

Council Chamber
City Hall, Saskatoon, Sask.
Monday, February 26, 1996,
at 7:00 p.m.

MINUTES OF REGULAR MEETING OF CITY COUNCIL

PRESENT: His Worship Mayor Dayday in the Chair;
Councillors Atchison, Heidt, Langlois, McCann, Roe, Steernberg,
Postlethwaite and Waygood;
City Commissioner Irwin;
City Solicitor Dust;
City Clerk Mann;
A/City Councillors' Assistant Holmstrom

Moved by Councillor Heidt, Seconded by Councillor Postlethwaite,

THAT the minutes of the regular meetings of City Council held on February 5 and 12, 1996, be approved.

CARRIED.

HEARINGS

- 2a) **University Heights Replotting Scheme
Part of Parcel E, All of G, H, GG, Plan No. 82-S-34271 and
All of Parcel C, MB2, MB3, Plan No. 91-S-38714
(File No. CK. 4230-1)**

REPORT OF CITY CLERK:

"Attached is a copy of Clause B4, Report No. 4-1996 of the City Commissioner which was adopted by City Council at its meeting held on February 12, 1996.

Report of the General Manager, Planning and Building Department, February 20, 1996:

RECOMMENDATION:

- 1) that City Council authorize the preparation of a replotting scheme for a portion of the land within the University Heights Suburban Centre in conformance with Section 161 of *The Planning and Development Act, 1983*; and,
- 2) that the General Manager, Planning and Building Department, be authorized to submit to the Land Titles Office:

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 2**

- a) a certified copy of this resolution; and,
- b) a copy of the enclosed list of all parcels and general description of land included within the replotting scheme (Attachment 1) as required under Section 163(1) of *The Planning and Development Act, 1983*.

City Council at its meeting held on February 12, 1996, authorized the General Manager, Planning and Building Department to serve notice on the affected registered owners within the above replotting scheme as required under Section 162 of *The Planning and Development Act, 1983*.

Notice has been served, and a public hearing is to be held on February 26, 1996.

The purpose of the replotting scheme is to assemble a portion of the land within the University Heights Suburban Centre and distribute it proportionately amongst the two owners for future subdivision and development as identified on the attached List of Land Affected by the University Heights Replotting Scheme. Should City Council authorize the preparation of a replotting scheme, it will be necessary for the attached list of owners and land descriptions within the replotting scheme to be submitted to the Land Titles Office for endorsement of each Certificate of Title as required under Section 163(1) of *The Planning and Development Act, 1983*, indicating that the land is included in a replotting scheme. These lands are described in the attached List of Land Affected by the University Heights Replotting Scheme. The affected land parcels are shown outlined on University Heights Replotting Scheme Plan No. 1. The proposed new distribution of parcels shown on University Heights Plan Showing Proposed Replotting is provided for information only.

ATTACHMENTS

- 1. List of Land Affected by the University heights Replotting Scheme
- 2. University Heights Replotting Scheme Plan No. 1
- 3. University Heights Plan Showing Proposed Replotting'

Attached is a copy of a letter dated February 22, 1996, from Jeff Howsam, RE/MAX Saskatoon."

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 3**

Ms. Leanne Coveyduck, General Manager, Planning and Building Department, indicated that in order for the replot to be approved there must be consent from all owners. Since it is unclear from Mr. Howsam's letter whether there is consent, Ms. Coveyduck recommended that the hearing be deferred.

Moved by Councillor Steernberg, Seconded by Councillor Atchison,

THAT the hearing be deferred.

CARRIED.

**2b) Hearing
Development Plan Amendment
Residential to Industrial and
The Core Neighbourhood Study Review - 1990
from Residential Low-Medium Density to Core Industrial
Parcel A, Plan 60-S-08336
Proposed Bylaw No. 7525
(File No. CK. 4353-1)**

REPORT OF CITY CLERK:

"Attached is an excerpt from the minutes of meeting of City Council held on October 10, 1995. Council, at this meeting, resolved that an amendment to the Development Plan be brought forward to Council to revert the property to industrial.

A copy of the Notice which appeared in the local press under dates of February 3 and 10, 1996, is attached.

Council, at this meeting, is to hear and determine any submissions with respect to the proposed amendment prior to its consideration of Bylaw No. 7525, copy attached.

This matter is also being reported on under Clause 1, Report No. 3-1996 of the Municipal Planning Commission.

Also attached are copies of the following communications:

- Letter dated February 21, 1996, from Wayne Poletz; and
- Letter dated February 21, 1996 from Dale G. Linn, MacDermid Lamarsh."

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 4**

His Worship Mayor Dayday opened the hearing and ascertained whether there was anyone present in the gallery who wished to address Council with respect to the matter.

Mr. Linn, MacDermid Lamarsh, representing United Grain Growers Limited Property, requested that Council support this proposal.

Moved by Councillor McCann, Seconded by Councillor Postlethwaite,

THAT Clause 1, Report No. 3-1996 of the Municipal Planning Commission be brought forward for consideration.

CARRIED.

REPORT NO. 3-1996 OF THE MUNICIPAL PLANNING COMMISSION

**1. Proposed Amendment
to Development Plan
United Grain Growers Property
425 Avenue P South
(File No. CK. 4351-1) _____**

- RECOMMENDATION:**
- 1) that City Council not proceed with an amendment to the Development Plan to revert the property located at 425 Avenue P South to Industrial; and
 - 2) that the Planning and Building Department be requested to review other alternatives for this property such as an M.2 or M.3 designation.

Your Commission notes that City Council will hold a hearing at this meeting to consider a proposal to amend the Development Plan to revert the above-referenced property to Industrial. In this regard, your Commission has met with Mr. Dale Linn of MacDermid Lamarsh and Mr. G. Clackson, Clackson Real Estate Ltd. Following a lengthy discussion, it was felt by the majority of Commission members that they could not support an Industrial designation for the entire area of this site. The Commission is of the opinion that there appears to be a need to have this property looked at more closely; therefore, a review of an institutional designation or some other option for this site might be more appropriate.

Moved by Councillor McCann, Seconded by Councillor Heidt,

THAT the hearing be closed.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 5**

CARRIED.

Moved by Councillor McCann, Seconded by Councillor Langlois,

THAT the regular Order of Business be suspended and Bylaw No. 7525 be brought forward and considered.

CARRIED.

INTRODUCTION AND CONSIDERATION OF BYLAWS

Bylaw No. 7525

Moved by Councillor Steernberg, Seconded by Councillor Postlethwaite,

THAT permission be granted to introduce Bylaw No. 7525, being "*The Development Plan Amendment Bylaw, 1996 (No. 2)*" and to give same its first reading.

CARRIED.

The bylaw was then read a first time.

Moved by Councillor Steernberg, Seconded by Councillor Langlois,

THAT Bylaw No. 7525 be now read a second time.

CARRIED.

The bylaw was then read a second time.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 6**

Moved by Councillor Steernberg, Seconded by Councillor Atchison,

THAT Council go into Committee of the Whole to consider Bylaw No. 7525.

CARRIED.

Council went into Committee of the Whole with Councillor Steernberg in the Chair.

Committee arose.

Councillor Steernberg, Chair of the Committee of the Whole, made the following report:

That while in Committee of the Whole, Bylaw No. 7525 was considered clause by clause and approved.

Moved by Councillor Steernberg, Seconded by Councillor McCann,

THAT the report of the Committee of the Whole be adopted.

CARRIED.

Moved by Councillor Steernberg, Seconded by Councillor Heidt,

THAT permission be granted to have Bylaw No. 7525 read a third time at this meeting.

CARRIED UNANIMOUSLY.

Moved by Councillor Steernberg, Seconded by Councillor Langlois,

THAT Bylaw No. 7525 be now read a third time, that the bylaw be passed and the Mayor and the City Clerk be authorized to sign same and attach the corporate seal thereto.

*YEAS: His Worship Mayor Dayday, Councillors Langlois,
Postlethwaite, Heidt, McCann and Atchison 6*

NAYS: Councillors Waygood, Steernberg and Roe 3

NOTE: Councillors Birkmaier and Langford were not in attendance.

COMMUNICATIONS TO COUNCIL

The following communications were submitted and dealt with as stated:

A. REQUESTS TO SPEAK TO COUNCIL

**1) Murray Westby, President
Saskatchewan Urban Municipalities Association, dated February 19**

Requesting permission to address Council to introduce and present "The Urban Age". (File No. CK. 155-3)

RECOMMENDATION: that Mr. Westby be heard.

Moved by Councillor Heidt, Seconded by Councillor Steernberg,

THAT Mr. Westby be heard.

CARRIED.

Mr. Murray Westby, President, Saskatchewan Urban Municipalities Association, presented the book "The Urban Age" and thanked Council for its support to the history book project.

Moved by Councillor Atchison, Seconded by Councillor Heidt,

THAT the information be received.

CARRIED.

**2) Phil Wrubleski, Research and Development Coordinator
Sarcen Recycling, dated February 26**

Requesting permission to address Council on the Zoning Bylaw Text Amendment "Neighbourhood Recycling Collection Depots". (File No. CK. 4350-1)

RECOMMENDATION: that Clause 1, Report No. 4-1996 of the Municipal Planning Commission be brought forward for consideration and that the speaker be heard.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 8**

Moved by Councillor Postlethwaite, Seconded by Councillor Heidt,

THAT Clause 1, Report No. 4-1996 of the Municipal Planning Commission be brought forward for consideration.

CARRIED.

REPORT NO. 4-1996 OF THE MUNICIPAL PLANNING COMMISSION

- 1. Zoning Bylaw Text Amendment
"Neighbourhood Recycling Collection Depots"
Applicant: Sarcan Recycling
(File No. CK. 4350-1)**

RECOMMENDATION:

- 1) that City Council approve the advertising respecting the proposal to amend the text of the City of Saskatoon Zoning Bylaw No. 6772 in the following manner:
 - a) adding "Neighbourhood Recycling Collection Depots" as a permitted use to the B.2, B.2A, B.4, B.4A, B.4B and B.4C Districts;
 - b) adding "Neighbourhood Recycling Collection Depots" as a discretionary use to the B.1 District; and
 - c) adding a definition of "Neighbourhood Recycling Collection Depots" to the Zoning Bylaw;
- 2) that the City Planner be requested to prepare the required notice for advertising the proposed amendments;
- 3) that the City Solicitor be requested to prepare the required Bylaw; and
- 4) that, at the time of the public hearing, City Council consider the Commission's recommendation that the proposed amendments be approved.

The Commission has reviewed the attached report of the Planning and Building Department dated February 2, 1996 with representatives of Sarcan Recycling, and supports the proposal to increase public access by accommodating neighbourhood recycling depots in closer proximity to the increasing number of people who recycle.

Moved by Councillor McCann, Seconded by Councillor Steernberg,

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 9**

THAT Mr. Wrubleski be heard.

CARRIED.

Mr. Phil Wrubleski, Research and Development Coordinator, Sarcan Recycling, thanked the Planning and Building Department for their assistance and requested the support of Council.

Moved by Councillor McCann, Seconded by Councillor Roe,

THAT the information be received.

CARRIED.

Moved by Councillor Postlethwaite, Seconded by Councillor Steernberg,

- 1) *that City Council approve the advertising respecting the proposal to amend the text of the City of Saskatoon Zoning Bylaw No. 6772 in the following manner:*
 - a) *adding "Neighbourhood Recycling Collection Depots" as a permitted use to the B.2, B.2A, B.4, B.4A, B.4B and B.4C Districts;*
 - b) *adding "Neighbourhood Recycling Collection Depots" as a discretionary use to the B.1 District; and*
 - c) *adding a definition of "Neighbourhood Recycling Collection Depots" to the Zoning Bylaw;*
- 2) *that the City Planner be requested to prepare the required notice for advertising the proposed amendments;*

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 10**

- 3) *that the City Solicitor be requested to prepare the required Bylaw; and*
- 4) *that, at the time of the public hearing, City Council consider the Commission's recommendation that the proposed amendments be approved.*

CARRIED.

AA. ITEMS WHICH REQUIRE THE DIRECTION OF CITY COUNCIL

- 1) **C. Messmer**
255 - 423 Pendency Road, dated February 6

Providing comments regarding proposal to amend the smoking bylaw. (File No. CK. 185-3)

RECOMMENDATION: that the information be received.

Moved by Councillor McCann, Seconded by Councillor Postlethwaite,

THAT the information be received.

CARRIED.

- 2) **Francis Clark**
612 - 7th Avenue North, undated

Submitting comments regarding increase in electrical rates. (File No. CK. 1905-3)

RECOMMENDATION: that the information be received.

Moved by Councillor Roe, Seconded by Councillor Langlois,

THAT the information be received.

CARRIED.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 11**

**3) Peter Robertson, Mayor
The City of Brampton, ON, dated January 3**

Providing information regarding the proposed construction of a National Memorial. (File No. CK. 205-1)

RECOMMENDATION: that the information be received.

Moved by Councillor Langlois, Seconded by Councillor Heidt,

THAT the information be received.

CARRIED.

**4) Marianne Yurchuk, Promotion Director
65CKOM, dated February 8**

Requesting permission to hold the 18th Annual 65CKOM Sunday In The Park at Rotary Park and for the temporary closure of Saskatchewan Crescent from the Broadway Bridge to Victoria Bridge on Sunday, June 16, 1996 from 12:00 noon to 5:00 p.m. (File No. CK. 205-1)

RECOMMENDATION: that the requests be approved subject to Administrative conditions.

Moved by Councillor Waygood, Seconded by Councillor Postlethwaite,

THAT the requests be deferred for two weeks, while CKOM contacts the residents of Saskatchewan Crescent.

THE MOTION WAS PUT AND LOST.

Moved by Councillor McCann, Seconded by Councillor Roe,

THAT the requests be approved subject to Administrative conditions.

CARRIED.

5) Marlene Hall, Secretary

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 12**

Development Appeals Board, dated February 20

Submitting Notice of Development Appeals Board Hearing regarding existing one-unit dwelling at 1118 Avenue O South. (File No. CK. 4352-1)

RECOMMENDATION: that the information be received.

**6) Marlene Hall, Secretary
Development Appeals Board, dated February 19**

Submitting Notice of Development Appeals Board Hearing regarding existing detached garage at 402 Avenue D South. (File No. CK. 4352-1)

RECOMMENDATION: that the information be received.

**12) Marlene Hall, Secretary
Development Appeals Board, dated February 21**

Submitting Notice of Development Appeals Board Hearing regarding existing one-unit dwelling at 923 Laycoe Crescent. (File No. CK. 4352-1)

RECOMMENDATION: that the information be received.

Moved by Councillor McCann, Seconded by Councillor Atchison,

THAT the information be received.

CARRIED.

**7) Russ Krywulak, Director
Canada - Saskatchewan Infrastructure Works, dated February 16**

Advising Council of an amendment to the Canada - Saskatchewan Infrastructure Agreement extending the project completion date. (File No. CK. 4140-3)

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 13**

RECOMMENDATION: that the information be received.

Moved by Councillor Steernberg, Seconded by Councillor Postlethwaite,

THAT the information be received.

CARRIED.

**8) Paula Low
Prince Albert, SK, dated February 13**

Expressing concerns regarding a parking ticket. (File No. CK. 5301-1)

RECOMMENDATION: that the information be received.

Moved by Councillor Roe, Seconded by Councillor Langlois,

THAT the information be received and that Ms. Low be advised that the ticket was not issued by the City of Saskatoon.

CARRIED.

**9) Mayor Henry Dayday, Chair
Board of Police Commissioners, dated February 21**

Submitting a report on behalf of the Board of Police Commissioners in response to a communication received from Mr. Rusty Chartier regarding the issue of community-based policing. (File No. CK. 5000-1)

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 14**

RECOMMENDATION: that the information be received.

Moved by Councillor Steernberg, Seconded by Councillor McCann,

THAT the information be received.

CARRIED.

**10) Judy Koutecky, Administrative Assistant
Mendel Art Gallery, undated**

Submitting Notice of the Annual General Meeting of The Saskatoon Gallery and Conservatory Corporation to be held on Tuesday, March 26, 1996. (File No. CK. 175-27)

RECOMMENDATION: that The City of Saskatoon, being a member of The Saskatoon Gallery and Conservatory Corporation, appoint Henry Dayday, or in his absence, Peter McCann or Patricia Roe of The City of Saskatoon in the Province of Saskatchewan, as its proxy to vote for it on its behalf at the Annual General Meeting of the members of The Saskatoon Gallery and Conservatory Corporation, to be held on the 26th day of March, 1996, or at any adjournment or adjournments thereof.

Moved by Councillor Langlois, Seconded by Councillor Heidt,

THAT The City of Saskatoon, being a member of The Saskatoon Gallery and Conservatory Corporation, hereby appoints Henry Dayday, or in his absence, Peter McCann or Patricia Roe of The City of Saskatoon in the Province of Saskatchewan, as its proxy to vote for it on its behalf at the Annual General Meeting of the members of The Saskatoon Gallery and Conservatory Corporation, to be held on the 26th day of March, 1996, or at any adjournment or adjournments thereof.

CARRIED.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 15**

- 11) **Connie Tate**
402 - 1919 7th Street East, dated February 19

Submitting comments regarding the proposal to amend the Smoking Bylaw. (File No. CK. 185-3)

RECOMMENDATION: that the information be received.

Moved by Councillor McCann, Seconded by Councillor Postlethwaite,

THAT the information be received.

CARRIED.

- 12) **Marlene Hall, Secretary**
Development Appeals Board, dated February 21

DEALT WITH EARLIER. SEE PAGE NO. 12.

- 13) **Michael McCoy, Jane Roth-Casson, Brian Smith, Representatives**
Citizens to Save Chief Whitecap Park, dated February 15

Expressing concerns regarding proposed sale of public parkland. (File No. CK. 4205-1)

RECOMMENDATION: that the information be received.

Moved by Councillor Waygood, Seconded by Councillor Heidt,

THAT the information be referred to the Lank Bank Committee.

CARRIED.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 16**

B. ITEMS WHICH HAVE BEEN REFERRED FOR APPROPRIATE ACTION

- 1) **Rusty Chartier**
1245 Avenue O South, dated January 29

Submitting comments regarding community-based policing. **Referred to the Board of Police Commissioners.** (File No. CK. 5000-1)

- 2) **Sheena Macdonald, Grade 7 Student**
Westmount Community School, dated February 7

Submitting comments regarding permanent youth centres in five community schools. **Referred to the Administration and Finance Committee.** (Files CK. 5500-1 and 1871-1)

- 3) **Bob Fink**
516 Avenue K South, dated February 9

Submitting comments regarding proposed regulations to control posterage. **Referred to the Planning and Operations Committee.** (File No. CK. 185-6)

- 4) **Mariann Domonkos, Treasurer**
Holy Trinity Ukrainian Greek Orthodox Cathedral, dated January 25

Requesting a property tax rebate for the Holy Trinity Ukrainian Greek Orthodox Cathedral. **Referred to the Administration and Finance Committee for a report.** (File No. CK. 1965-1)

- 5) **Al Ens, Representative**
C.U.P.E. Local #47, dated February 15

Submitting notice on behalf of the Canadian Union of Public Employees Local #47 to enter into negotiations for a revision to the Collective Bargaining Agreement. **Referred to the Administration.** (File No. CK. 4720-3)

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 17**

- 6) **Al Ens, Representative**
C.U.P.E. Local #859, dated February 15

Submitting notice on behalf of the Canadian Union of Public Employees Local #859 to enter into negotiations for a revision to the Collective Bargaining Agreement. **Referred to the Administration.** (File No. CK. 4720-6)

- 7) **Al Ens, Representative**
C.U.P.E. Local #59, dated February 15

Submitting notice on behalf of the Canadian Union of Public Employees Local #59 to enter into negotiations for a revision to the Collective Bargaining Agreement. **Referred to the Administration.** (File No. CK. 4720-4)

- 8) **Richard J. Riel, Branch Manager**
Custom Truck Sales Ltd., dated February 13

Requesting Council to consider installing traffic lights at the intersection of Faithful Avenue and 46th Street East. **Referred to the Administration for a report.** (File No. CK. 6250-1)

- 9) **Wayne T. Lindgren, Chair**
SMTA Discipline Committee, dated February 1

Expressing concern regarding the licensing of non-registered massage therapist businesses. **Referred to the Administration.** (File No. CK. 300-1)

RECOMMENDATION: that the information be received.

Moved by Councillor Roe, Seconded by Councillor Heidt,

THAT the information be received.

CARRIED.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 18**

C. PROCLAMATIONS

**1) Betty Ann Bosch, Communications Committee, Saskatoon Unit
Canadian Cancer Society, dated February 6**

Requesting Council to proclaim the month of April, 1996 as Cancer Month in Saskatoon and to fly the Canadian Cancer Society flag at City Hall for the month of April. (File No. CK. 205-5)

**2) Marianne Yurchuk, Promotion Director
65CKOM, dated February 8**

Requesting Council to proclaim the week of August 19 to 25, 1996 as Cruise Week in Saskatoon and submitting various requests regarding the 14th Annual 65CKOM Cruise Nite to be held on Friday, August 23, 1996. (Files CK. 205-1 and 205-5)

**3) Revd. Dr. Ivan Wilson, Chair
Race Relations Committee, dated February 15**

Requesting Council to proclaim the month of March, 1996 as Race Relations Month in Saskatoon. (File No. CK. 205-5)

**4) John Les, President
Federation of Canadian Municipalities, dated February 8**

Requesting Council to proclaim March 21, 1996 as International Day for the Elimination of Racial Discrimination in Saskatoon and submitting information on the FCM Race Relations Award. (File No. CK. 205-5)

**5) Dorothy L. Barrie, Vision Awareness Week Committee
Saskatchewan Association of Optometrists, undated**

Requesting Council to proclaim the week of March 3 to 9, 1996 as Vision Awareness Week in Saskatoon. (File No. CK. 205-5)

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 19**

- 6) **Leanne M. Glover, Saskatchewan Director**
The Children's Wish Foundation of Canada, dated February 15

Requesting Council to proclaim the week of May 1 to 8, 1996 as Children's Wish Foundation Week in Saskatoon. (File No. CK. 205-5)

- 7) **Tom Jackson, Director, Saskatchewan Institute of the**
Purchasing Management Association of Canada, dated February 20

Requesting Council to proclaim the month of March, 1996 as Purchasing Month in Saskatoon. (File No. CK. 205-5)

- 8) **Colin Maxwell, Executive Vice President**
Canadian Wildlife Federation, dated February 5

Requesting Council to proclaim the week of April 7 to 13, 1996 as National Wildlife Week in Saskatoon. (File No. CK. 205-5)

- RECOMMENDATION:**
- 1) that City Council approve all proclamations as set out in Section C;
 - 2) that permission be granted to the Canadian Cancer Society to fly the Canadian Cancer Society flag in front of City Hall for the month of April, subject to Administrative conditions;
 - 3) that the requests submitted by 65CKOM in connection with the 14th Annual Cruise Nite to be held on Friday, August 23, 1996, be approved subject to Administrative conditions; and

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 20**

- 4) that the City Clerk be authorized to sign the proclamations on behalf of City Council.

Moved by Councillor Steernberg, Seconded by Councillor Postlethwaite,

- 1) *that City Council approve all proclamations as set out in Section C;*
- 2) *that permission be granted to the Canadian Cancer Society to fly the Canadian Cancer Society flag in front of City Hall for the month of April, subject to Administrative conditions;*
- 3) *that the requests submitted by 65CKOM in connection with the 14th Annual Cruise Nite to be held on Friday, August 23, 1996, be approved subject to Administrative conditions; and*
- 4) *that the City Clerk be authorized to sign the proclamations on behalf of City Council.*

CARRIED.

REPORTS

Mr. G. Grismer, A/Chair, submitted Report No. 3-1996 of the Municipal Planning Commission;

Mr. J. Kozmyk, Chair, submitted Report No. 4-1996 of the Municipal Planning Commission;

City Commissioner Irwin submitted Report No. 5-1996 of the City Commissioner;

Councillor Langlois, Chair, presented Report No. 1-1996 of the Budget Committee;

Councillor Waygood, Chair, presented Report No. 3-1996 of the Planning and Operations Committee;

Councillor Birkmaier, Chair, presented Report No. 4-1996 of the Administration and Finance Committee; and

His Worship the Mayor, Chair, presented Report No. 2-1996 of the Executive Committee.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 21**

Moved by Councillor Heidt, Seconded by Councillor Atchison,

THAT Council go into Committee of the Whole to consider the following reports:

- a) Report No. 3-1996 of the Municipal Planning Commission;*
- b) Report No. 4-1996 of the Municipal Planning Commission;*
- c) Report No. 5-1996 of the City Commissioner;*
- d) Report No. 1-1996 of the Budget Committee;*
- e) Report No. 3-1996 of the Planning and Operations Committee;*
- f) Report No. 4-1996 of the Administration and Finance Committee; and*
- g) Report No. 2-1996 of the Executive Committee.*

CARRIED.

His Worship Mayor Dayday appointed Councillor Steernberg as Chair of the Committee of the Whole.

Council went into Committee of the Whole with Councillor Steernberg in the Chair.

Committee arose.

Councillor Steernberg, Chair of the Committee of the Whole, made the following report:

THAT while in Committee of the Whole, the following matters were considered and dealt with as stated:

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 22**

"REPORT NO. 3-1996 OF THE MUNICIPAL PLANNING COMMISSION"

Composition of Committee

Mr. Jim Kozmyk, Chair
Mr. Glen Grismer, Vice-Chair
Councillor J. Postlethwaite
Mr. Ken Rauch
Ms. Ann March
Ms. Leslie Belloc-Pinder
Mr. Gregory Kitz
Ms. Georgia Bell Woodard
Ms. Lina Eidem
Mr. Paul Kawcuniak
Ms. Sheila Denysiuk
Mr. Al Ledingham
Dr. Brian Noonan

- 1. Proposed Amendment
to Development Plan
United Grain Growers Property
425 Avenue P South
(File No. CK. 4351-1)**

DEALT WITH EARLIER. SEE PAGE NO. 3.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 23**

REPORT NO. 4-1996 OF THE MUNICIPAL PLANNING COMMISSION

Composition of Committee

Mr. Jim Kozmyk, Chair
Mr. Glen Grismer, Vice-Chair
Councillor J. Postlethwaite
Mr. Ken Rauch
Ms. Ann March
Ms. Leslie Belloc-Pinder
Mr. Gregory Kitz
Ms. Georgia Bell Woodard
Ms. Lina Eidem
Mr. Paul Kawcuniak
Ms. Sheila Denysiuk
Mr. Al Ledingham
Dr. Brian Noonan

- 1. Zoning Bylaw Text Amendment
"Neighbourhood Recycling Collection Depots"
Applicant: Sarcen Recycling
(File No. CK. 4350-1)**

DEALT WITH EARLIER, SEE PAGE NO. 7

- 2. Proposed Rezoning - 1735 McKercher Drive
M.3A to RM4 (Lot F, Block 243, Plan 83-S-54524)
Applicant: Valentino Homes Ltd.
(File No. CK. 4351-1)**

RECOMMENDATION:

- 1) that City Council approve the advertising respecting the proposal to rezone Lot F, Block 243, Plan 83-S-54524 (1735 McKercher Drive) from an M.3A District to an RM4 District;
- 2) that the City Planner be requested to prepare the required notice for advertising the proposed amendment;

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 24**

- 3) that the City Solicitor be requested to prepare the required Bylaw; and
- 4) that, at the time of the public hearing, City Council consider the Commission's recommendation that the rezoning be approved.

ADOPTED.

The Commission has reviewed the attached report of the Planning and Building Department dated February 2, 1996 and supports the proposed rezoning in that this area was originally located in the Lakewood Suburban Centre area which was originally intended for multiple-unit dwellings.

REPORT NO. 5-1996 OF THE CITY COMMISSIONER

Section A - Administration and Finance

A1) Routine Reports Submitted to City Council

RECOMMENDATION: that the following information be received.

ADOPTED.

<u>SUBJECT</u>	<u>FROM</u>	<u>TO</u>
Schedule of Accounts Paid \$335,475.36	February 2, 1996	February 12, 1996
Schedule of Accounts Paid \$4,819,887.64	February 9, 1996	February 14, 1996
Schedule of Accounts Paid \$446,308.00	February 13, 1996	February 19, 1996
Schedule of Accounts Paid \$675,322.29 (File No. 1530-2)	February 16, 1996	February 20, 1996

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 25**

**A2) Amendments to the Council Procedure Bylaw
(File No. 255-2)**

RECOMMENDATION: that City Council consider Bylaw No. 7532.

ADOPTED.

Report of the City Solicitor, February 8, 1996:

"City Council at its meeting of December 4, 1995, adopted a recommendation of the Executive Committee that the composition of each of the Land Bank Committee and the Audit Committee be amended by deleting the requirement for representation from the two standing committees.

In the course of preparing the appropriate bylaw amendment to implement Council's resolution, it was noted that Section 22 of *The Council Procedure Bylaw* still referred to the Legislation and Finance Committee, the Planning and Development Committee and the Works and Utilities Committee.

Proposed Bylaw No. 7532 deletes the reference to the former committees and deletes the requirement for representation from the two standing committees on each of the Land Bank and Audit Committees."

ATTACHMENTS

1. Proposed Bylaw No. 7532.

**A3) Bylaw - Bank Account and Cheque Signing Authority
(File Nos. 1660-2 and 185-1)**

RECOMMENDATION: that City Council consider Bylaw No. 7533.

ADOPTED.

Report of the City Solicitor, February 14, 1996:

"City Council at its meeting of February 5, 1996, adopted a recommendation of the General Manager, Finance Department that changes be made to amend Bylaw No. 7266 in light of the reorganization of City Hall.

Proposed Bylaw No. 7533 makes the necessary amendments to The Bank Account and Cheque Signing Bylaw as requested by the report of the General Manager, Finance Department dated January 17, 1996.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 26**

We have prepared and enclose Bylaw No. 7533 which reflects these amendments."

ATTACHMENTS

1. Proposed Bylaw No. 7533.

**A4) Contracting for Goods and Services
(File No. 1000-0-1)**

- RECOMMENDATION:**
- 1) that City Council instruct the Solicitor's Office to revise the Commissioner's Bylaw to reflect the changes as set out in the report; and,
 - 2) that City Council instruct the Administration to revise Policy C02-006 to reflect the changes to the Commissioner's Bylaw as set out in the report.

BACKGROUND

Bylaw No. 6074 establishes and defines the powers and duties of the Commissioner of the City of Saskatoon. Clauses 4.S) and 4.T) set out the contracting limits of the appointed Commissioner. The clauses read as follows:

- "4.S) Call for tenders for the supply to the City of materials, equipment services or construction work as may be required and authorized by the budget. He shall have the power to accept tenders for consulting services where the amount of the tender is not more than \$35,000.00 and tenders for the supply of materials, equipment, or construction work where the amount of the tender is not more than \$100,000.00.
- 4.T) Call for tenders for the purchase from the City of goods, materials, services and supplies of any kind, and shall have the power to accept tenders for such contracts of sale, in accordance with the purchasing policies adopted by Council."

City Council Policy C02-006 "Appointment of Consultants" also limits the City Commissioner to a spending level of \$35,000 for the awarding of consulting services contracts.

There are several other relevant policies to the subject of Contracting for Goods and Services. City Council Policy C02-027 on public tendering sets out the City of Saskatoon's competitive bidding practise along with the tender/bid acceptance criteria.

Administrative Policy A02-027 outlines the general corporate purchasing practises of the City of

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 27**

Saskatoon. It is this policy that sets out the spending levels for Department Heads as delegated by the City Commissioner. The policy presently states that purchase requests and payment authorizations comply with the following authorization schedule:

- Over \$25,000 Director approval
- Up to \$25,000 Department Head approval

Given the recommended changes on governance contained in the Ernst & Young Report and in light of the organization changes already implemented, it is appropriate to review contract award clauses of the Commissioners Bylaw, spending delegations for Department Heads, and the related purchasing policy.

DISCUSSION

The Commissioner's Bylaw confers wide sweeping powers and responsibilities onto the appointed City Commissioner, making him responsible to City Council for the operation of the municipal corporation. Financially, he has overall responsibility for the preparation of both the Operating and Capital Budgets and submission of same to City Council. Once approved, the City Commissioner is responsible to ensure programs and projects are delivered within the cost estimates as set out in the approved budgets.

In addition to the Capital and Operating Budgets receiving City Council's approval, the Commissioner's Bylaw sets out "Limiting Amounts" as to the spending authority of the City Commissioner. Presently, the bylaw allows the City Commissioner to award contracts for the supply of goods and services up to \$100,000. All contracts with a value of \$100,000 and up must be taken to City Council for approval. In the same way, the City Commissioner is limited as to the value of consulting service he can contract for. Presently, he can award consulting services contracts up to \$35,000. Consulting contracts with a value of \$35,000 and over must be taken to City Council for approval.

The Ernst & Young Report recommends a shift to policy-based governance. The objective in this case is to achieve best value for money, while minimizing the need for City Council to deal with what are often routine tender awards.

The City of Saskatoon has well developed and tested purchasing policies and practices. Public Tendering Policy No. C02-027 sets out competitive bidding requirements (i.e. when a telephone quote, written quotation, or formal tender should be used). The bid/tender acceptance criteria is also set out in this policy (i.e. lowest qualified bidder meeting specifications). Central Purchasing Policy A02-027 further provides detailed guidance to all departments on matters related to purchasing.

Through ongoing relationships with the other municipalities, we note that the City Councils of several Western Canadian cities no longer are involved in the tender award process provided the expenditure is within budget. Exceptions cited by the municipalities, are those tenders that are particularly sensitive or where unsuccessful bidders desire an opportunity to appeal an

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 28**

administrative decision.

In light of the direction recommended in the Ernst and Young report, it is suggested that tenders only need to go to City Council for approval when:

- the tender would result in the approved budget being exceeded. The question then is whether or not to proceed, and if so, what is the source of funds?
- an unsuccessful bidder wishes to appeal the decision of the Administration. The decision of Council should be whether or not the provisions of the tendering documents and the public tendering policy were followed.
- a bidder other than low bidder is being recommended for award of a formal public tender. The purpose is to require a public explanation of the rationale for the award of such a tender and thereby ensure the integrity of the tender process.

JUSTIFICATION

The rationale for the proposed changes is as follows:

- Tender documents spell out the requirements of the proposed contract as well as the manner in which tenders will be evaluated. In lieu of specified criteria for tender evaluation, the selection will be the lowest qualified bidder as specified in Public Tendering Policy No. C02-027.
- Tender evaluation often requires technical and/or business expertise, which makes it an administrative decision, not a political decision.
- The critical decisions in the tendering process are made in the development of the tendering documents. Case law affecting the award of tenders is very restrictive.
- When a tender is submitted to City Council for approval, it is too late for Council to make any changes without retendering. Retendering without good reason is not appropriate either. With the selection criteria being set in the tendering documents and case law being so restrictive, City Council really has little choice with respect to the award of tenders. So there is questionable value in sending tenders to City Council for approval.

OPTIONS

If City Council is uncomfortable with this recommended shift in governance and wishes to maintain "Limiting Amounts" in the Commissioners Bylaw, it would be appropriate to review the levels at which they are currently set. Given it has been some years since they were last amended, we would recommend Council consider \$100,000 for consulting services and \$500,000 for tender awards.

If Council is comfortable with the recommendations, but wishes to be kept informed of tender awards over a certain value, a list could be submitted in the section of routine reports on the

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 29**

Council agenda.

POLICY IMPLICATIONS

In the event recommendations contained in this report are adopted, it will be necessary to accordingly amend appropriate clauses of Policy No. C02-006, A02-006 and A02-027. Public Tendering Policy No. C02-027 would not require any changes to achieve the desired result.

FINANCIAL IMPACT

There are minimal measurable savings in the event the recommendations are adopted. Certainly there will be some reduction in the total elapsed time of the tender process in so much as one step of the process would largely be eliminated.

IT WAS RESOLVED:

- 1) *that City Council instruct the Solicitor's Office to revise the Commissioner's Bylaw to reflect the changes as set out in the report;*
- 2) *that City Council instruct the Administration to revise Policy C02-006 to reflect the changes to the Commissioner's Bylaw as set out in the report; and,*
- 3) *that the City Commissioner provide City Council as information a listing of contracts awarded in excess of \$100,000, including the name of the contract, description of services, amount of contract and, where applicable, budget estimates for the contract.*

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 30**

A5) Investments

(File No. 1790-3)

RECOMMENDATION: that City Council approve the attached purchases and sales.

ADOPTED.

Report of the General Manager, Finance Department, February 16, 1996:

"With the approval of the Investment Committee, the attached list indicates purchases and sales for the City's various funds."

ATTACHMENTS

1. Schedule of Securities Transactions (February 1-16, 1996)

A6) Crane for Sale by Tender

(File No. 1620-1)

RECOMMENDATION: that the following information be received.

ADOPTED.

Report of the General Manager, Asset Management Department, February 20, 1996:

"The following crane will be sold by public tender. Tenders will be received at the office of Asset Management Department's Inventory Management and Disposal Services Branch, 88-24th Street East, Saskatoon until March 19, 1996, 2:00 p.m. CST. The Crane will be sold to the highest acceptable bidder. The machine is available for viewing at Asset Management Department's Vehicle and Equipment Services, 75 King Street, Saskatoon, SK.

Item

Reserve Bid

- | | |
|--|----------------|
| 1 - 1989 Grove Rough Terrain Crane
model RT528C serial #72771 | \$120,000.00." |
|--|----------------|

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 31**

Section B - Planning and Operations

**B1) Enquiry - Councillor Waygood (March 27, 1995)
Requests for School Crossing Signs and
School Zone Lights - Victoria School
(File No. 6280-3)**

RECOMMENDATION: that the following report be received as information.

ADOPTED.

"Attached is a letter from Victoria School Ecole Victoria regarding traffic and pedestrian safety on Broadway Avenue. Would the Administration please report on the following two requests regarding:

- **School crossing signs on Broadway.**
- **Flashing school zone lights along Broadway."**

Report of the General Manager, Transportation Department, February 13, 1996:

"The Transportation Department received a letter on March 15, 1995, from Ms. Terry Biddell, President of the Victoria Home and School Association, in which she expressed her concerns for pedestrian safety near Victoria School. The Department responded to Ms. Biddell's letter in June, 1995.

The design standards by which the City constructs and installs its traffic signals, signs, and related devices are in compliance with the City's Traffic Bylaw and the *Saskatchewan Highway Traffic Act*, and are supported by the nationally-recognized Manual of Uniform Traffic Control Devices for Canada. These standards also apply to the City's School Signing Guidelines which were developed with the support of both the Public and Catholic School Boards and the Saskatoon Police Service and approved by City Council.

The intersections of 12th Street and 11th Street on Broadway Avenue are both equipped with full traffic signals including pedestrian phasing. There is no greater level of pedestrian crosswalk protection that the Transportation Department can provide, at these locations, as the construction of pedestrian overpasses or tunnels are not realistic options. All other types of crosswalk control devices and their associated advanced warning signs and signals provide lesser levels of vehicular control and pedestrian protection. A combination of any of these, with the existing traffic signals, would be redundant, and possibly even confusing, to all users of an intersection so equipped.

There are pedestrian signal push buttons mounted on the traffic signal poles at both 11th Street and 12th Street on Broadway Avenue. To activate the 'walk' signal to cross Broadway Avenue, at either intersection, one must first depress a push button. The 'walk' signal to cross 11th Street

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 32**

comes up automatically with the north-south green traffic signal. At intersections such as those on Broadway Avenue where pedestrian 'walk' and 'don't walk' signals are displayed, one should never begin to cross a street against a 'don't walk' signal, even when the green traffic signal is displayed. To do so is unsafe in that motorists have a reduced expectancy of encountering pedestrians in the crosswalk. It is also in violation of the *Saskatchewan Highway Traffic Act*. Pedestrians are part of the traffic system, not exclusive to it, and they too must obey the Traffic Laws.

A site meeting was arranged at Victoria School on the morning of April 7, 1995, with representatives from the School Board, Saskatoon Police Service, Transit Services, School's Principal, and the Transportation Department in attendance. The purpose of the meeting was to examine the local traffic conditions at 11th and 12th Streets on Broadway Avenue and to discuss Ms. Biddel's concerns with the Principal of Victoria School, Mr. Terry Kikcio. On that occasion, no occurrences of driver negligence or discourtesy, as mentioned in her letter, were observed.

A second site inspection of the area was conducted on June 27, 1995, by a representative of the Transportation Department to examine the existing signing. A proposal to upgrade the signs was accepted by the School Board on December 15, 1995, and approved by Council on January 15, 1996. Installation of the new signs will be completed by staff from the Transportation Department in the next week or two.

The Transportation Department's policy is to accept requests to review traffic control signs and signals, at schools, from the respective School Boards only. This procedure allows the Schools' Principals and the School Boards their due opportunity to initially address such requests without needlessly involving other authorities. In the cases where a review of the current signing is appropriate, the Principal will notify the School Board who will in turn contact the Transportation Department. A site meeting at the given school will then be arranged for representatives of the School Board, the School's Principal, Saskatoon Police Service and the Transportation Department to examine the current conditions and arrive at a mutually-agreeable solution based upon the City's School Signing Guidelines. A report describing the recommended changes is then sent to City Council. When the Transportation Department receives Council's approval, the School Board is then notified that the signing revisions have been approved and that installation of the new signing will proceed shortly. The School Board in turn will advise the School's Principal. This procedure has proven to be both effective in providing for informed participation by all concerned parties, and efficient in reducing the demands on our time and financial resources.

Driver attitude and conduct may be influenced by signs and signals but neither can be absolutely controlled by them. Education and enforcement are other areas which affect driver behaviour. The Department supports the work of the Education Detail, of the Saskatoon Police Service, whose members encourage the education and involvement of the community in traffic safety around our schools through their Parent Parking Patrol program. Several schools have successfully adopted this program since its introduction about two years ago which in turn has encouraged other schools to investigate its merits in addressing their own traffic safety problems."

B2) School Signing Revisions

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 33**

**Forest Grove School
(File No. 6280-3)**

RECOMMENDATION: that the signing changes at Forest Grove School, as outlined in the report, be approved.

ADOPTED.

Report of the General Manager, Transportation Department, February 19, 1996:

"The Transportation Department has received a request from the Saskatoon Board of Education to review the signing at Forest Grove School. The review has been completed and it is proposed that the signing be revised so that it meets the current needs of the school. The investigation procedure for this school included a site meeting between representatives of the Transportation Department's Transit Services Branch, Saskatoon Board of Education, and the School's Principal. Based on the results of this investigation, a new school signing plan has been prepared using the School Signing Guidelines and considering the needs of this particular school.

The recommended signing changes along 115th Street are indicated on the attached Plan No. N5-4X and are described below:

- Replace the 'NO STOPPING' zone (RB-56) from the south side of 115th Street and Forest Drive intersection along the frontage of the school with a 'NO PARKING' zone (RB-51).
- Remove the 'NO PARKING, 0800-1700, MONDAY-FRIDAY' zone along the south side of 115th Street east and west of the school.
- Install a 'PARKING, 5 MINUTE, 0800-1700, Monday-Friday' zone (RB-53B) along the south side of 115th Street from the west limits of the existing 'NO STOPPING' zone west of the intersection on 115th Street and Forest Drive to the entrance of the staff parking lot.
- Install a 'NO PARKING' zone (RB-51) of 20 metres from the northwest corner of the intersection of 115th Street and Forest Drive north along the west side of Forest Drive.

These changes will provide an area of short-term parking nearer to the school, and on the school side of the street, for parents transporting their children to and from school. This will in turn assist the members of the School's newly formed Parent Parking Patrol in their efforts to encourage the parents to exercise safer driving habits around the school.

All of the above changes have been reviewed and approved by the Saskatoon Board of Education and the School's Principal."

**B3) 1995 Operating Budget
Water Utility - Vote 59
Supply of Liquid Chlorine**

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 34**

**Water Treatment and Sewage Treatment Plants
(File No. 7800-1)**

- RECOMMENDATION:**
- 1) that City Council accept the bid submitted by PrairieChem Inc. of Saskatoon, SK, for the supply of liquid chlorine to the Environmental Services Department, at a price of \$635.00 per metric tonne, for a total blanket purchase order of \$263,969.50, including G.S.T. and P.S.T.; and,
 - 2) that the Asset Management Department's Purchasing Services Branch issue the appropriate purchase order.

ADOPTED.

Report of the General Manager, Environmental Services, February 7, 1996:

"Tenders were requested from PrairieChem, Stanchem, and Min Chem for the 1996 supply of liquid chlorine used as a disinfectant at the Water Treatment and Sewage Treatment plants.

At the close of tenders on January 23, 1996, bids from PrairieChem and Stanchem had been received. The bids have been summarized:

1) One year contract

PrairieChem	231 Robin Cres., Saskatoon, SK	\$635/tonne
Stanchem	Box 1149, Warman, SK S0K 4S0	\$690/tonne
Min Chem	460 Wyecroft Rd., Oakville, ON L6K 2G7	No bid

2) Alternate bid - 3 year contract

PrairieChem	Year 2 \$690
	Year 3 \$635

The PrairieChem one-year bid is the preferred option since there is a significant cost increase in year 2. The price of liquid chlorine has fluctuated between \$585 and \$619 over the last 6 years and in fact decreased in the last blanket order. The bid price of \$635.00 per metric tonne to a maximum of 150 and 220 tonnes per year for the Water Treatment and Sewage Treatment plants respectively, constitutes a blanket purchase order of \$263,969.50, including all applicable taxes. PrairieChem has provided satisfactory service in the past.

The 1996 Water Treatment Plant operating budget provides \$83,300 (including 3% G.S.T.) for the

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
 MONDAY, FEBRUARY 26, 1996
 PAGE 35**

purchase of chlorine. Based on anticipated flows and dosages in 1996, it is estimated that 126 metric tonnes of chlorine will be required. The estimated 1996 cost is shown:

Quantity	Unit Cost	Total Cost	
126	\$635	\$80,010	bid price
		<u>+ 5,601</u>	(7% G.S.T.)
		\$85,611	
		<u>- 3,200</u>	(4% G.S.T. rebate)
		\$82,411	net cost to City in 1996

The 1996 Sewage Treatment Plant operating budget provides \$189,100 (including 3% G.S.T. and 9% P.S.T.) for the purchase of chlorine. It is estimated that 220 metric tonnes of chlorine will be required. The estimated 1996 cost is shown:

Quantity	Unit Cost	Total Cost	
220	\$635	\$139,700	bid price
		<u>+ 22,352</u>	(7% G.S.T. & 9% P.S.T.)
		\$162,052	
		<u>- 5,588</u>	(4% G.S.T. rebate)
		\$156,464	net cost to City in 1996

The total net cost to the City in 1996 will be \$238,875."

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 36**

**B4) Subdivision Application #43/95
Silerspring Replotting Scheme
Part of NW 1/4 Section 1-37-5-3
Part of Section 12-37-5-3
Plan No. G932, 87-S-31787, 90-S-28009, 92-S-44715
(File No. 4230-1)**

- RECOMMENDATION:**
- 1) that Subdivision Application #43/95 be approved subject to the payment of \$2,000.00, which is the required approval fee; and,
 - 2) that the City of Saskatoon grant the requested easements as shown on Plan No. 2 - Silerspring Replotting Scheme, including those which are not contained within the heavy broken line which represents the boundary of the proposed subdivision area, and that His Worship the Mayor and City Clerk be authorized to execute any agreement with respect to such easements in a form that is satisfactory to the City Solicitor.

ADOPTED.

Report of the General Manager, Planning and Building Department, February 7, 1996:

"The above-noted subdivision application is being submitted for approval (the January 2, 1996 report concerning this application is attached) and is the subject of a replotting scheme. City Council adopted the replotting scheme on February 5, 1996, as required under Section 171 of *The Planning and Development Act*. In this regard, it is also necessary to submit a subdivision application for this replotting scheme to City Council for adoption, as required under Section 172 of *The Planning and Development Act*, in order to complete the replotting scheme process prior to registration in the Land Titles Office. Attached to the subdivision report are the following as required under Section 172 of *The Planning and Development Act*:

- (1) Consents to the replotting scheme from the Minister of Highways and Transportation, Saskatchewan Power Corporation, Saskatchewan Telecommunications, Saskatchewan Energy Corporation, Shaw Telecable, Transgas Limited, City of Saskatoon - Public Works and Transportation Departments and Canada Post, pursuant to Section 168 of *The Planning and Development Act*;
- (2) Copy of consents from owners within the replotting scheme, pursuant to Section 169 of *The Planning and Development Act*; and,
- (3) Certified copy of the minutes of the City Council meeting held on February 5, 1996,

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 37**

adopting the replotting scheme."

ATTACHMENTS

1. January 2, 1996 Subdivision Report
2. Consents to replotting scheme from Utilities
3. Consents to replotting scheme from owners
4. Certified copy of City Council meeting of February 5, 1996

**B5) Land-Use Applications Received by the Planning and Building Department
For the Period Between February 5, 1996 - February 16, 1996
(For Information Only)
(File No. 4300-2)**

RECOMMENDATION: that the following report be received as information.

ADOPTED.

Report of the General Manager, Planning and Building Department, February 16, 1996:

"The following applications have been received, are being processed, and will be submitted to City Council for its consideration:

Subdivision:

Application #5/96:	111 Saskatchewan Crescent W.
Applicant:	Rex A. Peters
Legal Description:	Lot 3, Block 7, Plan (FJ) G4228
Current Zoning:	R.2
Neighbourhood:	Nutana
Date Received:	February 1, 1996

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 38**

Application #6/96: Chotem Terrace
Applicant: Westland Properties Ltd.
Legal Description: Part of Parcel LL, Plan 86-S-17945
Current Zoning: R.1A
Neighbourhood: Arbor Creek
Date Received: February 6, 1996

**B6) Wood Pole Purchase Requisition No. A 45097
Approved Capital Budget Projects and Maintenance Program
(File No. 1000-8)**

- RECOMMENDATION:**
- 1) that the tender for the supply of forty (40) foot and forty-five (45) foot poles, as submitted by B.J. Carney & Co. Ltd., be accepted in the amount of \$324,405.60 which includes the base bid, and the applicable G.S.T. and P.S.T; and,
 - 2) that the Purchasing Services Branch of the Asset Management Department be authorized to execute, on behalf of the City, the appropriate Purchase Orders.

ADOPTED.

Report of the General Manager, Public Works Department, February 14, 1996:

"The tendered poles are required for normal maintenance and three approved Capital Projects: No. 719 - 14.4 Lorne Avenue Fdr L 19; No. 719 - Ruth St. Substation Fdr #1 Conv Area #2; and No. 932 - 14.4 Conv. Taylor - Area #4 which include voltage conversions and feeder extensions.

Two acceptable bids were received by the Purchasing Services Branch on December 21, 1995. The bids are shown on the attached tabulation. One bid was received late and was returned to the bidder unopened.

The recommended tender meets the requirements of the specification and is the lowest evaluated bid.

There are no policy implications as the lowest evaluated tender is being recommended.

The price of the tendered poles are within budget estimates and the projects are expected to be completed within the approved budget amount."

ATTACHMENTS

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 39**

1. Tabulation of Price Quotation

**B7) Power Cable Purchase Requisition No. A 45134/35
Approved Capital Budget Projects
(File No. 1000-6)**

- RECOMMENDATION:**
- 1) that the tender for Items #1, #2, #3, #4, #5, and #6, as submitted by Pirelli Cables Inc., be accepted in the amount of \$219,067.16 which includes the base bid and the applicable G.S.T. and P.S.T.; and,
 - 2) that Purchasing Services Branch of the Asset Management Department be authorized to execute, on behalf of the City, the appropriate Purchase Orders.

ADOPTED.

Report of the General Manager, Public Works Department, February 7, 1996:

"On December 4, 1995, City Council approved the 1996 Capital Budget. The tendered power cables are required for approved Capital Projects: No. 955 - W.A. FriebeI - 138 kV Upgrade; No. 932 - 14.4 kV Conversion Taylor - Area 4; No. 719 - 14.4 kV Feeder J.R. Cowley to C.D. McGall; No. 734 - Residential Underground Replacements; No. 723 - Transformer Additions/Secondary Mains Extension; and No. 1075 - Service Connections. These projects include underground cable replacements, voltage conversions, and feeder extensions.

Three tenders were received by the Purchasing Services Branch on January 16, 1996, for the supply of the required cable. The bids are shown on the attached tabulation.

The recommended tender meets the requirements of the specifications and is the lowest evaluated bid for all items.

Although Alcatel Canada Wire is low on Item #1, Pirelli Cables Inc.'s bid for all items is lowest overall and is based on receiving the order for all items.

The price of the tendered power cables is within budget estimates and the projects are expected to be completed within the approved budget amount."

ATTACHMENTS

1. Tabulation of Price Quotation

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 40**

2. Summary of Lowest Evaluated Tenders

**B8) Proposed Lane Closing
2401 Thayer Ave.
(File No. 6001-15)**

RECOMMENDATION:

- 1) that City Council give notice of its intention to consider the closing described in Engineer's Plan No. F3-SL6 attached;
- 2) that the City Solicitor be instructed to:
 - a) take all necessary steps to bring the intended closing forward; and,
 - b) complete the closing and obtain title in the name of the City of Saskatoon, should formal Council assent issue;
 - c) register the following Easements:
 - i) for SaskPower over the most westerly 5 metres of the lane being closed, the most easterly 1 metre of Lot 1 and the most easterly 4 metres of Lots 2, 3 and 4; and,
 - ii) for SaskTel over all of the lane being closed; and,
- 3) that upon the City of Saskatoon obtaining title to the lane intended to be closed, that it be sold to the abutting property owners for \$5,000.00 as established by the Land Manager, plus all legal costs of closing to include solicitor's fees and disbursements;

ADOPTED.

Report of the General Manager, Public Works, February 07, 1996:

"A request has been received from ABC Manufacturers of Canada Ltd. along with a deposit of \$100.00 for the closing of the north-south lane between Thayer Ave. and Koyl Ave. from 46th Street south to the east-west lane. The purpose of the closing is to allow for consolidation of the closed lane with the adjacent properties.

The various Civic Departments as well as SaskTel, SaskEnergy and SaskPower have approved of this closing proposal.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 41**

Attached to this report is a copy of Engineer's Closing Plan No. F3-SL6 setting forth a detailed description of the closing described in general terms above. This description complies with the recommendations of the Chief Surveyor, Land Titles Office, Regina."

ATTACHMENTS

1. Plan File No. F3-SL6

REPORT NO. 1-1996 OF THE BUDGET COMMITTEE

Composition of Committee

Councillor H. Langlois, Chair
Councillor P. McCann
Councillor M. Heidt
Councillor J. Postlethwaite
Councillor K. Waygood
Councillor R. Sternberg
Councillor D. Atchison
Councillor D. L. Birkmaier
Councillor A. Langford
Councillor P. Roe

1. **Business Tax Levy**
(File No. CK. 1915-1)

RECOMMENDATION: that a Business Tax Levy of 14.5% be implemented, with a 5% discount of payment (if paid within 30 days) for 1996.

ADOPTED.

The Business Assessment Roll in Saskatoon is based on a fair rental value system. The rental value is multiplied by a levy (which has been 14.5% since 1987) to determine the taxes payable.

REPORT NO. 3-1996 OF THE PLANNING AND OPERATIONS COMMITTEE

Composition of Committee

Councillor K. Waygood, Chair
Councillor M. Heidt
Councillor A. Langford

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 42**

Councillor P. McCann
Councillor J. Postlethwaite

**1. Saskatoon Field House License Agreement
Can-Am Gymnastics Club Inc.
(File No. CK. 290-63)**

RECOMMENDATION:

- 1) that the Agreement between the City of Saskatoon and the Can-Am Gymnastics Club for the use of a 1,209 square foot area on the Field House main floor, and 5,258 square feet on the second floor be renewed, in accordance with the terms of the previous Agreement between the parties, and the following revisions:
 - a) that the current lease agreement between the City of Saskatoon and the Can-Am Gymnastics Club Inc., at the Saskatoon Field House, be extended to December 31, 1999 based on an annual rent increase of 2.25 percent, beginning January 1, 1996;
 - b) that the Can-Am Gymnastics Club Inc. pay the City of Saskatoon rent in monthly instalments, due at the first of each month, as follows:
 - (i) for the year 1996, the sum of Twenty-Four Thousand Two Hundred and Sixty-Nine Dollars and Three Cents (\$24,269.03), plus Goods and Services Tax, payable in equal monthly instalments of Two Thousand Two Hundred and Twenty Two dollars and Forty-Two Cents (\$2,022.42), plus Goods and Services Tax;

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 43**

- (ii) for the year 1997, the sum of Twenty-Four Thousand Eight Hundred and Fifteen Dollars and Eight Cents (\$24,815.08), plus Goods and Services Tax, payable in equal monthly instalments of Two Thousand and Sixty-Seven Dollars and Ninety-Two Cents (\$2,067.92), plus Goods and Services Tax;
 - (iii) for the year 1998, the sum of Twenty-Five Thousand Three Hundred and Seventy-Three Dollars and Forty-One Cents (\$25,373.41), plus Goods and Services Tax, payable in monthly instalments of Two Thousand One Hundred and Fourteen Dollars and Fifty-Five Cents (\$2,114.45), plus Goods and Services Tax;
 - (iv) for the year 1999, the sum of Twenty-Five Thousand Nine Hundred and Forty-Four Dollars and Thirty-One Cents (\$25,944.31), plus Goods and Services Tax, payable in equal monthly instalments of Two Thousand One Hundred and Sixty-Two Dollars and Three Cents (\$2,162.03), plus Goods and Services Tax; and,
- 2) that the City Solicitor's Office be requested to prepare the required Agreement for execution, on behalf of the City, by His Worship the Mayor, and the City Clerk.

ADOPTED.

Your Committee has considered and supports the following report of the General Manager, Leisure Services Department, dated January 16, 1996:

"BACKGROUND

The License Agreement between the City of Saskatoon and the Can-Am Gymnastics Club, regarding the use of 1,209 square feet on the main floor area, and 5,258 square feet on the second floor, was recently approved by City Council in August, 1995. Both parties have agreed to renew the current arrangement for an additional four-year period.

JUSTIFICATION

The terms of the new License Agreement will be based on the previous Agreement between the parties (see Attachment A) with the exception of the following revisions:

- 1) the term of the Agreement is for four years, from January 1, 1996 to December 31, 1999;
- 2) the Can-Am Gymnastics Club Inc. will pay the City rent in monthly

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 44**

instalments, due at the first of each month, as follows:

- (i) for the year 1996, the sum of Twenty-Four Thousand Two Hundred and Sixty-Nine Dollars and Three Cents (\$24,269.03), plus Goods and Services Tax, payable in equal monthly instalments of Two Thousand Two Hundred and Twenty Two dollars and Forty-Two cents (\$2,022.42), plus Goods and Services Tax;
- (ii) for the year 1997, the sum of Twenty-Four Thousand Eight Hundred and Fifteen Dollars and Eight Cents (\$24,815.08), plus Goods and Services Tax, payable in equal monthly instalments of Two Thousand and Sixty-Seven Dollars and Ninety-Two Cents (\$2,067.92), plus Goods and Services Tax;
- (iii) for the year 1998, the sum of Twenty-Five Thousand Three Hundred and Seventy-Three Dollars and Forty-One Cents (\$25,373.41), plus Goods and Services Tax, payable in monthly instalments of Two Thousand One Hundred and Fourteen Dollars and Forty-Five Cents (\$2,114.45), plus Goods and Services Tax; and,
- (iv) for the year 1999, the sum of Twenty-Five Thousand Nine Hundred and Forty-Four Dollars and Thirty-One (\$25,944.31), plus Goods and Services Tax, payable in equal monthly instalments of Two Thousand One Hundred and Sixty-Two Dollars and Three Cents (\$2,162.03), plus Goods and Services Tax.

OPTIONS

There are no options.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPACT

The proposed rent increase of 9 percent over a four-year period will ensure that the Leisure Services Department continues to achieve full cost recovery for the Can-Am Gymnastics Club rental operation at the Saskatoon Field House. The gymnastics club has agreed to the implementation of the lease payments, at 2.5 percent per year, over four years. This will have minimal impact to their operation.

ATTACHMENTS

1. Attachment A - License Agreement between the City of Saskatoon and the

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 45**

Can-Am Gymnastics Club Inc."

**2. Municipal Golf Courses - 1996 Green Fees
(File No. CK. 4135-1)**

RECOMMENDATION: that, effective March 16, 1996, the base rate for Adult Green Fees for the Municipal Golf Courses for 1996 be as follows:

a)	Holiday Park	-18 Holes	\$21.50
b)	Wildwood	-18 Holes	\$14.75
c)	Silverwood	-18 Holes	\$14.75

ADOPTED.

Your Committee has reviewed and supports the following report of the General Manager, Leisure Services Department, dated January 29, 1996:

"BACKGROUND

Under City of Saskatoon Policy C03-003 ('Reserves for Future Expenditures'), municipal golf courses are required to operate in a self-financing fashion. The Golf Course Reserve is used to offset operating deficits and to help finance capital improvements to existing golf courses or the construction of new golf courses. The provisions to the Reserve occur as a result of surpluses derived from a year's operations.

The City's golf course green fees are set with consideration being given to the market place and above-mentioned City of Saskatoon Policy C03-003. Consideration is also given to the existing private-sector courses and the ability of these courses to continue to operate profitably and to maintain a good quality of service to the public. If the City's rates are too low, and hence limit the financial viability of operating private golf courses, the residents of Saskatoon and district may not have the range of golfing opportunities which currently exist. In order to achieve the objective of ensuring that the private sector is able to operate golf courses within the Saskatoon market in a profitable manner, the City's Administration has developed its municipal golf course fee proposals from a base which recognizes the minimum end of the local market range.

This rate-setting philosophy has been used for many years to establish the City's golf course green fee structure. The adult 18-hole rate is the 'base' rate upon which all other golf rates are established. Senior Citizen and Junior 18-hole rates are 80 percent and 60 percent, respectively, of the Adult 18-hole rate. This relationship is the generally accepted pricing structure for golf courses in Western Canada.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 46**

The Leisure Services Department operates three municipal golf courses which provide the public with a variety of reasonably priced golf options. Each course offers an unique type of play that is not available elsewhere in Saskatoon.

Holiday Park Golf Course

Holiday Park offers golfers the choice of playing either the Championship 18-hole course, or the Executive 9-hole course. The Championship course is a regulation 18-hole golf course designed for an advanced level of play that has more appeal to the serious golfer. The 1994 and 1995 adult base rate for 18-hole play at Holiday Park was \$20, G.S.T. included. Saskatoon's only 9-hole course, the Executive Nine, provides an intermediate level of play without having to reserve a starting time. It appeals to almost anyone, including juniors, seniors, and beginners. The 1994 and 1995 adult rate for 9-hole play was \$10, G.S.T. included.

Wildwood Golf Course

Wildwood Golf Course is a medium length regulation 18-hole course designed for an intermediate level of play which appeals to golfers of all ages and ability. It is very popular with seniors and juniors who play almost half of all rounds at this course. The 1994 and 1995 adult base rate for 18-hole play at Wildwood was \$14, G.S.T. included.

Silverwood Golf Course

Saskatoon's only Par 3 golf course, Silverwood Golf Course is a short 18-hole course designed with the beginning golfer, and families, in mind. It is popular with ladies, juniors, and seniors. The 1994 and 1995 adult base rate for 18-hole play at Silverwood was \$14, G.S.T. included.

Municipal golf courses also offer the public a variety of rates which make golf affordable. In addition to reasonable rates, special rates are available for seniors 65 years and over (80 percent of the adult rate), and junior golfers 18 years of age and under (60 percent of the adult rate). Golfers may also choose to play nine holes of golf at 60 percent of the 18-hole rate. A special nine-hole weekday rate is also available for juniors 12 years of age and under. In 1994 and 1995 this rate was \$2.50, G.S.T. included. Season passes are also available as well as the Golfcard multiple game pass which gives eleven golf rounds for the price of ten.

During the 1995 golfing season, the public played 151,240 rounds of golf at the City's three golf courses. This was 12,274 rounds of golf lower (8 percent) than has been the average in recent golfing seasons. Play was lower than the average by 6,277 (8 percent) rounds at the Holiday Park Golf Course, by 3,047 (8 percent) rounds at Silverwood Golf Course, and by 2,950 (6 percent) rounds at the Wildwood Golf Course. In determining the golfing attendance average for the municipal golf courses, 1994 attendance figures were excluded due to the civic labour dispute.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
 MONDAY, FEBRUARY 26, 1996
 PAGE 47**

In 1995, the municipal golf courses green fee revenues were \$1,520,900 or \$85,100 (5.3 percent) below the budget estimate. Green fee revenues were below budget by \$30,000 (3.4 percent) at Holiday Park Golf Course, by \$43,700 (11.8 percent) at Silverwood Golf Course, and by \$11,400 (3.1 percent) at Wildwood Golf Course.

The reduced level of play, and the shortfall of green fee revenues, was partly attributable to the unfavourable weather conditions during April and May in 1995. In addition, in Silverwood's case, overly optimistic attendance projections also contributed to the shortfall of green fee revenues.

In 1995, the municipal golf courses operating costs were \$1,511,300 or \$24,200 (1.6 percent) below the budget estimate. Silverwood's and Wildwood's operating costs were under budget because some equipment replacement purchases were deferred to the 1996 budget because of reduced green fee revenues.

With more favourable weather conditions, the Leisure Services Department is confident that the 1996 golfing attendances will return to average levels. It is estimated that during the 1996 golfing season, the public will play 163,500 rounds of golf at the City's three golf courses. Of this total, it is estimated that 75,500 rounds will be played at Holiday Park Golf Course, 40,000 rounds at Silverwood Golf Course, and 48,000 rounds at Wildwood Golf Course.

JUSTIFICATION

In order for the municipal golf courses to operate in a self-financed fashion, and to maintain good quality service to the public, additional green fee revenues are required to offset 1996 operating expenses. (See Attachment A for outline of all green fee charges.) Such expenses include the redistribution of payroll costs from general government accounts in the amount of \$73,000, and provisions for replacement mowing equipment. The pieces of mowing equipment are required so that golf course staff can respond effectively and efficiently to course maintenance needs, and to reduce salary costs in the form of overtime.

In keeping with the Department's rate setting philosophy and previous City Council direction, the proposed 1996 green fees for the municipal golf courses are in line with the minimum end of the local market place. (See comparison of market place.)

GREEN FEE COMPARISON - LOCAL MARKET				
	Weekdays		Weekends	
	1995	1996	1995	1996
Willows	\$23.00	n/a	\$25.00	n/a
Moonlake	23.00	n/a	25.00	n/a

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 48**

Saskatoon West	20.00	n/a	22.00	n/a
GreenBryre	22.00	n/a	22.00	n/a
Holiday Park	20.00	\$21.50	20.00	\$21.50
Wildwood	14.00	14.75	14.00	14.75
Silverwood	14.00	14.75	14.00	14.75
* All rates include G.S.T.				

OPTIONS

Mowers could be deleted from the operating budget, but this is not recommended as the equipment has been deferred for several years already, and without the newer equipment, the golf courses will continue to have difficulty meeting the standard expectations of its customers, and would have to continue with substantial overtime payments to keep up the standards.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPACT

Using the projected 1996 golfing attendances and the proposed green fees, it is estimated that the 1996 green fee revenues for the municipal golf courses would be as follows:

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 49**

Holiday Park Golf Course	=	\$ 946,600
Silverwood Golf Course	=	\$ 348,300
Wildwood Golf Course	=	<u>\$ 380,600</u>
TOTAL	=	\$1,675,500

The total estimate for 1996 green fee revenues would be \$69,500 (4.3 percent) more than the 1995 budget estimate or \$154,600 (10.2 percent) more than the 1995 actual green fee revenues.

COMMUNICATIONS PLAN

Should the 1996 proposed green fees be approved, the Leisure Services Department would send notification of the rate changes to all of the Courses' season-pass holders, and to members of the men's, ladies, and junior golf sections for whom the Department has mailing addresses. The general public would also be notified through an advertisement in The StarPhoenix. This notification would allow our customers the opportunity of purchasing their 1996 passes at 1995 rates prior to March 15, 1996. The financial impact of this promotional strategy has been incorporated into the 1996 green fee revenue estimates.

ATTACHMENTS

1. Appendix A - Charts of 1996 Green Fees for Municipal Golf Courses."
3. **Forestry Farm Park and Zoo
1996 General Admission Rates
(File No. CK. 1720-5)** _____

RECOMMENDATION:

that the base rate for adults who visit the Forestry Farm Zoo be increased to \$3.50, including G.S.T. effective April 15, 1996, resulting in the following pricing structure:

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 50**

General Admission Rates:

· Adult (19 years and over)	\$3.50
· Youth (6 to 18)	2.25
· Preschool (5 and under)	free
· Family	7.00

Group Rates:

· Adult (19 years and over)	\$3.00
· Youth (6 to 18 years)	1.75

ADOPTED.

Your Committee has considered and supports the above recommendations. For the information of Council, your Committee has requested the Administration to report on the concept of a summer City facilities camp pass that links Transit and Leisure Services, and which also encourages participation by all residents.

Report of the General Manager, Leisure Services Department, dated January 22, 1996:

"BACKGROUND"

The Leisure Services Department, in cooperation with the Saskatoon Regional Zoological Society, delivers a variety of zoo and park experiences to the public through the provision of subsidized programming events at the Forestry Farm Park and Zoo. General admission fees are charged to access this facility during the six-month period from April 15 to October 15; admission is free during the remainder of the year.

In addition to the admission fee to the Zoo, there is a \$2 charge for all vehicles entering the Forestry Farm Park from May 1 to Labor Day. When City Council approved the introduction of this vehicle fee in 1992, it also approved the following financial strategy for the revenues generated through the collection of the \$2 fee:

- a) the associated expenses will be paid from the receipts;
- b) 40 percent of the resulting net revenues will be used to finance the Forestry Farm Park and Zoo Program's operating expenditures; and,
- c) the remaining 60 percent of the net revenues will be used to fund capital improvements in the Zoo.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
 MONDAY, FEBRUARY 26, 1996
 PAGE 51**

Currently at the Zoo, there are single admission rates for adults, youth, and children with the following options available:

- Family rates, which are based on the cost of two adult general admissions, provide an incentive for families to visit the Zoo.
- Group rates offer a discount of \$0.50 per person off the regular general admission rates for groups of six or more. This discount provides an incentive for such groups as school classes and community groups to visit the Zoo.

During 1995, approximately 108,374 people entered the main gates to the Forestry Farm between the period May 1 - September long weekend. This figure was arrived at by having the front gate staff count all visitors arriving by vehicle, bicycle, and on foot. During April 15 - October 15, when admission is charged to the Zoo, 73,794 people visited the Zoo. Approximately 100 Saskatoon Regional Zoological Society volunteers provided over 2,000 hours of support for programs such as zoo tours, visitations to schools with animals, special events, Children's Zoo information, and ask-me carts within the Zoo.

In 1995, operating revenues were \$206,193, a 3.1 percent increase over 1994 actual revenues. The 1995 revenues were generated through charges in the following services:

Zoo Admissions		\$ 122,883
Kinsmen Express		10,112
Vehicle Charge		47,282
Rentals	12,120	
Fishing Pond		6,258
Strollers		2,595
Feed Machines	1,343	
Concession (SRZS contract)		<u>3,600</u>
Total		<u>\$206,193</u>

JUSTIFICATION

The need to improve revenues at the Forestry Farm Park and Zoo is a priority of the Leisure Services Department. To improve revenues, a combination of increased attendances and fee increases are required. Improving attendances will require a combination of new programming initiatives, new animal attractions (specifically native carnivores), and improved displays. Funds for new attractions and improved displays at the Zoo will be pursued through community support, while new program initiatives will be developed in collaboration with the Saskatoon Regional Zoological Society.

Increasing attendance alone will not generate the revenue growth required for facility operations or subsidy reduction. Admissions to the Zoo in 1995 accounted for 16.1 percent

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
 MONDAY, FEBRUARY 26, 1996
 PAGE 52**

recovery of the total operating budget; with all revenues combined accounting for 25.5 percent recovery of the facility operating budget. Your staff believe the public will accept paying nominal fee increases provided continuous efforts are made to enhance displays, attractions, and programs at the Forestry Farm Park and Zoo.

Present general admission fees at the Leisure Services Department's other facilities have an adult rate of \$3.85 and \$2.30 for youth; therefore, the proposed fee increase for the Zoo would be consistent with similar admission charges within the Department.

Proposed Rate Structure for the Zoo's General Admission Fees

On November 9, 1992, City Council adopted the Leisure Services Department's pricing strategy for general admission programs at the five major indoor leisure facilities with the following pricing criteria:

- The adult rate is the base upon which all other admissions fees are set.
- In order to encourage greater participation among youth ages 13-18, the youth rate is blended with the child rate to establish one rate for anyone from 6-18 years of age. The new rate for youth and children is set at 60 percent of the base rate.
- Recognizing that an increase in the child rate has the most significant impact on families with young children, preschool children, five years and younger, are admitted free.

The Leisure Services Department proposes to use similar pricing criteria for setting general admission fees for the Zoo. For practical reasons, the combined youth and children's rate is rounded up to the nearest quarter (\$0.25). These proposed rates are reasonable in comparison to rates charged at other family oriented facilities within the local and provincial market. (See Attachment A.) During the 1996 season (subject to City Council approval), the adult base rate for the Zoo would increase from \$3 to \$3.50, including the G.S.T. The Zoo's new rate structure would be as outlined in the following table:

Age Category	Current Rates (includes G.S.T.)	Proposed 1996 Rates (includes G.S.T.)
Adults (19 years and up)	3.00	3.50
Youth (13-18 years)	1.75	2.25
Children (6-12 years)	1.75	2.25
Children (5 years and under)	free	free
Family (2 adults and 5 children)	6.00	7.00

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 53**

The maximum a family of 4 would pay in fees for a day of recreation at the Forestry Farm Park and Zoo would rise by \$1 to \$15 (comprised of the \$2 vehicle charge, \$7 to enter the Zoo, \$2 to ride the Kinsmen Express, and \$4 for the family to fish).

In the future the Department will be reviewing its pricing strategy for the services offered within the Forestry Farm Park and Zoo to determine if an all inclusive fee would be more positive from a marketing point of view.

Kinsmen Express People Mover

In previous reports to City Council, the Administration has indicated that, through research in other cities with a zoo, the percentage of patrons who are willing to pay to ride on a people mover range from a low of 30 percent to a high of 70 percent of the total number of patrons attending their zoo. The usage figures for the Kinsmen Express for the past two years at the Forestry Farm Park and Zoo generally confirms that the Kinsmen Express will generate approximately 30 percent ridership.

	<u>1994</u>	<u>1995</u>
Ridership	21,638	21,093
Total Visitors	67,968	73,974
Percent of Total Visitors	31.8%	28.5%

The Kinsmen Express has generated a modest profit (City share \$500.23 in 1994 and \$404.09 in 1995) in its first two years of operation, mainly due to the Saskatoon Regional Zoological Society providing the staff to operate the train at a reduced cost to the facility. The Kinsmen Express should be seen as a value added to the Zoo and not necessarily a major revenue generator in itself.

The Administration is not recommending a fee increase for 1996 as it appears the present \$0.50 fee is at its maximum acceptable level, and it appears the Kinsmen Express serves the Zoo better by being a value added attraction for the Zoo.

Fishing Pond

The fishing pond is another amenity that has been developed to attract more people to the facility and, ultimately, to enhance the Forestry Farm Park and Zoo's overall revenues.

It is too early to assess the long-term effect the fishing pond will have on attendance at the Forestry Farm Park and Zoo; however, until the Productivity Improvement Loan (\$7,800) for the fishing pond is repaid, the fishing pond operation will only generate a modest profit each year.

The Administration is not recommending a fee increase (unless costs rise substantially) in 1996 as the program is still relatively new and needs to be further established. Once the

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 54**

Productivity Improvement Loan is repaid in three years, the Fishing Pond should generate \$7,000 to \$8,000 in net revenue for the facility.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPACT

The Administration believes that the Zoo is the only amenity within the Forestry Farm Park and Zoo that is still under-valued within the market place, and, as a consequence, the admission fees can be modestly raised.

Based upon the Zoo's 1996 attendance projections, the proposed zoo admission rate changes will result in a net revenue increase of \$25,600, as indicated below:

Adult Admissions	
Single Rate	\$7,433
Group Rate	1,575
Youth Admissions	
Single Rate	1,713
Group Rate	4,259
Family Admission	<u>10,620</u>
TOTAL	<u>\$25,600</u>

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 55**

ATTACHMENTS

1. Attachment A - Comparison of Other Family Venues - Daily Fees"

**4. Role of Municipal Government in Parks and Recreation
(File No. CK. 5500-1)**

RECOMMENDATION:

- 1) that the information be received;
- 2) that the last paragraph of the section entitled "Provision of Recreation Facilities (Landlord Function)" of the proposed Public Parks and Recreation Policy be amended to read as follows:

"When providing general culture, parks, recreation and sports services in a recreation facility constructed and designed to accommodate provincial, national or international competition, the rental (facility) costs assigned to these services will not exceed 70% of cost unless market value dictates otherwise."; and
- 3) that the proposed Parks and Recreation Policy, as amended above, be adopted.

In November, 1995, your Committee reviewed a Discussion Paper prepared by the General Manager, Leisure Services Department, dated October 24, 1995, regarding the role of Municipal Government in Parks and Recreation. At that time, your Committee expressed its support for the proposed Parks and Recreation Policy contained in the report, with the inclusion of an amendment to the section dealing with the "Provision of Recreation Facilities (Landlord Function)". It was agreed that the last paragraph of this particular section should be amended to read as follows:

"When providing general culture, parks, recreation and sports services in a recreation facility constructed and designed to accommodate provincial, national or international competition, the rental (facility) costs assigned to these services will not exceed 70% of cost unless market value dictates otherwise."

At the above meeting, your Committee referred the referenced discussion paper to the Leisure Services Advisory Board for comments (and any public consultation) for a report back. In this regard, attached is a copy of a letter dated January 31, 1996, from the Acting Chair of the Leisure Services Advisory Board. Your Committee acknowledges the input of the Leisure Services Advisory Board and it has also responded to the comments of the Board with respect to the Joint-Use Agreement and the summer youth centres at King George and Westmount Schools.

Additionally, your Committee notes that it has requested the Administration to provide a report

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 56**

prior to budget deliberations on the inventory of public facilities used by community associations (including school grounds, school gymnasiums) that are within Zone 7 compared to other zones within the City.

Report of the General Manager, Leisure Services Department, dated October 24, 1995:

"EXECUTIVE SUMMARY"

The role of municipal government in the delivery of services to the public (including parks and recreation) has been the recent cause for considerable debate. This report addresses the role of municipal government in parks and recreation at a broad policy level.

Historically, the role of municipal government in the provision of parks and recreation services has been defined by infrastructure and direct program delivery. Its involvement has always been with the goal of providing opportunities in the community for people to experience leisure, and enhance the quality of their lives, and the quality of life in the community. The distribution of facilities and programs in Saskatoon has always been driven by the community's needs, wishes, values, and by the basic principle of equal opportunity for all citizens.

Assuming this accurately reflects the community's current values on the subject, the issue of municipal government's role in public parks and recreation services might be addressed through broad policy considerations - who benefits, at what cost, and who pays. Such a Public Parks and Recreation Policy might state that the City's function is to support the community's values of parks and recreation (i.e. sport, recreation and culture) through the provision of basic services, market based services and community development. From that, the proposed policy might indicate that the Leisure Services Department impacts on five outcomes for the community:

- a basic level of accessibility for all citizens, totally funded through business and property taxes;
- the provision of recreation facilities to support the delivery of a broad range of activities, funded approximately two thirds through rental fees and one third through business and property taxes;
- leadership in coordinated and cooperative planning and delivery of community programming, totally funded through business and property taxes;
- community development support to help people to help themselves, totally funded through business and property taxes; and,
- subsidized support to the community in its desire for a broad range of market driven parks and recreation opportunities, funded 60 percent through user fees and 40 percent through business and property taxes.

In addition, further policy direction regarding the cost recovery objective for the Leisure Services Department's landlord (rental) function is required. Based on the existing market demand, we believe that full cost recovery is not an achievable objective for all rental

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 57**

categories, and thus, consideration should be given to reducing that objective to 70 percent overall.

In our opinion, the above policy considerations reflect the community's objectives regarding parks and recreation, and what your staff is currently doing to meet them. Therefore, until further direction is received, we recommend the Leisure Services Department continue operating status quo.

INTRODUCTION

By virtue of its responsibility to operate the City's parks and recreation facilities, and to support the community in the delivery of programs, the Leisure Services Department is in the recreation business. As such, it derives revenue from the rental of facilities and activity space to various user groups, and from the delivery of programming directly to the public. To achieve its revenue objectives, your staff have adopted a market-driven approach whereby, they identify the public's needs and preferences, design and deliver programs and services according to market demand, and provide good, responsive service to our customers.

This practice, however, has been the cause for considerable debate as the role of municipal government in the delivery of services to the public (including recreation) is being questioned. The concern of staff is that we are receiving conflicting messages. On one hand, some business and property tax payers suggest that the Leisure Services Department should operate more like a business. On the other hand, when we try to operate like a business, there are those who argue that City competition threatens their existence. Also, on one hand, we are asked to provide all citizens access to recreation opportunities at a reasonable cost to the taxpayer. On the other hand, when we operate some services - and they make a profit, then a suggestion is made that these services should be privatized.

The following report addresses the role of municipal government in parks and recreation at a broad policy level. The fundamental issue to be considered is whether or not the City should be in the business of delivering recreation programs and services.

BACKGROUND

Prior to the second world war, the City's role in recreation was largely limited to the development of parks administered by the public Parks Board, and to supporting the work of Saskatoon's volunteer recreation board (the Saskatoon Playgrounds Association). Most sport and recreation programs were organized and run by the schools and membership based special-interest groups. Churches played a lead role in developing such activities as drama, choral singing, debating, scouts, cubs, guides, and brownies. The Young Women's and Young Men's Christian Associations provided physical activity and leadership development programs for youth. Community service organizations assumed the lead in contributing financially to the construction of recreation facilities.

Following the war, Saskatoon entered a period of unprecedented growth which spawned the proliferation of the publicly owned parks and recreation facilities we have today. The 1950's, 1960's, and early 1970's, saw the City's recreation infrastructure increase dramatically with the construction of new parks, playgrounds, paddling pools, outdoor pools, indoor arenas, sports fields, a children's amusement park, a zoo, a golf course, a campground, a football bowl, and a new speedskating oval. This development occurred for two primary reasons:

1. Community organizations began pressuring the municipality to support their volunteer program delivery roles by developing and maintaining facilities.
2. Recreation was recognized as providing value to the community as a whole, and there was wide-spread support and demand for the City to utilize public resources to provide services for people who would not otherwise have access to recreation opportunities.

This grand scale of facility development prompted the recognition of the need for well-trained professional staff, and policy makers to manage and maximize the use of the recreation infrastructure. In 1962, the Parks Board and the Saskatoon Playgrounds Association merged to form both the Saskatoon Parks and Recreation Board, (which became an advisory board to City Council), and the Parks and Recreation Department, (which assumed the administrative responsibilities).

During the late 1970's and 1980's, our recreation infrastructure broadened to include indoor swimming pools, civic centres, a high performance track and field facility, along with the parks, arenas, sports fields, and outdoor facilities, either built by the City, or transferred to the City. This continued development was spurred, in part, by two major factors:

1. In 1971, Saskatoon hosted the Jeux Canada Winter Games. This event prompted recognition of the value of sport competition which engenders community spirit and gains valuable media exposure for the city, and of the need for more competitive facilities to stage major sporting events. We subsequently hosted both the 1979 Western Canada Summer Games, and the 1989 Jeux Canada Summer Games, which left the City with many new or upgraded competitive facilities.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 59**

2. In 1976, City Council adopted the prepaid levy system to provide funding for the development of parks and recreation facilities based on neighbourhood, district, and suburban areas. Consequently, property tax payers in the newer areas began to pressure the City to build suburban recreation complexes which they felt they had already paid for through the levy.

A third factor was the formation of Participaction Canada and its selection of Saskatoon as the pilot city in 1972. This movement created wide-spread interest in physical fitness, and greater demand for adult fitness programming. This, in turn, created new business opportunities for the private sector, which soon began opening new fitness centres, racquetball and squash courts, roller skating rinks, indoor arenas, golf courses, and other such recreation facilities as commercial enterprises. (Prior to the 1970's, the private sector had traditionally operated movie theatres, billiard parlours, dance halls, and bowling alleys.)

During the 1980's, the public began to express their desire to have more input into the development and operation of civic facilities, and into the programming decision-making process. While they wanted the municipality to take the lead role in coordinating their needs and services, they also wanted to have a say in how it was done. This led the City to adopt such public consultation initiatives as the needs assessment surveys, the neighbourhood park development process, and the formation of program advisory committees.

DISCUSSION

Historically, municipal recreation has been defined by infrastructure and direct program delivery. This involvement has always been with the goal of providing opportunities in the community for people to experience leisure, and enhance the quality of their lives, and the quality of life in the community. The distribution of facilities and programs in Saskatoon has always been driven by public demand and the basic principle of equal opportunity for all residents.

Specific reasons why the public views parks and recreation as an essential function of municipal government, and thus, why the City of Saskatoon is in the recreation business, can be categorized into two main areas:

1. Community Benefit

The municipality is in the parks and recreation business for community benefit reasons, not solely to provide activities that will yield the greatest profit. As such:

- a) municipal recreation affords a large percentage of the population their only opportunity for recreation, in part, because the market place is unable or

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 60**

unwilling to provide for those in need of that service;

- b) local Government ensures the service is accessible to the public without any restrictions that the market may impose (e.g. age, price, hours of operation, etc.). This notion of 'public good' is also tied to the principle of equal opportunity; and,
- c) municipal Government emphasizes those activities which are believed to have the greatest value to the community as a whole, as opposed to only those participants being served.

2. Continuity of Service and Long Term Planning

Local government is a perpetual agency and its involvement assures the long-term continuity of the recreation service. Specifically:

- a) government invests significant resources to maintain and protect the public recreation infrastructure for the benefit of future generations. There is a fear that if our infrastructure is not protected, the replacement cost will be prohibitive, and the community may lose what it now has;
- b) local government has the will and financial resources to pursue a community need over the longer term, and thus, ensures the continuous provision of services. Services provided by the private sector, on the other hand, seem to come and go according to the times and trends; and,
- c) through city planning, subdivision control, transfer of properties, and acceptance of gifts of land, local government has the ability to acquire land and develop it for recreation purposes.

The fact is, as evidenced by our past experience, people value public recreation services, and are willing to be taxed to pay for them. In the final analysis, the services provided by local government are determined primarily by the expressed needs and wishes of the people. They influence the location, the type of activities, and the price of those activities they want in their community.

Policy Considerations

Assuming this history accurately reflects the community's current values on the subject, the issue of municipal government's role in public parks and recreation services might be addressed through a framework of broad policy considerations. Unlike current policies, these might address the intended outcome of the municipality's involvement in the provision of services: who benefits; at what cost; and who pays.

In developing "Ends Directives" (i.e. desired outcome policies), one must first look to the

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 61**

Strategic Plan adopted by City Council for direction with respect to the community's vision and values. The purpose of such policies is to prescribe what contributions the City will make towards achieving the vision. The contributions are defined in terms of desired outcomes; the broadest "Ends Directive" being the mission statement. Ideally, the "Ends Directives" policies would be coordinated with other service providers in the city. The success of such coordination, however, is highly dependent upon the willingness and desire of other service providers to reciprocate the City's efforts towards this outcome.

As stated in the Strategic Plan, our vision for Saskatoon includes an enhanced quality of life and a strengthened quilt of neighbourhoods. It embodies the following characteristics which relate specifically to a public recreation policy:

Quality of Life - Saskatoon will be a model city where:

- cultural, leisure, and fitness activities flourish year round;
- choices regarding quality of life are respected;
- people take responsibility for their well-being; and
- everyone has access to education and skill development.

Quilt of Neighbourhoods:

- each neighbourhood will be livable and enjoyable for its residents; and
- neighbourhoods will be leading their development by maintaining a spirit of self-help and voluntarism.

The Strategic Plan further states that to help the community achieve this vision, the corporation of the City of Saskatoon will:

- be a responsive, adaptive, proactive and accountable municipal organization;
- provide opportunity for access to information, input, consideration and response for individuals and groups alike; and
- form mutually beneficial partnerships with aboriginal people, community service groups, industry, business, unions, spiritual community, education, art and cultural groups, and other governments for effective service delivery.

Attachment A identifies many benefits of leisure services to a community. These are very useful when people need to ascribe a value for leisure services to the community (i.e. whether or not the outcomes are worth the cost). Where the users pay for the services, the value is driven by the market. In this case, the value can be viewed from the perspective of the customer. Where the user is subsidized (i.e. the costs are borne in whole or in part by the property and business taxpayer, the value should be viewed from the perspective of the community as "owner" [much in the same way a Board of Directors of a corporation represents its shareholders]). This is not to suggest that a subsidized service has any less value, just that it should be viewed from a different perspective.

The Leisure Services Department currently impacts on five major outcomes for the community which achieve the vision in the City's Strategic Plan and fulfill the mission and

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 62**

values which your staff believe are essential components of a public recreation policy:

- i) a basic level of accessibility for all citizens;
- ii) the provision of recreation facilities to support the delivery of a broad range of activities;
- iii) leadership in coordinated and cooperative planning and delivery of community programming;
- iv) community development to help people to help themselves; and,
- v) subsidized support for programs and services that provide people in Saskatoon reasonable access to a broad range of recreation opportunities.

From that, based on what the Leisure Services Department is now doing, we might prescribe a public recreation policy which reads as follows:

City of Saskatoon Mission Statement:

Our Corporation, the City of Saskatoon, exists to provide excellent local government through leadership, teamwork, and dedication to the community. We will facilitate effective and efficient delivery of public services and nurture the economic, environmental, social, and cultural well being of the community, now and in the future.

Public Recreation Policy:

Participation in culture, parks, recreation, and sport activities is essential to the well-being of individuals and the community as a whole. To maximize the benefits, the City of Saskatoon seeks to get as many of its population as possible to participate in the activity of their choice.

Basic Level of Accessibility for all Citizens

To ensure that opportunities for culture, parks, recreation, and sports activities are accessible to all citizens:

- i) *the Leisure Services Department*
 - a) *provides the following programs at no charge:*
 - *summer playground program*
 - *youth centres*
 - *skateboard centre*
 - *aboriginal recreation programs*
 - *seniors programs*
 - *adaptive programs;*
 - b) *provides free-access times at all facilities;*

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 63**

- c) *administers an accessibility grant program to proactively address barriers to participation (i.e. cost, transportation, needs of specific target groups such as the challenged, aboriginal, at-risk youth, single parents);*

Net Cost: \$ 805,000

- ii) *the Public Works (Infrastructure) Department provides:*

- a) *300 hectares of neighbourhood parks, including play apparatus, recreation units, pathways;*
- b) *110 hectares of district parks, including tennis courts, pathways;*
- c) *325 hectares of suburban and special use parks; and*
- d) *399 sportfields.*

Net Cost: \$ 3,394,000

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 64**

Provision of Recreation Facilities (Landlord Function)

To support the ongoing delivery of a broad range of culture, parks, recreation and sports activities, the City of Saskatoon provides resources and professional staff to manage and maximize usage of existing recreation facilities.

The City of Saskatoon will expand recreation facilities when demand for programs exceeds our capacity to deliver, and: i) the market is unable or unwilling to provide adequate facilities, and ii) there is an identified source of capital and operating funds.

Net Cost: \$ 1,626,000

Executive Limitations:

In the pursuit of non-subsidized recreation services which will optimize usage and enhance cost-recovery of revenue generating facilities, pricing will not reflect rental (facility) costs which are less than market value.

When providing general culture, parks, recreation and sport services in a recreation facility constructed and designed to accommodate provincial, national, or international competition, the rental (facility) costs assigned to these services will not exceed 70% of cost.

Providing Leadership in Coordinated and Cooperative Planning and Delivery

To assist leisure service providers in identifying culture, parks, recreation and sports program priorities, the Leisure Services Department:

- a) provides market information on customer preferences, priorities, barriers to participation, and reasons for participating in culture, parks, recreation, and sports activities;*
- b) supports joint-use agreements with the local school boards;*
- c) requests and uses input from users in the planning and design of activities and recreation facilities;*
- d) initiates or facilitates planning sessions with service providers to exchange service delivery plans, expectations, and results in order to avoid unnecessary competition, discover gaps in the delivery of services, and establish compatible service delivery plans.*

Net Cost: \$ 464,000

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 65**

Executive Limitations:

This outcome is dependent upon external service providers being active participants in the process of exchanging information and developing future plans.

Community Development

To help Community Associations, volunteer organizations, individual volunteers attain self-sufficiency in the delivery of culture, parks, recreations, and sports services, the Leisure Services provides:

- a) consulting and advisory services to 43 Community Associations;*
- b) leadership development and volunteer training/recruitment to 43 Community Associations and 500 targeted city-wide organizations;*
- c) subsidies, grants, and support services to community organizations;*
- d) operating grants for 50 outdoor rinks; and*
- e) rental subsidies to 42 city-wide minor sports organizations.*

Net Cost: \$ 1,378,000

Subsidized Support for a Broad Range of User-pay Services

To provide the broadest range of customer choice and availability, the Leisure Services Department designs and delivers programs and services that the market wants and is prepared to pay for through user fees.

To ensure that the programs and services provided by the Leisure Services Department are affordable to the broadest spectrum of our residents, the City of Saskatoon subsidizes programs and activities according to the following priorities:

- 1) Programs or services which reduce/address barriers to participation.*
- 2) General admission programming.*
- 3) Programs which serve a large segment of the population, but for which the costs exceed the fair market value.*
- 4) Education and awareness programs.*
- 5) Programs that are aimed at restoring wellness.*
- 6) Introductory programs in new or emerging culture, recreation, and sport activities.*
- 7) Special promotion events and initiatives.*

Net Cost: \$ 2,796,000

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 66**

Cost Recovery Rate for Recreation Facilities

In addition, further policy direction regarding the financial impact of providing recreation facilities is required. The most immediate concern pertains to the cost-recovery objective for the Leisure Services Department's landlord (rental) function. Based on the existing market demand, we believe that full cost-recovery is not an achievable objective, and thus, consideration should be given to reducing the targeted rate to 70 percent.

Current rental rates are set to achieve full cost-recovery based on targeted usage levels for the various rental categories, or to maximize revenue if that rate exceeds fair market value. However, because the rental demand for some categories is very low, due to programming limitations, overall actual usage is below the targeted levels, and unlikely to improve substantially. We are presently able to recover 66 percent of our total operating costs. In order to achieve full cost-recovery, all existing rental rates would have to be increased by 60 percent. Obviously, such a drastic adjustment would be too great for many of our user groups to bear.

In our view, rate adjustments in the range of 10 percent to 15 percent, might be more realistic and achievable. If current rental rates were increased by an average of 12 percent, our cost-recovery level would rise to 70 percent as specified in the previously proposed policy for an expanded service. It may be more desirable to make rate adjustments within certain rental categories, rather than implementing a general rate increase for all rental categories. Also, in cases where full cost-recovery is below the fair market value for a rental category, it might be possible to set higher rates which recover more than 100 percent of the cost.

A separate report analyzing rental fees and charges for the City's recreation facilities, will be submitted in due course to the Planning and Operations Committee for its consideration. It would be our plan to implement any approved rate adjustments over a period of two to three years, with annual increases not greater than five percent, to become effective on or about September 1, 1996. In the meantime, we plan to meet with our user groups to advise them that there is a pending policy decision which may affect the rate they currently pay. In order to give these groups adequate time to make the necessary budgeting adjustments, a resolution of this issue needs to be completed no later than March 31, 1996.

CONCLUSION

In our opinion, the above policy considerations reflect the community's objectives regarding parks and recreation, and what your staff are currently doing to meet them. Unless further direction is received, we recommend the Leisure Services Department continue operating status quo.

ATTACHMENTS

1. Benefit Statements"

IT WAS RESOLVED:

- 1) *that the information be received;*
- 2) *that the last paragraph of the section entitled "Provision of Recreation Facilities (Landlord Function)" of the proposed Public Parks and Recreation Policy be amended to read as follows:*

"When providing general culture, parks, recreation and sports services in a recreation facility constructed and designed to accommodate provincial, national or international competition, the rental (facility) costs assigned to these services will not exceed 70% of cost unless market value dictates otherwise.";
- 3) *that the proposed Parks and Recreation Policy, as amended above, be adopted; and*
- 4) *that the Administration develop and present to City Council a business plan in support of this policy which will include a statement of measurable objectives on which property valuations can be made.*

AMENDED BY CITY COUNCIL ON MARCH 11, 1996 - SEE PAGE NO. 1 - SHOULD READ:

- "4) *that the Administration develop and present to City Council a business plan in support of this policy which will include a statement of measurable objectives on which proper evaluations can be made."*

REPORT NO. 4-1996 OF THE ADMINISTRATION AND FINANCE COMMITTEE

Composition of Committee

Councillor D.L. Birkmaier, Chair
Councillor D. Atchison
Councillor H. Langlois
Councillor P. Roe
Councillor R. Steernberg

**1. City Treasurer's Report on Investments
(File No. CK. 1790-3)**

RECOMMENDATION: that the information be received.

ADOPTED.

Report of General Manager, Finance Department, January 23, 1996:

"REPORT

· The Canadian economy rebounded in the third quarter (2.1% annualized), up from a

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
 MONDAY, FEBRUARY 26, 1996
 PAGE 68**

0.2% annualized decline in the previous quarter. Apart from some gains in export trade and business investment, the Canadian economy has received little support from other segments of the economy. Consumer demand has weakened somewhat during the year, culminating with reports of slow Christmas sales. Building permits, housing starts, and auto sales have all trended downwards despite the availability of cheaper financing costs. As well, public sector spending has been limited as Federal/Provincial governments seek measures to trim their deficits.

- Some economists have raised concerns about the possibility of a recession in Canada in 1996. In all likelihood, domestic economic activity will not match the growth pace experienced in the previous two years. One major reason is that job gains are required to keep consumers spending at a steady pace; however, the lack of job growth, low wage gains, and lingering employment uncertainty should limit the amount of personal consumption. A second reason for the potential slowdown in Canadian economic activity rests with the emerging weakness inherent in the U.S. economy. Statistical reports show that U.S. industrial production and retail sales have steadily declined in 1995. This data is not comforting news for Canadian exporters as 80% of domestic exports are shipped to the U.S.
- Since the previous Report on Investments (January - August 1995), interest rates initially rose during the period leading up to the Quebec referendum before moving lower towards year-end. Currently, three-month treasury bills trade at yields in the neighborhood of 5.50% whereas bond yields have declined to below the 8.00% level. The following table illustrates the trend in interest rates during 1995:

	<u>Dec 94</u>	<u>Aug 95</u>	<u>Dec 95</u>	<u>Year/Year</u>
91 day TBill	6.81		6.34	5.55 (1.26)
5 year Bond	9.00		7.65	6.71 (2.29)
10 year Bond	9.15		7.79	7.08 (2.07)
30 year Bond	9.18		8.21	7.60 (1.58)

- During the reporting period, the General Account long-term portfolio acquired \$5.5 million in new bond positions. Specific bond holdings purchased include \$3,000,000 Ontario Hydro 7.75% Bond due 03Nov05 (7.82% yield), \$2,000,000 Province of Saskatchewan 7.50% Bond maturing 19Dec05 (7.56% yield), and \$500,000 Metro-Toronto 7.75% Debenture due 01Dec05 (7.80% yield). Some term extension trades were undertaken with \$1,000,000 Province of B.C. 7.80% Mid-Term Note due 08Dec97 (7.34% yield) being replaced with \$1,000,000 Province of B.C. 8.00% 23Aug05 (8.04% yield). For the year, approximately \$12 million in new bond holdings were added to the long-term portfolio.
- Some short-term funds were strategically directed to the six-month and one-year terms during the September to December period. Apart from funding the corporation's day-to-day operations, we managed to place an additional \$12.5

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 69**

million in long-term money market securities at an average yield of 6.14%. These purchases were consistent with our investment strategy of locking-in attractive yields for the longest time period available. The money market portfolio currently registers a weighted average yield and weighted average term of 6.68% and 130 days, respectively.

- Some term extension trades were completed within the Sinking Fund portfolio over the past few months. Proceeds from the sale of \$200,000 Regional Municipality of Peel 6.25% Debenture maturing 14May96 (7.32% yield) and \$300,000 Regional Municipality of Ottawa-Carlton 9.00% Debenture 15Apr99 (7.18% yield) were sold and replaced with \$200,000 Province of Ontario 8.25% Bond due 01Dec05 (8.32% yield) and \$300,000 Metropolitan Toronto 7.75% Debenture maturing 01Dec05 (7.80% yield), respectively. The acquisition of a ten-year, \$300,000 Ontario Hydro 7.75% Bond completed the bond transactions for this period.
- The Transit Vehicles Replacement Reserve continued to improve its cash position with the sale of \$1.8 million bonds. These sale proceeds, combined with cash currently held, were dedicated to the purchase of ten low-floor buses totalling in excess of \$2.8 million. The remaining bond holdings will be sold before December 31, 1996, to provide funding for additional bus purchases and related capital projects.
- Canadian interest rates are expected to register modest declines in response to low inflation and moderating economic activity. A sample of 1996 interest rate forecasts indicates a wide variance of estimates with three-month treasury bills and ten-year bonds expected to close out the year between 5.25% - 6.20% and 6.50% - 8.45%, respectively.
- In terms of portfolio strategy, we believe a conservative investment strategy is warranted at this time. We feel that the potential for a significant decline in short-term and long-term yields is limited, particularly in comparison to 1995 results. As a result, money market investment will be restricted to the thirty to ninety-day term. The bond portfolio will continue to accumulate additional holdings, albeit at a lesser pace than experienced in 1995. Our bond strategy will emphasize the acquisition of short-term bonds, maturing in one to five years, as opposed to longer-dated bonds. However, if market and/or economic conditions support an increase in interest rates, we will shorten the maturity terms of civic portfolios accordingly.

ATTACHMENTS

1. Statistical Supplement/December 1995
2. Short-Term Investments as at December 31, 1995
3. General Account Long-Term Investment Portfolio as at December 31, 1995"

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**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 70**

while the information is thought to be correct, care should be used by investors reading this document.

**2. Appointment of Broker/Agent - Risk Management
and General Insurance Agent Services
(File No. CK. 1880-1)**

RECOMMENDATION: that Marsh & McLennan (Sask.) Ltd. be appointed as broker for the City's Risk Management and General Insurance Services from the date of acceptance of the contract to July 31, 1998.

ADOPTED.

Your Committee has requested that the Administration consider a flat fee in combination with a fee schedule for additional services prior to employing additional staff for this service after 1998.

Attached is an excerpt on the above matter from the minutes of the meeting of City Council held on December 18, 1995, containing Clause A10, Report No. 28-1995 of the City Commissioner, recommending that Marsh & McLennan (Sask.) Ltd. be appointed as broker for the City's Risk Management and General Insurance Services from the date of acceptance of the contract to July 31, 1998. As will be noted, City Council received a communication requesting that the criteria be reviewed, and resolved:

THAT the matter be referred to the Administration and Finance Committee for a report.

Your Committee met with representatives of all companies that submitted a response to this Request for Proposal to determine their views on this process, and thereafter requested clarification from the City Solicitor as follows:

- 1) *that this matter be referred back to the City Solicitor to look at different approaches to getting insurance services, such as appointing more than one broker, rotational appointments, etc., and provide the merits and demerits of all these and any other options; and*
- 2) *that the City Solicitor also report on the experience of other cities, with respect to insurance brokerage contracts.*

Report of City Solicitor, January 29, 1996:

"REPORT

Attached please find a chart which summarizes the insurance brokerage services in various

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 71**

cities and corporations. The following is additional information for the Committee:

Rotational Appointments

None of the cities or organizations which were surveyed had an automatic rotation policy. All of the Risk Managers we spoke to opposed such a policy as it may benefit the broker community but has minimal benefit for the organization (services are not necessarily improved, the fees and premiums are not necessarily cheaper, and the city is put to the time and expense of regularly changing brokers).

Splitting Brokers

Very few organizations split their business among several brokers. This is an option which we had seriously considered. However, all of the Risk Managers we spoke to recommend against it. The consensus of those who tried splitting is that the premiums, if anything, are higher because volume purchase cost savings are not possible, and the various brokers do not work well together, thereby producing more work and less service for the Risk Manager.

Changing Brokers

Most of the organizations surveyed review their broker appointment every five years. None of them had kept the same broker for as long as Saskatoon but lengthy terms were not uncommon. For example, the City of Regina had Alexander & Alexander (Reed Stenhouse) for 20 years, the University of Saskatchewan has had Marsh & McLennan for 25 years and the City of Winnipeg has had Alexander & Alexander (Reed Stenhouse) as their lead broker for 20 years.

The principal criteria (given that lowest premium dollar is not an option) is good service. Also, choice of brokers seems to break down somewhat by provincial boundaries. Most of the large organizations surveyed in Alberta currently have Alexander & Alexander (Reed Stenhouse); most in Saskatchewan currently have Marsh & McLennan.

We continue to recommend Marsh & McLennan for the term ending July 31, 1998. They provide excellent service and, while the other brokers may very well do the same, there is no significant incentive to change. If the Committee wishes to change because of the length of time that the City has used Marsh & McLennan, then we would go back to the Risk Management Committee and select a second choice for recommendation to the Committee.

Flat Fee or Commission

As the Committee will recall, flat fee versus commission is an option regardless of which broker is selected. Most of the large organizations surveyed continue to pay commission. We recommend continuing commission for now. (Commission or flat fee, and the amount of each, can be negotiated annually under the terms of the contract. Our previous rate was

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 72**

10% commission.)

However, we are also recommending that the City seriously consider moving to low bid flat fee in 1998 when this contract expires, subject to the following considerations.

The City of Saskatoon, at present, has a minimal risk management staff and an extremely high reliance on outside agencies such as brokers, adjusters and loss prevention officers. Cities such as Calgary have the reverse situation. They use in-house staff for most work, and use the broker almost exclusively for placement of insurance. We call the broker an average of five times per week. We are currently very dependent on the broker and vulnerable to fluctuations in the level of service provided.

The real long-term insurance cost saving to the City is lower premiums. These are achieved by increasing deductibles (self-insurance) and reducing claims (loss prevention). As the City moves forward in these areas, it is going to require another staff position to handle the high volume of self-insured claims. When that staff position is created, we will be able to bring some work which the broker now does in-house. We will then be able to look at low bid flat fee.

In our opinion, that extra position will be needed or in place by 1998. Switching to low bid flat fee will almost inevitably produce periodic changes in brokers. (This also assumes that real premium cost savings are achieved by moving to flat fee. We intend to monitor this over the next few years.)

ATTACHMENTS

1. Chart summarizing the insurance brokerage services in various cities and corporations."

3. **60-Day Holding Period - Applications for Demolition of Buildings on *The Holding Bylaw* (File No. CK. 680-11)**

- RECOMMENDATION:**
- 1) that the Province of Saskatchewan be requested to amend Section 28(e) of *The Heritage Property Act* by increasing the 60-day time limit to a 90-day time limit, with respect to the holding period for issuance of a Demolition Permit; and

 - 2) that upon receipt of applications for designation, alteration or demolition of heritage properties, or upon receipt of applications for the demolition of properties listed on Schedule A of Bylaw No. 6770, the Planning and Building Department notify City Council, the Municipal Heritage Advisory Committee, the Saskatoon Heritage Society and the

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 73**

relevant community association as soon as it is practicable to do so.

City Council, upon consideration of an application for demolition of the W.P. Bate House at 610 Saskatchewan Crescent East, at its meeting held on October 10, 1995, received the attached letter dated October 5, 1995 from Jan Norris, Civics Representative, Nutana Community Association indicating that the 60-day holding period does not allow the community association enough time to properly inform residents of the proposed change. City Council subsequently adopted the following motion relative to this concern:

THAT the heritage designation bylaw be referred to the Administration and Finance Committee for review to consider the issue of the 60-day holding period.

Your Committee obtained the views of the Municipal Heritage Advisory Committee on this matter, and met with the Chair. The above-noted recommendation reflects the views of both committees.

Report of General Manager, Planning and Building Department, January 30, 1996 (in part):

"JUSTIFICATION

There are several matters respecting time limits and notification which should be considered with respect to Items 1) and 3) of the resolution of the Municipal Heritage Advisory Committee.

a) Time Limits - 60-days or 90-days

Section 28(e) of *The Heritage Property Act* specifies that Council may deny any permit for alteration or demolition of a listed property (i.e. Schedule A of Bylaw No. 6770) for not more than 60 days. Therefore, before amending Bylaw No. 6770, the provincial legislation would have to be amended. From an administrative perspective, the current 60-day time limit is not sufficient to permit a comprehensive examination of such proposals by staff, the Municipal Heritage Advisory Committee and City Council within the reporting procedures which have been established. While there has only been one application for demolition to date (i.e. W.P. Bate House), this particular application placed extreme pressure on staff and the Municipal Heritage Advisory Committee to have this matter placed before Council within the 60-day period. It also placed extreme pressure on the community to respond in a very short time frame. Had the application been submitted in June or July of 1995, during which time staffing levels were reduced and during which time it may have been difficult to obtain a quorum of members of the Municipal Heritage Advisory Committee, it may not have been possible to process the application within the allotted time period. As well, summer months are not a good time to expect the public to be able to respond.

The procedures involved in the demolition permit process for buildings listed on

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 74**

Schedule A of Bylaw No. 6770 are as follows:

- i) Receipt of application by Building Standards Branch and identification that the property is listed on Appendix A of Bylaw No. 6770.
- ii) Application transferred to Zoning Standards Branch for assignment of processing.
- iii) Send notification of application to Council, Municipal Heritage Advisory Committee, Saskatoon Heritage Society and the relevant community association.
- iv) Arrange for and conduct an on-site evaluation of the property by the Heritage Evaluation Committee.
- v) Complete evaluation and prepare report and recommendation to the Municipal Heritage Advisory Committee.
- vi) Report and recommendation submitted to the Municipal Heritage Advisory Committee. The Committee may elect to conduct an on-site examination of property and may refer the matter to its Heritage Properties Subcommittee.
- vii) Report and recommendation of the Municipal Heritage Advisory Committee submitted to City Council.

b) Time Limits to Notify Stakeholders

With respect to the proposed two-day time limit for notification of various organizations of the receipt of demolition permit applications as recommended by the Municipal Heritage Advisory Committee, it is my opinion that this expected service level cannot practically be achieved. I believe that it would be more realistic to expect that such notification be undertaken by staff as soon as is practicable. This recognizes the diversity and quantity of services being performed by staff, and who are well aware of the need to provide customer services in a timely manner.

c) Notification to Stakeholders

The Zoning Standards Branch has recently adopted procedures to notify a variety of stakeholders of pending heritage applications submitted by property owners including applications for demolition permits involving properties listed on Schedule A of Bylaw No. 6770, applications for designation or de-designation, and applications for alteration of designated properties. In all cases, notification will be given as soon as is practical to City Council, the Municipal Heritage Advisory Committee, the Saskatoon Heritage Society and the relevant community association.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 75**

OPTIONS

The option of not requesting the Province of Saskatchewan to amend the 60-day time limit was rejected on the basis that various stakeholders need more time to provide constructive input into the decision making process."

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 76**

- IT WAS RESOLVED:**
- 1) that the Province of Saskatchewan be requested to amend Section 28(e) of *The Heritage Property Act* by increasing the 60-day time limit to a 90-day time limit, with respect to the holding period for issuance of a Demolition Permit;
 - 2) that upon receipt of applications for designation, alteration or demolition of heritage properties, or upon receipt of applications for the demolition of properties listed on Schedule A of Bylaw No. 6770, the Planning and Building Department notify City Council, the Municipal Heritage Advisory Committee, the Saskatoon Heritage Society and the relevant community association as soon as it is practicable to do so; and
 - 3) that the City Solicitor report on the issue of fair warning regarding properties listed on Schedule A.

REPORT NO. 2-1996 OF THE EXECUTIVE COMMITTEE

Composition of Committee

His Worship the Mayor, Chair
Councillor D. Atchison
Councillor D. L. Birkmaier
Councillor M. Heidt
Councillor A. Langford
Councillor H. Langlois
Councillor P. McCann
Councillor J. Postlethwaite
Councillor P. Roe
Councillor R. Sternberg
Councillor K. Waygood

**1. Appointment to Saskatoon Regional Economic Development Authority
(File No. CK. 175-37)**

RECOMMENDATION: that Mr. John Cross be appointed to the Saskatoon Regional Economic Development Authority for the years 1996 and 1997.

ADOPTED.

2. **Incentive Application**
Shuttle Craft Inc.
(File No. CK. 3500-1)

- RECOMMENDATION:**
- 1) that Shuttle Craft Inc. be granted a five year tax abatement, with the abatement of each year's taxes being dependent on Shuttle Craft Inc. meeting all the criteria of the Economic Incentive Policy in each preceding year; and
 - 2) that the City Solicitor be requested to prepare the appropriate bylaw.

ADOPTED.

Your Committee has considered an application from Shuttle Craft Inc. for a business development incentive. Shuttle Craft is in the business of manufacturing a unique water craft for leisure use as an add-on to a jet ski, and is planning to relocate to Saskatoon.

The application meets or exceeds the eligibility criteria of the Business Incentives Policy in all areas. A summary of the criteria is attached."

Moved by Councillor Steernberg, Seconded by Councillor Waygood,

THAT the report of the Committee of the Whole be adopted.

CARRIED.

INTRODUCTION AND CONSIDERATION OF BYLAWS

Bylaw No. 7532

Moved by Councillor Steernberg, Seconded by Councillor Waygood,

THAT permission be granted to introduce Bylaw No. 7532, being "*The Council Procedure Amendment Bylaw, 1996*" and to give same its first reading.

CARRIED.

The bylaw was then read a first time.

Moved by Councillor Steernberg, Seconded by Councillor Postlethwaite,

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 78**

THAT Bylaw No. 7532 be now read a second time.

CARRIED.

The bylaw was then read a second time.

Moved by Councillor Steernberg, Seconded by Councillor Langlois,

THAT Council go into Committee of the Whole to consider Bylaw No. 7532.

CARRIED.

Council went into Committee of the Whole with Councillor Steernberg in the Chair.

Committee arose.

Councillor Steernberg, Chair of the Committee of the Whole, made the following report:

That while in Committee of the Whole, Bylaw No. 7532 was considered clause by clause and approved.

Moved by Councillor Steernberg, Seconded by Councillor Atchison,

THAT the report of the Committee of the Whole be adopted.

CARRIED.

Moved by Councillor Steernberg, Seconded by Councillor McCann,

THAT permission be granted to have Bylaw No. 7532 read a third time at this meeting.

CARRIED UNANIMOUSLY.

Moved by Councillor Steernberg, Seconded by Councillor Heidt,

THAT Bylaw No. 7532 be now read a third time, that the bylaw be passed and the Mayor and the City Clerk be authorized to sign same and attach the corporate seal thereto.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 79**

CARRIED.

The bylaw was then read a third time and passed.

Bylaw No. 7533

Moved by Councillor Steernberg, Seconded by Councillor Waygood,

THAT permission be granted to introduce Bylaw No. 7533, being "*The Bank Account and Cheque Signing Amendment Bylaw, 1996*" and to give same its first reading.

CARRIED.

The bylaw was then read a first time.

Moved by Councillor Steernberg, Seconded by Councillor Postlethwaite,

THAT Bylaw No. 7533 be now read a second time.

CARRIED.

The bylaw was then read a second time.

Moved by Councillor Steernberg, Seconded by Councillor Langlois,

THAT Council go into Committee of the Whole to consider Bylaw No. 7533.

CARRIED.

Council went into Committee of the Whole with Councillor Steernberg in the Chair.

Committee arose.

Councillor Steernberg, Chair of the Committee of the Whole, made the following report:

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL
MONDAY, FEBRUARY 26, 1996
PAGE 80**

That while in Committee of the Whole, Bylaw No. 7533 was considered clause by clause and approved.

Moved by Councillor Steernberg, Seconded by Councillor Atchison,

THAT the report of the Committee of the Whole be adopted.

CARRIED.

Moved by Councillor Steernberg, Seconded by Councillor McCann,

THAT permission be granted to have Bylaw No. 7533 read a third time at this meeting.

CARRIED UNANIMOUSLY.

Moved by Councillor Steernberg, Seconded by Councillor Heidt,

THAT Bylaw No. 7533 be now read a third time, that the bylaw be passed and the Mayor and the City Clerk be authorized to sign same and attach the corporate seal thereto.

CARRIED.

The bylaw was then read a third time and passed.

Moved by Councillor Steernberg,

THAT the meeting stand adjourned.

CARRIED.

The meeting adjourned at 8:24 p.m.

Mayor

City Clerk