISION HISTORY**

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

Respectfully Submitted,



Fred Searle, Director, Planning & Development Services

Respectfully Submitted,



Diana Hawryluk, Executive Director, City Planning & Community Dev.

2/24/2021

Prepared by: Linda Huynh, City Planner II

### **ATTACHMENTS**

Appendix A-1 (Subject Property Map)  
Appendix A-2 (Aerial Map)  
Appendix A-3.1 (Site Plan)  
Appendix A-3.2 (Building Elevations)  
Appendix A-3.3 (Landscape Plan)  
Appendix B (Public Comment)



Project PL202000170

1565 Winnipeg Street  
Lot(s) 40-43, Block 16, Plan No. AG4178  
Lot(s) 1-5, Block 16, Plan No. DM5186



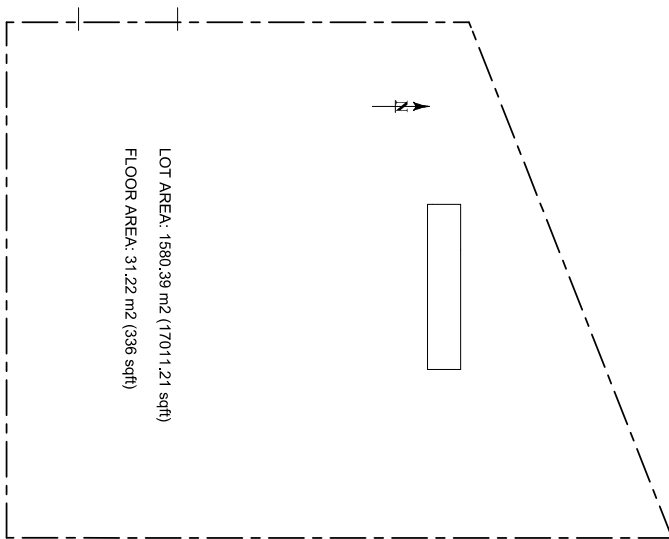


Subject Property

Project PL202000170

Civic Address/Subdivision

1565 Winnipeg Street  
Lot(s) 40-43, Block 16, Plan No. AG4178  
Lot(s) 1-5, Block 16, Plan No. DM5186



DEWDNEY AVE.

LANE

P.L. 38100 [125'-0"]

P.L. 49180 [161'-4"]

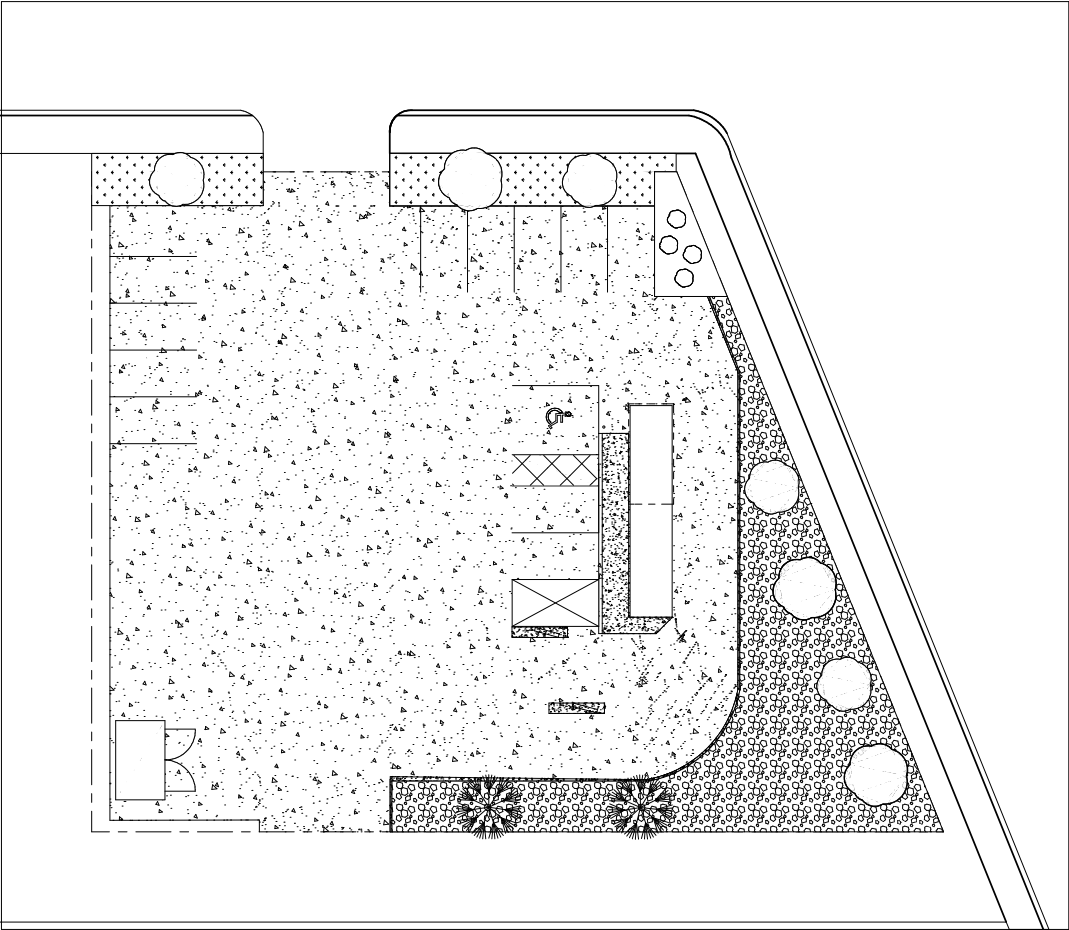
GARB  
RECY

 SITE DEVELOPMENT PLAN  
scale - 1:200

SHEET#

A-1





LANDSCAPING CALCULATIONS			
total site landscaping	5% x 1580.39 m <sup>2</sup>	79.02	79.02
street trees	1/10 metres 74/10 = 7.4	7	7
trees	1/40 m <sup>2</sup> 79.02/20 = 1.98	2	6
shrubs	1/20 m <sup>2</sup> 79.02/20 = 3.95	4	4
total site landscaping adjacent to the street	any parking area	yes	sod

PLANTING LEGEND			
TREES			
SOD		White Birch 40mm caliper	5
GRAVEL		Schubert Choisyem 40mm caliper	2
CONCRETE		Colorado Blue Spruce 40mm caliper	2
ROCK		SHRUBS	
WOOD MULCH		Pinyon Paeonub	4

LANDSCAPE PLAN  
scale - 1:200

**PAULA BANNERMAN DESIGNS**  
RESIDENTIAL COMMERCIAL  
LANDSCAPE DESIGN

DESIGNER  
CONTRACT

**Paula Bannerman**  
paula@pbdesigns.ca  
306-593-0540

DESIGNED BY  
100% BUILT AND DESIGNED BY  
100% BUILT AND DESIGNED BY

**Paula Bannerman**  
paula@pbdesigns.ca  
306-593-0540

DISCLAIMER

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TITLE

**PROPOSED  
LANDSCAPE  
PLAN**

DATE

DEC 22, 2020

SCALE

AS NOTED

SHEET#

**A-3**



Public Consultation Summary

Response	Number of Responses	Issues Identified
<i>Completely opposed</i>	1	<ol style="list-style-type: none"> <li>1. This is an already congested intersection, and the proposal will impact safety and traffic flow along a busy street.</li> <li>2. There are already too many coffee shops in the vicinity of this site (Eg, Tim Hortons at Winnipeg &amp; Ross, and Park &amp; Dewdney)</li> </ol>
<i>Accept if many features were different</i>	1	<p>A coffee shop in this area would be great and are in favour of drive-throughs in general.</p> <ol style="list-style-type: none"> <li>1. There are concerns about the impact on traffic, specifically: <ol style="list-style-type: none"> <li>a. Enough queuing space provided for the drive-through</li> <li>b. Traffic management of vehicles exiting left (towards the south) onto Winnipeg Street from the site.</li> </ol> </li> </ol>
<i>Accept if one or two features were different</i>	0	N/A
<i>I support this proposal</i>	0	N/A

**1. Issue: Traffic Flow Impact***Administration's Response:*

Due to the size/scale of the proposed development, it is anticipated that there will be sufficient queuing spaces provided by the site to account for any increase in traffic. Additionally, the use of existing vehicle access and crossing has been incorporated as part of this proposal. As no new access points are being proposed at this time, there are no additional changes required.

In summary, it is anticipated that there will be no conflict with traffic-flow and surrounding road network.

**2. Issue: Proximity to Similar Land Use***Administration's Response:*

The Zoning Bylaw does not regulate separation distances between businesses of this type. Application are considered on a site by site basis for compliance with the land use and development standards of the Zoning Bylaw.

Therefore, no conflict concerning land use was identified at this time.

## City of Regina Projects – Investing in Canada Infrastructure Program (ICIP), COVID-19 Resiliency Stream

<b>Date</b>	March 10, 2021
<b>To</b>	Mayor Masters and City Councillors
<b>From</b>	Executive Committee
<b>Service Area</b>	City Manager's Office
<b>Item #</b>	CR21-39

### RECOMMENDATION

---

That City Council:

1. Approve the application to the Investing in Canada Infrastructure Program for the Bus Operator Driver Shields and Self Securement Mobility Stations for a total funding of \$2,571,177.
2. Approve the allocation of \$686,505 from the Asset Revitalization Reserve to fund the 26.7 per cent of City's contribution to the funding.
3. Authorize the City Clerk to execute all agreements with the Government of Saskatchewan and Government of Canada upon review and approval of the City Solicitor.

### HISTORY

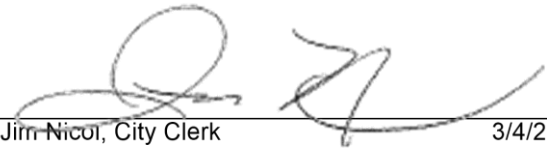
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At the March 3, 2021 meeting of the Executive Committee, the Committee considered the attached EX21-17 report from the City Manager's Office.

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

Respectfully submitted,

EXECUTIVE COMMITTEE



Jim Nicol, City Clerk 3/4/2021

**ATTACHMENTS**

EX21-17 - City of Regina Projects – Investing in Canada Infrastructure Program, COVID-19 Resiliency Stream

## City of Regina Projects – Investing in Canada Infrastructure Program (ICIP), COVID-19 Resiliency Stream

<b>Date</b>	March 3, 2021
<b>To</b>	Executive Committee
<b>From</b>	City Manager's Office
<b>Service Area</b>	Office of the City Clerk
<b>Item No.</b>	EX21-17

### RECOMMENDATION

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The Executive Committee recommends that City Council:

1. Approve the application to the Investing in Canada Infrastructure Program for the Bus Operator Driver Shields and Self Securement Mobility Stations for a total funding of \$2,571,177.
2. Approve the allocation of \$686,505 from the Asset Revitalization Reserve to fund the 26.7 per cent of City's contribution to the funding.
3. Authorize the City Clerk to execute all agreements with the Government of Saskatchewan and Government of Canada upon review and approval of the City Solicitor.

### ISSUE

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On November 4, 2020, the City of Regina applied for funding under the Investing in Canada Infrastructure Program (ICIP) COVID-19 Resilience Infrastructure Stream for two transit projects in an effort to enhance the safety of transit passengers and operators in response to COVID-19. The two proposed projects are the installation of permanent bus operator driver shields and self-securement mobility stations on Regina transit. These projects will increase physical distancing between bus operators and passengers. As well, the driver shields reduce the risk of physical altercations between operators and passengers.

The proposals are currently moving through the review and approval processes of the Provincial and Federal Governments and, at this stage, Council approval of the projects is required.

## **IMPACTS**

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### **Accessibility Impact**

The installation of self-securement stations in all Regina transit buses will allow for greater independence for those using mobility devices on public transit. While all transit buses are currently equipped with securement stations, the self-securement system recommended in this report allows customers using mobility devices to secure their device without the assistance of a bus operator, thus, practicing safe distancing between individuals.

### **Financial Impact**

Infrastructure funding from other levels of government allows the City to leverage additional sources of funding to support the City's high-priority needs. Eligible projects within the COVID-19 Resilience Infrastructure Stream include retrofits, repairs, and upgrades of assets to support physical distancing.

The total cost of the two projects is \$2,571,177. Through the ICIP program, the federal government would fund 40 per cent, the Provincial government 33.3 per cent and the municipality would be responsible for 26.7 per cent, or \$686,505, for the two proposed projects.

The recommendation is that the Asset Revitalization Reserve be used to fund the City's portion of the projects. The Asset Revitalization Reserve is intended to fund strategic capital priorities to assist in managing the growth and revitalization of the capital assets and infrastructure of the City. The current projected yearend balance of the reserve is approximately \$14 million. Utilizing the reserve to cover the City's cost would result in the reserve balance being approximately \$13.3 million, within the target range of \$500,000 to \$30 million.

### **Policy/Strategic Impact**

COVID-19 has changed how the Transit & Fleet department is delivering transit services. A large component is ensuring that employees and customers are safe, which included the installation of temporary driver vinyl barriers on all buses to help minimize the potential transmission of COVID-19. The driver vinyl barriers are a temporary barrier and not a long-term solution.



Self-securement mobility stations support the recommended actions in the Transportation Master Plan, specifically:

*3.31 Continue to improve and increase accessibility of customer service and trip planning tools.*

### **Environmental Impact**

Increased accessibility and safety on the transit fleet will support increased usage of the transit system, thus lowering reliance on the private automobile and the amount of greenhouse gas emissions released into the atmosphere.

### **OTHER OPTIONS**

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1. To not seek funding from the other levels of government, which would require the City be responsible for the full cost of the projects (\$2,571,177), an additional \$1,880,000 million.
2. To not proceed with the projects.

### **COMMUNICATIONS**

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The City will work with the other levels of government to announce the projects if approved.

### **DISCUSSION**

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The applications being considered through ICIP are part of a one-time stream of funding announced by the Province last September. The COVID-19 Resilience Infrastructure Stream is for shovel-ready projects that could be started by September 2021 and completed by December 31, 2021. The proposed driver shields are requested with the intent to improve the safety of transit operators and passengers. At present, temporary vinyl barriers have been installed on all transit buses to help limit the spread of COVID-19. Although effective, they are not a long-term solution as they do not protect bus operators from physical interactions. Transit has had four physical assaults in the past two years. Although physical assaults have been rare in Regina, there is a growing number of instances of violence towards bus operators in Canada. These driver shields have been installed in most Canadian municipalities with a population of over 500,000. These shields would be installed on all 121 transit buses and will be standard for any future bus additions.

All transit buses are equipped with securement stations to transport customers using mobility devices. Traditional securement stations require a bus operator to help secure a customer in the bus by physically touching and attaching securement straps to the customer's mobility device. This method, although effective, does not promote safe physical distancing. There have been advancements in technology that allow a passenger to be secured with no physical interaction by the bus operator.

Transit currently has 13 self-securement systems in transit buses. The operator can secure the passenger by the press of a button once the passenger positions themselves in the device. These devices are growing in popularity amongst transit systems as it is the best hands-free mobility securement unit for public transit. In addition, the self-securement stations will assist in promoting the use of transit to customers who are currently reliant on paratransit, as Paratransit has been challenged with meeting all of its customer demand.

The request is to retro fit 66 buses. Any new bus purchases will have this securement system installed from the factory.

### **DECISION HISTORY**

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In March 2019, Council approved a number of projects to be funded through the ICIP program in order of priority (CR 19-23). Most of these projects were longer term projects that were not shovel ready.

The recommendations contained within this report require City Council approval.

Respectfully Submitted,



Leah Goodwin  
Senior Advisor, Government & Indigenous Relations

Respectfully Submitted,



Chris Holden  
City Manager

Prepared by: Leah Goodwin, Senior Advisor, Government & Indigenous Relations



March 10, 2021

Members of the City Council,

**RE: Options for Regulating Heritage and Architectural Design**

Thank you for the opportunity to respond to the document submitted to your committee by Planning and Development Services.

Heritage Regina's recommendation is to continue with the original August 26<sup>th</sup> directive to create a detailed plan for a control zone to protect heritage properties and heritage neighborhoods with heritage stakeholders and input via community engagement.

Our recommendation however, requires for an adjustment to the current schedule established by Administration for completing community plans. We feel that Cathedral/Crescents, Lakeview, Transitions/Centre Sq., and Heritage neighborhood plans should be the first to be completed and be made a priority within the current schedule. Considering that the Heritage Policy is about to be supplemented with several new or enhanced initiatives related to incentives and maintenance, it seems prudent to ensure that the neighbourhoods that stand to be most impacted by this enhanced heritage policy have their plans in place as soon as possible. Completing these neighbourhood plans first, would be the final piece that achieves what would then be a comprehensive and fully functional heritage policy.

Prioritizing these neighbourhoods would allow Council an opportunity to direct administration to include heritage as part of the planning process and introduce regulatory measures to support it. This would create an efficiency where-in community and stakeholder consultations for both processes could be combined and result in a comprehensive heritage component to each community plan.

The document submitted to the Planning Commission identifies several regulatory options for council/community to consider. One option is to rely on conventional zoning districts and the Infill Overlay Zone. Our concern with relying on these two zoning tools to protect the character of a neighbourhood is that through the available appeal process, the intent of these bylaws can be eroded over time as property owners/developers ask for exceptions based on their desire to maximize the value of their property or add developments that increase their economic gain. The City has done an admirable job in incorporating the needs and desires of the community and developers into the new Zoning and Infill Bylaws, but we have already seen proposals come forward that seek to significantly vary the elements that preserve neighbourhood character.

Identification and preservation of particular architectural themes and styles, addressing form and massing (e.g. height, setbacks, etc.) and preventing specific features and styles not compliant to the character and intent of the neighborhood are essential requirements to ensure the preservation of heritage neighbourhoods. Maintaining original buildings for their heritage value and preventing demolition with the realization that some demolition is okay if certain architectural objectives are respected in new buildings, supports land-use and build-form diversity while ensuring overall compatibility.

Aside from the Municipal Heritage Property Designations, Heritage Regina does not feel that any one of the remaining options presented will be comprehensive enough to preserve our built heritage. Therefore, we recommend two options used simultaneously to achieve this end. A Heritage Conservation District (HCD) to protect the existing heritage properties within a neighborhood and a Direct Control Zone to guide the infill within a heritage neighborhood and which could direct materials, colors, form and massing, and also apply to rehabilitation and repair when applicable. Utilizing these two options for neighbourhoods would create a comprehensive tool that allows flexibility and control.

A Heritage Conservation District would allow protections for heritage not yet assessed for designation and provide protection for Grade 2 assessed properties that are not eligible for full designation. This would help to address a concern with the current Heritage Policy as to the fate of those properties considered significant for the neighbourhood (Grade 2) but only considered for designation if the property owner wants to pursue it.

Combining a HCD with a Direct Control District (DCD) could supplement or replace the current Residential Infill Development Overlay Zone for heritage neighbourhoods. The DCD provides enhanced controls to ensure that new development fits within the character defining elements of a neighbourhood while allowing for a neighbourhood to be renewed. This option addresses concerns by citizens that demolition and new builds in our heritage neighbourhoods will not change the landscape such that we can no longer recognize these neighbourhoods as the oldest in our city. In addition, these control zones could be highly incentivised through the planned enhancements to the Heritage Incentives Policy.

The goal is to create a healthy heritage policy that builds in a mechanism to maintain the policy by adding and removing properties on a continual basis and expands to additional neighbourhoods as the city ages. The policy must be developed with stakeholder involvement, and include incentives for owners, plans for continual enforcement, and a provision to recognise sites when demolition is necessary but the desire to retain the

history of that location exists. Furthermore, a mechanism whereby changes of ownership of designated properties or properties within an HCD/DCD triggers the City Administration to notify the new owner of the Heritage Policy, including options to pursue designation and the Incentives Program. These components are essential to the success and longevity of that policy. Much work is underway by City Administration to this end but a HCD combined with a DCD would complete this policy and meet many of the objectives of the Official Community Plan and the Cultural Plan.

Sincerely,

A handwritten signature in dark ink, appearing to read "Jackie Schmidt". The signature is fluid and cursive, with a prominent initial "J" and a stylized "S".

Jackie Schmidt



## Options for Regulating Heritage and Architectural Design

<b>Date</b>	March 10, 2021
<b>To</b>	Mayor Masters and City Councillors
<b>From</b>	Regina Planning Commission
<b>Service Area</b>	City Planning & Community Development
<b>Item #</b>	CR21-43

### RECOMMENDATION

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That City Council:

1. Remove CR20-94 from the List of Outstanding Items for City Council.
2. Receive and file this report.

### HISTORY

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At the March 3, 2021 meeting of Regina Planning Commission, the Commission considered the attached report RPC21-28 from the City Planning & Development Division.

The following addressed the Commission:

- Bruce Dawson
- Jackie Schmidt, Heritage Regina

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

Respectfully submitted,

REGINA PLANNING COMMISSION

  
Elaine Gohlke, Secretary 3/5/2021

**ATTACHMENTS**

RPC21-28-Options for Regulating Heritage and Architectural Design.pdf

## Options for Regulating Heritage and Architectural Design

<b>Date</b>	March 3, 2021
<b>To</b>	Regina Planning Commission
<b>From</b>	City Planning & Community Development
<b>Service Area</b>	Planning & Development Services
<b>Item No.</b>	RPC21-28

### RECOMMENDATION

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Regina Planning Commission recommends that City Council:

1. Remove CR20-94 from the List of Outstanding Items for City Council.
2. Receive and file this report.

### ISSUE

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At its meeting on August 13, 2020 (RPC20-27), the Regina Planning Commission (RPC) directed Administration to bring back an informational report respecting options for regulating heritage and architectural design. This direction was put into the following motion at the August 26, 2020 (CR20-74), City Council meeting:

*"... provide a report to Council in Q1 2021 with a detailed plan to protect the historical and architectural value of designated heritage conservation areas with architectural controls for the Crescents Neighbourhood to ensure compatible infill, pursuant to sec. 73 of The Planning and Development Act, 2007 and outlined in Design Regina, Section D8, 10,8, Map 8, Potential Heritage Conservation Districts."*

The above noted matter relates to a broader discussion regarding heritage and architectural design. Whether a property warrants additional regulation and what the optimal regulatory "tool" is, are important considerations, as the issue affects individual property rights and a community's relationship to its built-environment. Selecting the optimal tool will depend on the objectives, public input and the degree of additional regulation deemed appropriate.

Regulating heritage and architectural design is potentially relevant for many neighbourhoods within and adjacent to the City Centre area. However, the particular concerns will likely differ; therefore, the implementation of appropriate regulation should be based on comprehensive review and consultation, which occurs, commonly, through a planning process, such as a Neighbourhood Plan review.

The intent of this report is to respond to the above noted direction by providing an overview of regulatory and process options that can inform initiatives to explore the potential for heritage and architectural design regulation at a community level.

**Note:** For the purpose of this report:

- “Built-Form” can be defined as: The design of a building and its relationship to the street: building size, orientation, setbacks, architectural detail, etc.
- “Architectural Detail” can be defined as: The elements of a building that define its exterior appearance: color, material, fenestration (configuration of windows, doors), overall design theme, etc. (Architectural Detail is a component of built-form.)
- “Heritage” can be defined as: Aspects of a property, or group of properties, that is of interest, to the City and/ or community residents, for its architectural, historical, cultural, aesthetic value, etc.

## IMPACTS

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### **Financial Impacts**

None with respect to the recommendation of this report.

Should the City explore or pursue comprehensive regulatory measures for protecting properties regarded as important for heritage value or architectural design, this would require public engagement and may require the services of a qualified consultant and associated costs. The level of engagement and expert involvement would be assessed and determined on a case-by-case basis.

### **Accessibility Impacts**

None with respect to this report.

### **Policy/Strategic Impact**

#### Official Community Plan

Implementing regulatory measures to protect properties regarded as important for heritage value or architectural design is supported by *Design Regina: The Official Community Plan Bylaw No. 2013-48* (OCP). The OCP provides high-level, long-term policy direction, across the city, for such matters as: growth and development; the provision of infrastructure and community services; social, cultural and environmental matters, etc. Regarding heritage and architectural design, there are several key policies:

- Section D5 - Policy 7.8.6 requires that future neighbourhood plan(s) for the City Center include guidelines for heritage conservation, architecture and urban design.
- Section D8 - Policy 10.3 requires the City to identify, evaluate, conserve and protect historic places identified on Map 8 – Cultural Resources.
- Section D8 - Policy 10.5 encourages owners to voluntarily seek heritage designation for qualifying properties.
- Section D8 - Policy 10.8 requires the City to evaluate the areas conceptually identified in Map 8 – Cultural Resources for potential Heritage Conservation District designation.
- Section E - Policy 14.56 requires the City to consider supporting the use of the Architectural Control District in the following contexts: preserve architectural character of an area; aesthetic enhancement; prevent undesirable design features; support “green building” design.

### Neighbourhood Plans

Implementing regulatory measures to protect properties regarded as important for heritage value or architectural design is supported by several neighbourhood plans. Neighbourhood plans are used to guide growth and development at a community/neighbourhood scale and form part of Part B of the OCP. Regarding heritage and architectural design, the applicable neighbourhood plans and associated policy are as follows:

<b>Cathedral NP</b> Section 2.6	Encourages the implementation of a Heritage Conservation District, especially areas east of Elphinstone Street; Victoria Avenue corridor and, “of particular interest”, the Crescents area.
<b>Warehouse NP</b> Section 1.5.2 (c)(i)	Encourages that new development complement the “...design features of the existing and related historic structures and streetscape...”
<b>Yards NP</b> Section 5.2(c)	Requires that new buildings fronting Dewdney Avenue shall complement the design of the historic buildings in Warehouse District.
<b>Downtown NP</b> Policy 27	Requires City to develop new design guidelines for the existing Victoria Park Heritage Conservations District and to study and consider an expansion to this heritage conservations district.
<b>Transition NP</b> Section 3.3.2(3)	Encourages protection of homes along College Avenue via Heritage Conservation District designation; Section 4.6(1) encourages City to consider applying Municipal Heritage Property designation to list of potential heritage properties included in Appendix.

The City is currently embarking on a program (referred to as the “Neighbourhood Plan Program”) to develop new neighbourhood plans for 31 communities, which will provide policy for directing land-use and built-form (considered by Priorities and Planning Committee February 20, 2019 – PPC19-2). Through this process, existing neighbourhood



plans, including those noted above, will be reviewed and replaced, and the issue of built-form, including opportunities for supporting compatible infill development, will be reviewed within each of the neighbourhoods. The sequencing and prioritization of new neighbourhood plans is based on a schedule that formed part of the above noted Committee report.

### Regina Cultural Plan

The Cultural Plan, approved in 2016, establishes high-level, long-term policy respecting the City's cultural objectives, which includes the arts, heritage, cultural diversity, community identity and sense-of-place (architectural design factors into this category). One of three overarching goals of the Cultural Plan is to *commemorate and celebrate Regina's Cultural Heritage*, including objectives to demonstrate leadership through the management of the Heritage Conservation Program, conserve cultural heritage resources and ensure new development contributes to sense-of-place. Regarding heritage and architectural design, the Cultural Plan includes three key actions:

- Use Zoning Bylaw development standards to protect local area character (near-term).
- Identify potential for heritage designation through neighbourhood plans (mid-term).
- Implement Heritage Conservation Districts, Architectural Control Districts, or Direct Control Districts to protect potential heritage areas identified in the OCP and consider other areas (long-term).

### **OTHER OPTIONS**

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Alternative options would be:

1. As the City Council motion made specific reference to the "Crescents", City Council could direct Administration to review opportunities to regulate heritage and/ or architectural design pertaining to the Cathedral Neighbourhood (including the "Crescents") as part of the Neighbourhood Plan Program.

(The Cathedral Neighbourhood Plan is scheduled as the 10<sup>th</sup> plan to be addressed – corresponding, approximately, to year 2024-2025.)

As a variant to Option 1, City Council could direct that the start of the Cathedral Neighbourhood Plan review be advanced. Advancing review of this Plan would delay the preparation of neighbourhood plans for communities preceding in the schedule.

2. Direct Administration to review opportunities to regulate heritage and/ or architectural design pertaining to areas of the city, as specified by City Council (outside of the Neighbourhood Plan Program),
3. Other direction, as determined by Council.

## COMMUNICATIONS

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This report is an informational item only, based on an initial assessment; therefore, no communication with external parties was deemed necessary. However, Administration did send notice of this report to the Cathedral Area Community Association, the Lakeview Community Association, Heritage Community Association, Heritage Regina, the Provincial Heritage Review Board, and the Saskatchewan Architectural Heritage Society.

## DISCUSSION

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### Regulatory Options

Municipalities in Saskatchewan are authorized to regulate new and existing development from the perspective of heritage and architectural design using a range of “tools” authorized through *The Heritage Property Act* (HP Act) and *The Planning and Development Act, 2007* (P&D Act). The appropriate regulatory tool will depend on the objectives, public input, legality, administrative considerations and the degree of additional regulation deemed to be appropriate. Key questions when considering the appropriate regulatory tool include:

- Is the issue about particular architectural themes or styles, or is it more about form and massing (e.g. height, setbacks, etc.)?
- Is the issue about preserving particular architectural themes or styles, or is it more about preventing specific features?
- Is the intent to preserve original buildings for their heritage value and prevent demolition? Or, is demolition okay, as long as certain architectural objectives are respected in new buildings?
- Is the objective to support land-use and built-form diversity while still also ensuring overall compatibility?

The following regulatory tools represent a range of options for addressing the above-noted scenarios (listed in order of “regulatory intensity” – from least to most intense).

#### Conventional Zoning Districts (CZD)

CZDs apply across the city and are used to regulate typical development standards: land-use, lot size, building size/ height, setbacks, etc. CZDs are administered through the Zoning Bylaw and are authorized by the OCP and, ultimately, the P&D Act. In terms of regulating built-form, CZDs are ideal where the intent is to support diversity and procedural efficiency while still ensuring consistent massing and height along a streetscape. Features:

- Cannot regulate heritage or architectural design matters, as per P&D Act.
- Neighbourhood plans can include direction for regulating typical development standards.

- CZDs are relatively easy to implement and administer.

To date, a key accomplishment is the new Zoning Bylaw and the *Residential Infill Development Overlay Zone* (RID Zone) that is included. This new zone includes measures to help ensure that residential infill better integrates with existing buildings, including a requirement that the height of new buildings (infill) not exceed the average building height along the block or 8.5 metres – whichever is greater. Most of the lower density residential zones allow buildings to be up to 11 metres in height (this height limit dates back to the City's first Zoning Bylaw – 1927); however, much of the older building stock, beyond the Downtown, does not exceed 8.5 metres, and much is even more modestly scaled.

#### Architectural Control Districts (ACD)

ACDs are used to regulate the architectural design of buildings and are administered through the Zoning Bylaw and OCP guidelines and authorized by the P&D Act. ACDs are ideal where the City or a developer wants to support a particular architectural design, or range of design options, or an established theme in a particular area. Normally, the existing, or proposed, area would have consistent, identifiable architectural features deemed desirable. An ACD can also focus on architectural features that are not desired. Features:

- Specially crafted for a particular area, used to regulate the exterior appearance of a building: colour, material, fenestration, overall design theme, etc.
- Must be in accordance with OCP (e.g. neighbourhood plan) guidelines and the architectural standards of a zoning bylaw.
- A developer can appeal a decision of City Council regarding conditions or permit denial.
- The Council may delegate decision authority to the “development officer.”
- Not an effective tool for protecting an original building from demolition.

The only example of an ACD, within the city, applies to the “Former Diocese of Qu'Appelle Lands”. The intent of this ACD is to: “...preserve the physical character of the Former Diocese of Qu'Appelle Lands... requiring that any new development shall adhere to one of three traditional architectural styles: Tudor, Colonial, or Craftsman.” The Former Diocese of Qu'Appelle Neighbourhood Plan provides the enabling OCP guidelines.

#### Direct Control Districts (DCD)

DCDs are used to regulate land-use, architectural design, site and development standards and site servicing and are crafted for a particular area deemed to be special or unique. DCDs are administered through the Zoning Bylaw and OCP guidelines and authorized by the P&D Act. A DCD is ideal where the City wants to ensure a high level of land-use and/ or architectural design compatibility – this is potentially achieved by applying regulatory requirements that are “tailored” to a particular development proposal. An example might be: areas where there is a broad mix of architectural styles, but also an expectation that new development meets high aesthetic standards and respects the form and design of adjacent

development. Decisions could be based on OCP guidelines instead of specific, detailed architectural standards found in a zoning bylaw. Features:

- Must be in accordance with OCP (e.g. neighbourhood plan) guidelines.
- Allows Council to apply unique, “tailor-made” regulations to development proposals on a case-by-case basis (enforced via permits and development agreements).
- A developer can appeal a decision of City Council regarding conditions or permit denial.
- City Council may delegate decision authority to the “development officer.”
- Not an effective tool for protecting an original building from demolition.

An example of a DCD, within the city, is the Downtown Direct Control District – this is used to regulate land-use, site design, architectural design, etc. for development located in the downtown. The Downtown Neighbourhood Plan provides the enabling OCP guidelines.

#### Municipal Heritage Property (MHP) & Heritage Conservation Districts (HCD)

MHP and HCD designations are used to regulate the demolition or alteration of heritage properties and are administered through a heritage bylaw and authorized by the Heritage Property Act (HP Act). Heritage designation is ideal where there is a single property (MHP), or an area, including buildings, landscaping and streetscapes (HCD), that complies with a municipality’s heritage objectives or evaluation and where there is a desire to retain original building(s) and where the designation is voluntary. Features:

- MHP designation applies to individual properties and buildings, while HCD designation can apply to a whole area, including buildings, landscaping, streetscapes, etc.
- Used to protect properties with heritage value from inappropriate alteration; demolition.
- “Heritage property”: “...property that is of interest for its architectural, historical, cultural, environmental, archaeological, paleontological, aesthetic or scientific value ...”
- Designation requires formal registration of an interest against the title of every property to which the protection is intended to apply.
- Decisions relating to applications to alter a designated heritage property can be delegated to a Council committee or to Administration.
- In the event that there is an objection to a denial of a demolition or alteration, which is escalated to the Heritage Review Board, City Council has final say regarding applications to alter or demolish property.

HCDs are usually reserved for special areas with outstanding heritage value. An example might be where buildings, streets and landscaping, combined, have significant heritage value, or where there is a group of original buildings dating back to a specific historic period

and where the area is deemed uniquely representative of the historic period. The only example of a HCD, within the city, is the Victoria Park Heritage Conservation District.

### Implementation Options

In terms of exploring and potentially enacting regulations aimed at protecting properties with heritage or architectural value, there are several options, as follows:

1. Apply Municipal Heritage Property designation on a case-by-case basis.

Consideration of designation may arise through an application to alter or demolish a property that may possess heritage value (whether it has previously been identified in the City's Heritage Inventory or not) or may arise through a proactive City initiative or may arise, voluntarily, through the landowners initiative.

Although the OCP encourages owners to seek heritage designation for qualifying properties voluntarily, the *Heritage Property Act* authorizes a municipality to intervene where a Mayor is of the opinion that a person is engaged in any activity that is considered likely to result in damage or destruction to any potential heritage property. The Mayor may issue a temporary stop order requiring that person to cease the activity. The temporary stop order may be made for a period of not more than 60 days to allow the Council to designate the property.

2. Consider heritage and built-form through the Neighbourhood Plan Program.

The City is currently embarking on a "Neighbourhood Plan Program" to develop new neighbourhood plans for 31 communities, which will provide policy for directing land-use and built-form. Through this, Administration will engage in consultation with residents regarding land-use and built-form, including infill. Note:

- First four plans apply to: Al Ritchie; Hillsdale; Whitmore Park; North Central.
- New plans for Warehouse District and Cathedral Neighbourhood are scheduled as 8<sup>th</sup> and 10<sup>th</sup> new plans, respectively, corresponding to year 2024-2025.
- The Downtown Neighbourhood Plan will be reviewed sometime after 2025.

The implementation of ACDs and DCDs requires that corresponding guidelines be established within the OCP; therefore, the neighbourhood plans, which form part of the OCP, provide an effective platform for pursuing these tools. Neighbourhood plans can also provide guidance regarding heritage matters.

The existing RID Zone can be used to help ensure that infill development better integrates by controlling form and size (e.g. height). In many cases, form and size are the primary matters of concern, as opposed to a particular architecture style. Through the Neighbourhood Plan Program, Administration will engage residents to see what their concerns might be regarding heritage and architectural design. The RID Zone, or similar instrument, will be an important tool for supporting built-form objectives.



### 3. Direction from Council to investigate particular areas.

Should Council choose, Administration can examine regulatory options for a particular area(s) outside of the Neighbourhood Plan Program schedule. Enacting new regulation to protect areas with multiple properties that potentially possess heritage or architectural value can be a significant undertaking, and the process often involves the following:

- Analysis to determine what areas may qualify for regulation; why they qualify; appropriate tools and prioritization schedule.
- Public engagement, as the issue affects both individual property rights and a community's relationship to its built-environment.
- The services of a qualified historian or architect.
- In the case of an ACD or DCD, the preparation of OCP guidelines.
- In the case of an ACD, detailed architectural standards and technical drawings.

Should this option be pursued, Administration will prepare a report outlining a recommended strategy, or options, for pursuing heritage or architectural design related regulations, as well as implications for other related work.

Alternatively, residents or community associations may choose to lead initiatives regarding heritage and/ or architectural design protection (e.g. proposed heritage designation or Zoning Bylaw amendment [ACD; DCD]) and the Administration would review this.

## Conclusion

Regulations relating to heritage and architectural design are optimally applied where it has been determined, through analysis and consultation, that a particular property or area qualifies for or warrants such additional regulation.

- Regulations relating to architectural design are optimally applied where the buildings of a particular area share similar design traits or themes deemed to be important or where particular design traits are discouraged.

The ACD tool is optimal where the focus is on the exterior of the building and where there is a desire to apply specific, pre-identified architectural standards.

The DCD tool is optimal where there is a desire to exercise flexibility and to apply regulations on a case-by-case basis based on OCP guidelines. DCDs can also address land-use, site design and site servicing.

These tools are subject to appeal. If the desire is to preserve an original building(s), heritage designation should be pursued.

- Regulations relating to heritage are optimally applied where the desire is to preserve a property or area (the original building[s]) and where the property or area meets a municipality's heritage objectives and evaluation.

The MHP designation is used for individual properties; whereas, the HCD tool is used

for multiple properties and, potentially, landscaping and streetscapes.

Regina's mature neighbourhoods, within the City Centre and immediately beyond, are noteworthy for their architectural diversity. This diversity may be regarded as an appealing quality and also a catalyst for thoughtful discussion about preservation and change. Through the Neighbourhood Plan Program, community consultation regarding these issues will be undertaken.

## **DECISION HISTORY**

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On August 23, 2020, Council directed Administration to prepare a bylaw to designate 56 Angus Crescent as a Municipal Heritage Property and to provide a report to Council in Q1 of 2021 with a detailed plan to protect the historical and architectural value of designated heritage conservation areas, with architectural controls for the Crescents Neighbourhood to ensure compatible infill (CR20-74).

At its meeting on February 10, 2021, City Council considered a report (CM21-1) and decided not to designate the 56 Angus Crescent property and withdrew the associated proposed bylaw (Bylaw No. 2020-68).

Respectfully Submitted,



Fred Scarle, Director, Planning & Development Services

Respectfully Submitted,



Diana Hawryluk, Executive Director, City Planning & Community Dev.

2/24/2021

Prepared by: Jeremy Fenton, Senior City Planner

## Economic Development Opportunity

<b>Date</b>	March 10, 2021
<b>To</b>	City Council
<b>From</b>	Financial Strategy & Sustainability
<b>Service Area</b>	Financial Services
<b>Item No.</b>	CM21-4

### RECOMMENDATION

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That City Council:

1. Approve a grant of up to \$1 million to True North Renewable Fuels Ltd. (TNRF) from the City's General Fund Reserve to be used by TNRF to undertake a front end engineering and design (FEED) study pursuant to the Government of Canada's Agriculture and Agri-Food Canada's Agricultural Clean Technology (ACT) program on the following conditions:
  - The federal government approve TNRF's application under the ACT program;
  - TNRF successfully secures financing for all of the costs of the FEED study not covered by the ACT program; and
  - The City and TNRF enter into a grant agreement and any other agreements necessary as described in these recommendations.
2. Delegate authority to the Executive Director, Financial Strategy and Sustainability or his or her designate to negotiate and approve a grant agreement between the City and TNRF outlining the City's contribution to the FEED study pursuant to the federal ACT program based on the following general principles and terms and conditions:
  - The grant funding would be limited to \$1 million and provided to TNRF for eligible expenses/activities under the ACT program related to the FEED study
  - TNRF would be required to provide the City with a \$1 million letter of credit, restricted trust, or similar instrument that can be drawn on by the City if the refinery plant is not constructed in the Greater Regina Region and producing fuel within a set amount of time (with the time frame to be negotiated by the parties).

- The letter of credit (or similar instrument) would be released once the refinery has been constructed and is producing fuel and the City and TNRF have executed a fuel purchase agreement to an upset amount of at least \$1 million in discounted fuel purchase. This agreement will be able to be assigned to a third party at the City's sole discretion.
  - TNRF will agree to pay a penalty of \$1 million (in addition to the \$1 million that can be drawn under the letter of credit) if for any reason the project is constructed in a community other than the Greater Regina Region. This obligation will extend to any entity that acquires or merges with TNRF in the future.
  - The parties would further negotiate as to the definition of the Greater Regina Region and TNRF agrees to work closely with the City and use reasonable efforts to locate the project on a site where the City of Regina's boundaries could be reasonably altered to include the lands upon which the project is located.
3. Delegate Authority to the Executive Director, Financial Strategy and Sustainability or his or her designate to negotiate and approve any future amendments to the grant agreement that may be required that do not fundamentally change what is described in this report and any fuel purchase agreements or any other ancillary agreements or documents required to give effect to the grant;
  4. Authorize the City Clerk to execute any necessary agreements after review and approval by the City Solicitor.
  5. Authorize the Mayor/City Manager to prepare and submit a letter from the City to the Federal Government's ACT program to support TNRF's application indicating that the City will contribute 10% of eligible FEED study costs, up to a maximum of \$1 million dollars in grant funding as required under the ACT program based on the conditions outlined in recommendation 1.

## ISSUE

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True North Renewable Fuels Ltd (TNRF) has approached Economic Development Regina (EDR) and the City seeking support for the development of a renewable fuel refinery and an associated value-added agriculture processing facility in or around the general area of the City of Regina. This facility is expected to produce 1 billion litres per year of renewable fuels to be used in the aviation, marine, rail, and road transportation industries. Substantial economic benefits would be realized should the facility be built.

EDR supports this investment attraction opportunity as outlined in Appendix A to this report.

The next step toward building the refinery is to conduct a Front-End Engineering Design (FEED) study. The work is required to define the capital cost requirements, permitting, and detailed construction planning, as well as all other matters necessary to secure the construction and operational financing of the project. The FEED study is estimated to cost

\$21 million. To fund the FEED study, TNRF is seeking funding of up to \$5 million through the federal Agriculture Clean Technology Fund (ACT).

To be eligible for ACT funding, the Province, or their delegate (i.e., City of Regina) is required to provide 10% (up to \$1 million) of the eligible costs of the project (FEED study). While the Province has declined supporting the FEED study, it has informed the federal government that it is supportive of the City of Regina providing a grant towards the project.

## IMPACTS

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TNRF believes that this grant will provide additional investment as the TNRF refinery process provides the corner stone from which to build out a complete set of complementary business aimed at increasing the “value added” from the agriculture industry. This is referred to as the “Agriculture Value-Add Complex.” The Agriculture Value-Added Complex is a purpose-built supply chain and is expected to attract a canola crushing plant and a vegetable protein extraction manufacturing facility. The canola crushing plant will produce canola oil and the by-product of canola meal. These new value-added products will be further processed to produce enhanced vegetable protein extracts to create sustainable food sources.

TNRF engaged (S&T)<sup>2</sup>, an industry leader in greenhouse gas emission consulting to conduct a lifecycle analysis of the potential emission reduction that can be achieved by replacing 1 billion litres of diesel and jet fuel, with the renewable fuels produced by the proposed refinery. (S&T)<sup>2</sup> concluded that the plant could deliver a 3 megatonne (or approximately 83%) reduction in greenhouse gas emissions.

Proceeding with this grant will provide a clear demonstration of the City’s commitment to reducing greenhouse gas emissions and is the first step in the City being the location of the first renewable fuel refinery of its kind in Canada.

The \$1 million grant funding will be provided from the General Fund Reserve. The uncommitted balance of the General Fund Reserve is \$22.1 million compared to a minimum reserve balance of \$23 million. The grant will place the uncommitted balance of the General Fund Reserve at \$21.1 million, slightly below the recommended minimum.

## OTHER OPTIONS

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- 1) **Status Quo:** The City could decline to provide support to this project through the ACT program. This alternative is not recommended as it could jeopardize the significant economic benefits that the advancement of this project would provide the City.



## **COMMUNICATIONS**

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None with respect to this report.

## **DISCUSSION**

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### **Project Description**

TNRF is proposing to construct a 1 billion litre per year renewable fuels refinery in the Regina area utilizing the technology noted above. In addition, a dedicated canola crush plant and a canola protein extraction plant is proposed to be constructed adjacent to the refinery capable of producing slightly less than 1 million tonnes per year of canola oil from 2 million tonnes of canola seed as the renewable oil feedstock for the refinery. The entire project is likely to result in excess of 2,500 construction jobs and 300 permanent operating jobs. As such it represents a major economic development initiative for Regina and would add a very significant boost to Regina's economic recovery arising from the end of the COVID-19 pandemic.

In order to construct the proposed industrial facility, the next step is to conduct a FEED study. Upon successful completion of the FEED study TNRF would need to raise sufficient capital or partners to construct the facility. TNRF has stated it intends to finance the construction of the project through the utilization of traditional forms of private debt and equity capital. TNRF has stated it currently has a term sheet from one of Canada's large financial institutions which would provide a portion of the debt capital upon certain terms being met, and has received interest from a number of capital providers to finance the equity portion of the project, all of who have expressed interest in participating once construction costs are finalized and commercial contracts have been successfully negotiated.

### **ACT Requirements and Timing**

The federal ACT program can provide up to 50% in grant funding of eligible costs for this type of project. The eligible costs are estimated at \$10 million and a 10% requirement from the Province or delegate (local government) requires that the City of Regina provide up to \$1 million in grant funding in order to meet the program guidelines for the Government of Canada's ACT program.

Administration understands through discussion with Provincial officials that the Province will not provide funding to TNRF to leverage federal ACT funds as the Province does not fund or support projects in this stage of development nor does it have any programs under which the FEED study would be eligible for funding. However, the Province has provided commitments to TNRF that should the plant be built it will be eligible for favourable tax treatment including under the Saskatchewan's Commercial Innovation Incentive (Patent Box) program. The Province has sent a letter to the federal government stating they are supportive of the City fulfilling the Provincial/local ACT requirement.

Current funding under the ACT program expires on March 31, 2021. While the federal government has indicated the program will likely be extended (or some version of it) into the federal government's 2021/22 fiscal year, they have indicated significant interest in funding the project out of the existing current year funding to the extent possible. To facilitate their decision-making process, they have stated any application for funding under the ACT program must be provided to their Minister by March 12, 2021 for approval. As a result, they require a letter from the City of Regina stating the City will be contributing grant funding to the FEED study equal to 10% of eligible costs under the ACT program (or up to \$1 million) by March 11, 2021.

### **Environmental Considerations**

The Government of Canada has indicated it will adopt a set of clean fuel regulations as part of its commitment to the Paris Climate Accord. The objective of this and other initiatives is to reduce Canada's greenhouse gas (GHG) emissions by 30 megatonnes by 2030. Diesel emissions represent approximately one third of GHG emissions in Canada. As such, illustrative diesel reduction target is approximately 10 megatonnes by 2030.

TNRF engaged (S&T)<sup>2</sup> to evaluate the carbon intensity of fuel from the proposed refinery using a lifecycle approach following International Standards Organization (ISO) Standard 14040. (S&T)<sup>2</sup> is a leading consultant in GHG consulting in North America. The lifecycle approach to measuring carbon intensity measures the emissions from each stage of the product lifecycle. For biofuels, this considers from cultivation through to end use. For fossil fuels, this analysis begins at the exploration stage through to end use.

(S&T)<sup>2</sup> concluded that the use of TNRF's renewable diesel fuel would reduce emissions by at least 80% compared to fossil diesel fuel. The refinery proposed will produce 1 billion litres of diesel fuel that would result in a reduction of approximately 3 megatonnes annually. As such, the refinery represents a significant step toward the goal of reducing diesel emissions by 10 megatonnes by 2030.

The proposed investment will also give the City the opportunity to make use of locally refined renewable fuel in the City's fleet. As the City moves to green our fleet of vehicles, the proposed refinery would give the City ready access to renewable fuel to join other leading cities, such as Vancouver and New York City, in the use of renewable fuel.

### **Other Considerations**

The City of Regina has not historically provided this type and level of support to an economic development opportunity. While EDR and City Administration are in the process of developing a Competitiveness Framework that will help guide these type of decisions in the future, decisions of this nature will always have an element of subjectivity based on the nature and size of the opportunity. While there may be concern that investing in this opportunity sets precedent, the size, and benefits of this opportunity and how it is structured are unique and set it apart. Ultimately, any decision requiring City grant funding to support an economic development opportunity requires Council approval on an individual basis based on the nature of the opportunity.

## **DECISION HISTORY**

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None with respect to this report.

Respectfully Submitted,



Barry Lacey, Exec. Director, Financial Strategy & Sustainability 5/5/2021

Prepared by: Jonathan Barks, Financial Business Partner

## **ATTACHMENTS**

True North Recommendation Final

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**True North Renewable Fuels  
Investment Attraction Opportunity  
Recommendation from Economic Development Regina  
February 28, 2021**

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**Subject: Renewable Fuel Refinery – Support Mechanism for Consideration**

**A. Issue**

To support the development of a renewable fuel refinery and associated economic impact and associated value-added agriculture processing facility in or around the Greater Regina Area.

**B. Recommendation**

That Economic Development Regina support the City's pursuit of the True North Renewable Fuels (TNRF) business investment opportunity in alignment with the Economic Growth Strategy and the potential economic value-add for the Greater Regina Area. Further that a financial contribution by the City with consideration to negotiate up to a \$1 million to the TNRF Consortium, on terms acceptable to the City, is reasonable and commensurate with the benefits that EDR is aware of, subject to further due diligence on behalf of the City. (For the purpose of TNRF accessing up to \$5 million of Government of Canada grant funding under the Government of Canada's Agriculture Clean Technologies Program and/or any other available grant programs as may be available) The EDR Board understands that the City, Province and Federal Government will consider this project in concert with Government support programs available now and in the future.

**C. Background and Rationale**

Over the past four years, TNRF has been undertaking technical and financial feasibility studies for a proposed renewable refinery facility for construction in Western Canada. TNRF has focused on a commercially proven technology for the manufacture of renewable diesel and aviation fuel based on a commercially proven technology for hydrogenation of fats and oils from renewable sources (Canadian canola oil, US soybean oil, other waste animal fats and greases). This proven technology is available to be licensed from global energy technology firms including Honeywell UOP, Axens, and Haldor Topsoe. The chosen technology produces renewable fuels through a four-step process which consists of hydro processing the fats, oils and grease feedstock, removing acid gas, hydrocracking isomerization and fractionation. The process results in converting organic fats into a renewable fuel that unlike biodiesel can be easily blended into conventional fossil fuels to produce cleaner fuels contributing to reduced CO<sub>2</sub> emissions for transportation fuels. Alternatively, the renewable diesel fuel can be used neat, or unblended, in certain applications.

While electric vehicles are likely to be the main technology used to mitigate climate related transportation for personal purposes, the prospects of electric powered industrial equipment and

aircraft faces at minimum, a long development cycle to commercialization. As such, renewable based diesel and aviation fuel is the best option available to meet Canada's clean fuel standards for vehicles such as construction equipment, railway locomotives, bus and truck fleets, aircraft and similar applications.

### **C.1 Canadian Clean Fuel Standards**

In Dec 2020 the Government of Canada announced its intention to adopt a set of Clean Fuel Regulations requirements as part of its commitment to implementing policies and programs required by signatories to the Paris Climate Accord. The objective of the proposed regulations is to achieve 30 mega-tonnes of annual reductions in GHG emissions by 2030, contributing to Canada's effort to achieve its overall GHG mitigation target of 30% emission reduction below 2005 levels by 2030.

The clean fuel standard will establish lifecycle carbon intensity requirements separately for liquid, gaseous and solid fuels used in transportation, industry and buildings. This performance-based approach will incent innovation, development and use of a broad range of low carbon fuels, energy sources and technologies. Regulated parties under the standard will include the producers or importers of the liquid fuel (for example, gasoline, diesel, and heavy fuel oil).

The federal Renewable Fuels Regulations require 5% renewable content in gasoline and 2% renewable content in diesel fuel and heating distillate oil. In the short-term, these volumetric requirements will be maintained. In the longer-term, regulated parties will be required to reduce the lifecycle carbon intensity thus creating demand for the refinery products. Market incentives to encourage the greater use of renewable liquid fuels such as that proposed by this development will be further incented through carbon tax pricing on liquid fuels.

This regulatory action is creating both a need and a market for renewable fuels such as would be produced by the proposed facility. In addition, other trends such as best practices around ESG (environmental, social, governance), UN Principles for Responsible Investment, and general trends towards corporate social responsibility are further incenting institutional investors (e.g. pension and insurance funds) as well as large industrial consumers of fuel (municipalities, corporations, airlines, etc.) to want to move to include more renewable fuels in their ongoing business operations, even absent the new clean fuel standards.

### **C.2 The Project**

In response to these general market conditions, TNRF is proposing to construct a 1 billion litre per year renewable fuels refinery in the Regina area utilizing the technology noted above. In addition, a dedicated canola crush plant and a canola protein extraction plant is proposed to be constructed adjacent to the refinery capable of producing slightly less than 1 million tonnes per year of canola oil from 2 million tonnes of canola seed as the renewable oil feedstock for the refinery. The entire complex, including all three projects, is likely to result in a capital expenditure of approximately \$2.4 billion CDN in and around Regina and create more than 2,500 construction jobs and 300 permanent operating jobs. As



such it represents a major economic development initiative for Regina and would add a very significant boost to Regina's economic recovery coming out of the COVID-19 pandemic.

### **C.3 Next Steps to Proceed to Development**

In order to construct the proposed industrial facility, the following work needs to be undertaken:

- Front End Engineering Design—costing approximately \$21 CDN million, this work involves the initial engineering design as described in detail in Appendix A of this decision item.
- The work is required to define the capital cost requirements, permitting and detailed construction planning as well as all other matters necessary to secure the construction and operational financing of the project.
- The \$21 million to conduct this next phase of the development (FEED) will be provided through a combination of \$15 million in private sector investment, a \$5 million grant approved by the Government of Canada through its Agriculture Clean Technology Fund (ACT) and a \$1 million investment by the City of Regina.
- The ACT program can provide up to 50% in grant funding of eligible costs for this type of project. The eligible costs are estimated at \$10 million and a 10% requirement from a local government requires that the City of Regina provide up to \$1 million in order to meet the program guidelines for the Government of Canada's ACT program.

The following mechanism has been devised to allow the City to be able to meet this Government of Canada, ACT Fund requirement, while protecting the City's investment. The fund transfer and associated obligations would work as follows:

- TNRF will provide a \$1 million letter of credit or restricted trust to the City of Regina that will be drawn in the event that the project does not proceed to construction within 5 years, or proceeds outside the Greater Regina Region.

The letter of credit (or similar agreement) will be released once the refinery has reached production and will be replaced with a fuel offtake agreement to an upset amount of at least \$1 million in discounted fuel purchase. This benefit can be assigned to a third party at the City's sole discretion.

Further, TNRF will agree to pay a penalty of \$1 million if for any reason the project is constructed in a community other than the Greater Regina Region. This obligation will extend to any entity that acquires or merges with TNRF in the future, or obtains rights to the FEED study.

### **D. Considerations**

The key issues, risks and other considerations involved in this decision item relate to the following items:

1. Understanding the risks involved and the adequacy of associated mitigative measures for these risks associated with:

- a. Risks for the City of Regina as proposed in the transaction from a legal, financial and reputational perspective.
- b. Any uncertainties regarding the prospect of lands being proposed for the development not being possible to annex by the City of Regina or complications related to such actions that would cause delays unacceptable to the viability of the project.
- c. The Government of Canada approving of the proposed funding mechanism.
- d. The management of conflicts for approvals within the EDR board.

To address these conflicts the following mitigative matters have been undertaken or are proposed:

Identified Risk	Proposed or Concluded Mitigative Measure (all to be confirmed)
EDR and City of Regina financial and reputational risk management	<ul style="list-style-type: none"> <li>• The City of Regina's financial risk will be mitigated based on its senior financial position for repayment relative to other investors and the inclusion of restrictive covenants on the use of the City's investment to ensure that the investment is used on terms acceptable to the City's security requirements.</li> <li>• Reputational risk will be mitigated by the transparency of the decision-making process, both within EDR and the City of Regina Council.</li> <li>• Regina's reputational risk will be further mitigated by its ability to claw back its \$1 million investment if the project is not constructed in the greater Regina area on terms to be specified in the City's agreement with TNRF. In the event TNRF violates the provisions of the debenture agreement, TNRF will agree to repay the City's \$1 million investment plus a penalty if for any reason the project is constructed in a community other than the Greater Regina Region or other terms and conditions as agreed are not met by TNRF for any reason.</li> <li>• Certain members of the EDR board will declare a conflict of interest in that they may work for employers who will be potential investors in the project or their employer acts for potential investors in the project, or they are in competition with at least some aspect of the project. EDR's governance of the decision has been guided by independent legal counsel to ensure EDR's conflict of interest policies are strictly followed. EDR's independent legal counsel has advised that the EDR decision has been made in full compliance with EDR's conflict of interest guidelines which are consistent with good corporate governance practices for public entities.</li> </ul>
Any uncertainties regarding the site being proposed for the development not being possible to be annexed or complications related thereto for any such actions.	<p>TNRF intends to select a site for the project on lands in the Regina area for which it will:</p> <ul style="list-style-type: none"> <li>• be possible to obtain the required building and environmental permits,</li> <li>• can connect with the required services and related infrastructure needed from the City of Regina and that</li> <li>• can function operationally in terms of transportation logistics and other key business requirements.</li> </ul>

	Ideally these lands would be contiguous with existing City of Regina boundaries so that these lands can be annexed in the future. As yet, there is as yet no guarantee that such a site can be secured as the preferred location for the development. However it is the proponent's intent to work with the City of Regina in selecting a site that can meet all of the essential requirements as described in this decision item.
The Government of Canada approving of the proposed mechanism	The Government of Canada through the ACT program has approved of the proposed mechanism whereby the City is investing and confirmed that it will meet the ACT program guidelines.

### **E. Economic Impact and Benefits for Regina**

True North Renewables Fuels Ltd. (TNRF) is proposing the construction and operation of a renewable fuels operating in the Regina Region. This facility is expected to produce 1 billion liters per year of renewable fuels to be used in the aviation, marine, rail, and road transportation industries.

TNRF believes that this investment will provide additional investment as the TNRF refinery process provides the corner stone from which to build out a complete set of complementary business aimed at increasing the "value added" from the agriculture industry. This is referred to as the "Agriculture Value-Add Complex." The Agriculture Value-Added Complex is a purpose-built supply chain and is expected to attract a canola crushing plant and a vegetable protein extraction manufacturing facility. The canola crushing plant will produce canola oil and the by-product of canola meal. These new value-added products will be further processed to produce enhanced vegetable protein extracts to create sustainable food sources.

The estimated direct impact of the proposed project, exclusive of farm level agricultural production, is summarized as follows:

	<b>Construction Employment (Jobs)</b>	<b>Permanent Employment (Jobs)</b>
<b>TNRF</b>	1500	150
<b>Protein Extraction</b>	750	100
<b>Canola Crushing Plant</b>	500	50
<b>Total</b>	<b>2750</b>	<b>300</b>

To estimate the economic impact for this project, EDR reviewed capital and economic forecasts with TNRF and utilized the latest provincial input-output economic models to evaluate the larger scale city-

level economic benefits for Regina. City level impacts were estimated by constructing an economic impact model for the region using regional employment by industry to estimate regional output, a community hierarchy model to assess regional trade flows and leakages, and re-balancing to ensure model cohesiveness.

This analysis provides two ways to look at the total impact of the proposed project.

1. Gross Economic Output: total expenditures on local goods and services as well as payments to labour and business profits. Gross output includes double counting because it includes the value of inputs used in production rather than net value added alone.
2. Gross Domestic Product or GDP: only considers the value-added plus indirect taxes less subsidies.

Employment is measured by the estimated total positions.

This economic impact analysis totals are comprised of:

- Direct Impact of each project expenditure: construction or operating outlays.
- Indirect Impact: the secondary impact that includes inter-industry transactions, purchases of inputs from supporting industries.
- Induced Impacts: the additional impact from changes in household spending as industries modify labour input requirements in response to altered levels of demand for output.

### Overall Economic Impact of the “Agriculture Value-Add Complex”<sup>1</sup>

The Agriculture Value Add Complex combines the efforts of three manufacturers to create new economic value as they process canola into the final products of fuel, protein extract and animal feed. Through processing and refining activities, new economic value and new employment opportunities are created. Otherwise, these opportunities would not exist, as the raw canola commodity would be exported somewhere else to be processed or refined – taking the economic benefits with it. On a \$/tonne basis, \$487 in total is created from the TNRF, protein extraction and canola crushing plants. These value-added processes generate the following economic impact based on the revenue it generates.

Operations	Gross Economic Output	Gross Domestic Product at Basic Prices <sup>2</sup>	Employment Impact (Jobs)	Labour Income Impact
<b>TNRF</b>	\$1.85B	\$0.62B	1,923	0.076
<b>Protein Extraction</b>	\$0.88B	\$0.30B	949	0.043

<sup>1</sup> Prices, construction costs, estimated revenue, and corresponding economic impacts are forward looking forecasts and estimates. Economic impact analysis is dependent upon realizing these forward looking cost and revenue projections.

<sup>2</sup> • GDP at market prices: GDP at factor cost plus indirect taxes less subsidies.

<b>Canola Crushing Plant</b>	\$1.72B	\$0.60B	1,697	0.074
<b>Total Impact</b>	<b>\$4.45B</b>	<b>\$1.52B</b>	<b>4,569</b>	<b>0.19</b>

TNRF operational impact will have a significant impact on the economy as it will generate \$1.85 billion in gross economic output.<sup>3</sup> This helps create over 1,900 jobs and \$76 million in wages. If the additional investments from the protein extraction and the potential crushing plant are realized, the combined economic direct and indirect impacts is \$4.45 billion for the city creating 4,569 employment opportunities.

<b>Gov't Revenue Generated by Operations</b>	<b>TNRF</b>	<b>Protein Extraction</b>	<b>Canola Crushing Plant</b>	<b>Total</b>
<b>Municipal Government Revenue Impacts<sup>4</sup></b>	\$25.52M	\$12.21M	\$23.69M	<b>\$61.42M</b>

The impact for city finances is substantial, as TNRF is expected to generate directly and indirectly \$25.52 million in revenue. This impact expands to \$61.42 million if the full investment is realized.

The total economic benefit realized through the construction and capital investment of these plants are as follows:

<b>Construction</b>	<b>Gross Economic Output</b>	<b>Gross Domestic Product at Basic Prices</b>	<b>Employment Impact (Jobs)</b>	<b>Labour Income Impact</b>
<b>TNRF</b>	\$1.26B	\$0.56B	2,857	0.15
<b>Protein Extraction</b>	\$0.29B	\$0.13B	1,063	0.05
<b>Canola Crushing Plant</b>	\$0.58B	\$0.26B	1,126	0.06
<b>Total Impact</b>	<b>\$2.13B</b>	<b>\$0.95B</b>	<b>5,046</b>	<b>0.26</b>

<sup>3</sup> • Gross Economic Output: total expenditures on local goods and services as well as payments to labour and business profits. Gross output includes double counting because it includes the value of inputs used in production rather than net value added alone.

<sup>4</sup> Municipal Revenue are estimates comprised of taxation, Fee/Changes, Service Agreements, Licenses, levies, as well as electrical and gas distribution, etc.



The investment and construction of the TNRF facility generates \$1.26 billion in economic activity for the city. This investment creates directly and indirectly 2,857 employment opportunities. If the construction and investment for the entire complex is realized, the economic benefit exceed \$2.1 billion in gross economic output. This will create employment impact of over 5,000 jobs in the city.

Gov't Revenue Generated by Construction	TNRF	Protein Extraction	Canola Crushing Plant	Total
Municipal Government Revenue Impacts	\$23.19M	\$5.35M	\$10.70M	\$39.24M

The impact for city revenue resulting from the TNRF construction will generated directly and indirectly approximately \$23.19 million. The full construction for the Value-Added Complex has the potential to generating directly and directly \$39.24 million for the city.

## F. Implementation Plan

True North has identified six key activities that will be undertaken to implement the requisite Front-End Engineering and Design (FEED) work:

- Technology Licensing
- Site selection and acquisition
- Environment and Regulatory Approvals
- Preliminary Engineering Design
- Feedstock and Offtake Agreements
- Capitalization and Final Investment Decision

A detailed outline of the components of each key activity is provided in Appendix A of this decision item.

The True North team has collectively contributed over 11 person-years of full-time work to date on the project, representing in excess of US\$3 million to develop the project to the state it is at today. This demonstrates the commitment of the TNRF team to developing Canada's agricultural value-added sector and to reducing Canada's GHG emissions and to ensure the project is financially and technologically viable. The True North team has cultivated relationships with many key players, which may ultimately contribute or be contracted in various aspects of the project. These include:

- Honeywell UOP – technology licensor – Honeywell is a leading global technology provider for the development of renewable fuel refineries which contributed to commercially successful plants in the United States. True North would rely on Honeywell's expertise, and in particular their modular design, throughout the FEED phase and into construction and operations; largely, True North will look to modify the latest examples of successful renewable refineries to meet Canadian standards. Honeywell has and continues to actively support True North's efforts in developing a Canadian based renewable fuel refinery.

- WSP Global Inc. – engineering and procurement specialists, public consultation advisors – As a leading Canadian engineering specialist, True North may look to WSP for the technical and engineering oversight with respect to the detailed work required to move through FEED to a positive final investment decision and ultimately into construction. To date, WSP has provided high-level support and guidance to True North with continuing to advance the development of the project, including the initial steps required in an environmental assessment.
- Dentons Canada LLP – legal advisor – As a national law firm, Dentons has the required legal specialists for all aspects of the project, including: commercial arrangements, off-take arrangement, vendor/technology, environmental, corporate, etc.
- Deloitte Canada – financial governance – As a globally recognized accounting firm, Deloitte may be tasked with providing financial oversight and compliance with industry accounting standards.
- Canola Council of Canada – canola market intelligence – As the official advocate for the Canadian Canola industry, it is supportive of initiatives focused on the enhancement and continued development of Canadian canola. To date, the Canola Council has formerly supported the development of a domestic renewable fuels sector, and specifically True North, to enhance the value of Canadian canola.
- Capital providers (debt and equity) – these discussions are commercially sensitive – Due to the overall capital requirement for the construction to bring the facility to nameplate production capacity, capital will be obtained from various qualified Canadian and international sources. The nature of the investment proposal, including the environmental merits, are considered highly desirable when compared to alternative investment opportunities on a risk and ESG adjusted basis.

It should be specifically noted that once through FEED, True North fully intends to finance the construction of the project through the utilization of traditional forms of private debt and equity capital. True North currently has a term sheet from one of Canada's large financial institutions outlining indicative terms for which it would provide a portion of the debt capital upon certain terms being met. With regards to the equity portion of the project, True North has spoken to numerous capital providers (Canadian, American and European sources) which, include pension funds, private institutions and strategic partners and the Canada Infrastructure Bank, all of whom have all expressed interest in participating once construction costs are finalized and commercial contracts have been successfully negotiated.

## **G. Due Diligence**

Through various discussions with both the Canadian Ministry of Agriculture and Agri-food (AAFC), specifically the Agriculture Clean Technology Program (ACT), and investors who have signed terms willing to invest, True North supplied data, analysis, summaries as well as insights related to its business plan, the market and the investment opportunity. The following is a summary of the information related to due diligence items presented at the request of both parties who have conducted extensive due diligence in support of their willingness to invest millions of dollars in the project:

- **General Business Information** – summary of incorporation, contact details, address, organization identification and primary location.
- **Organizational Capacity** – description of the organization, including: i) number of employees; ii) year established; iii) mandate of the organization; and iv) target clientele.

- **Ability of the Organization to Deliver on the Project** – detailed summary of management’s work-related history highlighting certain projects which were delivered on time and on budget. Summary also included work completed to date by the management team in advancing the project to its current status. Also identified a number of key partners / service providers who are or may become involved with the company and will benefit the overall project’s success.
- **Timeline** – a schedule from the closing of the financing to achieving nameplate production capacity.
- **Purpose of the FEED Phase** – details surrounding the requirements of the FEED in the overall process and design of the facility.
- **Nature of the Project** – how the project will address the needs / targets of the Government of Canada and the target market(s).
- **Objects of the Project** – overall intent of the project and what the project aims to achieve.
- **Project Collaborators** – a list of various other groups which may provide services to the company or become a partner in its overall operations.
- **Activities to be Undertaken** – a detailed summary of all activities to be undertaken during FEED.
- **Performance Measures** – a detailed summary of expected outcomes, indicators and targets to be completed through FEED.
- **Budget for FEED** – detailed summary of the costs associated with each approved activity associated with the project, this included a timeline for spending for each individual activity and the allocation of public / privately sourced capital.
- **Budget of Construction and Start-up** – detailed summary of the major components, based on preliminary estimates and assumptions.
- **Letters of Support for the Project** – all and any formal support from governing bodies with respect to the viability of the project and support for its advancement.
- **Incorporation Documentation** – financial statements, articles of incorporation, board minutes, board resolutions, corporate By Laws.
- **Investment Overview and Summary** – details around the investment thesis including capital required, potential valuation(s) at various stages of the project’s development and potential investor returns.
- **Key Personnel Summary** – details of each executive including a work and education history and current and go-forward responsibilities. Also detailed missing skillsets and personnel to be added to the team (position specific, not including identified individuals). Discussed the proposed composition of the board, and the requirement of independent financial oversight.
- **Project Overview** – detailed summary of: i) the business plan; ii) operations; iii) production yields; iv) milestone and achievements made to date and for future milestones; v) capital costs and full cycle economics; vi) location and attributes; vii) process overview and material balances; viii) renewable fuel characteristics and properties; ix) carbon intensity, approved and assumed in other jurisdictions, including a comparison vs. other market sources; x) current alliances / partnerships.
- **Feedstock Overview** – analysis and detailed summary of Canadian canola, specifically Saskatchewan canola, including: i) generic industry overview; ii) process life cycle analysis; iii) analysis with respect to supply / demand, including industry growth forecasts; iv) catchment

area analysis; v) RSB and CORSIA compliance, including food for fuel and indirect land use change analysis

- **Quality, Safety and Sustainability** – a discussion with respect to True North’s proposed Safety, Health, Environment and Social Responsibility Management System
- **Off-take Structures and Potential Pricing** – analysis relating to the pricing of renewable fuels, this included both industry specific spot market pricing, long-term arrangements currently in use in the industry and a True North specific pricing mechanism. This analysis includes both historical / look back pricing, as well as, forward looking indicative pricing based on industry assumptions and commodity forecasts.
- **Risks and Constraints** – highlights certain areas of weakness and potential obstacles of achieving the targets and forecasted results, this included: i) technical; ii) non-technical; and iii) economic.
- **Capital Markets Considerations** – included comparable analysis used for valuations, capital sourcing for construction highlighting “ESG” and “Green” centric source of funds; this also highlighted the appetite for “green bonds”.
- **Summary of Clean Fuel Standards** – comparison of the standards based on jurisdiction.
- **Supply / Demand of Renewable Diesel and Renewable Aviation Fuel** – analysis and detailed summary of locations and facility specifics.
- **ESG Considerations** – a discussion with respect to True North’s views on appropriate ESG practices to be formally implemented, general discussion items which True North was asked to opine on:
  - Corporate Governance / Policies
  - Workforce Diversity and Inclusion
  - Indigenous Issues
  - Stakeholder and Community Engagement
  - Customer Philosophy / Approach to Service
  - Environment and Regulatory Permitting
  - Life cycle assessments
  - ESG target setting and measurement and report against targets
- **Specific Questions Following the Delivery of the Detailed Summary Presentation** – questions were asked and answered, in a formal in-person setting, relating to the materials provided, including specific questions on:
  - i. competitive threats and how they affect the overall business plan / strategy of True North;
  - ii. competitiveness vs. existing and potential new market players (both greenfield and conversions);
  - iii. risks associated with an oversupplied market;
  - iv. risk of a biodiesel facility conversion;
  - v. role of major refiners in True North’s overall business plan;
  - vi. carbon intensity and associated credit values;
  - vii. logistics requirements, specifically rail car movements;
  - viii. details surrounding pricing mechanisms;
  - ix. views on the Carbon tax and utilizing HDRD;
  - x. blending process and accuracy;

- xi. details surrounding the departure of various previous True North team members and the plans to cover their respective responsibilities;
- xii. details on dilutive instruments issued and outstanding;
- xiii. formal agreements relating to the technology;
- xiv. key milestones to achieve compliance in other markets;
- xv. marketing plans for the sale and distribution of various renewable fuels produced;
- xvi. detailed build-up of approved carbon intensity and comparison to default carbon intensity under the proposed CFS;
- xvii. a detailed discussion on the anticipated impacts of the clean fuel standard, from True North's point of view, and as it relates to the project; and
- xviii. pricing summary and comparison to fossil-based diesel.

Files delivered for review as part of the due diligence process included:

- Investment Overview – detailed presentation outlining the business plan (90 slides)
- Feasibility and Market Research – TN internally generated feasibility study (~150 page report), Market analysis and market research
- Canadian Clean Fuel Standard – Healthy Environment Healthy Economy, Draft Regulations – Gazette Part 1, Draft Regulations – Supporting Methodology, ECCC Clean Fuel Standard – Presentation, True North submission to ECCC
- Models: detailed Financial Model and fuel note model
- Government Funding and support – SK income tax incentives, AG Clean Tech Fund
- FEED Documents – Site Selection, Technology Providers, FEED Engineering
- True North Minute Books (Feb 2020) – Certificate of Incorporation, Articles of Incorporation, Unanimous Shareholder Agreements, Shareholder Ledger, By-Laws and Amendments, Directors Meetings, Shareholder Meetings, Directors Register, Securities Register, Share Certificates, Notices, Annual Reports, Contracts, Banking Resolution, Financial statements, Agreements, Share Ownership summary.
- Canola Overview, supply / demand analysis, growth, initiatives
- Updates to the project assumptions
- Frequently asked questions (FAQ)

Upon completing the review of these documents and through various ongoing discussions with True North, each party was satisfied that True North had met their due diligence requirements and the decision to invest/participate was formally recommended to the executive level within their respective organizations.

## **H. Conclusion**

The project will provide significant economic and environmental benefits to Regina in particular, and Canada overall. The entire project if fully executed as planned will create approximately 5,000 jobs for the Regina area and provide approximately one third of Canadian demand for renewable diesel fuel to meet Canada's targeted CO<sub>2</sub> emissions reduction. The timing of the project will be important to contribute to a strong local Regina economic recovery as the pandemic restrictions end and as the economy returns to normal operations. The location of the project in the Regina area provides a major



boost to the City of Regina and EDR's economic growth plans to make Regina a North American hub for agriculture and clean fuel production. It also provides the City of Regina with the most low cost alternative to comply with Canada's clean fuel standards and contribute to Regina's efforts to be an exemplary city in environmental sustainability.

## **Appendix A**

### **Front-End Engineering and Design Execution**

#### **Technology Licensing**

True North will require technology licenses and detailed engineering from technology providers in the three key areas: (a) feedstock pre-treating, (b) hydrogen generation, and (c) feedstock hydrogenation and fractionation. All of these technologies may be commercially licensed from multiple technology providers. Selection of the technology providers will be completed in the initial phase of the FEED study. Selection will be based on constructability and operability characteristics of the technology provided. The degree of modularization offered will be a prime consideration. Process technology deliverables will include:

- Process flow diagrams
- Process description including normal operating conditions
- Process simulation (mass and energy balances)
- Utility requirements
- Equipment list and specifications
- Modular descriptions (if applicable)

The technology providers will be required to establish a close working relationship with the engineering contractor. A strong RACI (Responsible, Accountable, Consulted, Informed) communication plan will be essential to ensure the flow of communication between the technology provider, the engineering contractor and True North to minimize potential delays of the FEED study.

Pre-treatment may not be required when processing higher quality (i.e. refined, bleached, and deodorized) vegetable oils, however, pre-treatment to control gums, free fatty acids, metals, and other contaminants of the feedstock is required when using animal and used fats or crude degummed vegetable oils to ensure suitable quality and protect the catalysts from fouling. Protection of the hydrotreating catalyst is critical to ensure reliable operation and avoid expensive pre-mature catalyst failures. Candidates for supply of pre-treating technology include Desmet Ballestra, Alfa Laval and others.

Steam reforming and auto-thermal reforming are well-established process for the production of hydrogen. The reactions occur in two stages: (a) reaction of methane and water to produce syngas (hydrogen and carbon monoxide and (b) the water shift reaction where the carbon monoxide intermediate is reacted with water to produce carbon dioxide and hydrogen. Hydrogen is purified using a pressure-swing adsorption unit. As an alternative to fossil methane, renewable propane produced as a by-product from the hydrogenation process can be used to reduce the lifecycle carbon intensity. Leading technology providers of steam reforming and pressure swing adsorption include Haldor-Topsoe and AirLiquide.

Hydrogenation of fats, oils and greases can be commercially licensed from Honeywell UOP, Haldor Topsoe and Axens. All three technology providers have operating facilities. Honeywell UOP claims to have modularized their process into 500 million litre per year standard modules and has made recent advances to improving renewable product yields and capital efficiency.

The Honeywell UOP process was developed jointly with ENI, the Italian energy company. ENI converted an existing petroleum refinery at Venice which is now producing 590 million litres. ENI converted a second refinery at Gela, Sicily to produce renewable fuel. Honeywell UOP licensed the technology to Diamond Green Diesel, a joint venture between Valero Energy, a major US refiner, and Darling Ingredients, a global leader in creating sustainable food, feed and fuel ingredients. Diamond Green Diesel co-located a hydrogenation facility near the Valero refinery at Norco, LA, USA. Diamond Green Diesel doubled the size of the facility from 500 million litres annually to 1 billion litres annually. They have subsequently doubled the facility again to 2 billion litres annually. Honeywell UOP also licensed their technology to World Energy who converted a refinery Paramount, CA, USA for sustainable aviation fuel production and to Marathon who converted the Dickinson, ND, USA refinery for renewable diesel fuel production.

### **Site Selection and Acquisition**

It is essential that the site selected for True North's proposed renewable fuel facility have a competitive advantage to securing feedstock. The greater Regina area meets this essential element, being located in the canola growing area, especially with the proposed expansion of the Lake Diefenbaker irrigation project.

A suitable site location will have:

- Approximately 160 acres, relatively flat
- Favourable rail logistics for feedstock supply and product shipping
- Zoned for industrial use; non environmentally sensitive land with a clear path to regulatory approval
- Access to sufficient power (~12 MW)
- Access to sufficient natural gas (4 MMscf/d)
- Access to sufficient raw water (350 m3/d)
- Competitive tax incentives (e.g. Saskatchewan Commercial Innovation Incentive)
- Proximal to either a refined products pipeline or a refinery
- Proximal to industry services and skilled workforce

True North has identified three preferred locations within the greater Regina area that meet our criteria.

### **Environment and Regulatory Approvals**

The engineering contractor selected will have sufficient resources to coordinate and execute on all necessary studies and analysis to procure all necessary environmental and regulatory approvals and to assist with the required public notification and consultations. These matters include:

- Environmental
  - Field Assessment
  - Environmental Protection Application & Approval
  - Water Resource Application & Approval
  - Historical Resources Application & Approval

- Air Quality Assessment
- Regulatory
  - Navigation Canada/Transport Canada Applications
  - Consultation and Notification support
  - Development Permit(s)

The engineering contractor will work with True North to identify project regulatory processes to ensure that environmental and/or design requirements for regulatory applications are well understood and regulatory timelines are incorporated into project scheduling. The engineering contractor will also work with the technology providers to ensure process and operating information needed for environment and regulatory approval is accurate and complete.

### **Preliminary Engineering Design**

True North has completed extensive discussions with several engineering companies with respect to developing an execution plan for the Preliminary Engineering Design. At this point, three companies are considered for this work. Owing to the competitive and commercially sensitive nature of this engagement, names of possible engineering contractors are not included here.

Deliverables required by the engineering contract at kick-off include:

- Final Process Design Basis Document
- Preliminary Project Execution Plan
- Preliminary Design Basis Memorandum
- Complete Technical Information Package from technology providers
  - Process Simulation (mass/heat balance) and process flow diagram
  - Process Description and Summary
  - ISBL Plot Plans (preliminary)
- Regulatory Roadmap Finalization
- Environmental Overview Report
- Preliminary Block Flow Diagram
- Preliminary Cost Estimate and Basis of Estimate – Class 4
- Initial Risks Register
- SWOT Analysis
- Preliminary Project Schedule
- Initial Equipment List
- FEED Execution Plan Including:
  - Finalize FEED Deliverable list
  - Finalize FEED Schedule and Execution Strategy
- Utility availability
  - City of Regina (water/waste water),
  - Transgas (natural gas),
  - Sask Energy (power)
- Feed stock composition including a listing of trace impurities
- Product Specifications including a maximum allowable content of trace contaminants
- Sparing Philosophy for rotating equipment, filtration, etc.
- Storage capacity required (quantity of days/hours) – for both feedstock and product
- Expected method of feedstock delivery

- Expected sales delivery method (Trucks / Rail / Pipeline etc.)
- Final product specifications

Many of these deliverables have been completed, however, suitable time should be allocated to ensure timely kick-off of the preliminary engineering work.

Key deliverables of the FEED engineering work include:

- Project Management
  - Approved Project execution plan
  - AACE Class 3 Total Installed Cost Estimate
  - Basis of Estimate
  - ACE Level 3 Schedule for the entire project
- Process Design
  - Process Design Basis Document
  - Approved Design Basis Memorandum
  - Process simulation results
  - Process Flow Diagrams
  - Process Summary
  - Block Flow Diagram
  - Metering Diagram
  - Piping & Instrument Diagrams (P&ID's)
  - Utility requirements
- Piping
  - 30% model development
  - Piping modeling for 6" and larger
  - Bulk material take-off from model
- Mechanical
  - Drawing Deliverables List
  - Detailed equipment list and sizing
  - Plot Plan (IFD)
  - Preliminary HAZOP
  - Initial Constructability review
  - Major equipment datasheets
  - Specialty items list
  - Fire Protection and Safety Requirements
  - Safety and Security Requirements
  - Water Supply, Treatment and Disposal Study
- Electrical
  - Primary power feed identification
  - Preliminary cable trays sizing and layout
  - Preliminary Motor Control Centre and switchgear sizing
  - Transformer sizing required for the plant capacity
  - Load study
  - Single Line Diagram
  - Hazardous Area Classification Plans & Details
- Civil
  - Topographical Study Report

- Geotechnical Evaluation Report
- Preliminary Grading Plan
- Access Road Design
- Building Layout
- Civil Design Basis
- Storm Water Treatment and Containment Study
- Major foundation design basis
- Preliminary pile counts
- Preliminary pipe rack layout and materials takeoff (structure)
- Instrumentation and Controls
  - Datasheets on major instruments (outside of licensor and vendor supplied packages)
  - Controls and Communication System Design
  - Instrument Index
- Procurement
  - Finalize Procurement Strategy with True North
  - Obtain budgetary quotes for long lead process equipment and major utility equipment
- Detailed Design Proposal Including:
  - Finalize Detailed Design Specifications and Deliverable list
  - Finalize Detailed Design Level 3 Resource Loaded Schedule
  - Finalize Engineering Man-Hour Estimate for Detailed Design

The engineering contractor will complete specification sheets for all major pieces of equipment and Packages and will develop a bidders list with True North's input/approval. Supply Chain Management will be used to obtain formal quotes for all major pieces of equipment. Upon receipt of all major equipment quotes, the initial Class 4 factored capital cost estimate will be reviewed prior to proceeding with the detailed cost estimate development. The engineering contractor will develop P&ID's for the facility, mainly package connection P&IDs but will also be required to supply vendor package P&IDs as received.

To support the Class 3 Cost Estimate, the engineering contractor will develop a preliminary piping model. The model will show equipment locations, initial routing for 6" and larger pipe, major steel and major cable tray routing. This model will assist in the constructability review throughout the full lifecycle of the project and provide the material take offs for the cost estimate. The engineering contractor will perform the following reviews during the preliminary engineering work:

- A 10% model review will be completed for this project early during the preliminary engineering phase
- A 20-30% model review will take place near the end of the preliminary engineering phase

A constructability resource early in this project will be required. The constructability resource would continue to support during the Detailed Design phase (where 30%, 60% and 90% model reviews take place). Leveraging a constructability plan and initial review early into the process mitigates potential risks to the construction schedule. It is expected that the construction scope of work would be competitively bid during Detailed Design and is considered to be the most cost-effective strategy. While there are synergies in having the construction company who provided the personal for the constructability reviews awarded the on-site work, it is not necessary to achieve the desired results. Regulatory requirements for the new facility will be incorporated into the engineering contractor's deliverables including the equipment/package specifications, plot plan, and cost estimate.



### **Feedstock and Offtake Agreements**

Feedstock supply and product offtake arrangements will be defined during the FEED study stage in order to meet investment requirements and successfully capitalize detailed engineering and construction. True North is in various stages of discussions, which are considered commercially sensitive and under non-disclosure agreements, with several parties with respect to both long-term supply of feedstock and long-term agreements for product offtake. The total capital cost of the facility will be a primary factor in the proposed pricing structure of renewable fuels and an essential component of the discussions and negotiations with respect to long-term contracting of product offtake. Feedstock agreements are intended to be long in nature in order to provide competitive pricing of renewable fuels, as well as to ensure long term deliverability as the demand for these fuels increases. Matching the term of a renewable fuels offtake agreement with a feedstock agreement offers considerable economic advantages and financial security for the Facility. In addition, selecting the most suitable partners for both offtake and feedstock offers considerable strategic advantages for the overall success of the project and the long-term viability of the Facility. These considerations and analysis, as well as, negotiations with both offtake parties and feedstock providers will be carried out during the FEED stage with a target of a minimum of 50% of the renewable fuels and feedstock supply contracted.

### **Capitalization and Final Investment Decision**

In order to properly capitalize the development of True North's Facility, a completed front-end engineering and design "FEED" study is required to properly define preliminary project engineering and capital cost requirements. Additionally, capital providers will require sufficient confidence in feedstock supply and product offtake arrangements ensuring the financial sustainability of the Facility, as well as, necessary environmental and regulatory approvals. It is True North's intent to capitalize the detailed engineering and construction utilizing an approximate 65% debt and 35% equity finance model. It will be necessary to ensure product offtake agreements provide adequate debt service and repayment coverage.

True North has been given initial indication that the Facility will qualify under the "Green Bond" framework and, as such, True North will explore the opportunity of sourcing capital globally from "Green Bond" investors.

## Regina Appeal Board Composition

<b>Date</b>	March 10, 2021
<b>To</b>	Mayor Masters and City Councillors
<b>From</b>	Executive Committee
<b>Service Area</b>	Office of the City Clerk
<b>Item #</b>	CR21-40

### RECOMMENDATION

---

That City Council:

1. Approve revising the membership of the Regina Appeal Board from its current composition of three councillors to five citizen members effective May 1, 2021 and any related administrative amendments as outlined in Appendix A;
2. Establish the rates of remuneration for members as follows:
  - a. Chair to receive \$60 for each appeal hearing and \$60 for each decision-writing meeting; and
  - b. Members, other than the Chair or Acting Chair, to receive \$30 for each appeal hearing and \$30 for each decision-writing meeting.
3. Approve annual funding of \$3,000 in the 2021 budget.
4. Instruct the City Solicitor to prepare the necessary amendments to *The Regina Appeal Board Bylaw, 2005-04*, to give effect to the recommendations to be brought forward to a future meeting of City Council following approval of the recommendations by City Council.

### HISTORY

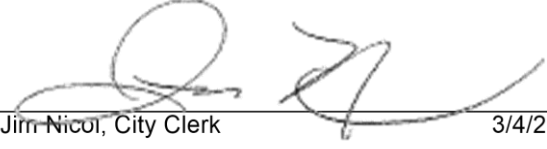
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At the March 3, 2021 meeting of the Executive Committee, the Committee considered the attached EX21-18 report from the Office of the City Clerk.

The Committee adopted a resolution to concur in the recommendations contained in the report. Recommendation #5 does not require City Council approval.

Respectfully submitted,

EXECUTIVE COMMITTEE



Jim Nicol, City Clerk 3/4/2021

**ATTACHMENTS**

EX21-18 - Regina Appeal Board Composition  
Appendix A- Terms of Reference

## Regina Appeal Board Composition

<b>Date</b>	March 3, 2021
<b>To</b>	Executive Committee
<b>From</b>	City Clerk's Office
<b>Service Area</b>	Office of the City Clerk
<b>Item No.</b>	EX21-18

### RECOMMENDATION

---

The Executive Committee recommends that City Council:

1. Approve revising the membership of the Regina Appeal Board from its current composition of three councillors to five citizen members effective May 1, 2021 and any related administrative amendments as outlined in Appendix A;
2. Establish the rates of remuneration for members as follows:
  - a. Chair to receive \$60 for each appeal hearing and \$60 for each decision-writing meeting; and
  - b. Members, other than the Chair or Acting Chair, to receive \$30 for each appeal hearing and \$30 for each decision-writing meeting.
3. Approve annual funding of \$3,000 in the 2021 budget.
4. Instruct the City Solicitor to prepare the necessary amendments to *The Regina Appeal Board Bylaw, 2005-04*, to give effect to the recommendations to be brought forward to a future meeting of City Council following approval of the recommendations by City Council.
5. Approve these recommendations at its meeting on March 10, 2021.

### ISSUE

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Membership on the Regina Appeal Board (RAB) has historically been comprised of three members of Council appointed annually.

Revising membership on the Regina Appeal Board from councillors to citizens will bring Regina in line with the majority of other major municipalities in Saskatchewan.

## IMPACTS

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### Financial

There has been no direct cost in previous years as councillors sitting on the RAB received no additional compensation.

The per meeting remuneration being recommended is similar to that provided to members of the Development Appeals Board.

Appeal hearing are scheduled monthly, with meetings to write decisions scheduled shortly thereafter. As such, the chair would receive \$120 and members \$60 for the related appeal hearings and decision-writing meetings, for a maximum cost of \$360 per hearing/meeting, determined as follows:

Chair: \$120  
Members: \$240 (4 x \$60)  
**Total: \$360**

Based on the number of appeals hearings and meetings to write decisions held by the RAB in the period 2018-2020, the costs associated with a five-member citizen board would have been as follows:

Year	Number of Meetings	Member Remuneration (5 members)	Cost
2018	9	\$360	\$3,240
2019	7	\$360	\$2,520
2020 <sup>1</sup>	6	\$360	\$2,160

<sup>1</sup> The number of meetings held in 2020 was down over previous years primarily due to COVID impacts as well as the 2020 Municipal/School Board elections.

The requested funding of \$3,000 is based on RAB having 8 meetings in 2021 using the current remuneration schedule.

### Policy

An advertisement seeking citizens interested in serving on the RAB will be issued pending Council's approval. A recommended slate of candidates will be brought to Executive Committee and subsequently to Council for consideration and approval.

In keeping with the appointments to both the Development Appeals Board and the Board of Revision, recommended candidates will be appointed on a staggered basis for terms up to 3 years.



Training in administrative tribunal hearings and proceedings will be provided.

## **Legal**

Recently there have been occasions when written decisions of the RAB have been overturned and/or negatively commented on by the Court of Queen's Bench when persons dissatisfied with the RAB's decision choose to pursue a further appeal.

The Office of the City Clerk has recently concluded a review of the existing procedures utilized by the RAB. New procedures focusing on report preparation, decision-making, report writing and practices ensuring procedural fairness will be adopted that mirror what is utilized by the Development Appeals Board.

New members will receive related training in this regard and the revised procedures will be available on regina.ca and provided to appellants.

## **Other**

Appointing citizen members to the RAB brings its membership into alignment with membership on both the Development Appeals Board and the Board of Revision, both of which are comprised entirely of citizen appointees.

In addition, the removal of councillors from this appeal body removes any perception of a conflict of interest whereby an elected official is hearing an appeal on an approved Council policy or decision.

There are no strategic, accessibility or environmental impacts respecting this report.

## **OTHER OPTIONS**

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The status quo option would see the RAB composition remain at three Council members.

## **COMMUNICATIONS**

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Following approval by City Council, the Office of the City Clerk will run an advertisement seeking interested candidates for membership on the RAB. The advertisement will be published in a future edition of the Regina Leader-Post and regina.ca as well as other social media platforms.

## **DISCUSSION**

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The RAB supports City operations (referenced in Appendix A) and hears appeals from citizens respecting:

- orders to remedy property nuisances
- order to enforce property standards
- orders issues pursuant to *The Weed Control Act*

- the suspension or revocation of business licences
- the refusal or revocation of any licenses pursuant to *The Taxi Bylaw, Bylaw No. 9635*
- the refusal, revocation, suspension or placement of conditions on any licence pursuant to:
  - *The Vehicles for Hire Bylaw, Bylaw No. 2019-9*
  - *The Body Rub Establishment Licensing Bylaw, Bylaw No. 2021-61*

A comparison of other major municipalities in Saskatchewan and Alberta indicate that the majority of appeal boards are comprised of citizen members.

City	Number of Members	Council Members	Term
Regina	3	Yes	1 year
Saskatoon	5	No	2 years
Prince Albert	5	No	2 years
Moose Jaw <sup>1</sup>	n/a	n/a	n/a
Calgary	5	No	1 year
Edmonton	4	Yes	Term of office

- 1 The City of Moose is currently reviewing its practices respecting property and licensing appeals. Currently, appeals are submitted to and hear by City Council.

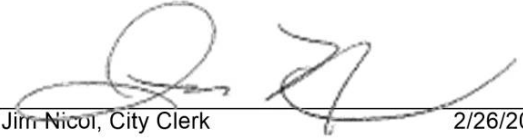
As noted above, Regina's closest comparator is the City of Saskatoon which utilizes a citizen-only membership on its respective appeal board.

## DECISION HISTORY

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During consideration of CR20-93: 2020 Committee Structure Review at its December 2, 2020 meeting, Council directed the City Clerk to prepare a report respecting membership on the Regina Appeal Board and recommend changes respecting the Board's decision-making procedures by Q1 2021.

Respectfully Submitted,



Jim Nicol, City Clerk 2/26/2021

Prepared by: Jim Nicol, City Clerk

**ATTACHMENTS**

Appendix A- Terms of Reference

## **Appendix A**

### **Regina Appeals Board**

<b>Authority</b>	The board is authorized to hear and rule on appeals pursuant to <i>The Regina Appeals Board Bylaw, Bylaw No. 2005-4</i> , sections 55, 100 and 329 of <i>The Cities Act</i> and section 34 of <i>The Weed Control Act</i> .
<b>Terms of Reference</b>	<p>The Board is authorized to:</p> <ul style="list-style-type: none"><li>• Hear appeals of orders issued pursuant to section 328 of <i>The Cities Act</i> regarding contraventions of the <i>Act</i> or other Bylaws the City is authorized to enforce;</li><li>• Review the refusal of revocation of licenses pursuant to <i>The Taxi Bylaw, 1994, Bylaw No. 9635</i></li><li>• Hear appeals of orders made pursuant to <i>The Regina Community Standards Bylaw, Bylaw No. 2016-2</i></li><li>• Review the refusal, suspension or revocation of licenses pursuant to <i>The Licensing Bylaw, Bylaw No. 2006-86, The Vehicles for Hire Bylaw, Bylaw No. 2019-9</i> and <i>The Body Rub Establishment Licensing Bylaw, Bylaw No. 2020-61</i></li><li>• Hear appeals of orders issued pursuant to <i>The Weed Control Act</i>.</li></ul>
<b>Composition</b>	The Board consists of 5 citizen members appointed by City Council.
<b>Appointment of Chair</b>	The Board elects a chair from among the Board members
<b>Term</b>	The members hold office for up to three-year staggered terms as may be set by Council resolution, up to a maximum of nine consecutive years.
<b>Meetings</b>	The Board meets at the call of the secretary in consultation with the chair to determine the hearing dates for the year, annually.
<b>Quorum</b>	A quorum is a majority of the Board members hearing The appeal, but if one or more members is disqualified from hearing the appeal, two members constitute a quorum.
<b>Procedures</b>	The Board may establish its own procedures for conducting business at meetings, which must be in writing and be publicly available; or adopt the procedural requirements of <i>The Procedure Bylaw, Bylaw No. 9004</i>

**Administrative  
Resource**

Office of the City Clerk

**Secretary**

City Clerk



## Appointments for the Recovery and Efficiency Review Task Force

<b>Date</b>	March 10, 2021
<b>To</b>	Mayor Masters and City Councillors
<b>From</b>	Executive Committee
<b>Service Area</b>	Office of the City Clerk
<b>Item #</b>	CR21-41

### RECOMMENDATION

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That City Council:

Appoint the following individuals to the Recovery & Efficiency Task Force for a term of office March 1, 2021 to December 31, 2021:

- Councillor Andrew Stevens, Co-chair
- Mitch Molnar, Co-chair
- Chris Holden
- Laird Williamson
- Trevor Boquist
- Randy Beattie
- Tina Svedahl
- Erica Beaudin
- Brett Dolter
- Shaadie Musleh

### HISTORY

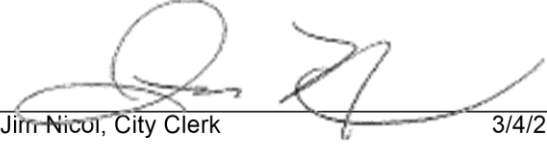
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At the March 3, 2021 meeting of the Executive Committee, the Committee, in **private** session, considered report E21-16 report from the Office of the City Clerk.

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

Respectfully submitted,

EXECUTIVE COMMITTEE



Jim Nicol, City Clerk 3/4/2021

**ATTACHMENTS**

E21-16 Appointments for the Recovery and Efficiency Review Task Force

## Appointments for the Recovery and Efficiency Review Task Force

<b>Date</b>	March 3, 2021
<b>To</b>	Executive Committee
<b>From</b>	City Clerk's Office
<b>Service Area</b>	Office of the City Clerk
<b>Item No.</b>	E21-16

### RECOMMENDATION

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The Executive Committee recommends that City Council:

1. Appoint the following individuals to the Recovery & Efficiency Task Force for a term of office March 1, 2021 to December 31, 2021:

- Councillor Andrew Stevens, Co-chair
- Mitch Molnar, Co-chair
- Chris Holden
- Laird Williamson
- Trevor Boquist
- Randy Beattie
- Tina Svedahl
- Erica Beaudin
- Brett Dolter
- Shaadie Musleh

2. Approve this report at its meeting on March 10, 2021.

### ISSUE

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Pursuant to Section 55 of *The Cities Act*, City Council may establish council committees and other bodies as it determines and define their functions.

## **IMPACTS**

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### **Strategic Impacts**

In collaboration with the Efficiency Review Program and reporting directly to Council, a community-based Recovery & Efficiency Task Force is being established to build a “Made in Regina” COVID-19 recovery plan that meets the social, economic and sustainability needs of the community.

The Task Force will identify opportunities for economic and community recovery that focus on improving the business environment for jobs and community investment and strategic infrastructure investments for the future through engagements with stakeholders. The recovery plan will include approaches that will require collective community action and effort. The City’s Efficiency Review Program will create capacity for the City to balance investment in resilience and future recovery.

Membership on the Task Force will be representative of key sectors in our community and represent business and social enterprises to create balance in the approach to a recovery plan. The purpose of the Task Force is to engage local, community leadership and support the development of priorities, community connections and data gathering. The Task Force is advisory in nature and will act as a reference group for Council respecting the community’s COVID-19 recovery efforts and sustainable growth into the future. In addition, the Task Force will have the opportunity to provide input to the Efficiency Review Consultant as it identifies “pain points” and/or opportunities to make City services more efficient.

There are no accessibility, environmental, financial, policy, legal/risk or other impacts.

## **OTHER OPTIONS**

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None with respect to this report.

## **COMMUNICATIONS**

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Proposed appointees approved by Executive Committee will be notified in advance of the report being publicly released on Friday, March 5, 2021 for consideration by City Council on March 10, 2021.

## **DISCUSSION**

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Discussions have been held with members of the community to gauge interest and availability in serving on the Task Force, with the objective of ensuring a representative and broadly-based membership.

The proposed membership is as follows:

Name	Organization
Andrew Stevens Co-chair	Councillor City of Regina
Mitch Molnar Co-chair	CEO, Mitchell Developments Ltd Board Member, RDBID
Chris Holden	City Manager, City of Regina Non-Voting Director, REAL Ex-Officio, EDR
Laird Williamson	President, CUPE Local 21 City of Regina
Trevor Boquist	President & CEO, Driving Change Automotive Group, Bennett Dunlop Ford Globe Theatre – Capital Campaign Chair
Randy Beattie	President & CEO, PFM Capital Inc. Board Member, Saskatchewan Roughriders Football Club Past Saskatchewan Chamber Board Chair
Tina Svedahl	VP Investments, Harvard Developments Inc. Managing Director, EDR Board of Directors Past Chair Globe Theatre
Erica Beaudin	Executive Director Regina Treaty/Status Indian Services (RTSIS)
Brett Dolter	Assistant Professor Dept. of Economics, University of Regina
Shaadie Musleh	Strategic & Competitive Intelligence Senior Manager Economic Development Regina

## DECISION HISTORY

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On February 24, 2021, City Council approved CR21-24: *City of Regina Recovery & Efficiency Review Program*. Included in this report was the establishment of a Recovery & Efficiency Task Force, comprised of members of the community, Council and Administration and an outline of its functions and objectives.

At the meeting, an amendment was approved requiring a report to be prepared for consideration by City Council respecting the potential members of the Task Force.

Respectfully Submitted,



Jim Nicol, City Clerk

Respectfully Submitted,



Sandra Masters, Mayor

Prepared by: Amber Ackerman, Deputy City Clerk

## Human Resources Sub-Committee

<b>Date</b>	March 10, 2021
<b>To</b>	Mayor Masters and City Councillors
<b>From</b>	Executive Committee
<b>Service Area</b>	Citizen Experience, Innovation & Performance
<b>Item #</b>	CR21-42

### RECOMMENDATION

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That City Council:

1. Approve amendments to *The Committee Bylaw, Bylaw No. 2009-40* outlined in Appendix B.
2. Appoint the following members of City Council to the Human Resources Sub-Committee as outlined in Appendix B:
  - Councillor Bob Hawkins
  - Councillor John Findura
  - Councillor Terina Shaw
3. Direct the City Solicitor to prepare the necessary bylaw to amend *The Committee Bylaw, Bylaw No. 2009-40* as outlined in Appendix B.

### HISTORY

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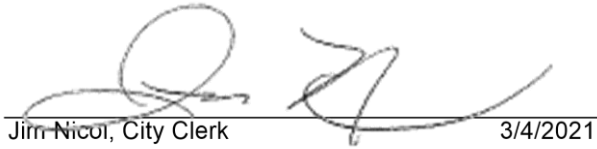
At the March 3, 2021 meeting of the Executive Committee, the Committee, in **private** session, considered report E21-12 report from the Citizen Experience, Innovation & Performance Division.

The Committee adopted a resolution to concur in the recommendations contained in the report. Recommendation #4 does not require City Council approval.



Respectfully submitted,

EXECUTIVE COMMITTEE



Jim Nicol, City Clerk 3/4/2021

**ATTACHMENTS**

E21-12 Human Resources Sub-Committee

Appendix A

Appendix B

## Human Resources Sub-Committee

<b>Date</b>	March 3, 2021
<b>To</b>	Executive Committee
<b>From</b>	Citizen Experience, Innovation & Performance
<b>Service Area</b>	Office of the City Clerk
<b>Item No.</b>	E21-12

### RECOMMENDATION

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The Executive Committee recommends that City Council:

1. Approve amendments to *The Committee Bylaw, Bylaw No. 2009-40* outlined in Appendix B.
2. Appoint the following members of City Council to the Human Resources Sub-Committee as outlined in Appendix B:
  - Councillor Bob Hawkins
  - Councillor John Findura
  - Councillor Terina Shaw
3. Direct the City Solicitor to prepare the necessary bylaw to amend *The Committee Bylaw, Bylaw No. 2009-40* as outlined in Appendix B.
4. Approve these recommendations at its meeting on March 10, 2021.

### ISSUE

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With the election of a new Mayor and Council, there is an opportunity to modernize the scope of the Sub-Committee established to oversee employment matters related to the City Manager, as well as the City Clerk and the City Solicitor.

## **IMPACTS**

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Under *The Cities Act*, the City Manager, the City Clerk and the City Solicitor are the only employees of Council. Section 84 establishes the City Manager as the “administrative head of the City” with all other Administrative staff reporting to the City Manager. This role is defined in *The City Manager’s Bylaw, Bylaw No. 2003-70*.

*The Committee Bylaw, Bylaw No. 2009-40* establishes the governance structure to ensure human resource best practices are in place as they relate to oversight of the employment relationship between Council, the City Manager, the City Clerk and the City Solicitor.

## **OTHER OPTIONS**

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An alternative option is to not amend *The Committee Bylaw, Bylaw No. 2009-40*. Current best practice suggests the scope of governance be expanded to include the appointment, performance evaluation and succession of the City Manager, the City Clerk and the City Solicitor.

## **COMMUNICATIONS**

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The recommendations have been discussed with the City Manager, the City Clerk and the City Solicitor.

## **DISCUSSION**

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The renewal of the scope is a demonstration of good governance and best practice in human resources management.

The City Manager serves as the link between Council and Administration. A structured goal setting and evaluation process is a means of ensuring alignment of goals, objectives and priorities between the City Manager and City Council, it demonstrates accountability to citizens, employees and other stakeholders, and equally importantly it enhances the relationship between the City Manager, the Mayor and Councillors.

Succession management is a proactive, deliberate and structured approach to address future continuity of leadership, services and programs. It is best practice to pro-actively address risks associated with an aging workforce, competitive labour market and growing demands in our community.

The amendments outlined in Appendix B, to *The Committee Bylaw, Bylaw 2009-40* are based on best practices in both human resources management and governance.

## DECISION HISTORY

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The recommendations contained in the report require City Council approval.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Sandra Masters', with a stylized, cursive script.

Sandra Masters,  
Mayor

Prepared by: Louise Folk, Executive Director

**Appendix A**  
***The Committee Bylaw, Bylaw No. 2009-40***  
**Table 2 Executive Committee**  
**Current Sub-Committee**

**OVERVIEW**

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Appendix A provides the current scope of the Sub-Committee established by Executive Committee to evaluate the performance of the City Manager.

**CURRENT TEXT**

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**Sub-Committee**

- 4(1) The Executive Committee shall be supported by a sub-committee that is hereby established to evaluate the performance of the City Manager.
- 4(2) The sub-committee established pursuant to subsection (1) shall:
- (a) Consist of the Mayor and three members of the Executive Committee appointed annually by Council.
  - (b) Establish criteria for evaluating the performance of the City Manager.
  - (c) Annually evaluate and report to the Executive Committee on the performance of the City Manager.

**Appendix B**  
***The Committee Bylaw, Bylaw No. 2009-40***  
**Table 2 Executive Committee**  
**Proposed Human Resources Sub-Committee**

**OVERVIEW**

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Appendix B provides the proposed text in Table 2, Executive Committee that establishes a Human Resources Sub-Committee to manage employment matters related to the City Manager, the City Clerk and the City Solicitor.

**PROPOSED TEXT**

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**Human Resources Sub-Committee**

- 4(1) The Executive Committee shall be supported by a Human Resources Sub-Committee that is established to consider and make recommendations to City Council relating to the appointment, performance evaluation and succession of the City Manager, including:
- (a) Directing the search, recruitment and selection process for the City Manager and making a recommendation to Council for approval.
  - (b) Overseeing the development of an annual performance review process.
  - (c) Conducting the City Manager's annual performance review including the establishment of annual goals, objectives, performance measures and succession plans.
  - (d) Making recommendations to Council respecting the terms and conditions of the City Manager's employment contract.
- 4(2) The Human Resources Sub-Committee is also mandated to work with the City Manager to:



- (a) Make recommendations to Council for the recruitment, appointment, suspension or dismissal of the City Clerk or the City Solicitor.
- (b) To conduct the annual performance review of the City Clerk and the City Solicitor, including a review of their respective goals, objectives, performance measures and succession plans.

4(3) The Human Resources Sub-Committee shall:

- (a) Consist of the Mayor and three members of the Executive Committee appointed annually by Council.
- (b) Annually evaluate and report to the Executive Committee on the performance of the City Manager, the City Clerk and the City Solicitor.

## Municipal Corporation Governance - Supplemental Report

<b>Date</b>	March 10, 2021
<b>To</b>	City Council
<b>From</b>	Financial Strategy & Sustainability
<b>Service Area</b>	Financial Services
<b>Item No.</b>	CM21-5

### RECOMMENDATION

---

That City Council receive and file this report.

### ISSUE

---

On February 3, 2021, Administration presented a report on the governance of the City's municipal corporations. The report described the structure of the municipal corporations, and the governance frameworks in use at these corporations. At that meeting, Council requested that a further report be provided at a future City Council meeting with information about how other cities govern their municipal corporations.

### IMPACTS

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None with respect to this report.

### OTHER OPTIONS

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None with respect to this report.

## **COMMUNICATIONS**

---

None with respect to this report.

## **DISCUSSION**

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The purpose of this report is to provide information on the composition of the boards of municipal corporations owned by cities in Alberta, Saskatchewan, and Manitoba. In report EX21-12, Administration discusses that corporate governance best practices suggest boards are structured to ensure they have the requisite skills and experience for the type of operation the corporation is responsible for. The report also outlines some of the challenges of having elected officials on municipal corporation boards. The fiduciary duty of a board member who is also an elected official can place the individual in conflict.

Appendix A provides a regional scan covering 20 municipal corporations controlled by the cities of Saskatoon, Winnipeg, Calgary and Edmonton. Of the 21 municipal corporations reviewed:

- 2 corporations had zero (0) elected officials on their board;
- 8 corporations had one (1) elected official on their board;
- 6 corporations had two (2) elected officials on their board;
- 3 corporations had three (3) elected officials on their board; and
- for 1 corporation it could not be determined if the government members were elected as the board composition refers to the appointment of two (2) municipal government members.

The largest municipal corporations in the scan are Epcor and Enmax, which are governed by the cities of Edmonton and Calgary respectively. Both Epcor and Enmax, who are municipal utility corporations, leverage a skills-based Board with no City Administration nor Council representation.

For the reasons discussed in EX21-12, Administration's advice remains that the City limit the number of Council members appointed to municipal corporation boards.

To support Council's ability to provide oversight and make sound decisions, additional information about the operations of the municipal corporations can be obtained by requiring more reporting from the municipal corporation to the Council. Additional reporting requirements could be added to the Unanimous Membership Agreements.

The primary avenue to resolve ongoing concerns with the direction and operations of any of the municipal corporations is through the chair of the board and the board appointment process.

## **DECISION HISTORY**

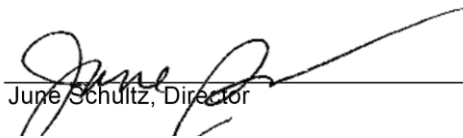
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This report is in response to Council's request for additional information to report EX21-12 presented at the February 12, 2021 Executive Committee meeting.

This report is for informational purposes only.

Respectfully Submitted,

Respectfully Submitted,

  
June Schultz, Director

2/26/2021

  
Barry Lacey, Exec. Director, Financial Strategy & Sustainability

3/5/2021

Prepared by: Jonathan Barks, Financial Business Partner

## **ATTACHMENTS**

Appendix A - Jurisdictional Review

## Appendix A

### Calgary

Corporation	Purpose	Board Size and Composition	Qualifications	Are employees or elected officials voting or non-voting?
Attainable Homes Calgary Corporation	To implement and administer the Attainable Home Ownership Program by providing stewardship of lands, management of financial resources, leadership to the private sector and attracting and educating potential homeowners.	11 members: the mayor, 1 city councillor and 9 citizens.	The directors are appointed annually at the annual general meeting of the shareholder.	
Bow River Basin Council	The Bow River Basin Council is a multi-stakeholder group that has a broad mission of encouraging co-operative and effective strategies for water use management and environmental stewardship: To provide or support actions for the purposes of protecting and improving the waters of the Bow River Basin and with respect to any social, cultural, economic and environmental aspects of: riparian zones, aquatic ecosystems, the quality and quantity of groundwater and surface water, the effects of human activity and land use on water resources	13 members: 2 commercial and industrial members, 2 licensee members, 2 municipal government members (only one of which may be from the City of Calgary), 2 non-profit groups and academia members, 2 regulatory, administrative and First Nations members, 2 citizen members and 1 treasurer.	The City of Calgary may appoint only one member.	

Calgary Arts Development Authority	Calgary Arts Development plays a leadership role in realizing the potential of arts and culture in Calgary. As the City's designated arts development authority, we are a central hub that learns about, promotes, connects, advocates for, and leads strategic initiatives in the arts to animate Calgary as a vibrant cultural centre.	12 members: 1 city councillor and up to 11 citizen members.		
Calgary Economic Development Ltd.	Calgary Economic Development is the "hands on" "on the ground" organization responsible for undertaking business development activities such as: business development for both existing and new businesses, investment attraction, client service/point of contact/"account management", industry development strategy implementation (e.g. international market entry), coordinating seed funding programs for new initiatives, developing a rolling 3 year Business Development Strategy, over-all hosting of in-bound trade delegations, housing specific delivery functions such as Sister Cities and Calgary Film Commission. The Office is responsible for developing long term Economic Development Strategy. Provides advice to City Council and Administration on the alignment of resource requests from authorities with City funding to the overall Economic Development Strategy	17 members: 1 city councillor and 16 directors appointed at the Annual General Meeting of Calgary Economic Development Ltd.		



Calgary Film Centre Ltd.	The Calgary Film Centre Ltd. is a controlled corporation of Calgary Economic Development Ltd. (a wholly-owned subsidiary of The City) and related authority to the City, established to support the growth and development of the film, television, media, and other creative industries.	3 members: 1 city councillor and 2 citizen members.		
Calgary Housing Company	A wholly-owned subsidiary of the City of Calgary, its mandate is the management of housing units and programs to provide affordable housing options to Calgarians. As the largest landlord in Calgary, CHC manages the rentals for approximately 10,000 households serving 24,000 citizens.	12 members: 2 city councillors, the Director of Calgary Neighbourhoods, the City Treasurer and 8 citizen members.		
Calgary Municipal Land Corporation	Calgary Municipal Land Corporation, created and owned by The City of Calgary, exists to achieve the City's objectives for urban densification and community renewal, infrastructure investment and placemaking.	12 members: the mayor, 2 city councillors, 8 independent directors and 1 President.	<p>A director must be over 18 years of age.</p> <p>At least one-quarter of the directors must be resident Canadians.</p> <p>The Directors are to have experience and skills in the following areas:</p> <ul style="list-style-type: none"> <li>▪ government relations</li> <li>▪ finance</li> <li>▪ legal</li> <li>▪ real estate</li> <li>▪ land development</li> <li>▪ engineering, construction</li> </ul>	

			<ul style="list-style-type: none"> <li>communications/public relations.</li> </ul>	
Enmax	<p>Headquartered in Calgary, Alberta, with operations across Alberta and Maine, ENMAX Corporation is a leading provider of electricity services, products and solutions.</p> <p>ENMAX is a private corporation incorporated under the Alberta Business Corporations Act whose sole shareholder is The City of Calgary. Calgary's City Council acts in the capacity of the Shareholder on behalf of Calgarians.</p>	10 members, comprised of industry, business and community leaders elected annually by our Shareholder.	ENMAX's Board selection and appointment process is guided by a skills matrix to ensure we have the director expertise and experience required to govern ENMAX effectively.	
Opportunity Calgary Investment Fund Ltd.	The mandate of the Wholly Owned Subsidiary is to manage the Economic Development Investment Fund (EDIF) effectively and in a manner that creates an environment that encourages economic recovery and growth, helps reduce the impact of the economic downturn on citizens and businesses, and capitalizes on new opportunities to support Calgary's economic success into the future.	13 members: the mayor, 1 city councillor and 11 citizen members.	<p>The city councillor must be the councillor appointed to Calgary Economic Development.</p> <p>The citizen/local business leaders must have experienced in multi-billion-dollar investment deals in a variety of sectors</p>	

## Edmonton

		Governance Approach: are the appointees skill-based, municipal employees or elected officials, or a mix?		
Corporation	Purpose	Board Size and Composition	Qualifications	Are employees or elected officials voting or non-voting?
Explore Edmonton Corporation	Explore Edmonton Corporation (formerly <i>Edmonton Economic Development Corporation</i> ) is a municipal corporation for Edmonton's visitor economy and venue management. It is responsible for telling Edmonton's story, elevating the Edmonton experience, and generating inbound visitation.	17 members: the mayor and 16 citizen members.	<p>The recruitment for directors was completed by the corporation, although director appointments were made by the shareholder (Council).</p> <p>Directors must:</p> <ul style="list-style-type: none"> <li>▪ be at least 18 years of age;</li> <li>▪ be of sound mind and not been found unsound by a court in Canada or elsewhere or by a physician licensed to practice medicine in Alberta;</li> <li>▪ not have the status of a bankrupt;</li> <li>▪ be an individual;</li> <li>▪ be a resident within the Edmonton metropolitan area;</li> </ul>	The mayor is a voting member of the board.

			<ul style="list-style-type: none"> <li>▪ not have been a director of the Company for six consecutive years;</li> <li>▪ be a representative other than the Mayor of Edmonton;</li> <li>▪ be a Canadian citizen; or</li> <li>▪ not be the President.</li> </ul> <p>A former posting for the EEDC to fill several director positions asked for experience within:</p> <ul style="list-style-type: none"> <li>▪ senior operational leadership,</li> <li>▪ accounting,</li> <li>▪ legal and/or</li> <li>▪ marketing and communications / branding.</li> </ul> <p>Specific experience within the following sectors was preferred:</p> <ul style="list-style-type: none"> <li>▪ Energy, engineering and/or construction;</li> <li>▪ Advanced and innovative technologies;</li> <li>▪ Bioscience / healthcare; and</li> </ul>	
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			<ul style="list-style-type: none"> <li>▪ Sports/entertainment / tourism</li> </ul> <p>Additionally, the ideal candidate:</p> <ul style="list-style-type: none"> <li>▪ takes pride in the great city of Edmonton,</li> <li>▪ has integrity and is well-respected within the community.</li> <li>▪ has an outstanding reputation and is currently engaged in senior leadership roles with a proven track record of strategic and thought leadership.</li> <li>▪ has significant board/governance experience.</li> </ul>	
EPCOR Utilities Inc.	<p>EPCOR's wholly owned subsidiaries build, own and operate electrical transmission and distribution networks, water and wastewater treatment facilities and infrastructure in Canada and the United States.</p> <p>EPCOR builds, owns and operates electrical, natural gas and water transmission and distribution networks; water and wastewater treatment facilities; sanitary and stormwater systems; and infrastructure in Canada</p>	11 members comprised of business and community leaders from across Canada.	<p>The City of Edmonton is the sole Shareholder and appoints the Board, which operates independently of the Shareholder with full authority to make strategic business decisions.</p> <p>No employees or elected representatives of the City sit on the Board.</p>	N/A

	and the United States. It also provides electricity, natural gas and water products and services to residential and commercial customers.		<p>An independent Chair leads the Board.</p> <p>The selection, assessment and evaluation process for Directors seeks to match individual skills with EPCOR's needs, using an independent consultant and skills matrix.</p>	
Fort Edmonton Management Company	<p>Fort Edmonton Park is operated by the Fort Edmonton Management Company on behalf of the City of Edmonton, which owns the buildings, artifacts and land associated with the attraction.</p> <p>The City of Edmonton is the sole shareholder of the company and Councillors act as representatives of the shareholder.</p>	14 members: 1 city councillor and 13 citizen members.	<p>The recruitment for directors is completed by the corporation, although director appointments are made by the shareholder (Council).</p> <p>Directors must:</p> <ul style="list-style-type: none"> <li>▪ be at least eighteen years of age;</li> <li>▪ be of sound mind and have not been found to be unsound by a court in Canada or elsewhere or by a physician licensed to practice medicine in Alberta;</li> <li>▪ not have the status of a bankrupt;</li> <li>▪ be an individual; or</li> <li>▪ not have served as a Director for 6</li> </ul>	The city councillor is a voting member of the board.



			consecutive years prior to the said election	
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## Saskatoon

		Governance Approach: are the appointees skill-based, municipal employees or elected officials, or a mix?		
Corporation	Purpose	Board Size and Composition	Qualifications	Are employees or elected officials voting or non-voting?
TCU Board of Directors	The Board directs the operations of TCU Place in a manner that ensures proper maintenance of the facility, provides premiere services for the performing arts, and provides a full range of services for meetings and conventions.	15 board members: the mayor, the city manager, 2 city councillors and 11 citizen members.	<ul style="list-style-type: none"> <li>Experience in the field of law</li> <li>Human Resources experience</li> </ul> <p><i>A Board Member Skills Competencies Matrix</i> is developed identifying current expertise of existing Board Members and identifying skill sets missing from current Board composition. The board provides this information to the City Clerk's Office prior to advertising for the recruitment process that occurs in the fall.</p>	The mayor, the city manager and the city councillors are voting members of the board.

SaskTel Centre Board of Directors	Working collaboratively with the Management Team, the Board is responsible for the governance of the organization, including visionary leadership, and the establishment of the values, strategic planning, policy decision and overall direction to achieve the vision and mission of SaskTel Centre.	10 board members: 2 city councillors and 8 citizen members.	<ul style="list-style-type: none"> <li>▪ Legal Expertise</li> <li>▪ Government and Community Relations</li> <li>▪ Risk Management</li> <li>▪ Human Resources Management</li> </ul> <p><i>A Board Member Skills Competencies Matrix</i> is developed identifying current expertise of existing Board Members and identifying skill sets missing from current Board composition. The board provides this information to the City Clerk's Office prior to advertising for the recruitment process that occurs in the fall.</p>	The city councillors are voting members of the board.
The Remai Modern Art Gallery Board of Directors	The Board is responsible for the effective governance of the Remai Modern and the advancement of its goals, values and mission. The Directors ensure that the museum fulfills its mandate.	14 board members: 2 city councillors and 12 citizen members.	<ul style="list-style-type: none"> <li>▪ Strategic Planning and Sector Policy</li> <li>▪ Financial expertise (with a focus on Audit and Risk)</li> <li>▪ Community engagement</li> <li>▪ Experience in the Arts and Culture sector</li> </ul> <p><i>A Board Member Skills Competencies Matrix</i> is</p>	The city councillors are voting members of the board.

			developed identifying current expertise of existing Board Members and identifying skill sets missing from current Board composition. The board provides this information to the City Clerk's Office prior to advertising for the recruitment process that occurs in the fall.	
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## Winnipeg

		Governance Approach: are the appointees skill-based, municipal employees or elected officials, or a mix?		
Corporation	Purpose	Board Size and Composition	Qualifications	Are employees or elected officials voting or non-voting?
Assiniboine Park Conservancy Inc.	This not-for-profit corporation operates under a Management Agreement with the City of Winnipeg with a mandate to lead, manage, fund-raise, restore and develop the overall Park and its amenities.	17 members: 2 city councillors and 15 citizen members.		
Centreventure Development Corporation	A public-private partnership established as a downtown development corporation to provide entrepreneurial leadership in	10 members: the mayor (or designate) and 9 citizen members.		

	the resurgence of the downtown, to achieve the “CentrePlan” vision.			
Grant’s Old Mill (St. James-Assiniboia Pioneer Association Inc.)	To manage, control and operate the Grant’s Old Mill and all other buildings or premises used for the purposes of the St. James-Assiniboia Pioneer Association	13 members: 1 city councillor and 12 citizen members.		
Winnipeg Arts Council Inc.	An independent not-for-profit Corporation, created and mandated by the City to manage and carry out the City’s arts and cultural funding programs; advise the City on cultural policy; explore partnerships and initiatives with other funding bodies, foundations and groups; present an Annual Report and Audited Financial Statement; develop and maintain a cooperative relationship with all City departments and staff working in cultural areas.	16 members: 6 members elected by artists and representatives of arts and cultural organizations, 6 citizen members, 1 chair and 1 vice-chair, 1 city councillor, and 1 (non-voting) city employee.		All voting except for the City employee.
Winnipeg Housing Rehabilitation Corporation	Responsible for the acquisition, improvement and rehabilitation or conversion of existing buildings for housing accommodation of all kinds for sale or rent to persons of low or modest income.	10 members: 3 city councillors and 7 citizen members.		

## Municipal Corporation Governance

<b>Date</b>	March 10, 2021
<b>To</b>	Mayor Masters and City Councillors
<b>From</b>	Executive Committee
<b>Service Area</b>	Financial Strategy & Sustainability
<b>Item #</b>	IR21-2

### RECOMMENDATION

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That City Council receive and file this report.

### HISTORY

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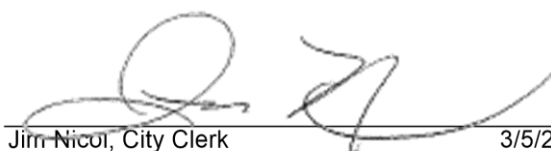
At the February 3, 2021 meeting of the Executive Committee, the Committee considered the attached EX21-12 report from the Financial Strategy & Sustainability Division.

The Committee adopted the following resolution:

1. That this report be forwarded to a future meeting of City Council for information; and
2. That Administration prepare a supplemental report respecting how other municipalities structure their governance of municipal corporations.

Respectfully submitted,

EXECUTIVE COMMITTEE



Jim Nicol, City Clerk 3/5/2021

**ATTACHMENTS**

EX21-12 - Municipal Corporation Governance



## Municipal Corporation Governance

<b>Date</b>	February 3, 2021
<b>To</b>	Executive Committee
<b>From</b>	Financial Strategy & Sustainability
<b>Service Area</b>	Office of the City Clerk
<b>Item No.</b>	EX21-12

### RECOMMENDATION

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That Executive Committee be receive, file and permanently close this report.

### ISSUE

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On May 13, 2020, in a private session of Executive Committee, members asked about the current governance structure of the City's municipal corporations, which include Economic Development Regina Inc. (EDR), Buffalo Pound Water Treatment Plant Corporation (Buffalo Pound) and Regina Exhibition Association Limited (REAL). In particular, Committee members asked about the impact of appointing more Council members to these boards, with the discussion primarily focused on appointments to the Board of EDR.

### IMPACTS

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None with respect to this report.

## **OTHER OPTIONS**

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This report is presented as information as requested by Executive Committee at its meeting on May 13, 2020. No decisions are being sought in this report.

Currently, Council appoints a non-voting director on the boards of both EDR and REAL. Administration's advice is to continue to limit the number of Council members and City employees on these boards.

Should Council desire to appoint additional non-voting directors to either EDR or REAL, it is recommended Administration be asked to bring a report forward to a public meeting of Executive Committee recommending changes to the current board composition that would increase the number of non-voting directors Council may directly appoint. Changes in board composition would also require consultation with EDR and REAL as amendments to the Unanimous Members Agreements (UMAs) between the City and the corporations, and municipal corporation bylaws would be required to affect the change.

## **COMMUNICATIONS**

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None with respect to this report.

## **DISCUSSION**

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The purpose of this report is to provide information on the structure and governance framework for the municipal corporations where the City of Regina (City) is the sole or majority shareholder.

The roles of City Council (Council) and the board of directors of each organization will be outlined, as well as the legal requirements governing the relationship between the City and the corporations.

The City is the majority or sole shareholder of three municipal corporations. The corporations discussed in this report are:

- 1) EDR (established January 1, 2016)
- 2) Buffalo Pound (established January 1, 2016)
- 3) REAL (established January 1, 2014)

Each of the above has been structured to be "Membership Corporations" pursuant to *The Non-profit Corporations Act, 1995* wherein the City is the sole voting member (as is the case with REAL and EDR) or the majority voting member (as is the case with Buffalo Pound, where the City of Moose Jaw holds a minority of the voting memberships).

When all three municipal corporations were established, City Council approved a governance structures which required these boards to contain independent board members who possess certain professional skills and experience that is needed to oversee the operations of that particular municipal corporation. The objective was to ensure that the municipal corporation could manage its business affairs with an entrepreneurial and return-on-investment focus while providing Council the ability to ensure the goals of the City were met by establishing certain boundaries through UMAs between the City and the respective corporation. The key topics in each UMA are:

- 1) The mandate of the municipal corporation.
- 2) The rights and obligations of the City with respect to the municipal corporation.
- 3) The relationship and the decision-making structure between the City and the Corporation.

### **Municipal Corporation Governance**

Article 4 of each respective UMA instructs that each corporation is governed by an independent board of directors which shall at all times act independently of the City with full authority to make strategic business decisions.

Pursuant to the UMAs, each year a board committee nominates a slate of voting directors for appointment to the board to fill board positions that have been vacated at the end of a board member's term, or by that member's resignation. A report is presented to Council for each slate of directors where Council can approve the full slate, or request a new slate be provided. If the slate is approved, Council delegates its authority to a senior City of Regina executive (historically, this has been the Executive Director, Financial Strategy and Sustainability), to vote at the respective corporation's annual general meeting to appoint the new board members.

Article 4 of each respective UMA outlines the constitution of the membership of each Corporation. The UMAs of REAL and EDR specify the following:

REAL – One non-voting director appointment nominated by the Minister of Agriculture, and, one non-voting director appointment nominated by Council.

EDR – One non-voting director appointment nominated by Council.

### Current Board Composition

The current board compositions of each of the municipal corporations is captured in the table below.

Municipal Corporation	Minimum Size	Current Board Size	City Representative
Buffalo Pound	5-9 voting members	7 (all voting)	No
REAL	7-13 voting members  Two non-voting members	15 (13 voting)	Yes – one member designated by Council. Current appointment is the City Manager
EDR	8-12 voting members  One non-voting member	11 (10 voting)	Yes – one member designated by Council. Historically, appointment has been the Mayor

### Board Appointment Strategy (Voting Directors)

In recommending a slate of board member nominations to Council, the respective board committee is guided by their Board Skills and Experience matrix. The respective board of each municipal corporation has developed a Board Skills and Experience matrix to guide recruitment efforts to the board. Each board assesses the skills and experience required for effective leadership of the organization, then completes a self-assessment of the current composition to identify priority skills to bring to the board. Common skills identified are in legal, finance, business development and engineering.

### Voting and Non-Voting Directors

Members of the boards of directors at the City's municipal corporations are categorized as voting or non-voting directors. Where the board member is designated by Council, they are non-voting directors. A non-voting director of a board has all rights of a director other than the right to vote on any matter before the board of directors. A non-voting director has all the same fiduciary duties as the other directors and must act in the best interest of the municipal corporation.

### Oversight

The goal in establishing the three municipal corporations was to create structures that were consistent with one another and that supported the appropriate balance between delegating each organization the authority to manage its business affairs and the ability of Council to ensure that the goals of the City are met by establishing certain boundaries.

Each UMA addresses oversight by outlining the specific items that must be brought to City Council for approval or decision. The items include but are not limited to: any material change in the business, winding-up or dissolving a municipal corporation, changes in ownership structure, debt issuance and changes in the fiscal year.

The UMAs also outline other reporting requirements for the corporations to City Council. For example, the corporations must submit an annual report that contains:

- 1) Any revisions to long-term strategic plans or capital asset plans.
- 2) An operating and capital budget for the next fiscal year and an operating and capital budget projection for subsequent fiscal years contemplated in the current strategic or capital asset plans.
- 3) Pro forma audited financial statements prepared in accordance with generally accepted accounting principles.
- 4) Accomplishments during the fiscal year along with explanations, notes, and information as is required to explain and account for any variances between the actual results and the strategic plans or capital asset plans.

### **Challenges of Having Council Members on Municipal Corporation Boards**

While there may be a desire to put additional Council members on the boards of the City's municipal corporations to indicate support of the governance of the entity and promote the interests of the City, this can put Council members in a very difficult position. This is because Council members on these boards have a fiduciary duty to act in the best interests of that municipal corporation. At the same time, Council members have important roles and decision making responsibility as members of City Council. While it may be rare when the interests of the two bodies do not coincide, when such situations do arise, Council members are placed in a difficult position.

As a board member, the fiduciary duty to a municipal corporation is set out in section 109 of *The Non-profit Corporations Act, 1995* and has been elaborated on in the caselaw. This fiduciary duty or duty of loyalty may be summarized as:

- To act honestly and in good faith and in the best interests of the corporation at all times and help it achieve its purpose;
- Not to favour the interests of the organizations who arranged for his or her appointment, if those organization's interests differ from the interests of the corporation;
- Information learned as a director belongs to the corporation unless otherwise stated and, therefore, a director must not disclose the corporation's confidential information to the organization who arranged for his or her appointment; and,
- To disclose to the corporation any information relevant to the corporation (this may include information about the appointing organization).

There has been judicial consideration of this issue, which has clearly established that appointed directors owe a fiduciary duty to the corporation whose interests they are

considering, and they cannot permit their appointing corporation (the City of Regina in this case) to control the best exercise of their judgement in that context (see *PWA Corp. v. Gemini Group Automated Distribution Systems Inc.*). This fiduciary duty has the potential to cause conflicting duties of loyalty as Council members also have loyalties to the City and its residents as members of Council. Where the interests of the corporation are not aligned with the interests of the City, it would be difficult for a Council member to resolve these duties.

While the Council appointed members on EDR and REAL are non-voting so they do not have the difficult position of deciding how to vote in the face of a conflicting duty of loyalty, they are still participating in board discussions and are potentially influencing votes and are privy to confidential information. When doing these activities or receiving confidential information the member is required to consider the best interests of that municipal corporation. Failing to act in the best interest of the corporation can lead to personal liability of directors.

In the past, Council members who have been appointed to the Provincial Capital Commission Board have experienced this conflicting duty of loyalty, especially in the case of sharing information. With some of REAL's recent financial difficulties, there is also a significant potential that a City employee or Council member sitting on the REAL board would also face conflicting duties.

Sitting on a board carries a heavy responsibility and entails the possibility of personal legal liability for the actions taken by the board in some cases. While some protections for board members are available, such as indemnity agreements, waivers, and insurance, these are never fool proof.

For the above reasons, Administration's advice is to limit the number of Council members and City employees on these boards.

Administration considered an approach of having a certain number of "observer" status positions where elected officials could attend board meetings as observers instead of as non-voting directors on the boards of the municipal corporations. In considering this matter, it was unclear what status the observer would have at the Board table to either provide input or provide feedback. As well, having observer status would likely require the same protection of information and confidentiality challenges as being a member of the Board, restricting the ability of an observer to share the information with fellow Council members or as part of Council decision making processes. There are current mechanisms in the UMAs to require municipal corporations to seek Council approval for any significant actions and to provide regular reporting to Council. If the current reporting requirements to Council or ability to provide perspective and feedback to the corporations are deemed insufficient, changes could be made to the UMAs to require additional reporting and Board/Council discussion mechanisms.



## **Other Bodies**

Whenever a Council member is sitting on a board of a corporation, they have a fiduciary duty to that corporation and the issues noted above may arise. Other examples of boards of directors of corporations that include Council members include the Provincial Capital Commission, the Board of Police Commissioners, the Regina Public Library Board, the Downtown Business Improvement District Board, and the Warehouse Business Improvement District Board<sup>1</sup>. In some cases, there is different or additional legislation that applies to these.

## **Determining Number of Elected Officials on Municipal Boards and Other Alternatives**

While the Administration would recommend that the number of elected officials to municipal corporations should be minimized for the reasons outlined above, there is no specific rule or guideline that restricts or dictates the number of elected officials that should or should not be appointed to the board of a municipal corporation. As noted above, there are many examples of where elected officials are appointed to related entities. However, the number of elected officials appointed is typically small in relation to the overall board composition of those entities.

Factors to consider when determining if elected officials should be appointed to municipal boards or the number of elected officials to be appointed include:

- What objective is Council attempting to achieve by placing elected officials on municipal corporation boards? Can the objective be achieved in another manner without appointing an elected official? If not, does achieving the objective require more than one elected official to be on the board?
- Council approved the establishment of the existing governance structures of its municipal corporations with the objective of creating independent boards whose members possess critical professional skills and experiences to oversee the operations of the corporation with an entrepreneurial and return-on-invest focus. This is especially critical with Buffalo Pound which oversees the City's water supply. What impact would appointing additional elected officials have on this objective?
- What conflict of interest challenges are likely to exist as elected officials fulfill their fiduciary responsibility to the corporation and their role as members of City Council? Council members are also already stretched in terms of their time consuming duties on

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<sup>1</sup> The Provincial Capital Commission Act does not require a Council Member to be appointed but traditionally a Council member has been appointed. The Police Act requires that the Mayor and two other Council members be appointed to a Police Board where the board consists of more than three members (section 27). The Public Libraries Act, 1996 requires that the Mayor be on the Library Board and it contains the restriction that only one other Council member can be appointed to the Board (section 13). The Cities Act does not require the Business Improvement Districts (BIDs) to include Council members on those boards but the bylaws establishing these BIDS do require a Council member to be appointed on each (Bylaw 2003-15 and Bylaw 2003-80).

Council so is it realistic to add additional board of director duties on the City's municipal corporations as well?

The general role of a board is to provide oversight, not manage the day to day operations of the organization. If Council members are wanting to receive more information about the operations of the municipal corporations, an appropriate mechanism for that may be to require more reporting from the municipal corporation to the Council. Additional reporting requirements could be added to the Unanimous Membership Agreements.

If Council has ongoing concerns with the direction and operations of any of the municipal corporations, the primary avenue for resolving these is through the chair of the board and the board appointment process.

## **DECISION HISTORY**

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This report is in response to some general inquiries made by Council members. There is no other Committee or Council reports that have considered this issue.

Respectfully Submitted,



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Byron Werry, City Solicitor

10/07/2020

Respectfully Submitted,



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Barry Lacey, Executive Director Financial Strategy & Sustainability

6/12/2020

Prepared by: Jonathan Barks, Risk Management Advisor, Financial Services

## NOTICE OF MOTION

March 10, 2021

City Clerk  
City Hall  
Regina, Saskatchewan

Dear Sir:

Please be advised that I will submit the following NOTICE of MOTION at the March 10, 2021 meeting of City Council:

Re: Reconsider Decision Item CR21-16: Lorne Street – Contract Zone  
Application (PL202000209)

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WHEREAS Regina City Council considered item CR21-16 Lorne Street – Contract Zone Application (PL202000209) at its meeting held on February 10, 2021;

WHEREAS Regina City Council denied the application to extend the existing Contract Zone at 1840 Lorne Street to allow the temporary parking lot (Transportation, Parking Lot) to continue until December 31, 2022;

WHEREAS Regina City Council approved the temporary 76 stall surface parking lot at this site as Contract Zone on September 28, 2015 (CR15-92) and later renewed the agreement on May 27, 2019 (CR19-53);

WHEREAS the decision to deny the application to extend the existing Contract Zone at 1840 Lorne Street as a temporary parking lot will cause undue financial hardship to a non-profit organization (Namerind Housing Corporation);

WHEREAS Namerind Housing Corporation is a non-profit organization that operates and manages affordable housing for indigenous citizens in Regina and has shown environmental leadership by installing renewable energy systems on its multi-residential units and retail mall;

WHEREAS the core activities of Namerind Housing Corporation align with the City of Regina's priorities to address poverty, provide affordable housing and to make Regina a renewable city; and

WHEREAS the City of Regina is committed to building relationships through Reconciliation and the Namerind Housing Corporation is a non-profit organization that is 100% Indigenous owned since 1977;

THEREFORE BE IT RESOLVED that Regina City Council:

1. Reconsider decision item CR21-16 Lorne Street – Contract Zone Application (PL202000209) that was recorded at its meeting held on February 10, 2021 to deny the application to extend the existing Contract Zone at 1840 Lorne Street to allow the temporary parking lot (Transportation, Parking Lot) to continue until December 31, 2022;
2. Rescind the decision to deny the application to extend the existing Contract Zone at 1840 Lorne Street to allow the temporary parking lot to continue until December 31, 2022; and
3. Approve the application to extend the existing Contract Zone at 1840 Lorne Street to allow the temporary parking lot (Transportation, Parking Lot) to continue until December 31, 2022.

Respectfully submitted,



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Cheryl Stadnichuk  
Councillor – Ward 1



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John Findura  
Councillor – Ward 5

## NOTICE OF MOTION

March 10, 2021

City Clerk  
City Hall  
Regina, Saskatchewan

Dear Sir:

Please be advised that I will submit the following NOTICE of MOTION at the March 10, 2021 meeting of City Council:

Re: Increase Recreation and Leisure Activities for People with Disability

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WHEREAS Inclusive Recreation and activities assist in developing and implementing a healthy and balanced lifestyle;

WHEREAS Leisure programs and activities help to improve quality of life as well as improve and maintain physical and psychological health and well-being;

WHEREAS City of Regina has limited inclusive and specialized recreation and activities for people with disability;

WHEREAS Inclusive recreation programs offer opportunities for individuals to socialize and participate together in non-threatening environments and activities; and

WHEREAS Inclusive recreation takes place when barriers to participation are removed, and individuals of all abilities can participate together in a meaningful way;

THEREFORE BE IT RESOLVED that Regina City Council direct Administration to:

1. Conduct a consultation with the general public, people with disabilities, care providers of children with disabilities, recreation and leisure sector (community associations, non-profit and private organizations) on the following:
  - a. What types of inclusive recreation and activities are needed; and
  - b. Identify barriers and enablers to providing additional recreation and leisure programs;
2. Create an inventory of current recreation programs and activities provided by the City of Regina and other private and non-profit organizations, including a cost analysis for the expanded level of programming that may be needed;

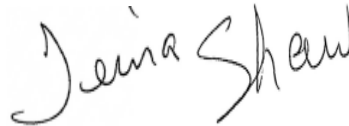
3. Research options for expanding availability of accessibility grants with the Community Investments Grants program for both non-profit and private organizations to encourage inclusive and specialized recreation and activities;
4. Promotes grant funding for inclusive and specialized programming for people with disability; and
5. Engage both the Federal and Provincial government for funding local business and or sponsorship opportunities for financial support.
6. Report back to City Council on these directives in Q3 of 2021.

Respectfully submitted,



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Lori Bresciani  
Councillor – Ward 4



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Terina Shaw  
Councillor – Ward 7



BYLAW NO. 2021-15

THE VEHICLES FOR HIRE AMENDMENT BYLAW, 2021

THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

- 1 The purpose of this Bylaw is to amend *The Vehicles For Hire Bylaw* to require that all transportation network company drivers obtain a certificate of approval from the Regina Police Service.
- 2 The authority for this Bylaw is section 8 of *The Cities Act* and section 4 of *The Vehicles for Hire Act*.
- 3 Bylaw 2019-9, being *The Vehicles for Hire Bylaw*, is amended in the manner set forth in this Bylaw.
- 4 The following definition is added in section 4 after clause 4(a):

“(a.1) **“certificate of approval”** means a certificate of approval issued by the Regina Police Service which includes a vulnerable sector check, a criminal record check that complies with *The Vehicles for Hire Regulations*, and any additional criminal activity or background check deemed appropriate by the Chief of the Regina Police Service;”
- 5 The following heading and section is added after section 19:

**“Certificate of Approval Appeal**

19.1(1) Any decision of the Regina Police Service to deny, suspend or revoke a certificate of approval may be appealed by the applicant to the Regina Police Service Taxi and Tow Licence Review Board, or such other person or body as may be created by the Regina Police Service for this purpose, in writing in the required form, including the reasons for the appeal.

(2) Notwithstanding section 17, any decision to deny, suspend or revoke a certificate of approval shall not be eligible to be appealed to the Board.

(3) An appeal pursuant to this section does not operate as a stay of the decision appealed from.”
- 6 The following clause is added in section 21 after clause 21(a):

“(a.1) has obtained a valid certificate of approval that is dated not more than 90 days before the driver is authorized by the transportation network company to provide vehicle for hire services and no less than annually thereafter;”

7 The following clause is added in section 30 after clause 30(a):

“(a.1) have obtained a valid certificate of approval that is dated not more than 90 days before the driver is authorized by the transportation network company to provide vehicle for hire services and no less than annually thereafter;”

8 This Bylaw comes into force on April 1, 2021.

READ A FIRST TIME THIS 10<sup>th</sup> DAY OF March 2021.

READ A SECOND TIME THIS 10<sup>th</sup> DAY OF March 2021.

READ A THIRD TIME AND PASSED THIS 10<sup>th</sup> DAY OF March 2021.

\_\_\_\_\_  
Mayor

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

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

CERTIFIED A TRUE COPY

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

## ABSTRACT

BYLAW NO. 2021-15

### THE VEHICLES FOR HIRE AMENDMENT BYLAW, 2021

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PURPOSE:	To require a vulnerable sector check and background check as part of the required criminal record check for transportation network company drivers as a condition of the transportation network company being permitted to operate in the City of Regina.
ABSTRACT:	This Bylaw amendment implements a requirement that transportation network companies require their drivers to obtain the criminal record check required by <i>The Vehicles for Hire Regulations</i> from the Regina Police Service. The requirement includes a vulnerable sector check and any background check determined necessary by the police service.
STATUTORY AUTHORITY:	Section 8 of <i>The Cities Act</i> and section 4 of <i>The Vehicles for Hire Act</i>
MINISTER'S APPROVAL:	n/a
PUBLIC HEARING:	n/a
PUBLIC NOTICE:	n/a
REFERENCE:	Report OCS21-6 from the February 17, 2021 Operations and Community Services Committee meeting and Report CR21-26 from the February 24, 2021 meeting of City Council
AMENDS/REPEALS:	Amends Bylaw No. 2019-9, <i>The Vehicles for Hire Bylaw</i>
CLASSIFICATION:	Regulatory
INITIATING DIVISION:	Office of the City Solicitor
INITIATING DEPARTMENT:	Licensing and Parking Services