



**PUBLIC AGENDA
STANDING POLICY COMMITTEE ON
PLANNING, DEVELOPMENT
AND COMMUNITY SERVICES**

Wednesday, February 5, 2025, 9:30 a.m.

Council Chamber, City Hall

Committee Members:

**Councillor T. Davies, Chair, Councillor H. Kelleher, Vice Chair, Councillor Z. Jeffries, Vice-Chair,
Councillor J. Parker, Councillor S. Timon, Mayor C. Block (Ex-Officio)**

Submissions providing comments and/or requesting to speak will be accepted for public meetings using the online form at saskatoon.ca/writetocouncil. If your submission includes a request to speak, you will be contacted by a representative from the City Clerk's Office with further information. **Submissions will be accepted no later than 5:00 p.m. on the Monday the week of the meeting.**

Pages

1. CALL TO ORDER

The Chair will call the meeting to order on Treaty 6 Territory and the Traditional Homeland of the Métis People and confirm roll call.

2. CONFIRMATION OF AGENDA

Recommendation

That the agenda be confirmed as presented.

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

Recommendation

That the minutes of Regular Meeting of the Standing Policy Committee on Planning, Development and Community Services held on January 15, 2025, be approved.

5. UNFINISHED BUSINESS

6. ADMINISTRATION AND LEGISLATIVE REPORTS

6.1 Decision Reports

1 - 8

6.1.1 Heritage Conservation Program Strategy – Interim Options Report [PDCS2025-0201]

9 - 51

A report of the Community Services Division is provided.

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That Option 2 be approved for further development; and
2. That Administration be directed to bring forward a final Heritage Conservation Program Strategy built on Option 2, along with a detailed implementation and funding plan for consideration during the 2026/2027 Business Plan and Budget Deliberations.

6.2 Approval Reports

6.2.1 City-Owned Land Incentives 2025 [FI2024-0308, GPC2023-0503]

52 - 60

A report of the Community Services Division is provided.

A request to speak from Angela Bishop, Camponi Housing Corp, dated January 27, 2025, is also provided.

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that:

1. Five-year incremental tax abatements for three projects, for the development of 256 new affordable rental units, estimated at a total of \$1,938,067.30, as outlined in Appendix 1, be approved;
2. Corporate Revenue be requested to submit an application under the Provincial Government's Education Property Tax Exemption/Abatement Program seeking approval for a five-year tax abatement, equivalent to 100% of the incremental Education property taxes, for the development of affordable housing units at 231 23rd Street East and 155 3rd Avenue North and a portion of 1635 McKercher Drive;
3. An exception to Council Policy No. C09-002 Innovative Housing Incentives to waive all offsite levies for a portion of 1635 McKercher Drive, as outlined in this report, be approved; and

4. The City Solicitor be requested to prepare the appropriate agreements and that Her Worship the Mayor and City Clerk be authorized to execute the agreements under the Corporate Seal.

6.2.2 Mobile Food Truck and Trailer and Parking Patio Parking Fees [PDCS2025-0202]

61 - 79

A report of the Community Services Division is provided.

Recommendation

1. The City Clerk be instructed to make the proposed amendments to Council Policy C09-039, Mobile Food Truck Policy, as outlined in this report; and
2. The City Clerk be instructed to make the proposed amendments to Council Policy C09-013, Use of Sidewalks, Boulevards and Parking Stalls Vending, as outlined in this report.

6.3 Information Reports

7. MOTIONS (notice previously given)
8. URGENT BUSINESS
9. GIVING NOTICE
10. REQUEST TO SPEAK (new matters)
11. COMMUNICATIONS (requiring the direction of the Committee)
12. IN CAMERA SESSION
13. RISE AND REPORT
14. ADJOURNMENT



PUBLIC MINUTES
STANDING POLICY COMMITTEE ON PLANNING,
DEVELOPMENT AND COMMUNITY SERVICES

Wednesday, January 15, 2025, 9:30 a.m.
Council Chamber, City Hall

PRESENT: Councillor T. Davies, Chair
Councillor H. Kelleher, Vice Chair
Councillor Z. Jeffries
Councillor J. Parker
Councillor S. Timon
Mayor C. Block (Ex-Officio)

ALSO PRESENT: General Manager, Community Services C. Anger
Deputy City Solicitor D. Kowalski
Deputy City Clerk S. Bryant
Committee Assistant H. Thompson

1. CALL TO ORDER

The Deputy City Clerk called the meeting to order on Treaty 6 Territory and the Traditional Homeland of the Métis People and confirmed roll call.

2. APPOINTMENT OF CHAIR AND VICE-CHAIR

City Council, at its meeting held on November 27, 2024, made the following appointments for 2025:

Standing Policy Committee on Planning, Development and Community Services

- Councillor T. Davies
- Councillor H. Kelleher
- Councillor Z. Jeffries
- Councillor J. Parker
- Councillor S. Timon

The Committee was requested to appoint a Chair and Vice-Chair for 2025.

Moved By: Councillor Jeffries

That Councillor Davies be appointed Chair of the Standing Policy Committee on Planning, Development and Community Services for 2025.

In Favour: (6): Councillor Davies, Councillor Kelleher, Councillor Jeffries, Councillor Parker, Councillor Timon, and Mayor Block

CARRIED UNANIMOUSLY

Moved By: Councillor Parker

That Councillor Kelleher be appointed Vice Chair of the Standing Policy Committee on Planning, Development and Community Services for 2025.

In Favour: (6): Councillor Davies, Councillor Kelleher, Councillor Jeffries, Councillor Parker, Councillor Timon, and Mayor Block

CARRIED UNANIMOUSLY

Councillor Davies assumed the Chair.

3. CONFIRMATION OF AGENDA

Moved By: Councillor Timon

1. That the following be added to item 7.2.1:
 - Request to Speak
 - Shannon Josdal, Saskatchewan Jazz Festival Inc., dated January 8, 2025;
 - Rowan Pantel, On the Board Staging Company, dated January 13, 2025;
2. That the letter submitting comments from Sherry Tarasoff, dated January 13, 2025 be added to item 7.3.1;
3. That the following letters be added to item 11.1:
 - Request to Speak
 - PJ (Patricia Jean) Zipchen, dated January 10, 2025;
 - Quentin Reschny, dated January 12, 2025;
 - Submitting Comments

- Joseph Kennedy, dated January 11, 2025;
 - Kristine Eggertson, dated January 13, 2025;
4. That this item with a speaker be considered immediately following unfinished business:
- 7.2.1
 - Shannon Josdal; and
5. That the agenda be confirmed as amended.

In Favour: (6): Councillor Davies, Councillor Kelleher, Councillor Jeffries, Councillor Parker, Councillor Timon, and Mayor Block

CARRIED UNANIMOUSLY

4. DECLARATION OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

5. ADOPTION OF MINUTES

Moved By: Councillor Kelleher

That the minutes of Regular Meeting of the Standing Policy Committee on Planning, Development and Community Services held on December 11, 2024, be approved.

In Favour: (6): Councillor Davies, Councillor Kelleher, Councillor Jeffries, Councillor Parker, Councillor Timon, and Mayor Block

CARRIED UNANIMOUSLY

6. UNFINISHED BUSINESS

7. ADMINISTRATION AND LEGISLATIVE REPORTS

7.1 Decision Reports

7.2 Approval Reports

7.2.1 2025 Cultural Grant Capital Reserve Awards [PDCS2025-0105]

A report of the Community Services Division was provided.

The following letters were also provided:

Request to Speak

- Shannon Josdal, Saskatchewan Jazz Festival Inc., dated January 8, 2025; and
- Rowan Pantel, On the Board Staging Company, dated January 13, 2025.

General Manager, Community Services Anger presented the report.

Shannon Josdal addressed committee indicating that SaskTel has advised that it is withdrawing the title sponsorship as of 2026 and that the Saskatchewan Jazz Festival will require a rebrand. She expressed appreciation to the City for its support and responded to questions of Committee.

Rowan Pantel expressed appreciation to the City for its ongoing support for small organizations like On Board Staging Company.

Moved By: Mayor Block

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that capital project funding recommended by the Cultural Grant Capital Reserve Assessment Committee, for 2025, as outlined in the report of the Community Services Division, dated January 15, 2025, be approved.

In Favour: (6): Councillor Davies, Councillor Kelleher, Councillor Jeffries, Councillor Parker, Councillor Timon, and Mayor Block

CARRIED UNANIMOUSLY

7.3 Information Reports

7.3.1 2024 State of the Official Community Plan and Growth Monitoring Report [PDCS2025-0104]

A report of the Community Services Division was provided.

A letter submitting comments from Sherry Tarasoff, dated January 13, 2025 was also provided.

Long Range Planning Manager McShane presented the report.

Moved By: Councillor Timon

That the information be received.

In Favour: (6): Councillor Davies, Councillor Kelleher, Councillor Jeffries, Councillor Parker, Councillor Timon, and Mayor Block

CARRIED UNANIMOUSLY

7.3.2 East Side Leisure Centre Project Update [PDCS2025-0106]

A report of the Community Services Division was provided.

Director of Technical Services Willems presented the report and responded to questions of Committee.

Moved By: Councillor Timon

That the information be received.

In Favour: (6): Councillor Davies, Councillor Kelleher, Councillor Jeffries, Councillor Parker, Councillor Timon, and Mayor Block

CARRIED UNANIMOUSLY

7.3.3 Committee Referrals - Standing Policy Committee on Planning, Development and Community Services - January 2025 [PDCS2025-0107]

A report of the Community Services Division was provided.

General Manager, Community Services Anger presented the report.

Moved By: Councillor Parker

That the information be received.

In Favour: (6): Councillor Davies, Councillor Kelleher, Councillor Jeffries, Councillor Parker, Councillor Timon, and Mayor Block

CARRIED UNANIMOUSLY

8. MOTIONS (notice previously given)

9. URGENT BUSINESS

10. GIVING NOTICE

11. REQUEST TO SPEAK (new matters)

11.1 Robert Lindsay and Danny Boyer - Canon Smith Park Cell Tower [PDCS2025-0101]

A letter from Robert Lindsay, dated November 19, 2024, was provided along with a petition. Danny Boyer spoke to the matter.

The following letters were also provided:

Request to Speak

- PJ (Patricia Jean) Zipchen, dated January 10, 2025;
- Quentin Reschny, dated January 12, 2025;

Submitting Comments

- Joseph Kennedy, dated January 11, 2025; and
- Kristine Eggertson, dated January 13, 2025;

Committee heard from the following speakers:

- Danny Boyer, responded to questions of Committee and provided a copy of his presentation.
- Patricia Jean Zipchen
- Quentin Reschny

Development Review Section Manager Dawson provided a high-level overview of the Antenna Systems Policy and responded to further questions of Committee along with Deputy City Solicitor Kowalski.

Moved By: Councillor Parker

That Administration continue to review the Antenna Systems Policy in consideration of changing technology and improving the consultation process based on current best practices and report back at the appropriate time.

In Favour: (6): Councillor Davies, Councillor Kelleher, Councillor Jeffries, Councillor Parker, Councillor Timon, and Mayor Block

CARRIED UNANIMOUSLY

12. COMMUNICATIONS (requiring the direction of the Committee)

12.1 Albert Community Centre Management Committee - Terms of Reference & Meeting Procedures [PDCS2025-0102]

A letter from Barb Lucas, Recording Secretary, Albert Community Centre Management Committee, dated December 19, 2024, was provided along with the following:

1. Albert Community Centre Management Committee meeting procedures.
2. Revised Terms of Reference updating the composition to reflect dedicated positions for a representative from each of the Nutana and Varsity View Community Associations.

Garry Ayotte, Chair, Albert Community Centre Management Committee was in attendance to respond to questions.

General Manager, Community Services Anger introduced the matter.

Moved By: Councillor Kelleher

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That the Albert Community Centre Management Committee meeting procedures be received as information; and
2. That the updated Terms of Reference as submitted by the Albert Community Centre Management Committee be approved.

In Favour: (6): Councillor Davies, Councillor Kelleher, Councillor Jeffries, Councillor Parker, Councillor Timon, and Mayor Block

CARRIED UNANIMOUSLY

12.2 Marr Residence Annual Report 2024 [PDCS2025-0103]

The Marr Residence Annual Report 2024 was provided.

General Manager, Community Services Anger introduced the matter.

Moved By: Mayor Block

That the Marr Residence 2024 Annual Report be forwarded to City Council for information.

In Favour: (6): Councillor Davies, Councillor Kelleher, Councillor Jeffries, Councillor Parker, Councillor Timon, and Mayor Block

CARRIED UNANIMOUSLY

13. IN CAMERA SESSION

14. RISE AND REPORT

15. ADJOURNMENT

The meeting adjourned at 10:51 a.m.

Councillor T. Davies, Chair

Deputy City Clerk S. Bryant

Heritage Conservation Program Strategy – Interim Options Report

ISSUE

Administration has reviewed best practices, program options and funding mechanisms for heritage conservation in municipalities across Canada. Based on this review and analysis, Administration developed potential options to strengthen the City of Saskatoon's Heritage Conservation Program.

BACKGROUND

[Bylaw No. 9700, The Official Community Plan Bylaw, 2020](#) (OCP), establishes the City of Saskatoon's (City) objectives for heritage conservation. Those objectives contained in Section D4(1) of the OCP are:

1. To identify and conserve Saskatoon's heritage resources and recognize their importance in telling the story of Saskatoon pre- and post-settlement;
2. To honour the unique history and identity of Saskatoon; and
3. To ensure the City's heritage programs and policies encourage appreciation for, and are reflective of, Saskatoon's varied history and cultures, including Indigenous communities.

The Heritage Conservation Program (the Program) was created in 1996, under [Council Policy C10-020, Civic Heritage Policy](#) (Civic Heritage Policy). The purpose of the Program is to support and facilitate the conservation, management and interpretation of heritage resources in a manner which supports economic, sustainability and social goals. A review of the Program was completed in 2012. Subsequently, an update to the Civic Heritage Policy and the creation of the Heritage Plan, with over 40 action items, based on the review, was completed in 2014.

The Standing Policy Committee on Planning, Development and Community Services, at its [meeting](#) on November 8, 2022, received a report which outlined current program status and challenges.

City Council, at its Budget [meeting](#) on November 28, 2022, approved the Heritage Conservation Program Project – a three-phased approach to strengthen the Heritage Conservation Program to include:

- 1) Jurisdictional Review – a review of municipalities to identify best practices;
- 2) Heritage Property Owner Support – a review of existing incentives and recommended approaches for an updated Heritage Program; and
- 3) Public Awareness – options for creation of new education and resource materials.

CURRENT STATUS AND APPROACH

The current Program consists of three main components:

- Regulatory approaches, such as Municipal Heritage Property Designation and [Bylaw No. 6770, The Demolition Permit Bylaw, 1987](#) (otherwise known as the Holding Bylaw);
- Financial incentives, such as grants for conservation work and incremental tax abatements; and
- Educational opportunities, such as the Saskatoon Register of Historic Places and Doors Open Saskatoon.

Despite the 2012 Review, and the 2014 policy update and Heritage Plan, the overall Program has remained largely unchanged since 1996 and continues to struggle to meet the policy objectives. In addition, many program goals and action items from the Heritage Plan remain outstanding.

The Program is funded through an annual operating budget allocation of \$262,100, of which \$146,500 is used for program administration and \$115,600 flows to the Heritage Reserve. Within this reserve, the Program allocates funding to Heritage Grants, financial support to research and awareness programming, and an annual \$10,000 transfer to the Façade Conservation and Enhancement Grant program reserve. Any residual funds each year are retained in the heritage and façade reserves and can be used to fund grants in future years.

At the end of 2024, \$72,068 for financial support and \$27,195 for research and awareness programming remained in the Heritage Reserve. The Façade Conservation and Enhancement Grant program had \$52,000 remaining for heritage related projects.

Approaches in Other Jurisdictions

Administration conducted a review of heritage programs across Canadian municipalities, including correspondence with program administrators. A summary of relevant heritage opportunities is outlined below.

Incentives

Many cities are diversifying their heritage incentive portfolio with tax exemptions and other creative approaches including low-interest loans, zoning and building flexibility and density bonusing/density transfers. Incentives which also act to achieve other community objectives are becoming more common. For example, incentives may be prioritized for heritage properties which also meet sustainability, housing and/or equity goals or may focus on specific areas such as Downtown or specific properties, such as vacant or underutilized heritage buildings.

Financial and non-financial tools incentivize the designation and maintenance of heritage properties and include:

- [Building, Zoning and Permit Flexibility](#) - provides flexibility for development standards, building code, minor variances, permit fees, discretionary and rezoning approvals;

- Density Bonusing and Transfers - development must provide public amenities to justify the additional density being granted. Amenities can include physical on-site amenities or financial contributions to Community Investment Funds that further fund public amenities;
- Low-Interest Loan Programs - a low interest loan provided to Municipal Heritage Property owners to cover the up-front costs of undertaking an eligible heritage conservation project;
- Property Tax Classification - a separate tax classification for designated Municipal Heritage Properties resulting in a permanent reduction in property taxes; and
- Property Tax Exemption - an annual fixed reduction of property taxes for designated Municipal Heritage Properties as defined under *The Heritage Property Act*.

While incentives can encourage municipal heritage designation, the choice to designate typically remains at the discretion of the property owner.

Protection

Beyond protection of heritage buildings, several cities are focusing on their own heritage assets and processes, creating heritage asset management plans and streamlining their heritage approval processes. Heritage Conservation Districts are also increasingly becoming important, focusing on a larger swath of heritage properties or neighbourhoods to maintain or retain areas which are historic, unique, or distinct to a municipality and protecting them from impacts due to increasing development pressures.

Education

Many municipalities are also placing greater importance on education efforts to create awareness and support for heritage assets. Edmonton, for example, has created a heritage workshop series and Burlington, Ontario has used story maps to foster public interest in heritage.

Summary

The common theme in many heritage programs across Canada is that a multi-faceted approach is needed. There is not one incentive, regulatory tool or educational resource that will achieve heritage conservation objectives and not all tools benefit heritage properties equally. Programs need to be varied and flexible. There are different needs based on a property's age, use (i.e. residential vs commercial) and whether the property is taxable versus non-taxable. It is important to note that not all jurisdictions are equally comparable, as different provinces are subject to different legislation.

Opportunities and options, including those used by other municipalities that were identified as part of the jurisdictional review, are included in the Heritage Conservation Program Strategy – Interim Options Report (see Appendix 1).

PUBLIC ENGAGEMENT

In the fall of 2023, a survey was sent to Municipal Heritage Properties regarding their experience with the Heritage Conservation Program. On March 19, 2024, a workshop was held with the Municipal Heritage Advisory Committee to discuss the Heritage Conservation Strategy, challenges to the existing program and a prioritization exercise for potential program options.

The Municipal Heritage Advisory Committee, at its [meeting](#) on June 18, 2024, was presented an Information Report, based on the jurisdictional review and initial feedback, outlining components of the proposed Heritage Conservation Strategy. In the summer of 2024, an Engage Page for the project was created, along with a public survey requesting feedback on the proposed options included in the Heritage Conservation Program Strategy. A summary of engagement is included in Appendix 1.

OPTIONS

Four options are presented based on the Heritage Conservation Program objectives and stakeholder feedback. The options are each comprised of a bundle of incentives, regulatory measures and educational opportunities. The options presented below can be flexible, with potential to “mix and match” from the possible program elements that comprise each option. However, Administration has made efforts to group elements within each option that align in terms of level of effort and expected results.

Option 1 Complete revision of the existing incentive program with strong regulatory measures and a diverse range of educational options.

Description:

This option would consider the full suite of program opportunities, which may include a separate property tax subclass for designated municipal heritage properties or property tax exemption, a review of building code opportunities for heritage properties, regulatory measures and educational initiatives.

Advantages:

- Offers a wide variety of incentives which offer opportunities to both taxable and non-taxable properties and would encourage more property owners to seek heritage designation;
- Addresses long-standing initiatives which have been included as part of the Heritage Plan but to date have not been addressed due to timing and resourcing constraints. This includes a thorough review of the applicability of Heritage Conservation Districts and a comprehensive review of Bylaw No. 6770, The Demolition Permit Bylaw, 1987;
- Potential for greater ability to achieve rehabilitation of heritage properties with the building permit flexibility in situations where doing so under standard regulations might be cost prohibitive and/or technically infeasible; and
- Fills in the gaps in the education and resource portion of the Heritage Conservation Program through the addition of six new initiatives.

Disadvantages:

- Some of the items, while successful in other cities, would require further in-depth analysis to determine the suitability in Saskatoon's context;
- May require legislative changes to implement, such as the case with the low-interest loan program;
- The building code equivalencies may face challenges given the number of occupancy and building code classifications in developing a standardized set of regulations; and
- The costliest option requiring seed funding for the low-interest loan program, which is estimated at \$500,000.

Financial Implications:

Administration has undertaken a preliminary review of the program elements included in this option and has estimated the cost implications for this option to be \$120,000 to \$237,000 in annual operating costs and \$961,000 to \$1,024,000 in capital costs which includes \$500,000 in seed funding for the low interest loan program. The cost for this option is potentially quite variable as City Council may wish to provide alternate guidance on the low interest loan seed funding and loan amounts.

Option 2 Strong incentives and regulatory measures with enhanced educational opportunities.

Description:

This option would include a very substantive incentive through the creation of a separate property tax sub-class or the implementation of a heritage property tax exemption. Several regulatory measures and educational initiatives would lead to a well-rounded and robust heritage conservation program.

Advantages:

- Provides a marked difference from the status quo and like Option 1 may encourage more property owners to seek heritage designation;
- While not the highest achievement level option, Option 2 is anticipated to lead to an increase in the number of designated properties, while remaining financially sustainable;
- Addresses many of the challenges identified by stakeholders during engagement, such as support needed beyond the 10-year period currently offered; and
- Substantially builds on the program's education component with the addition of a Heritage Professional and Trade Directory and Marketing and Resources Strategy.

Disadvantages:

- Several capital projects, such as a review of Heritage Conservation Districts, will draw on resources from other internal departments and/or the use of external consultants.

Financial Implications:

Administration has undertaken a preliminary review of the program elements included in this option and has estimated the cost implications for this option at \$20,000 to \$137,000 in annual operating costs and \$358,000 to \$421,000 in capital costs.

Option 3 Addition of a separate property tax class/exemption for heritage property owners to compliment the existing incentives. Slight increase in regulatory oversight and education.

Description:

This option would implement a separate property tax class or property tax exemption for Municipal Heritage Properties to incentivize designation and provide consistent, ongoing support. Beyond that, there would be little change from the existing program with respect to the regulation of heritage properties through process improvements.

Advantages:

- The most cost-effective option being proposed, other than the status quo; and
- The inclusion of property tax relief will be of benefit for taxable heritage properties which may increase the number of designated heritage properties in Saskatoon.

Disadvantages:

- Apart from the tax relief incentive provided through the creation of a separate property tax subclass or the implementation of a tax exemption, Option 3 remains similar to the status quo in terms of protection and education initiatives; and
- Many of the larger policy objectives outlined in the Heritage Plan will not be able to be implemented.

Financial Implications:

Administration has undertaken a preliminary review of the program elements included in this option and has estimated the cost implications for this option is \$8,000 to \$125,000 in annual operating costs and \$11,000 to \$74,000 in capital costs.

Option 4 No changes or additions to existing incentives, regulations or education.

Description:

This option would maintain the status quo. Project-based grants and property tax abatements will continue to form the basis of the Heritage Conservation Program. Administration will continue to find ways to improve program delivery efficiency and effectiveness, within established resources and budget.

Advantages:

- Given that the Heritage Conservation Program is not currently meeting the objectives of the Civic Heritage Policy, the benefit of this option is negligible. However, current operating costs and resourcing levels would remain.

Disadvantages:

- The number of designated Municipal Heritage Properties under Option 4 and the ability to support existing Municipal Heritage Properties will likely continue to remain low due to lack of sufficient incentives;
- Regulation and protection will remain inconsistent, leaving many significant heritage assets vulnerable to demolition and/or unsympathetic alterations; and
- Education and resource initiatives will continue to operate at a bare minimum with the operation of one Doors Open Saskatoon event every two years.

Financial Implications:

There are no new financial costs associated with this item.

RECOMMENDATION

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That Option 2 be approved for further development; and
2. That Administration be directed to bring forward a final Heritage Conservation Program Strategy built on Option 2, along with a detailed implementation and funding plan for consideration during the 2026/2027 Business Plan and Budget Deliberations.

RATIONALE

Option 2 provides a balanced approach in terms of providing substantial incentives and protection for heritage resources and public and property owner education, while remaining relatively cost-effective in terms of its impact on upfront capital costs and the long-term operating budget. Like Option 1, this option includes property tax class or exemption which is the most significant policy addition, in Administration's view, to support heritage properties and provide significant financial incentive to property owners to designate and maintain with a relatively low direct cost. It also includes creative solutions and opportunities in its approach which is enough to make a lasting positive impact on the Heritage Conservation Program and its objectives.

Option 2 does not include the low-interest loan program or the Heritage Workshops. While these items are understood to be valuable program components, they represent a relatively high amount of time and resources in exchange for relatively modest anticipated progress in achieving the program's policy objectives.

FINANCIAL IMPLICATIONS

The financial implication of each option is estimated above and in Appendix 1 of the report.

Appendix 1 also outlines potential funding sources used in other municipalities for future consideration. These funding options require further evaluation, vetting and consultation should City Council choose an option other than Option 4. Should Options 1 through 3 be selected, or an alternative option of City Council's choosing, a final strategy will be brought back for approval with more detail on the program and cost/funding implications with direction to include in the 2026/2027 Multi-Year Business Plan and Budget deliberations.

COMMUNICATION ACTIVITIES

The Engage Page for this project will be updated following City Council's decision. The Municipal Heritage Advisory Committee will also be notified. Administration will bring back a finalized Heritage Strategy for approval and direction to include a budget request for 2026/2027.

APPENDICES

1. Heritage Conservation Program Strategy – Interim Options Report

REPORT APPROVAL

Written by: Catherine Kambeitz, Senior Planner
Reviewed by: Chris Schulz, Planning Project Services Manager
Darryl Dawson, Acting Director of Planning and Development
Approved by: Celene Anger, General Manager, Community Services

SP/2025/PD/PDCS/Heritage Conservation Program Strategy – Interim Options Report/mt

HERITAGE CONSERVATION PROGRAM STRATEGY

Interim Options Report

Introduction **2**

Engagement
Summary **5**

Program Options **7**

Program Option
Components **15**

Funding
Considerations **31**

Heritage Plan Action
Items **33**

Introduction

Why Heritage Conservation is Important

There are many demonstrated benefits to heritage conservation that are recognized by municipalities beyond the appreciation, social relevancy, cultural impact and architectural significance that we often associate with when we think of conserving heritage assets.

Economic

The economic benefits of municipal heritage conservation programs are recognized across jurisdictions based on the potential for job growth, tourism, and adaptive reuse benefits. It is recognized that work pertaining to the restoration of historic resources, particularly for built heritage structures often requires additional skills and specialized trades. As a result, heritage conservation programs have an added benefit to the skilled labour market.

Tourism is also a recognized benefit of heritage conservation programs. A distinct sense of place and recognizing historical contexts create a unique travel experience for visitors. The historic districts of Cabbagetown (Toronto), Gastown (Vancouver), Old Quebec (Quebec City) and Fort Garry (Winnipeg) draw thousands of visitors annually and can be a significant economic driver for a community.

Statistics Canada, for example, reports that 24% of overnight visitors to the Calgary area participate in a cultural activity, with many visiting a historic site. Since 2012, spending by 'culture' visitors in Calgary has increased by \$51.9 million.

UNESCO indicates that urban heritage areas generate much higher returns than areas devoid of any cultural or historic significance. Proximity to world-class monuments and sites usually draws high-end service-sector businesses and residents. This is reflected in land and property values.

The adaptive reuse of historic buildings can also drive economic opportunities for a city while maintaining the building stock of older heritage buildings.

Heritage Conservation is about more than just saving old buildings. Heritage Conservation can provide substantial economic spin-offs for a municipality and help meet its sustainability objectives.

Environmental

There are many demonstrated sustainability benefits to heritage conservation programs, specifically through limiting demolition waste, and minimizing the need for new building materials. Historic buildings have 'inherent sustainability' to maintain, since their longer lifecycle presents significant carbon savings in comparison with buildings that are not constructed for longevity and must be replaced to remain a useful function. Conservation limits demolition waste patterns, which reduces pressure on landfills, and minimizes the need for new building materials to be used.

According to Statistics Canada, the demolition of buildings (construction, renovation and demolition waste) amounts to about 12% of all landfill waste generated in Canada (National Waste Characterization Report).

Upgrading existing heritage structures to become more energy efficient can often be accomplished in a sympathetic manner without destroying character-defining elements. Revitalizing historic neighbourhoods reduces the need to develop and service new land, a key objective of Smart Growth.

Heritage Conservation curates our space; from ornately adorned churches to sacred spaces and modest boomtown architecture, heritage assets significantly contribute to the public realm and how we experience our city.

Social

Lastly, heritage is collectively ours. Heritage conservation provides an opportunity to recognize and celebrate our history. It is a marker of our physical past, telling the story of how a community developed, what significant events occurred throughout its history, various periods of design and architecture, and the individuals or groups that lived there.

Heritage assets are significant contributors to the public realm, and often provide a sense of place. Heritage conservation has become more holistic and inclusive in recent years through a broadened approach to heritage. Cultural and natural heritage has become increasingly important, as has the inclusion of underrepresented groups.

Heritage Conservation Program Strategy

The Heritage Conservation Program Strategy is intended to outline a series of options and opportunities that seek to better conserve Saskatoon's heritage assets through the City's existing Heritage Program. These opportunities are currently outlined at a high level, with room for further detail and refinement following City Council's direction. Four separation options have been bundled for City Council's consideration, based on three key areas:

Incentives

Financial and non-financial assistance to heritage property owners.

Protection

Regulatory tools to ensure measures are in place to protect heritage assets and guide change.

Education:

Providing access to education, tools and resources to heritage property owners and the public.



Top: City Hall Source: Saskatoon Public Library – Local History. A-1524

The common approach to heritage conservation in many heritage programs across Canada is a multi-faceted. There are different needs based on property age, use (i.e. residential vs commercial), and whether the property is taxable or non-taxable.

Through research of best practices in other Canadian municipalities, several opportunities were identified in the areas of incentives, regulation, and education. These opportunities and options are explained in more detail on the following pages.

Heritage Conservation Program

The Official Community Plan (Bylaw 9700) defines the City's role in conserving and interpreting cultural and built heritage in Saskatoon. The Heritage Conservation Program was established in 1996 and is administered through the Civic Heritage Policy (C10-020).

The Civic Heritage Policy (C10-020) supports and facilitates the consideration, designation, conservation, and management of heritage resources. The Heritage Plan is a companion document to the Civic Heritage Policy (C10-020) which links the Civic Heritage Policy with implementation actions. The Heritage Conservation Program includes both financial and non-financial support for heritage conservation, in addition to educational outreach. The current program includes:

Tax Incentives

A property tax abatement up to 50% of the costs where a proposed conservation project generates an increase in the existing property taxes. (Up to a \$150,000 max). An incentive which has not been accessed in the last 10 years.

Grants

A grant that covers 50% of the project costs where a proposed conservation project does not generate an increase in the existing property taxes or for tax-exempt properties. (Up to a maximum of \$150,000 for taxable properties and \$75,000 for tax exempt properties).

The grant is typically amortized over a number of years, up to a maximum of 10 years. City Council has the ability to approve additional funding beyond the \$150,000. This incentive has been used 35 times in the last 10 years totaling over \$580,000.

Maintenance Grants

A grant up to 50% of maintenance costs. (Up to \$2,500). This grant has been accessed 21 times in the last 10 years totaling \$21,000.

Permit Refunds

A refund of 50% of any building and development permit fees related to eligible project costs. This incentive has not been utilized in the last 10 years.

Non-Financial Incentives and Support

The City provides non-financial incentives and support services for each individual property. This may include working to develop alternative solutions to address building code requirements, investing in streetscaping improvements which enhance the heritage structure, a relaxation of development standards or rezoning by agreement for adaptive reuse of the property. Accessed once in the last 10 years for a relaxation in development standards.

Façade Conservation and Enhancement Program

A grant up to \$4,000 for eligible properties undergoing a heritage conservation project. Applicable to commercial properties only.

Heritage Promotion Grant

A grant up to \$2,000 annually to support each Business Improvement District in promotional and educational ventures within their district.

Education

The City provides educational opportunities on heritage conservation through its website, as well as a biennial Doors Open Event.

Grants are the most used incentive tool under the existing Heritage Conservation Program, accounting for nearly \$600,000 and upwards of 50 projects since 2014.

Engagement Summary

Engagement Tools

The following engagement methods and tools were used to engage and inform stakeholders on the Heritage Conservation Program Strategy:

Heritage Property Owner Survey (October 2023)

A survey was emailed out to all private Designated Municipal Heritage Properties in October 2023. There were 19 responses received.

MHAC Workshop (March 2024)

A workshop was held with MHAC on March 19, 2024. The purpose of the exercise was to prioritize a list of potential incentive, protection, and education options.

MHAC Meeting (June 2024, and September 2024)

Based on a jurisdictional review and the March workshop, an information report was presented to MHAC on June 18, 2024, outlining a draft of the proposed Heritage Conservation Strategy. Administration attended a follow up meeting in September to provide a project update.

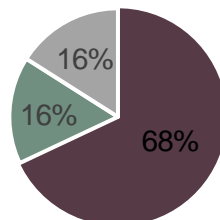
Engage Page and Public Survey (July 2024)

An engage page for the project was created along with a public survey requesting feedback on the proposed incentives, regulations and education options. There were 75 respondents to the survey.



Top: City Hall Source: Saskatoon Public Library – Local History. LH-6444

Heritage Property Owners Survey: Respondents by Property Type



■ Residential ■ Commercial ■ Other

MHAC Prioritization

The following opportunities were selected by MHAC as top priorities:

Incentives

1. Property Tax Incentives
2. Grants
3. Building, Zoning and Permit Flexibility

Protection

1. Holding Bylaw Review
2. Heritage Alteration Permit
3. Heritage Conservation Districts

Education

1. Heritage Workshops
2. Heritage Professional and Trade Directory
3. Interpretive Features Initiative

What We Heard

The following key themes were identified through engagement on the existing Heritage Conservation Program, as well as the opportunities and options that are being considered under the Heritage Conservation Program Strategy:

Current incentives require substantial upfront capital investment. Owning a heritage property comes with unique challenges and maintenance requirements. It may take property owners several years to be able to pay the upfront cost for a heritage conservation project. Many property owners may never be in a position to afford the capital investment.

Support is needed beyond the 10-year period offered. Property owners are not able to access the program again if they reach the maximum grant amount, which is capped at 10 years. Support may not be available over the property's lifespan.

Better public awareness and education. The public is not aware of the incentives offered through the heritage conservation program. They are often unaware of other City or Provincial incentives or grants that may be available to them. Better education is a key component to teaching the public, professionals and other organizations the value of historical properties and how the program is able to offer assistance.

No tangible measurables or targets identified. Without set targets or quantifiable numbers, it is challenging to determine what would constitute success for the Heritage Conservation Program. Is it so many properties designated per year? Is it the amount of funding provided and/or spent?

Difficulty in finding skilled trades, craftsperson, and professionals. Finding people with knowledge of heritage construction and appropriate conservation techniques is challenging in Saskatoon.

Timing and delays in approvals are costly. The perception that heritage designation means more "red tape" is pervasive. Delays in approvals are viewed as being costly to owners when improvements are considered urgent.

A culture shift is necessary. There needs to be a change in how we view heritage. Heritage needs to be assigned a value and considered to be an important attribute to a community. The City needs to be clear on what the "why" is. Why designate more heritage assets? Why is it important for the City to continue to conserve heritage and not solely rely on the private sector to do so? What are the implications of losing heritage?

Consider disincentives to curb demolition and neglect. Consider implementing disincentives that deter investors, developers and property owners from demolishing buildings.

"Money talks". An all around more robust funding strategy and incentive program is required. Provide fair, ongoing support to those property owners that invest in Saskatoon's heritage.

Costs to the City and its citizens of an expanded Heritage Conservation Program. Any costs of a revised Heritage Program should be outlined clearly to residents.

Impact on Property Value and Insurance. Concerns regarding heritage designation and its potential impact on property value and property insurance.

Program Options

Four options to improve the existing Heritage Conservation Program have been drafted and are outlined in the following pages.

Program Option 1

The most ambitious option which would place Saskatoon as one of the top leaders in heritage conservation amongst Canadian Municipalities. This option would implement the full suite of program opportunities, including a separate property tax subclass or property tax exemption for designated municipal heritage properties, a low interest loan program, a review of building code opportunities for heritage properties, and other regulatory measures and educational initiatives.

Some of the items, while successful in other cities, would require further in-depth analysis to determine the suitability in Saskatoon's context. Option 1 is the costliest option, largely as a result of the required seed funding for the low-interest loan program.

Program Option 2 (Recommended)

Option 2 would include a very substantive incentive through the creation of a separate property tax subclass or the implementation of a heritage property tax exemption. Several regulatory measures and educational initiatives would lead to a well-rounded and robust heritage conservation program.

This option provides a notable difference from the status quo, and like Option 1 could encourage more property owners to seek heritage designation. While not the highest achievement level option, Option 2 has great potential to lead to an increase in the number of designated properties, while remaining financially sustainable.

Program Option 3

Like Options 1 and 2, Option 3 would implement a separate property tax subclass, or property tax exemption for Municipal Heritage Properties to incentivize

designation and provide consistent, ongoing support. There would be little change from the existing program with respect to protection of heritage properties and public education.

Apart from the tax relief incentive provided through the creation of a separate property tax subclass, Option 3 remains similar to the status quo. Many of the larger policy objectives outlined in the Heritage Plan will not be able to be implemented. This option however is the most cost-effective option being proposed, other than the status quo.

Program Option 4 (Status Quo)

This option would retain the status quo of the existing Heritage Conservation Program. Project-based grants and property tax abatements will continue to form the basis of the Heritage Conservation Program. Administration will continue to find ways to improve program delivery efficiency and effectiveness, within established resources and budget.

The number of designated Municipal Heritage Properties and the ability to support existing Municipal Heritage Properties, may continue to remain low due to lack of sufficient incentives and support. Regulation and protection will remain inconsistent, and education and resource initiatives will continue to operate at a bare minimum.



Top: 3rd Avenue South. Source: Saskatoon Public Library – Local History. A-1231

Program Options Summary Table

Category	Option 1	Option 2	Option 3	Option 4
Property Tax Subclass / Exemption				
Low Interest Loan Program				
Density Bonusing and/or Transfers			 *Density Bonusing	 *Density Bonusing
Building, Zoning and Permit Flexibility		 *Zoning Flexibility	 *Zoning Flexibility	 *Zoning Flexibility
Grants				
Incremental Tax Abatement				
Holding Bylaw Review (Bylaw No. 6770)				
Heritage Conservation Districts Review				
City Heritage Assets Strategy				
Process Improvements				
Story Maps				
Heritage Workshops				
Honouring Treaty Relationships: Urban Reserves				
Heritage Professional and Trade Directory				
Interpretive Features Initiative				
Marketing and Resources Strategy				
Doors Open Event				
Cost Estimates* (above existing program costs)	Operating: \$120,000 - \$237,000 Capital: \$961,000 - \$1,024,000	Operating: \$20,000 - \$137,000 Capital: \$358,000 - \$421,000	Operating: \$8,000 - \$125,000 Capital: \$11,000 - \$74,000	Operating: - Capital: -

Program Option 1 – Next Steps

The most ambitious option which would place Saskatoon as one of the top leaders in heritage conservation amongst Canadian Municipalities. This option would implement the full suite of program opportunities, including a separate property tax subclass or property tax exemption for designated municipal heritage properties, a low interest loan program, a review of building code opportunities for heritage properties, and other regulatory measures and education initiatives. Some of the items, while successful in other cities, would require further in-depth analysis to determine the suitability in Saskatoon's context. Option 1 is also the costliest, requiring seed funding for the low-interest loan program.

Property Tax Subclass or Exemption

- Creation of a new property tax subclass or property tax exemption agreements for City Council approval.
- Administrative process development.
- Review of criteria for Municipal Heritage designation.

Low Interest Loan Program

- Lobby Provincial Government to provide for the City to offer low interest loans to designated Municipal Heritage Properties.
- Creation of a loan program. Including research into the potential for third-party administrator.
- Approval of program/Bylaw and establishment of a capital loan contribution by City Council.
- Marketing and education of the Program.

Density Bonusing and Transfers

- Review of areas within the City that would be appropriate candidates for additional density.
- Amendments to the Zoning Bylaw to provide for density transfers.
- Engagement with the public and development community to solicit feedback and inform on the density transfer incentive and selected 'transfer areas'.

Building, Zoning and Permit Flexibility

- Approval of Capital project by City Council for the review of potential amendments to the Building Bylaw.
- A review of feasibility of permit and application fee reductions and subsequent amendments to the Zoning and Fee Bylaws.

Existing Grants

- Amendments to the Civic Heritage Policy (C10-020) to limit non-maintenance related cash grants to non-taxable properties only.
- Potential review of term length of cash grants, amount and a possible increase to the maintenance grant.

Holding Bylaw Review

- Increased effort to designate Holding Bylaw (Bylaw No. 6770) Properties through new incentives offered.
- Review of Holding Bylaw for the inclusion of additional properties.
- Review for potential amalgamation of Holding Bylaw and the Saskatoon Register of Historic Places.



Top: Buena Vista School. Source: City of Saskatoon

Heritage Conservation Districts Review

- Research areas of heritage interest through previous policy and reviews.
- Identify common characteristics within those areas to determine suitability for an HCD.
- Consultations with MHAC and other stakeholders.
- Direction from City Council on proceeding with next steps and potentially an HCD(s).

City Heritage Assets Strategy

- Review of city-owned heritage properties for potential designation and/or sale.
- Identification of potential barriers to adaptive reuse of current heritage assets.
- Development of a City-owned Heritage Assets Conservation Strategy through Administration and/or an external architect/heritage professional.

Process Improvements

- Amendments to Heritage Plan and Civic Heritage Policy (C10-020) for inclusion of 'orphaned' bylaws and processes.
- Establishment of all relevant heritage processes in ePermitting and/or a grant system.
- Exploring the use of a heritage alteration permit.
- Creating program targets that are measured annually.

Heritage Workshops

- Work with external partners, heritage professionals, tradespeople and MHAC to develop relevant workshops that provide 'hands-on' guidance regarding heritage conservation.
- Develop educational content and marketing around the workshops to inform the public.

Heritage Professional and Trade Directory

- Compile a list of heritage trade professionals by researching those who have undertaken heritage conservation work through past projects and reaching out to trade representatives and organizations.
- Publish and regularly maintain the list online.

Interpretive Features Initiative

- Working with local partners, indigenous and community groups, and MHAC, establish an appropriate area for the initiative, along with common theme or themes.
- Enlist a consultant or internal staff to develop a comprehensive interpretive plan for City Council's approval.



Top: Spadina Crescent Bridge. Source: City of Saskatoon

Honouring Treaty Relationships: Urban Reserves

- Reach out to First Nations to obtain feedback and interest on commemoration.
- Work with First Nations to discuss the appropriate type of commemoration.

Story Maps

- Create a Story Map for Municipal Heritage Properties and/or the Saskatoon Register of Historic Places through online mapping tools.
- Develop educational content surrounding the story maps to educate the public.



Top: Marr Residence. Source: City of Saskatoon

Marketing and Resources Strategy

- Complete a refresh of the Heritage Conservation Program material and brand.
- Develop an increased online presence.
- Review the Saskatoon Register of Historic Places and Built Heritage Database to determine changes.

Existing Doors Open Event

- Research additional opportunities to expand on the success of the event.
- Potentially pursue options to administer the event internally versus an external organization in order to improve efficiencies and reduce costs.



Operating: \$120,000 - \$237,000
Capital: \$961,000 - \$1,024,000

Program Option 2 (Recommended) – Next Steps

This option would include a very substantive incentive through the creation of a separate property tax subclass or the implementation of a heritage property tax exemption. Several regulatory measures and educational initiatives would lead to a well-rounded and robust heritage conservation program.

This option provides a notable difference from the status quo, and like Option 1 could encourage more property owners to seek heritage designation. While not the highest achievement level option, Option 2 has great potential to lead to an increase in the number of designated properties, while remaining financially sustainable.

Property Tax Subclass or Exemption

- Creation of a new property tax subclass or property tax exemption agreements for City Council approval.
- Administrative process development.
- Review of criteria for Municipal Heritage designation.

Density Bonusing and Transfers

- Review of areas within the City that would be appropriate candidates for additional density.
- Amendments to the Zoning Bylaw to provide for density transfers.
- Engagement with the public and development community to solicit feedback and inform on the density transfer incentive and selected 'transfer areas'.



Top: King George Hotel. Source: City of Saskatoon



Top: Stewart's Drug Store. Source: City of Saskatoon

Existing Zoning Flexibility

- Flexibility to development standards listed under the Zoning Bylaw for heritage properties is already established in the Zoning Bylaw.
- Focus on better communication with the development community and the public regarding the existence of this incentive.

Existing Grants

- Amendments to the Civic Heritage Policy (C10-020) to limit non-maintenance related cash grants to non-taxable properties only.
- Potential review of term length of cash grants, amount and a possible increase to the maintenance grant.

Holding Bylaw Review

- Increased effort to designate Holding Bylaw (Bylaw No. 6770) Properties through new incentives offered.
- Review of Holding Bylaw for the inclusion of additional properties.
- Review for potential amalgamation of Holding Bylaw and the Saskatoon Register of Historic Places.

Heritage Conservation Districts Review

- Research areas of heritage interest through previous policy and reviews.
- Identify common characteristics within those areas to determine suitability for an HCD.
- Consultations with MHAC and other stakeholders.
- Direction from City Council on proceeding with next steps and potentially an HCD(s).

City Heritage Assets Strategy

- Review of city-owned heritage properties for potential designation and/or sale.
- Identification of potential barriers to adaptive reuse of current heritage assets.
- Development of a City-owned Heritage Assets Conservation Strategy through Administration and/or an external architect/heritage professional.

Process Improvements

- Amendments to Heritage Plan and Civic Heritage Policy (C10-020) for inclusion of 'orphaned' bylaws and processes.
- Establishment of all relevant heritage processes in ePermitting and/or a grant system.
- Exploring the use of a heritage alteration permit.
- Creating program targets that are measured annually.

Heritage Professional and Trade Directory

- Compile a list of heritage trade professionals by researching those who have undertaken heritage conservation work through past projects and reaching out to trade representatives/organizations.
- Publish and regularly maintain the list online.

Interpretive Features Initiative

- Working with local partners, indigenous and community groups, and MHAC, establish an appropriate area for the initiative, along with common theme or themes.
- Enlist a consultant or internal staff to develop a comprehensive interpretive plan for City Council's approval.



Top: Cenotaph. Source: City of Saskatoon

Honouring Treaty Relationships: Urban Reserves

- Reach out to First Nations to obtain feedback and interest on commemoration.
- Work with First Nations to discuss the appropriate type of commemoration.

Story Maps

- Create a Story Map for Municipal Heritage Properties and/or the Saskatoon Register of Historic Places through online mapping tools.
- Develop educational content surrounding the story maps to educate the public.



Top: Moose Jaw Trail. Source: City of Saskatoon

Marketing and Resources Strategy

- Complete a refresh of the Heritage Conservation Program brand and material.
- Develop an increased online presence.
- Review of the Saskatoon Register of Historic Places and Built Heritage Database to determine changes.

Existing Doors Open Event

- Research additional opportunities to expand on the success of the event.
- Potentially pursue options to administer the event internally versus an external organization in order to improve efficiencies and reduce costs.



Operating: \$20,000 - \$137,000
Capital: \$358,000 - \$421,000

Program Option 3 – Next Steps

This option would implement a separate property tax subclass, or a property tax exemption for Municipal Heritage Properties to incentivize designation and provide consistent, ongoing support. There would be little change from the existing program with respect to protection of heritage properties and public education.

Apart from the tax relief incentive provided through creation of a separate property tax subclass, Option 3 remains the status quo. Many of the larger policy objectives outlined in the Heritage Plan will not be able to be implemented. This is the most cost-effective option being proposed, other than the status quo.

Property Tax Subclass or Exemption

- Creation of a new property tax subclass or property tax exemption agreements for City Council approval.
- Administrative process development.
- Review of criteria for Municipal Heritage designation.

Existing Density Bonusing

- Density Bonusing for heritage conservation exists currently under the Zoning Bylaw.
- Provide better communication on this incentive, outlining how it works and its benefit.

Existing Zoning Flexibility

- Flexibility to development standards listed under the Zoning Bylaw for heritage properties is already established in the Zoning Bylaw.
- Focus on better communication with the development community and the public regarding the existence of this incentive.

Existing Grants

- Amendments to the Civic Heritage Policy (C10-020) to limit non-maintenance related cash grants to non-taxable properties only.
- Potential review of term length of cash grants, amount and a possible increase to the maintenance grant.



Top: Pendency House. Source: City of Saskatoon

Process Improvements

- Amendments to Heritage Plan and Civic Heritage Policy (C10-020) for inclusion of 'orphaned' bylaws and processes.
- Establishment of all relevant heritage processes in ePermitting and/or a grant system.
- Exploring the use of a heritage alteration permit.
- Creating program targets that are measured annually.

Existing Doors Open Event

- Research additional opportunities to expand on the success of the event.
- Potentially pursue options to administer the event internally versus an external organization in order to improve efficiencies and reduce costs.



Top: St. Joseph's Roman Catholic Church and Rectory. Source: City of Saskatoon



Operating: \$8,000 - \$125,000
Capital: \$11,000 - \$74,000

Option 4

This option would retain the status quo of the existing Heritage Conservation Program. Project-based grants and property tax abatements will continue to form the basis of the Heritage Conservation Program. Administration will continue to find ways to improve program delivery efficiency and effectiveness, within established resources and budget.

The number of designated Municipal Heritage Properties under Option 4 and the ability to support existing Municipal Heritage Properties, may continue to remain low due to lack of sufficient incentives and support. Regulation and protection will remain inconsistent, and education and resource initiatives will continue to operate at a bare minimum.

Existing Incremental Tax Abatements

- Incremental Tax Abatements exist under the current Heritage Conservation Program.

Existing Density Bonusing

- Density Bonusing for heritage conservation exists currently under the Zoning Bylaw.
- Provide better communication on this incentive, outlining how it works and its benefit.



Top: Adilman's Department Store. Source: City of Saskatoon

Existing Zoning Flexibility

- Flexibility to development standards for heritage properties is already established under the Zoning Bylaw.
- Focus on better communication with development community and public regarding the existence of this incentive.

Existing Grants

- Potential review of term length of cash grants, amount and a possible increase to the maintenance grant.



Top: Eaton Block. Source: City of Saskatoon

Existing Doors Open Event

- Research additional opportunities to expand on the success of the event.
- Potentially pursue options to administer the event internally versus an external organization in order to improve efficiencies and reduce costs.



Operating: -

Capital: -

Program Option Components

The Program Options are made up of several new components that could be added to the existing Heritage Conservation Program. These options are categorized according to the following:

Incentives

Incentives refer to financial and nonfinancial assistance for designated Municipal Heritage Properties, and includes the following components:

- Building, Zoning and Permit Flexibility;
- Density, Bonusing and Transfers;
- Low Interest Loan Program;
- Property Tax Subclass; and
- Property Tax Exemption.

Protection

Protection refers to regulatory tools that ensure measures are in place to protect heritage assets and guide change, and includes the following components:

- Holding Bylaw Review (Bylaw No. 6770);
- Heritage Conservation Districts Review;
- City Heritage Assets Strategy; and
- Process Improvements.

Education

Education refers to access to education, tools and resources for heritage property owners and the public, and includes the following components:

- Story Maps;
- Heritage Workshops;
- Honouring Treaty Relationships: Urban Reserves;
- Heritage Professional and Trade Directory; and
- Marketing and Resources Strategy.

Each component is outlined in further detail on the following pages.



Top: Traffic Bridge. Source: Saskatoon Public Library – Local History. LH-1389

Building, Zoning and Permit Flexibility

Incentive

What it is:

Provides flexibility in zoning and permit requirements for Municipal Heritage Properties. This may include:

- Flexibility in development standards as outlined in the Zoning Bylaw.
- Evaluation of alternative solutions under the National Building Code which could provide standard code equivalency regulations for heritage properties, as opposed to evaluation on a case-by-case basis.
- A reduction or waiver of fees for permits, encroachments, minor variances, discretionary use and/or rezoning applications.

How it Meets Policy Objectives:

- Supports the conservation of heritage resources through incentives.
- Offers monetary and non-monetary incentives to Designated Municipal Heritage Properties.
- Heritage Plan Action Item: undertake a review of incentives (B.3 a)
- Heritage Plan Action Item: review the application of building code (B.3. b).

Rationale for this Incentive:

- Conforming to current building code regulations can be costly, which may be a deterrent towards building retention or adaptive reuse. This incentive can significantly remove barriers and costs to development while continuing to align with land use and building code requirements.

- Lengthy processing times of applications have been identified as a barrier to designation. Fee reductions and/or accelerated processing times can help offset some of those concerns.

Challenges to its Implementation:

- Permit fees are based on cost recovery. As a result, a reduction or waiver of fees may require new funding and may not be possible with current fee model.
- Developing standard building code equivalencies for heritage buildings that does not compromise safety and accessibility may be challenging largely due to the different occupancy and building classifications.
- Changes to building code requirements and fee reductions would require further research through a capital project to fully understand the viability and implications of implementing these changes.

Examples in other Jurisdictions:

- Edmonton provides zoning regulation variances.
- Calgary provides zoning regulation variances.
- Vancouver provides Building code flexibility.
- Seattle provides building code relief.
- Delta provides reduced building code standards.

Options that Include this Incentive:

Option 1: Building, Zoning and Permit Flexibility

Option 2: Zoning Flexibility

Option 3: Zoning Flexibility

Option 4: Zoning Flexibility

Density Bonusing and Transfers

Incentive

What it is:

Density Bonusing means providing additional density for a development in return for the inclusion of public amenities. One of those amenities can include heritage conservation.

Density Bonusing is currently permitted under the City's Zoning Bylaw. This means that development that includes heritage conservation currently permits an additional 10% of building height beyond the 76-metre maximum in the B6 Zoning District.

The Density Transfer tool can be used where it is not possible to add more development to the site of a heritage building. Density transfers are a tool that have not been utilized. Enabling the transfer of some portion of development potential to an eligible receiver site could provide financial benefit to heritage designation and preservation/maintenance efforts.

How it Meets Policy Objectives:

- Supports the conservation of heritage resources through incentives.
- Offers monetary and non-monetary incentives to Designated Municipal Heritage Properties.
- Heritage Plan Action Item: undertake a review of incentives (B.3 a)

Rationale for this Incentive:

- Provides flexibility by applying directly to on-site development projects or as a 'density transfer' when applied to a development site that differs from where the public amenity is being provided.
- Minimal financial impact to the City and aligns with the work being undertaken in the City Centre and District Plan.

Challenges to its Implementation:

- Density bonusing may not be applicable to a large number of heritage sites.
- Density transfers are a better incentive but are best achieved if specific areas deemed appropriate for additional density are identified.



Top: Yaeger Block. Source: City of Saskatoon

Examples in other Jurisdictions:

- Calgary provides a financial incentive for density. In addition, the City of Calgary calculates floor area that can be transferable (or sold) to another parcel.
- Vancouver offers a transfer bonus density from the heritage building (referred to as a 'donor' site) to where there is more opportunity for development (a 'receiver' site). The City of Vancouver outlines specific areas where density bonuses can be transferred and publishes a Transferable Heritage Density Inventory that lists all the donor sites with density for sale in the city.

Options that Include this Incentive:

Option 1: Density Bonusing and Transfers

Option 2: Density Bonusing and Transfers

Option 3: Density Bonusing

Option 4: Density Bonusing

Low Interest Loan Program

Incentive

What it is:

A low interest loan provided to Municipal Heritage Property owners to cover the up-front costs of undertaking an eligible heritage conservation project.

Loans would have an established set minimum and a maximum (e.g. \$1,000 to \$40,000). The interest rate may vary on the length of the loan (5 - 20 years for example), which would be repaid as an addition to property taxes.

How it Meets Policy Objectives:

- Supports the conservation of heritage resources through incentives.
- Offers monetary and non-monetary incentives to Designated Municipal Heritage Properties.
- Heritage Plan Action Item: undertake a review of incentives (B.3 a)

Rationale for this Incentive:

- Provides immediate support for heritage conservation.
- Could expand eligible projects to include engineering and architectural services, mechanical/electrical/plumbing system upgrades, maintenance, and energy efficiency improvements, which are not currently eligible under the existing Heritage Conservation Program.
- Third-Party administration could be considered or partnerships with financial institutions to establish a direct lending program.

Challenges to its Implementation:

- Low interest loans are largely not permitted under *The Cities Act*. (Limited implementation could be possible as a supplement to the Home Energy Loan Program (HELP).)

- Requires substantial up-front capital or 'seed funding' to start the program.
- May require significant administrative costs if the municipality is responsible for administering the program (dependent on the scope and scale of the program).
- Can become administratively complex when used in conjunction with other tax-based incentive options (such as tax exemptions), as this incentive is also reliant on the use of property taxes.
- Provides no benefit to properties that are tax-exempt (e.g. religious institutions).

Examples in other Jurisdictions:

- Markham provides low interest loans to heritage properties.
- Saskatoon's own Home Energy Loan Program (HELP) offers a loan between \$1,000 and \$60,000 with \$2.5 million initial funding.

Options that Include this Incentive:

Option 1



Top: Roxy Theatre. Source: City of Saskatoon

Property Tax Subclass

Incentive

What it is:

A separate tax classification for designated Municipal Heritage Properties resulting in an on-going reduction in property taxes. A separate tax class would form part of the annual mill rate bylaw that City Council is required to approve annually. At any point, City Council could eliminate or make the mill rate the same as other tax classes. This incentive would operate in a similar manner to a tax abatement or rebate but without a set cap (years) or the requirement for renewal.

How it Meets Policy Objectives:

- Supports the conservation of heritage resources through incentives.
- Offers monetary and non-monetary incentives to Designated Municipal Heritage Properties.
- Heritage Plan Action Item: undertake a review of incentives (B.3 a)

Rationale for this Incentive:

- An attractive incentive to encourage Municipal Heritage Designation that may have the biggest impact on the number of designations and strongly signals a dedication to heritage conservation by the City.
- A straightforward incentive mechanism that would be applicable to all designated heritage properties that is not project based.
- Helps to alleviate costs associated with heritage property ownership and encourages ongoing maintenance.
- Can make demolition or 'demolition by neglect' a less attractive option for property owners or developers.

Challenges to its Implementation:

- May require additional restrictions on which properties qualify for designation by amending the Designation Evaluation Criteria for Municipal Heritage Properties.
- May cause issues with transparency, as it adds another calculation to the mill rate formula that makes it difficult to understand the City's tax and policy ratio.
- Not easy to modify once the tax classification has been set.
- Since heritage properties are both commercial and residential, there will be complications in applying a mill rate. For example, some will have a taxable percentage value of 85% and some will have 80%. Applying a uniform mill rate across these property taxes will be difficult and will add another layer of reporting to the provincial government.

Examples in other Jurisdictions:

None. Explored in other cities but not implemented to date.

Options that Include this Incentive:

Option 1

Option 2

Option 3



Top: Hopkins House. Source: City of Saskatoon

Property Tax Exemption

Incentive

What it is:

An annual fixed reduction of property taxes for Municipal Heritage Properties as defined under *The Heritage Property Act*. The reduction may include commercial and/or residential designated heritage properties and may or may not be tied to a heritage conservation project.

The portion of property taxes are reduced as a percentage. The duration may be open-ended or capped (5 or 10 years as an example).

How it Meets Policy Objectives:

- Supports the conservation of heritage resources through incentives.
- Offers monetary and non-monetary incentives to Designated Municipal Heritage Properties.
- Heritage Plan Action Item: undertake a review of incentive (B.3 a)



Top: Bowerman House. Source: City of Saskatoon

Rationale for this Incentive:

- A substantial incentive to encourage the retention of heritage properties.
- Helps to absorb some of the costs associated with conservation projects and adaptive reuse of heritage buildings.
- Can be applied outright to any Designated Municipal Heritage Property or only for those who undergo an approved Heritage Conservation project.

Challenges to its Implementation:

- Requires an application process each term to renew the exemption (if applicable).
- Does not provide a benefit to tax-exempt properties (e.g. religious institutions).

Examples in other Jurisdictions:

- Burlington provides eligible residential sites with a 40% rebate on property taxes (municipal and education) and 20% for commercial sites. There is no fixed term or cap.
- Markham provides eligible properties with a 30% rebate on property taxes.
- Edmonton provides non-residential properties with a tax exemption up to \$50,000 per year for 10 years.
- Regina provides a property tax exemption to taxable Designated Heritage Properties equivalent to 50% of eligible conservation work costs to a maximum of 10 years.

Options that Include this Incentive:

Option 1

Option 2

Option 3

City Heritage Assets Strategy

Protection Measure

What it is:

The City owns several heritage assets, each requiring their own long-term funding strategy and maintenance plan. Ideally, all City owned heritage resources should be designated, maintained in a good standard of repair, and incorporated into new development, not demolished, wherever possible.

A City Heritage Assets Conservation Strategy would provide site-by-site direction for ongoing future use of City-owned heritage assets.

How it Meets Policy Objectives:

- Develop and implement a proactive heritage review and evaluation process to identify City-owned heritage property at a time when the structure is still in use.
- Create conservation plans for City-owned heritage properties.
- Heritage Action Plan Item: prepare Conservation Plans (A.2. a)
- Heritage Action Plan Item: review the protection, management, programming, and interpretation of city-owned heritage (A.2. b)

Rationale for this Protection Measure:

- The City sets an example and high standard for heritage conservation through the pro-active approach and adherence to The Standards and Guidelines for the Conservation of Historic Places in Canada.
- Preservation of heritage assets owned by the City have the capacity to transform several key areas for redevelopment through appropriate conservation and adaptive reuse.

Challenges to its Implementation:

- Lengthy and costly process to determine a sustainable funding strategy and develop management plans for heritage assets.
- The funding of larger conservation efforts varies tremendously amongst cities. Most municipalities appear to have challenges securing a long-term funding strategy for city-owned heritage properties.

Examples in other Jurisdictions:

- Edmonton has created a Historic Resources Management Plan.
- Vancouver drafted a Heritage Conservation Renewal Report.
- Calgary is guided by their Historic Management Plan.

City-Owned Municipal Heritage Properties include:

Albert School

Bowerman House

City Gardener's Site

Little Chief Service Station

Marr Residence

Mendel Building and Civic Conservatory

Pioneer (Nutana) Cemetery

Superintendent's Residence

Options that Include this Incentive:

Option 1

Option 2

Heritage Conservation Districts Review

Protection Measure

What it is:

Heritage Conservation Districts (HCDs) are a group or area of heritage resources designated pursuant to *The Heritage Property Act*. These resources may include property, buildings, landscaping, streetscapes, etc. in a Designation Bylaw that is registered on the title of the included properties.

Formally identifying areas of heritage interest is a good first step to the application of a Heritage Conservation District. There have been several key areas in Saskatoon that have been flagged as potential candidates for HCD's including 21st Street & 2nd Avenue, portions of Spadina Crescent East, and the historic commercial districts of Broadway and Riversdale.

How it Meets Policy Objectives:

- The City may establish Heritage Conservation Districts or areas of heritage interest to recognize, protect and enhance the character of heritage areas.
- Heritage Plan Action Item: support conservation of neighbourhood heritage character (D. a)
- Heritage Plan Action Item: identify and establish HCDs. (Action Plan: D. d)

Rationale for this Protection Measure:

- Preserves the character of specific areas by protecting its important historical elements or features while also allowing for and guiding change.

- Can be very successful when a Heritage Conservation District is a community-led plan that has a clear goal and method, and that the legal ramifications and benefits are thoroughly explained.

Challenges to its Implementation:

- Difficulty in getting 'buy-in' from multiple property owners.
- A lengthy process which requires time and consideration to determine the suitable attributes or features of an area that are to be conserved.
- The argument has been made against Heritage Conservation Districts that in some situations HCDs lead to gentrification, and loss of variety, mixed-use and/or multi-unit residential development.

Examples in other Jurisdictions:

- Regina's Victoria Park HCD is the only city in the province that has implemented a HCD.
- Ottawa has 21 HCDs. Some of these HCD's are as small as street blocks, while others are as large as entire neighbourhoods.
- Winnipeg has two HCDs.

Options that Include this Incentive:

Option 1

Option 2

Process Improvements

Protection Measure

What it is:

Streamlining and improving the processes required to administer the City's Heritage Conservation Program through:

- Formalization of all policy and procedures into the Heritage Policy and Heritage Plan, including Bylaw No. 8356, The Heritage Property Bylaw, 2004 (Approval of Alterations), the Heritage Impact Statement and the Heritage Resource Materials Strategy.
- Ensuring all relevant processes are available within ePermitting, including online applications for municipal heritage designation, applications for heritage alterations, incentives etc.
- Exploring the use of a heritage alteration permit.
- Continue to build on working relationships between the City, MHAC, and other heritage organizations.
- Creating targets for the Heritage Conservation Program that are quantifiable and regularly tracked.

How it Meets Policy Objectives:

- The City will use the Standards and Guidelines as a benchmark to assess the conservation interventions proposed for Municipal Heritage Properties.

Rationale for this Protection Measure:

- Provides a 'one-stop shop' for approvals for heritage properties and clarifies the expectations for heritage properties for maintenance and alterations and the steps in the approval process.
- Increases efficiency by allowing staff to track applications and monitor progress.
- Create targets for the Heritage Conservation Program that are measurable.

Challenges to its Implementation:

- No major challenges identified at this time.

Examples in other Jurisdictions:

- Standard in some form throughout Canadian Municipalities.

Bylaw No. 8356 - Heritage Property Bylaw, 2004

The purpose of this Bylaw is to delegate to the civic administration the authority to approve alterations to designated property or property, in consultation with MHAC.

Heritage Impact Statement

A study that evaluates the impact a development may have on a heritage resource or resources. A HIS recommends options for conservation of the resource(s). Developments can include alterations, additions, partial demolitions, demolitions, relocations, or new construction.

Heritage Resource Materials Strategy

The Heritage Resource Materials Strategy provides a framework to guide the City of Saskatoon (City) in the acquisition and reuse of heritage materials.

Options that Include this Incentive:

Option 1

Option 2

Option 3

Holding Bylaw Review (Bylaw No. 6770)

Protection Measure

What it is:

The Holding Bylaw provides short-term protection of a property from demolition by allowing for a 60-day holding period in the event a demolition permit is received.

Thirty-four properties are currently protected under the Holding Bylaw. No additions have taken place since its creation in 1987. An annual review process for Administration and MHAC would determine if any properties should be added/removed from the Holding Bylaw. Property owners listed on the Holding Bylaw may be contacted to determine their interest in pursuing Municipal Heritage Designation.

How it Meets Policy Objectives:

- Determine situations where immediate consideration should be given to the designation of any Heritage Resource if threatened with demolition or adverse impacts.

Rationale for this Protection Measure:

- While Municipal Heritage Designation is ideal, the Holding Bylaw provides a 'safeguard' by providing some level of protection.
- Including properties on the Holding Bylaw allows for a public process regarding the future of the property to take place. Without such a mechanism, a demolition permit must be legally issued upon meeting all other application requirements.

Challenges to its Implementation:

- Unlike Municipal Heritage Designation, properties listed on Holding Bylaw are afforded no additional protection other than temporary denial of a demolition permit.

Heritage Properties Listed on the Holding Bylaw include:

- Bessborough Hotel
- Canada Building
- King George School
- Roxy Theatre
- Senator Hotel
- St. George's Ukrainian Greek Catholic Church
- Star Phoenix Clock
- Vimy Memorial Bandstand

Examples in other Jurisdictions:

- Standard in some form throughout Canadian municipalities.

Options that Include this Incentive:

Option 1

Option 2



Top: Vimy Memorial Bandstand. Source: City of Saskatoon

Interpretive Features Initiative

Education Opportunity

What it is:

A comprehensive interpretive plan for a specific area or neighbourhood in Saskatoon. Features could potentially include Interpretive storyboards, artifacts, wayfinding and public art.

A number of possible themes could be considered, as well as non-traditional forms of heritage such as neon and ghost signage could also be given.

How it Meets Policy Objectives:

- Supports awareness and value of heritage.
- Incorporates local history interpretive elements through plaques, public art and other opportunities as they present themselves in the public realm.
- Heritage Plan Action Item: realizes heritage awareness through programming, commemoration, interpretation, and public art (C. a).
- Heritage Plan Action Item: implements a program of interpretive features (C. g).



Top: Gardener's Residence Interpretive Board.
Source: City Of Saskatoon

Potential themes:

- Broadway and/or Riversdale Commercial District
- City Centre and Downtown History
- Environmental/Cultural Areas
- Indigenous History
- Post WWII Settler Immigration

Rationale for this Education Opportunity:

- Recognizes an area's history and culture and contributes to the richness of the public realm.
- Provides an opportunity for the city to collaborate and work with key stakeholders, including Indigenous peoples, Business Improvement Districts (BIDs) and heritage and community groups to share Saskatoon's unique stories.

Challenges to its Implementation:

- Best achieved if specific areas and/or existing opportunities are identified.
- Challenges with determining how to interpret heritage in a sensitive and meaningful manner.

Examples in other Jurisdictions:

- Standard in some form throughout most Canadian municipalities in their urban design, public art, parks and culture policies and programs.

Options that Include this Incentive:

Option 1

Option 2

Heritage Professional and Trade Directory

Education Opportunity

What it is:

An online local listing of professionals with heritage expertise in Saskatoon and surrounding area. Provides a network for heritage property owners to connect with trusted contractors, skilled tradespersons and craftspeople.

The directory would be managed and/or supported by the City.

How it Meets Policy Objectives:

- Supports awareness and value of heritage.
- Heritage Plan Action Item: develops a full range of partnership opportunities (C. e).

Rationale for this Education Opportunity:

- Connects property owners with professionals that have heritage expertise when undertaking heritage conservation or maintenance work.
- Increases the likelihood but does not guarantee that heritage conservation work is done in a sensitive manner.
- Ability to expand list outside of local businesses, organizations, and professionals if the interest exists. Potential partnership opportunities with MHAC, trade schools, industry representatives, and other organizations.

Challenges to its Implementation:

- Developing this type of directory does not guarantee the quality of work. Proper disclaimers will be required to absolve the City.
- Will require regular updates to ensure information is accurate and relevant.
- If choosing a third-party organization to create and maintain the list, a regular funding commitment will be required.

Examples in other Jurisdictions:

- North Waterloo Region products a Heritage Trade Directory.
- Maitland, AU publishes its own Heritage Trades Directory.

Options that Include this Incentive:

Option 1

Option 2



Top: Trounce House. Source: City of Saskatoon



Left:
Maitland
Heritage
Trade
Directory.
Source:
City of
Maitland

Honouring Treaty Relationships: Urban Reserves

Education Opportunity

What it is:

Urban Reserves are lands within a city that have been granted reserve status by the Federal Government to build awareness through responding to TRC Call to Action #92, to encourage economic, employment and educational opportunities honouring and celebrating Treaty relationships.

In partnership with First Nations, a commemorative feature (ex: plaque or other interpretive feature) could be installed at Urban Reserve sites, outlining the history of the First Nation and the importance of settling outstanding commitments.

How it Meets Policy Objectives:

- Supports awareness and value of heritage.
- Incorporates local history interpretive elements through plaques, public art and other opportunities as they present themselves in the public realm.
- Heritage Plan Action Item: realizes heritage awareness through programming, commemoration, interpretation, and public art (C. a).
- Heritage Plan Action Item: develops a full range of partnership opportunities (C. e).

Rationale for this Education Opportunity:

- Provides an opportunity to learn and understand the true history of this place, First Nations and the importance of honoring Treaty Relationships
- Can serve as a catalyst for other opportunities to interpret First Nation history in Saskatoon.

Challenges to its Implementation:

- No major challenges identified at this time.

Examples in other Jurisdictions:

- No known similar comparisons in other jurisdictions.

Options that Include this Incentive:

Option 1

Option 2



Top: Muskeg Lake First Nation Urban Reserve.
Source: City of Saskatoon

Bottom: Yellow Quill First Nation Urban Reserve.
Source: City of Saskatoon



Heritage Workshops

Education Opportunity

What it is:

Public workshops that feature qualified professionals (contractors, tradespersons, architects, planners, etc.) to discuss heritage property conservation and maintenance.

May be more technically focused or informative on heritage designation and City processes.

How it Meets Policy Objectives:

- Supports awareness and value of heritage.
- Provides info on City policies, processes and actions.
- Heritage Plan Action Item: develops a full range of partnership opportunities (C. e).

Rationale for this Education Opportunity:

- Provides property owners with the tools to undertake maintenance and improvements to their heritage property.
- Connects property owners with heritage professionals.
- Provides educational opportunities to non-heritage property owners, including the public and interested agencies and organizations.
- Provides the City with the opportunity to dispel common misconceptions about designation and its regulations.

Challenges to its Implementation:

- Success of the workshops will be dependent on participation and interest of both professionals and public.

Examples in other Jurisdictions:

- Edmonton conducts a "This Old Edmonton House" workshop series.

- The Saskatchewan Ministry of Parks, Culture and Sport conducts a webinar series, Historic Places – Living Places to educate the public on the contributions historic places are making in Saskatchewan communities.

Options that Include this Incentive:

Option 1

Option 2

THIS OLD EDMONTON HOUSE 2020

2020 PUBLIC SEMINAR SERIES

Are you the owner of an older or historic home full of character and charm that badly needs updating? Join us for a series of public seminars about owning, maintaining and restoring your older home. An expert in the field will lead each seminar. Come prepared with your questions and leave with potential solutions.

1 Windows & Doors I
Windows and doors play a major role in preserving the character of your home because they are how they can be maintained and repaired and why it's not always necessary to replace them.
Instructor: Peter Carson
Monday, March 30, 2020, 7 - 9 PM
\$25.00 - Course Code: 08-4793
City of Edmonton Artifacts Centre

2 Windows & Doors II
While the proper repair and restoration of windows and doors is a complex task, there are many ways to make them work better. Visit a working window and door manufacturing facility to find out how new windows and doors can be manufactured to create perfect look and feel, and complement your historic home.
Instructor: Gordon Giesels
Wednesday, March 18, 2020, 7 - 9 PM
\$25.00 - Course Code: 08-4793
Pierce Steel Windows & Doors Ltd. Shop #100 - 50 Avenue NW

3 Mechanical & Electrical Systems
Before you have a contractor to upgrade your systems, it's important to understand how your work may impact your interior.
Instructor: Chris Giesels
Monday, March 30, 2020, 7 - 9 PM
\$25.00 - Course Code: 08-4793
John Walter Museum, 5100 Weberdale Hill

4 Roofs & Exterior
Repair and maintain the exterior of your home properly and profit! Avoid having to repair the exterior!
Instructor: Peter Carson
Monday, April 6, 2020, 7 - 9 PM
\$25.00 - Course Code: 08-4793
City of Edmonton Artifacts Centre

5 Masonry/Stucco
Historic homes with masonry and stucco exteriors can be long-range challenges for maintenance. Learn how to spot the warning signs and head off future issues.
Instructor: Chris Ambrose and Thomas Eick
Monday, April 20, 2020, 7 - 9 PM
\$25.00 - Course Code: 08-4793
City of Edmonton Artifacts Centre

6 Millwork & Floors
Learn how to restore woodwork without stripping, and how to repair, restore or replace if necessary. Find out about the kinds of flooring that are appropriate for old home restoration, plus more.
Instructor: John Walter
Monday, April 20, 2020, 7 - 9 PM
\$25.00 - Course Code: 08-4793
John Walter Museum, 5100 Weberdale Hill

7 Foundations
The foundation for a historic home restoration is a good foundation! Learn about common foundation problems and solutions.
Instructor: Ardis Owsen and Peter Carson
Monday, May 4, 2020, 7 - 9 PM
\$25.00 - Course Code: 08-4793
John Walter Museum, 5100 Weberdale Hill

8 Decorating Your Heritage Home and Tour
In this workshop, you will learn about how interiors of homes have evolved over time, and how these were related to Edmonton's context. Well-documented, colorful, master copies of decor types of lighting, and accessories for homes generally looking up to 1930 will be discussed. The workshop ends with a tour of historic buildings in the University of Alberta campus to view 1930s house tour.
Instructor: Ardis Owsen and Peter Carson
Monday, May 4, 2020, 7 - 9 PM
\$25.00 - Course Code: 08-4793
City of Edmonton Artifacts Centre

9 House Doctor
This course gives you a chance to walk through a private historic home from top to bottom to evaluate the house for potential problems.
Instructor: Peter Carson
Saturday, May 23, 2020, 10AM - Noon
\$25.00 - Course Code: 08-4793
Location: TBA

10 Plastering Walls
Plaster has traditionally been used to finish interior walls. Learn how to make easy repairs to maintain these walls.
Instructor: Peter Carson
Monday, May 25, 2020, 7 - 9 PM
\$25.00 - Course Code: 08-4793
City of Edmonton Artifacts Centre

Researching Your Heritage Home
Join City of Edmonton Architects and Heritage Planning, and learn how you can research the history of your Edmonton heritage home. The session will also introduce you to the City's designation program and to the benefits of maintaining your historic property. Participants will be required to provide an address and an historical photograph of their home prior to the session, as this is a hands-on workshop. A second sitting of this course may be provided depending on demand.
Instructor: Tim O'Grady and David Johnston
Tuesday, June 2, 2020, 6 - 8 PM
\$30.00 - Course Code: 08-4793
City of Edmonton Artifacts Centre

REGISTER
Register online at: www.edmonton.ca/heritage or call 780-496-5555 or david.johnston@edmonton.ca
For additional information, please contact: David Johnston at 780-496-5555 or david.johnston@edmonton.ca
Note: Participants are encouraged to bring along a photograph of their home to use in the session. Participants will be required to provide an address and an historical photograph of their home prior to the session, as this is a hands-on workshop. A second sitting of this course may be provided depending on demand.

JOHN WALTER MUSEUM
Edmonton

Top: Public seminars on owning a heritage home, maintenance and heritage restoration held by the City of Edmonton. Source: City of Edmonton

Marketing and Resources Strategy

Education Opportunity

What it is:

A brand refresh and marketing campaign that generates public interest in the value of Saskatoon's heritage and the importance of heritage conservation.

An improved layout of the heritage page on the City's website to promote access and functionality and Exploration of unique and creative methods to showcase heritage, such as virtual tours, digital preservation and/or building modelling.

This opportunity also includes an annual review process for Administration and MHAC to determine any changes that may be required to the Saskatoon Register of Historic Places and Built Heritage Database.

How it Meets Policy Objectives:

- Supports awareness and value of heritage.
- Provides info on City policies, processes, and actions.
- Heritage Plan Action Item: develop a consistent brand image for the City's interpretation initiatives (C. c).
- Heritage Plan Action Item: make historical information available through a variety of means (C. f).

Rationale for this Education Opportunity:

- Creates excitement and appreciation of the heritage assets located in Saskatoon.
- Provides opportunities to educate the public of the diversity of heritage within Saskatoon and how its conservation contributes to the fabric of the City.
- Allows for better capability for the public to undertake its own heritage research through the Saskatoon Register of Historic Places or through other platforms.
- Provides property owners with the

educative materials to navigate the heritage designation process and alterations to heritage properties.

Challenges to its Implementation:

- No major challenges identified at this time.

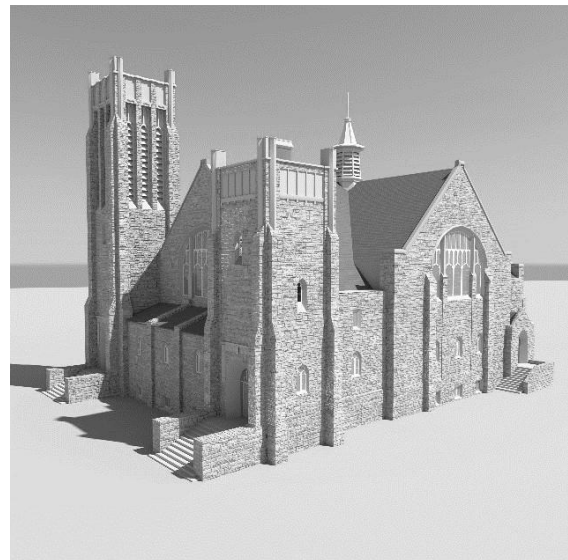
Examples in other Jurisdictions:

- Standard in some form throughout Canadian municipalities.
- Calgary launched "Heritage Inspires YYC" campaign.

Options that Include this Incentive:

Option 1

Option 2



Top: 3D Model of Third Avenue United Church created in partnership with Tourism Saskatoon, Third Avenue United Church, CyArk and Stantec Source: CyArk

Story Maps

Education Opportunity

What it is:

An interactive map, placed on the City's website, designed to tell the story of heritage assets.

The map may include Designated Municipal Heritage Properties only or could be expanded to include all properties listed on the Saskatoon Register of Historic Places.

How it Meets Policy Objectives:

- Supports awareness and value of heritage.
- Provides info on City policies, processes, and actions.
- Heritage Plan Action Item: make historical information available through a variety of means (C. f).

Rationale for this Education Opportunity:

- Provides a more visual interface than existing heritage mapping tools on the City's website.
- Allows for users to generate custom walking tours.
- Mobile functionality provides increased user-friendly access.

Challenges to its Implementation:

- No major challenges identified at this time.

Examples in other Jurisdictions:

- Burlington, ON Story Maps.
- Canadian Heritage River Systems Map.
- Saskatoon's Montgomery Place Neighbourhood Story Map.

Options that Include this Incentive:

Option 1

Option 2



Top and bottom: Two examples of the design of a Story Map for Saskatoon's heritage properties.
Source: City of Saskatoon



Funding Review in other Municipalities

Funding Sources

The Heritage Conservation Program and its incentives are currently funded through the Heritage Reserve Fund, which was allocated \$115,800 in 2024. While this funding rate can provide for some smaller-scale assistance to property owners through the Heritage Conservation Program, the costs of conservation projects often far exceed what the program can support.

This subsequently leads to fewer designations of properties, and less incentive for property owners to pursue adaptive reuse projects or manage the ongoing costs of conservation and maintenance. In addition, there is little funding and resources left over for the City to pursue additional protection and regulatory measures for heritage properties or provide educational opportunities. While alternative funding opportunities exist, it is important to carefully balance the needed funding for incentives and not create barriers for the same people. While most municipalities are often stretched financially, non-financial incentives are becoming more prevalent and proven to be effective.

Through a review of other jurisdictions, the following methods of funding municipal heritage conservation programs were identified as a supplement to or an alternative for a direct increase in capital or operating funding. While these funding sources are used in other municipalities, further review and legislative changes would be required to implement in Saskatoon.

Fee/Levy Based Options

Mill Rate (Operating) Increase

A fixed operating contribution to a reserve meant to establish recurring funding. This is the current funding mechanism for the Heritage Conservation Program. An increase in this contribution without an alternate funding source would result in an impact on

the mill rate.

Heritage Application Fees

Many municipalities charge a fee for any heritage related development application. This may include a fee for the municipal heritage designation process, a fee for a heritage incentive application and/or a fee for any heritage alteration permit. The City of Saskatoon currently does not charge any fee for any heritage related development application as it may act as disincentive to designation.

Permit Fee Increases

Increased building and development permit fees may be directed into the heritage reserve, particularly demolition permit fees. The City of Vancouver, as an example, increased demolition fees for pre 1940 houses.

According to their definition, a character house is a house built prior to 1940 that is considered to have heritage character merit by city staff, but it not listed on the Vancouver Heritage Register. The City of Vancouver also takes a portion of rezoning fees and redirects the funds to its Heritage Reserve.

Delta, BC for example adds a 5% heritage conservation levy to all new builds through the building permit fee. The funds collected directly fund heritage conservation projects.

City-Owned Heritage Rental Revenue

City owned heritage sites with rental opportunities can be used to fund the maintenance of those buildings and be directed into the general heritage reserve.

Heritage Conservation Levy

A levy can be placed on building and/or development permits and subsequently used for heritage conservation/maintenance.

One-Time/Irregular Funding Options

Sale of City-Owned Property

Description: Civically owned heritage assets do not always need to remain in a municipality's possession. Historic property, no longer required for City purposes, can be legally protected through Municipal Heritage Designation, and sold to the private sector to transfer maintenance and conservation obligations. Funds received from the sale could be redirected to the Heritage Fund for the Heritage Program and/or to a maintenance fund to provide for Heritage Conservation management of city owned heritage assets.

The City of Calgary, as an example, has sold a number of buildings that have been protected as Municipal Historic Resources, generating funding for the maintenance and lifecycle needed for the remainder of their heritage portfolio costs.

Tax Relief

While not strictly a funding source, tax tools are a mechanism to provide monetary benefit to heritage properties without a direct cost. Tax relief through the creation of a property tax sub-class, reductions, abatements, or tax exemptions are borne by the entire tax roll with rates needing to be set to cover any forgone revenue from heritage properties.

Intergovernmental and Partnership Support

Intergovernmental financial support through the leverage of provincial and federal grants can be an untapped source of funding. Partnering with the Province can offset the costs for a municipality when it comes to conserving its own heritage assets.

Research partnerships with organizations and post-secondary institutions could also be explored to find mutual opportunities.

The City of Calgary for example, includes the research and application for other

grants, as a routine component of its heritage program.

Community Benefit and Amenity Contributions

A community benefit means an amenity that benefits the public and contributes to the overall quality of the community and may include, but is not limited to, public space, public art, landscaping, recreational opportunities, green roofs, sustainable building practices, heritage preservation, public parking facilities, wind mitigation efforts, and related amenities.

The City of Edmonton, for example allows for these types of contributions but specific to rezonings within specific zoning districts (direct control zones). Edmonton identifies the preservation of historic resources as a community amenity. Community Benefit or Amenity Contributions can also be used as a mechanism to receive compensation for heritage assets that have been demolished.

Municipal Heritage Foundation

The establishment of a Municipal Heritage Foundation to allow for the foundation or organization to allocate grants, fundraise, and receive private donations.

Heritage Plan Progress

Action Item	Status
Confirm the City's leadership role in this significant area of public policy and inform the public of its intentions to achieve high heritage standards.	-
Explore current best practices in the treatment of a broader range of heritage resources.	-
Explore municipal best practice heritage policies regarding sustainability, revitalization, tourism and affordable housing.	-
Integrate heritage initiatives with broader civic goals of economic development, sustainability, quality of life, affordable housing initiatives and neighbourhood planning in all aspects of the municipal planning framework.	-
Prepare Conservation Plans and Maintenance Agreements for City-owned heritage sites, based on the Standards and Guidelines for the Conservation of Historic Places in Canada.	-
Review the protection, management, programming and interpretation of City-owned heritage and potential heritage properties.	-
Provide the Transportation and Utilities Department with the training and resources to adopt proper heritage conservation procedures for City-owned heritage sites.	-
Identify and evaluate the full range of City-owned heritage resources, including cultural and natural landscapes.	Ongoing
Undertake the development of a city-wide thematic framework and a historical context statement that will support the evaluation of Saskatoon's heritage resources.	-
Evaluate the ability for MHAC to have an initiating role in bringing issues forward to Council.	Complete
In consultation with the Municipal Heritage Advisory Committee, the Heritage Coordinator should lead in implementing heritage strategies and actions identified in the Heritage Policy and Program Review.	Ongoing
Revise the wording of the Heritage Property (Approval of Alterations) Bylaw No. 8356 to exempt repairs and minor alterations from referral to the Municipal Heritage Advisory Committee.	Complete
Adopt the Standards and Guidelines for the Conservation of Historic Places in Canada as the basis for all City heritage initiatives and as the basis for all heritage permit applications and the granting of incentives.	Complete
Provide City staff and Municipal Heritage Advisory Committee with the training and resources to fully understand the use of the Standards and Guidelines.	Ongoing
Provide improved training and resources for Building Standards staff in the proper application of Standards and Guidelines as well as in flexible responses to the application of building codes and standards in heritage situations.	-
Review the City's existing heritage evaluation criteria and replace the numerical analysis component with values-based criteria and the use of Statements of Significances.	Complete

Action Item	Status
Require Statements of Significance as the basis of any building / development permit application or review of proposed interventions to heritage sites.	Complete
Establish the Saskatoon Heritage Register by Council Resolution, which will initially include identified heritage sites.	Complete
Initiate an evaluation of the Built Heritage Database, to identify the sites of highest heritage value to include on the Register.	Complete
Make the Heritage Register available on the City of Saskatoon's website.	Complete
Use the Heritage Register as the basis for eligibility for heritage conservation incentives.	Complete
Identify heritage resources other than buildings such as cultural landscapes that can be included on the Register.	Ongoing
As it is developed, use the Saskatoon Heritage Register as the basis for flagging procedures on the municipal database.	Complete
Continue to identify built, natural and cultural heritage resources using an expanded definition of heritage and heritage conservation.	Ongoing
Undertake a review of a range of potential new heritage incentives, including mechanisms for developers to leverage abatements towards securing financing for conservation efforts, providing Statements of Significance and establishing grants for the ongoing maintenance of heritage buildings.	-
Review the application of building codes and standards on heritage projects. Consult with the Province of Saskatchewan regarding the provision of flexible exemptions and equivalencies. Determine if appropriate equivalencies and exemptions can be consistently offered on heritage projects.	-
Undertake economic case studies of previous heritage incentive packages, determine how effective they were in achieving conservation outcomes, what would be required to improve the heritage response and the resulting community benefit.	-
Realize heritage awareness through public programming, including commemoration, interpretation and public art, as well as the ongoing development of community partnerships.	-
Support and increase the profile of Saskatoon's Heritage Awards Program by advertising the program details and award recipients.	-
Develop a consistent brand and image for the City's interpretation initiatives.	Ongoing
Encourage collaborations between heritage organizations and schools to enhance the teaching of local history.	-
Develop a full range of partnership opportunities.	-
Make historical information available through a variety of means to enhance public awareness and understanding of local history and heritage resources.	-
Continue partnership initiatives to implement a program of interpretive features, such as commemorative plaques and signs throughout the city for built, natural and cultural heritage using common themes.	-

Action Item	Status
Support enhanced conservation of neighbourhood heritage character through the Local Area Plan process and ensure heritage conservation policies are appropriately referenced and potential heritage properties are recognized as plans for heritage neighbourhoods are updated.	Ongoing
Build upon historic integrity and infrastructure when developing infill plans for historic neighbourhoods.	-
Ensure the inclusion of mechanisms that will provide incentives for the retention of historic resources.	-
Support affordable housing policies through continued and adaptive re-use of existing housing stock.	-
Identify, and where appropriate, establish Heritage Conservation Districts.	-
Identify heritage resources other than buildings such as cultural landscapes that can be included on the Register.	Ongoing
Identify and evaluate the full range of City-owned heritage resources, including cultural and natural landscapes.	-
Continue to identify built, natural and cultural heritage resources using an expanded definition of heritage and heritage conservation.	Ongoing
Work with partners to ensure artifacts are identified and conserved.	-
Support the public display of artifacts where appropriate for the enjoyment of saskatoon residents.	-

City-Owned Land Incentives 2025

ISSUE

The City of Saskatoon's (City) Housing Action Plan aims to increase the supply of affordable housing by developing City-owned properties. A Call for Proposals closed on December 13, 2024, for four City-owned properties. This report requests approval for incentive support to develop 256 new affordable rental units on three of the City-owned properties.

RECOMMENDATION

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that:

1. Five-year incremental tax abatements for three projects, for the development of 256 new affordable rental units, estimated at a total of \$1,938,067.30, as outlined in Appendix 1, be approved;
2. Corporate Revenue be requested to submit an application under the Provincial Government's Education Property Tax Exemption/Abatement Program seeking approval for a five-year tax abatement, equivalent to 100% of the incremental Education property taxes, for the development of affordable housing units at 231 23rd Street East and 155 3rd Avenue North and a portion of 1635 McKercher Drive;
3. An exception to Council Policy No. C09-002 Innovative Housing Incentives to waive all offsite levies for a portion of 1635 McKercher Drive, as outlined in this report, be approved; and
4. The City Solicitor be requested to prepare the appropriate agreements and that Her Worship the Mayor and City Clerk be authorized to execute the agreements under the Corporate Seal.

BACKGROUND

City Council, at its Regular Business meeting held on June 26, 2024, considered the report [Request to Receive Proposals for City-Owned Land – Housing Accelerator Fund](#) and authorized Administration to receive sale proposals for the four City-owned properties located at:

- 2401 Broadway Avenue;
- 25 25th Street East;
- 231 23rd Street East and 155 3rd Avenue North; and
- a portion of 1635 McKercher Drive (adjacent to Lakewood Civic Centre) to support this initiative.

The report authorized Administration to negotiate sales terms and conditions with the proponent that submits the highest-ranking affordable housing proposal for each

site during the offer period. In addition, the report outlined the affordable housing units for these projects would be eligible for a five-year incremental tax abatement, subject to City Council approval.

Capital Grants for City-Owned Land

City Council, at its Regular Business meeting held on May 29, 2024, considered a report titled [Housing Accelerator Fund - Incentives](#). The report outlined the proposed incentive programs offered through the Housing Accelerator Fund (HAF) program funding to boost housing supply. It was identified that approximately \$15M of HAF funding has been allocated to incentives for housing development on City-owned land including capital grants of up to \$50,000.00 per unit based on criteria such as size, type and accessibility of the units. Information about the capital grants being provided is outlined in Appendix 1.

DISCUSSION/ANALYSIS

A Call for Proposals was issued on September 23, 2024, for the sale of the four identified City-owned properties. The application window closed on December 13, 2024. A total of eight eligible applications were received through the offer period, including:

- Five applications for a portion of 1635 McKercher Drive (adjacent to Lakewood Civic Centre);
- Two applications for 2401 Broadway Avenue;
- One application for 231 23rd Street East and 155 3rd Avenue North; and
- No eligible applications were received for 25 25th Street East.

Applications were reviewed by Administration for completeness and eligibility, which included the following requirements:

- Projects must involve construction of new affordable rental units, which may include affordable rental units within mixed-market developments;
- Projects must meet HAF timelines;
- Affordability of units must be maintained for a minimum of 20 years;
- All affordable units must be rented to low-income households, with incomes at or below the [Saskatchewan Household Income Maximums](#), while spending no more than 30% of their income on housing or set at the maximum funding available under the shelter benefit; and
- Enter into an agreement with the City of Saskatoon (City) for the term of affordability including providing income screening and reporting on rental rates on an on-going basis.

Priority was given to registered non-profits, housing co-operatives, Indigenous organizations and/or governments and First Nations. Applications were evaluated and scored based on weighted categories with criteria.

The [City website](#) provides brochures that contain site specific details for each property, a supplementary package outlining the terms and conditions of sale, as well as frequently asked questions. This information was made available during the City-Owned Land Call for Proposals.

PROPERTY TAX ABATEMENTS

In accordance with *The Cities Act*, tax abatements are subject to City Council approval. Incremental taxes are the additional property taxes directly related to property improvement; abatements of these incremental taxes do not require a funding source because they are foregone revenue. According to the Corporate Financial Services Division, if all three eligible projects are approved, the incremental taxes are estimated to total \$1,281,198.30 of Municipal and Library property tax revenue over five years. The table below shows the incremental tax abatement including Municipal, Library and Education tax.

Overview – Estimated Incremental Tax Abatements						
No. of Projects	No. of Affordable Units	Municipal Tax	Library Tax	Education Tax	One-Year Total	Five-Year Total
3	256	\$232,395.61	\$23,844.05	\$131,373.80	\$387,613.46	\$1,938,067.30

Calculations are based on current 2024 tax rates and will change with any alterations to design plans or annual mill rate adjustments. As well, it is noted that 2025 is a reassessment year, which may result in changes from the estimates provided. Abatements will be based on the actual assessment value determined upon final inspection of the completed projects.

For eligible projects exceeding \$25,000.00 per year in Education property tax, the City must request an exemption or abatement from the Province of Saskatchewan. Projects which are less than the threshold do not require Provincial approval. As the estimated Education property tax for the proposed developments located at 231 23rd Street East and 155 3rd Avenue North and a portion of 1635 McKercher Drive, will exceed \$25,000.00 per tax year, if approved by Council, applications requesting Provincial approval will be submitted.

All projects are eligible for a full five-year incremental tax abatement on the affordable units. Any proposed non-residential use within these projects is not eligible for a property tax abatement under [Council Policy No. C09-002, Innovative Housing Incentives](#) (Policy).

EXEMPTION OF OFFSITE LEVIES FOR AFFORDABLE HOUSING

The Policy permits City Council, at its discretion, to waive the payment of offsite levies payable as a result of the development of affordable housing in specific circumstances. As per the Policy, waiving the payment of offsite levies applies only to the portion related to affordable housing and does not apply to housing at market rate or other types of uses such as commercial units.

The only site with offsite levies payable at this time is the site located on a portion of 1635 McKercher Drive. The offsite levy for this site is \$269,723.32. The proposal for that site includes both affordable housing units and commercial units designed to provide services for the residents of the building and surrounding area.

Administration is recommending that the portion of levies associated with affordable housing units be waived in accordance with the Policy. Additionally, Administration is recommending a one-time exception to the Policy to waive the remaining offsite levy amount for the proposed commercial units.

OTHER IMPLICATIONS

There are no other implications.

NEXT STEPS

Should City Council approve the recommendations, each applicant will be required to enter into a sale/purchase agreement and an incentive agreement with the City.

Property tax abatements, if approved, will begin the calendar year following project completion and will continue for five years.

The three sites will be prepared for sale as required by Administration, including a rezoning process for 2401 Broadway Avenue, potential site remediation for 231 23rd Street East and 155 3rd Avenue North, and subdivision and titling for a portion of 1635 McKercher Drive. The fourth site located at 25 25th Street East that did not receive any eligible applications will be the subject of future reporting.

Financial assistance for affordable housing projects outlined above is conditional upon the negotiation and signing of purchase/sale agreements and meeting all regulations and requirements for development of the sites.

Based on lessons learned from these parcel offerings for affordable housing, Administration will develop a policy framework for future development of City-owned land and buildings with a focus on affordable housing. The policy framework is anticipated to be ready for City Council consideration prior to the conclusion of the Housing Accelerator Fund program in December 2026.

APPENDICES

1. Incentives Summary

REPORT APPROVAL

Written by: Madison Zablocki, Planner
Chantel Riou, Senior Planner
Reviewed by: Sarah King, Housing Manager
Darryl Dawson, Acting Director of Planning and Development
Approved by: Celene Anger, General Manager, Community Services

Incentives Summary

This appendix outlines the recommended recipients of City-Owned Land Incentives for 2025.

2401 Broadway Avenue



Applicant and Proposal Information – 2401 Broadway Avenue		
Applicant	102141070 SASKATCHEWAN LTD.	
Organizational Status	Incorporated for profit / private sector	
Housing Type	Affordable	
Total Number of Units	24 units	
Number of Affordable Units	24 units	
Percentage of Affordable Units	100% of total units are affordable	
Number of Accessible Affordable Units	2 units (8.3% are accessible affordable units)	
Support Services	N/A	
Amenities / Other Uses Included	Access to shared laundry facilities.	
Capital Grant Amount	\$1,200,000	
Five-Year Incremental Tax Abatement	Municipal Tax	\$11,923.93
	Library Tax	\$1,223.41
	Education Tax	\$6,740.63
	One-Year Tax Total	\$19,887.97
	Five-Year Tax Total	\$99,439.85

231 23rd Street East and 155 3rd Avenue North

Applicant and Proposal Information – 231 23rd Street East and 155 3rd Avenue North		
Applicant	Saskatoon Open Door Society	
Organizational Status	Registered non-profit	
Housing Type	Affordable	
Total Number of Units	112 units	
Number of Affordable Units	112 units	
Percentage of Affordable Units	100% of total units are affordable.	
Number of Accessible Affordable Units	10 units (8.9% are accessible affordable units)	
Support Services	Settlement and integration services, social and emotional support, children and youth services, healthcare access, legal and financial support, education and training opportunities, food security programs, and cultural and recreational activities.	
Amenities / Other Uses Included	Multi-use community space, administrative offices, meeting rooms, classrooms and a daycare.	
Capital Grant Amount	\$5,600,000	
Five-Year Incremental Tax Abatement	Municipal Tax	\$101,721.91
	Library Tax	\$10,436.78
	Education Tax	\$57,503.64
	One-Year Tax Total	\$169,662.33
	Five-Year Tax Total	\$848,311.65

A portion of 1635 McKercher Drive (adjacent to Lakewood Civic Centre)

Applicant and Proposal Information – 1635 McKercher Drive		
Applicant	SaskNative Rentals Inc. (Camponi Housing Corporation)	
Organizational Status	Registered non-profit and Indigenous Organization	
Housing Type	Affordable	
Total Number of Units	120 units	
Number of Affordable Units	120 units	
Percentage of Affordable Units	100% of total units are affordable	
Number of Accessible Affordable Units	19 units (15.8% are accessible affordable units)	
Support Services	Camponi's "Wrap Around Supports" program.	
Amenities / Other Uses Included	Community garden, training space, common room, daycare, confectionary and offices.	
Capital Grant Amount	\$6,000,000	
Five-Year Incremental Tax Abatement	Municipal Tax	\$118,749.77
	Library Tax	\$12,183.86
	Education Tax	\$67,129.53
	One-Year Tax Total	\$198,063.16
	Five-Year Tax Total	\$990,315.80

To: Tittlemore, Adam
Subject: FW: Email - Request to Speak - Angela Bishop - Camponi Housing Corp - McKercher Drive Extension Update – January 2025 - CK 6330-1 x 4131-5

From: Web NoReply <web-noreply@Saskatoon.ca>
Sent: Monday, January 27, 2025 12:31 PM
To: City Council <City.Council@Saskatoon.ca>
Subject: Email - Request to Speak - Angela Bishop - Camponi Housing Corp - McKercher Drive Extension Update – January 2025 - CK 6330-1 x 4131-5

--- Replies to this email will go to a.bishop@camponi.ca ---

Submitted on Monday, January 27, 2025 - 12:27

Submitted by user: [REDACTED]

Submitted values are:

I have read and understand the above statements.: Yes

I do not want my comments placed on a public agenda. They will be shared with members of Council through their online repository.: No

I only want my comments shared with the Mayor or my Ward Councillor.: No

Date: Monday, January 27, 2025

To: His Worship the Mayor and Members of City Council

First Name: Angela

Last Name: Bishop

Phone Number : [1306](tel:1306) [REDACTED]

Email: a.bishop@camponi.ca

I live outside of Saskatoon: No

Saskatoon Address and Ward:

Address: 1715 11th St W

Ward: Ward 2

Name of the organization or agency you are representing (if applicable): Camponi Housing Corp

What do you wish to do ?: Request to Speak

If speaking will you be attending in person or remotely: Remotely

What meeting do you wish to speak/submit comments ? (if known):: February 5th at 9:30 am and February 26th

What agenda item do you wish to comment on ?: City Owned Land Project-1635 McKercher Dr

Comments:

Representing Camponi Housing and SaskNative Rentals, Angela Bishop requests to speak to the topic of 1635 McKercher Drive Land

Will you be submitting a video to be vetted prior to council meeting?: No

Mobile Food Truck and Trailer and Parking Patio Parking Fees

ISSUE

Council Policy C09-039, Mobile Food Truck Policy, permits on-street parking stalls to be used by mobile food trucks and trailers. Council Policy C09-013, Use of Sidewalks, Boulevards and Parking Stalls – Vending Policy, permits on-street parking stalls to be used by a restaurant, lounge or alcohol establishment type I and II for the purpose of operating a parking patio. These policies need to be amended to ensure parking fees for on-street mobile food trucks and trailers and parking patios align with temporary reserved parking fees.

RECOMMENDATION

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that:

1. The City Clerk be instructed to make the proposed amendments to Council Policy C09-039, Mobile Food Truck Policy, as outlined in this report; and
2. The City Clerk be instructed to make the proposed amendments to Council Policy C09-013, Use of Sidewalks, Boulevards and Parking Stalls-Vending, as outlined in this report.

BACKGROUND

City Council, at its Regular Business [meeting](#) on March 27, 2017, resolved in part:

“That proposed amendments to the parking meter hooding fees for parking patios, as outlined in the March 6, 2017, report of the General Manager, Community Services Department and as amended to provide for a further reduction of 20% of the new rate proposed for 2017 to acknowledge the benefit to the public realm, be approved”.

This resulted in a rate of \$14.40 per day for the first 30 paid parking days, and \$12.96 per paid parking day for each day thereafter, as well as an administrative fee of \$52.50.

City Council, at its Regular Business [meeting](#) on April 24, 2017, resolved in part:

“That proposed amendments to the parking meter hooding fees for on-street mobile food trucks, as outlined in the April 3, 2017, report of the General Manager, Community Services Department, be approved”.

This resulted in a parking fee for on-street food trucks and trailers of \$720.00 for the first three months and \$240.00 per month for each month thereafter, as well as an administrative fee of \$52.50.

City Council, at its Regular Business [meeting](#) on May 24, 2022, considered a report which outlined a review of the Temporary Reserved Parking (TRP) Program, aimed at ensuring the program continues to meet program objectives in a cost-effective manner. At this meeting, Council resolved:

“That Administration develop a policy, for approval by City Council, that focuses on administering the Temporary Reserved Parking Program”.

The Standing Policy Committee on Transportation, at its meeting on February 4, 2025, will be presented a report recommending adoption of the TRP Policy. The new policy proposes to restructure the fee schedule into a base rate fee for the TRP Program, using a formula where the hourly parking rate, set in [Bylaw No. 7200, Traffic Bylaw, 1991](#), is considered the base and fees are calculated as a percentage of that base, ranging from 35% to 90%, depending on the time of the day and number of days booked.

This report outlines policy amendments pertaining to on-street mobile food trucks and trailers and parking patios that are required to ensure alignment with the new TRP Policy.

DISCUSSION/ANALYSIS

Mobile Food Truck Policy

To align with the base rate fee structure in the proposed TRP Policy, Administration is recommending that [Council Policy C09-039, Mobile Food Truck Policy](#) (Mobile Food Truck Policy), be amended to set parking fees for on-street mobile food trucks and trailers at 13% of the base rate. This establishes a fee consistent with the approved Council fees and will not result in any change to the total parking fees paid for a mobile food truck or trailer to operate for the entire season.

The existing three month minimum is proposed to be removed, which will permit mobile food trucks or trailers to purchase on-street parking in increments as little as one day at a time, similar to the TRP Program. Food truck operators have raised concerns with the minimum operating time and expressed the need for more flexibility to encourage on-street vending.

Both policies are being recommended to be amended to include an administrative fee equal to the fee charged in the TRP Policy. This will ensure the administrative fee continues to be aligned with other TRP Program administrative fees.

Administration is also recommending the policies be amended to establish a mobile food truck licence season from May 1 until April 30. This will ensure all Mobile Food Truck Licences expire on the same day, allowing for additional efficiencies related to the administration of the program and alignment with annual health, fire and gas inspections typically conducted at the start of the season.

Proposed amendments to the Mobile Food Truck Policy are outlined in Appendix 1.

Parking Patio

To align with the new proposed base rate fee structure in the TRP Program, Administration is recommending that [Council Policy C09-013, Use of Sidewalks, Boulevards and Parking Stalls – Vending Policy](#) (Use of Sidewalks Boulevards and Parking Stalls – Vending Policy), be amended to set parking patio parking fees at 18% of the parking base rate. As parking patios typically operate for the entire season, the fee schedule is proposed to be simplified into a single blended rate. The new proposed base rate fee structure will not result in a change in the total parking fees required to operate a parking patio for the entire season.

Both policies are being recommended to be amended to include an administrative fee equal to the fee charged in the TRP Policy. This will ensure the administrative fee continues to be aligned with other TRP Program administrative fees. Proposed amendments to the Use of Sidewalks, Boulevards and Parking Stalls – Vending Policy are outlined in Appendix 2.

FINANCIAL IMPLICATIONS

There are no financial implications related to the parking fees. The change in fee structure to determine fees as a percent of base rate is anticipated to generate the same parking fee revenue. Should the base hourly parking rate be amended in the future, it will affect the parking fees for these programs.

Alignment with the administrative fee in the TRP Policy will result in an additional \$22.50 per transaction being collected for parking patio and mobile food truck and trailer fees. This fee was last updated in 2017, and the increase helps ensure that direct costs to administer the applications are recouped.

OTHER IMPLICATIONS

There are no privacy, legal, social or environmental implications identified.

NEXT STEPS

If the proposed TRP Policy and amendments outlined in this report are adopted by City Council, the amended Mobile Food Truck Policy and Use of Sidewalks, Boulevards and Parking Stalls - Vending Policy will come into force immediately and be published on the City of Saskatoon's website.

APPENDICES

1. Proposed Amendments to Council Policy C09-039 - Mobile Food Truck Policy
2. Proposed Amendments to Council Policy C09-013 - Use of Sidewalks, Boulevards and Parking Stalls – Vending Policy

REPORT APPROVAL

Written by: Nicole Levine, Planner
Reviewed by: Mark Wilson, Licensing and Permitting Manager
Matt Grazier, Director of Community Standards
Approved by: Celene Anger, General Manager, Community Services

SP/2024/CS/PDCS/Mobile Food Truck and Trailer and Parking Patio Parking Fees/mt

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C09-039

POLICY TITLE <i>Mobile Food Truck Policy</i>	ADOPTED BY <i>City Council</i>	EFFECTIVE DATE <i>May 21, 2013</i>
		REVISED <i>May 25, 2020</i> <i>February 26, 2025</i>
ORIGIN/AUTHORITY <i>Clause 4, Report No. 8-2013 of the Planning and Operations Committee and by Item 9.1.1 of the May 11, 2020, report of the SPC on Planning, Development and Community Services.</i>	CITY FILE NO. <i>CK. 300-11</i>	PAGE NUMBER <i>1 of 9</i>

1.0 PURPOSE

To enhance the overall image, economic vitality and promote street life in commercial areas through the provision of food vending on streets, on private property and at public events, while ensuring public welfare, fair competition, and nuisance prevention.

2.0 DEFINITIONS

For the purposes of this Policy, the following definitions are used:

- a) Mobile Food Truck – a motorized, mobile, self-contained vehicle that is equipped to cook, prepare and/or serve food and does not include trailers or carts.
- b) Mobile Food Trailer – a non-motorized, mobile, self-contained unit that is towed by a support vehicle and equipped to cook, prepare and/or serve food.
- c) Vendor – any person(s) who owns and/or operates a mobile food truck on public streets.
- d) Operate – any activity associated with the mobile food truck business, including set-up, clean-up and take-down time.
- e) Protected Bike Lane – a dedicated marked lane for bicyclists that is situated to the right of the traffic lane or street parking (if provided).
- f) Support Vehicle – a passenger vehicle utilized in support of the operation of an on-street mobile food truck or trailer.

CITY OF SASKATOON

COUNCIL POLICY

NUMBER
C09-039

POLICY TITLE	EFFECTIVE DATE	REVISED	PAGE NUMBER
<i>Mobile Food Truck Policy</i>	<i>May 21, 2013</i>	May 25, 2020 February 26, 2025	2 of 9

3.0 POLICY

- a) Subject to the conditions of this Policy, the sale of food items from a mobile food truck or trailer, as approved by the Saskatchewan Health Authority, is permitted. Sale of all other goods (e.g. crafts, clothing, and other merchandise) is not permitted under this Policy.
- b) This Policy applies to all mobile food trucks and trailers operating on-street and off-street in Saskatoon.

3.1 Licensing Requirements

- a) Mobile Food Truck **License Licence**
 - i) ~~An On-Street~~ A Mobile Food Truck **License Licence** must be obtained for any mobile food truck or trailer operating on public streets under this Policy. Vendors must pay all required parking fees to operate on City of Saskatoon right-of-way.
 - ii) ~~An Off-Street~~ A Mobile Food Truck **License Licence** must be obtained for any mobile food truck or trailer operating at any off-street location, including public events or private property, under this Policy. Written permission from a property manager or event coordinator must be obtained before vending from private property or event.
 - iii) **Operating Season: A Mobile Food Truck and Trailer is permitted to operate year-round from May 1st to April 30th, or any portion thereof.**
- b) Business **License Licence**
 - i) All mobile food trucks and trailers shall be required to obtain a Business License under ~~Bylaw No. 8075 – The Business License Bylaw, 2002~~ **Bylaw No. 9746 – The Business Licence Bylaw, 2021.**
 - ii) A Business **License Licence** must be obtained for each mobile food truck and trailer operating and is valid from one year from the date of issuance, **unless otherwise stated on the licence.**

CITY OF SASKATOON

COUNCIL POLICY

NUMBER
C09-039

POLICY TITLE	EFFECTIVE DATE	REVISED	PAGE NUMBER
<i>Mobile Food Truck Policy</i>	<i>May 21, 2013</i>	<i>May 25, 2020</i> <i>February 26, 2025</i>	3 of 9

- iii) Mobile food trucks and trailers shall not operate if the Business **License Licence** has expired, been suspended, or revoked.
- iv) The City of Saskatoon Business **License Licence** and Mobile Food Truck **License Licence** shall be displayed on the lower right passenger side window of the mobile food truck or trailer and visible to the public at all times.
- v) Applications to operate a mobile food truck or trailer are subject to the approval of the General Manager, Community Services **Department Division**. Proof that the following permissions have been obtained, and regulations met, must be provided prior to the issuance of a Business **License Licence** under ~~**Bylaw No. 8075 – The Business License Bylaw, 2002**~~ **Bylaw No. 9746 – The Business Licence Bylaw, 2021:**
 - a. Saskatchewan Health Authority Approval (renewed annually);
 - b. Fire Inspection Approval (renewed annually);
 - c. Proof of current inspection conducted by SaskPower Gas Inspections (renewed annually);
 - d. Proof of Motor Vehicle Insurance;
 - e. Proof of Liability Insurance with a minimum liability limit of \$2,000,000. The City of Saskatoon must be named as an additional insured;
 - f. Discharge Management Plan that includes a description of how and where FOG (Fats, Oils, Grease) and grey water will be disposed;
 - g. A Commercial or Home-Based Business **License Licence** issued for the base of operations and/or storage of mobile food truck(s) or trailer(s).
- vi) Periodic inspections may be conducted to ensure compliance.

CITY OF SASKATOON

COUNCIL POLICY

NUMBER
C09-039

POLICY TITLE	EFFECTIVE DATE	REVISED	PAGE NUMBER
<i>Mobile Food Truck Policy</i>	<i>May 21, 2013</i>	<i>May 25, 2020</i> <i>February 26, 2025</i>	<i>4 of 9</i>

3.2 Conditions of Operation

- a) The mobile food truck or trailer unit (while unhitched) shall be no more than:
 - i) 8,000 kilograms in weight;
 - ii) 2.5 metres in width; and
 - iii) 9.75 metres in length.
- b) The mobile food truck or trailer unit must be clean, well lit, and aesthetically pleasing in appearance.
- c) The mobile food truck or trailer unit shall supply its own power and water source. Generators are permitted provided that they do not cause a disturbance.
- d) Overhead canopies or doors shall not obstruct or hinder pedestrian traffic.
- e) Sign boards are to be placed against the mobile food truck or trailer to avoid any obstructions. Only one sign board is permitted per mobile food truck or trailer unit, and shall comply with the regulations outlined in *Bylaw No. 7491 – The Temporary Sign Bylaw*.
- f) Mobile food truck(s) or trailer unit(s) shall be stored at an approved location when not in operation. Storage of the mobile food truck or trailer on-street is prohibited.
- g) All elements associated with the mobile food truck or trailer and its operations (including line-ups, signage and trash receptacles) shall not cause any vehicular or pedestrian obstructions or hazards.
- h) Mobile food truck or trailer operations shall not create any disturbance or nuisance in terms of noise, vibration, smoke, dust, odour, air pollution, heat, glare, bright light, hazardous or unacceptable waste. Lights, sounds, or actions which may be a distraction for motorists and/or pedestrians are not permitted.

CITY OF SASKATOON

COUNCIL POLICY

NUMBER
C09-039

POLICY TITLE	EFFECTIVE DATE	REVISED	PAGE NUMBER
<i>Mobile Food Truck Policy</i>	<i>May 21, 2013</i>	May 25, 2020 February 26, 2025	5 of 9

- i) Operations of the mobile food truck or trailer shall be conducted in a manner that does not restrict or interfere with the ingress or egress of the adjacent property owner or constitute an obstruction to adequate access by fire, police, or sanitation vehicles.
- j) Vendors shall provide proper trash and recycling receptacles for customers. Vendors shall clean up within a 6.0 metre radius after service at a location.
- k) Vendors shall make arrangements to provide proper access to public washroom facilities for employees.
- l) Vendors shall attend the mobile food truck or trailer at all times while operating.
- m) A location log that tracks the time and duration of the mobile food truck or trailer at each location shall be maintained. This location log shall be made available to a Bylaw Inspector upon request and submitted at the end of the season to the City of Saskatoon, Community Standards **Division Department**.
- n) Mobile food trucks or trailers shall not block access to alleyways, driveways, fire hydrants or loading zones.
- o) Mobile food trucks or trailers may operate in all areas of the city except where noted in this Policy.

3.3 Parking for On-Street Mobile Food Trucks and Trailers

- a) On-street mobile food trucks or trailers must pay all required parking fees **through purchase of a meter hood(s)** prior to issuance of a **license licence**.
- b) The **license licence** plate number of an approved on-street mobile food truck, support vehicle or trailer will be registered with Parking Services, Community Standards **Division Department** upon issuance of a **license licence**.
- c) On-street mobile food trucks or trailers that exceed 6.57 metres in total length shall be required to pay the parking fees equivalent to the parking fees for two parking **meter** stalls.

CITY OF SASKATOON

COUNCIL POLICY

NUMBER
C09-039

POLICY TITLE	EFFECTIVE DATE	REVISED	PAGE NUMBER
<i>Mobile Food Truck Policy</i>	<i>May 21, 2013</i>	<i>May 25, 2020</i> <i>February 26, 2025</i>	<i>6 of 9</i>

- d) A support vehicle may be parked in front of or behind the mobile food truck or trailer while it is operating when two parking fees are paid for, provided the total length of both vehicles does not exceed 13.4 metres (equivalent to the length of two parking stalls).
- e) Service windows shall be oriented towards the sidewalk. Service windows that face the street are not permitted. A minimum of 1.5 metres (5.0 feet) of sidewalk as a passageway for pedestrians is required. Placement of any furniture (e.g. tables, chairs, benches, counters, etc.) associated with the on-street mobile food truck or trailer operation is not permitted.
- f) On-street vending locations are available on a daily first-come, first-served basis. Specific parking spots or stalls are not reserved or assigned.
- g) Vending at one on-street location shall not exceed a period greater than six consecutive hours. Vendors shall move the mobile food truck or trailer to a different block face after the six-hour duration has expired.
- h) On-street mobile food trucks or trailers shall not be operated within:
 - i) 20 metres (measured from the nearest edge of the mobile food truck or trailer to the property line) of an existing permanent food service establishment (including sidewalk vendors with fixed locations) in all permitted locations;
 - ii) 30 metres of any primary or secondary school;
 - iii) 20 metres of a park concession;
 - iv) 150 metres of a special event or festival (except where written permission from the event coordinator has been obtained and submitted to the City prior to commencement of the special event or festival); and
 - v) 10 metres of any intersection or crosswalk, and within 10 metres of any bus stop.

CITY OF SASKATOON

COUNCIL POLICY

NUMBER
C09-039

POLICY TITLE	EFFECTIVE DATE	REVISED	PAGE NUMBER
<i>Mobile Food Truck Policy</i>	<i>May 21, 2013</i>	<i>May 25, 2020</i> <i>February 26, 2025</i>	<i>7 of 9</i>

- i) Notwithstanding clauses 3.3 h) i) through iii), Business Improvement Districts may submit requests, prior to March 1st of each year, to the City to approve additional locations. Requests from the Business Improvement Districts received after that date may be approved on a case-by-case basis in consideration of additional locations previously approved. The additional locations may be approved where the City is of the opinion that the additional locations do not compromise public welfare, fair competition or create a nuisance.
- j) On-street mobile food trucks or trailers shall not operate within residential and institutional zoning districts, nor on a street adjacent to residential zoning districts.
- k) On-street mobile food trucks or trailers shall not operate in angle, nose-in parking stalls or loading zones at any time.
- l) No more than two on-street mobile food trucks or trailers shall operate per block face at any given time.
- m) On-street mobile food trucks or trailers shall not operate from a parking stall that is adjacent to a protected bike lane as designated by the City.
- n) An on-street mobile food trailer must remain hitched to a support vehicle at all times while operating on-street.

o) On-street Mobile Food Truck and Trailer Fees –

i. Per stall fee:

Per stall fees are established at a rate of 13% of the base rate as outlined in the *Temporary Reserve Parking Policy* and applied on a 24-hour basis.

ii. Administrative fee:

An administrative fee outlined in the *Temporary Reserve Parking Policy* is required per transaction.

CITY OF SASKATOON

COUNCIL POLICY

NUMBER
C09-039

POLICY TITLE	EFFECTIVE DATE	REVISED	PAGE NUMBER
<i>Mobile Food Truck Policy</i>	<i>May 21, 2013</i>	<i>May 25, 2020</i> <i>February 28, 2024</i>	<i>8 of 9</i>

3.4 Hours of Operation

A mobile food truck or trailer operating at special events or festivals must follow the same operating hours as the event.

3.5 Legislation

Vendors must abide by all laws and regulations, bylaws, and resolutions governing the mobile food truck or trailers operation and pertaining to traffic and the use of streets.

3.6 Contraventions

Suspension or revocation of the Business ~~License~~ **Licence** may result if the vendor fails to meet one or more of the requirements outlined in this Policy, or any other laws, regulations or bylaws.

4.0 RESPONSIBILITIES

4.1 General Manager, Community Services **Department Division**

- a) Administer this Policy;
- b) Ensure vendors are licensed and operating in accordance with this Policy;
- c) Collect all parking related fees; and
- d) Ensure vendors are operating in accordance **with the City bylaws, including Bylaw No. 2954 – Street Use Bylaw and Bylaw No. 7200 Bylaw No. 7200 – The Traffic Bylaw.**

4.2 City Council

- a) Review and approve amendments to this Policy.

CITY OF SASKATOON

COUNCIL POLICY

NUMBER

C09-039

POLICY TITLE	EFFECTIVE DATE	REVISED	PAGE NUMBER
<i>Mobile Food Truck Policy</i>	<i>May 21, 2013</i>	<i>May 25, 2020</i> <i>February 26, 2025</i>	<i>9 of 9</i>

RELATED REFERENCES AND RESOURCES

~~**Bylaw No. 8075 – The Business License Bylaw, 2002;**~~
Bylaw No. 9746 – The Business Licence Bylaw, 2021;
Bylaw No. 7491 – The Temporary Sign Bylaw; **and**
~~**Bylaw No. 2954 – Street Use Bylaw;**~~ **and**
Bylaw No. 7200 – The Traffic Bylaw.

REVISION HISTORY

Revision Date and Council Item	Description
May 25, 2015 - Standing Policy Committee on Planning, Development and Community Services Report Item 8.1.2	Amendments made after review following completion of two full seasons of implementation.
April 24, 2017 - Standing Policy Committee on Planning, Development and Community Services Report Item 9.1.1	Amendments made after review following completion of four full seasons of operation.
April 29, 2019 - Standing Policy Committee on Planning, Development and Community Services Report Item 8.1.6	Amendments made to require all mobile food truck and trailer vendors operating at special events and festivals to be licensed to ensure that these vehicles meet public health and safety standards.
May 11, 2020 – Standing Policy Committee on Planning, Development and Community Services Report Item 9.1.1.	Amendments made to discontinue the 2017 Food Truck and Trailer – Parks Pilot Program and permitting hitched food trailers to vend on-street.

CITY OF SASKATOON COUNCIL POLICY

Appendix 2

NUMBER
C09-013

POLICY TITLE <i>Use of Sidewalks, Boulevards and Parking Stalls – Vending</i>	ADOPTED BY: <i>City Council</i>	EFFECTIVE DATE <i>May 2, 1988</i>
ORIGIN/AUTHORITY <i>Legislation and Finance Committee Reports 14-1988, 19-1988, 36-1988; and 4-1994; Administration and Finance Committee Report No. 9-1998; Planning and Operations Committee Report 9-2014; and Item 8.1.12 Standing Policy Committee on Planning Development and Community Services – March 27, 2017.</i>	CITY FILE NO. <i>370-1</i>	PAGE NUMBER <i>1 of 7</i>

1. PURPOSE

To enhance the overall image and economic vitality of commercial areas through the provision of vending on public sidewalks, boulevards and on-street parking stalls.

2. DEFINITIONS

- 2.1 Approved Vending Cart Sites - sites determined by the Community Services **Department Division** to be appropriate for Vending on public Sidewalks.
- 2.2 Boulevard – that portion of the right-of-way that extends from the edge of the Street to the property line of the adjacent property, not including the Sidewalk.
- 2.3 Curb – the dividing line of the Street between the part of the Street intended for the use of vehicles and that intended for pedestrians whether marked with a curbstone or not.
- 2.4 Parking Patio – a Sidewalk Cafe which has been extended to include the temporary conversion of designated Parking Stall(s) located on public Streets.
- 2.5 Parking Stall – any portion of a parking area marked by one or more painted lines, number, **meter**, **poles**, sign or other device to indicate that it is intended for the parking of a vehicle.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C09-013

POLICY TITLE	EFFECTIVE DATE	UPDATED TO REVISED March 27, 2017 February 26, 2025	PAGE NUMBER
<i>Use of Sidewalks, Boulevards and Parking Stalls - Vending</i>	May 2, 1988		2 of 7

2.6 Sidewalk – portion of the right-of-way designed and intended for use by pedestrians.

2.7 Sidewalk Cafe - a group of tables and chairs and other accessories situated and maintained upon a public Sidewalk or Boulevard for the consumption of food and beverages sold to the public from, or in, an adjoining indoor restaurant, lounge or ~~tavern~~ **alcohol establishment type I and II.**

2.8 Street – a road, alley or other place designed and intended for use by the general public for the passage of vehicles and pedestrians, but does not include a parking lot, whether privately or publicly owned.

2.9 Vending – engagement in the sale of beverages, food, and other approved products.

2.10 Vending Cart - stationary stands, kiosks, or mobile units such as hand carts that sell food and beverage items or wares and merchandise on public Sidewalks.

2.11 Vendor - any person(s) who owns and/or operates a Vending Cart, Sidewalk Cafe, or Parking Patio on public right of way.

3. POLICY

Subject to the conditions of this policy, public Sidewalks, Boulevards and on-street Parking Stalls may be temporarily used for the purposes of the following:

- Vending Carts;
- Sidewalk Cafes; and
- Parking Patios.

This policy does not apply to Vending from pedal powered or motorized vehicles.

This policy does not apply to private property, special events or festivals.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C09-013

POLICY TITLE	EFFECTIVE DATE	UPDATED TO REVISED March 27, 2017 February 26, 2025	PAGE NUMBER
<i>Use of Sidewalks, Boulevards and Parking Stalls - Vending</i>	May 2, 1988		3 of 7

3.1 Location

- a) Vending on public Sidewalks, Boulevards, and Parking Stalls shall be permitted only on Approved Vending Cart Sites, as an approved Sidewalk Cafe, or as an approved Parking Patio.
- b) Approval of Vending Cart Sites, Sidewalk Cafes or Parking Patios shall be based on the following criteria:
 - i) There shall be no loading zone, taxi stand, accessibility ramp, bus stop or bus shelter at the Curb.
 - ii) There shall be a minimum of 3.0 metres (10 feet) between any portion of a Vending Cart and the Curb return.
 - iii) A minimum clear passageway of not less than 2.0 metres (6.5 feet) for pedestrians shall be maintained and free of any physical obstructions such as utility poles, fire hydrants, bus shelters, parking ~~meters~~ **pay stations**, trees, temporary signs, sandwich boards, benches or garbage receptacles. Tree grates must be in good condition and flush to the sidewalk surface if they are located within the 2.0 metre passageway. **When the pedestrian pathway is redirected away from a sidewalk into the curb lane, a boardwalk flush with the curb must be provided for the length of the pathway in the curb lane.**
 - iv) Vending Carts must allow a minimum of 1.5 metres (5 feet) of Sidewalk between private property (or any other obstruction) and the Vending unit, unless permission is granted from the Community Services **Department Division** and the owner of the applicable building or structure.
 - v) Sidewalk Cafes and Parking Patios are subject to the regulations set out in the City of Saskatoon's Sidewalk Cafe and Parking Patio Guidelines and *Zoning Bylaw*.

CITY OF SASKATOON

COUNCIL POLICY

NUMBER
C09-013

POLICY TITLE	EFFECTIVE DATE	UPDATED TO REVISED	PAGE NUMBER
<i>Use of Sidewalks, Boulevards and Parking Stalls - Vending</i>	<i>May 2, 1988</i>	<i>March 27, 2017</i> <i>February 26, 2025</i>	<i>4 of 7</i>

- c) The Vendor shall not conduct business in such a way as would restrict or interfere with the ingress or egress of the adjacent property owner or constitute an obstruction to adequate access by fire, police or sanitation vehicles.
- d) Neither the Vending Cart, nor any items relating to operation of the Vending business, shall lean against or hang from any building or other structure without permission from the owner of the applicable building or structure.
- e) To avoid unnecessary competition, Vending Carts shall not be located within 20.0 metres (65 feet) of any business (including another Vendor) which is selling similar products.
- f) Business Improvement Districts shall allocate Approved Vending Cart Sites to individual applicants in accordance with this policy.
- g) For those Approved Vending Cart Sites outside of Business Improvement Districts, the General Manager, Community Services **Department Division** shall allocate Approved Vending Cart Sites to individual applicants on a first-come, first-served basis.

3.2 Vending Cart Units

- a) Vending Cart units shall be of good quality and aesthetically pleasing in appearance. They shall not have any lights, sounds, or actions which could be a distraction for motorists and/or pedestrians.
- b) Vending Cart units must be approved by the Saskatoon Health Region.

3.3 Maintenance of Approved Vending Cart Sites, Sidewalk Cafes and Parking Patios

- a) The Approved Vending Cart Site, Sidewalk Cafe or Parking Patio shall be kept clear of all garbage and litter resulting from Vending operations.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C09-013

POLICY TITLE	EFFECTIVE DATE	UPDATED TO REVISED	PAGE NUMBER
<i>Use of Sidewalks, Boulevards and Parking Stalls - Vending</i>	<i>May 2, 1988</i>	<i>March 27, 2017 February 26, 2025</i>	<i>5 of 7</i>

- b) There shall be no permanent modifications made to the public right of way. Any damage to the Sidewalk, Boulevard, Street or other public structures resulting from Vending shall be repaired by the City and the costs paid by the Vendor.
 - c) There shall be no permanent modifications made to the public right of way. Any damage to the Sidewalk, Boulevard, Street or other public structures resulting from Vending shall be repaired by the City and the costs paid by the Vendor.
 - d) Vending Carts, other than stationary stands or kiosks that have been secured against entry, must be removed from the Sidewalk when not in operation.
- 3.4 Insurance - minimum liability insurance of \$2,000,000 is required for each Approved Vending Cart Site, Sidewalk Cafe or Parking Patio.
- 3.5 Theft - the City assumes no responsibility for any theft of property owned by the Vendor.
- 3.6 ~~Licenses~~ **Licences** - all Vendors shall be required to obtain a **license licence** under *The Business License Licence Bylaw, 2021*. Parking Patios must, in addition, pay all required parking fees. ~~through purchase of meter hood(s).~~
- 3.7 Indemnification - the Vendor shall **indemnify and** save the City harmless of all activities undertaken by the Vendor.
- 3.8 Special Events and Festivals - unless otherwise determined by City Council, an individual licensed for an Approved Vending Cart site, Sidewalk Cafe, or Parking Patio shall also have authority to provide vending services at that site during special events.
- 3.9 Legislation - the Vendor must abide by all laws and regulations, bylaws and resolutions governing the vending operation and must satisfy all levels of government agencies (i.e. Saskatoon Health Region, Police Service etc.). Sidewalk Cafes and Parking Patios are subject to the City's Sidewalk Cafe and Parking Patio Guidelines.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C09-013

POLICY TITLE	EFFECTIVE DATE	UPDATED TO REVISED March 27, 2017 February 26, 2025	PAGE NUMBER
<i>Use of Sidewalks, Boulevards and Parking Stalls - Vending</i>	May 2, 1988		6 of 7

3.10 Policy Compliance - the City reserves the right to withdraw Vendor privileges at any location for failure to meet one or more of the requirements outlined in this policy.

3.11 Parking Patio Fees -

a) Per stall fee:

- i) Per stall fees are established at a rate of 18% of the base rate as outlined in the Temporary Reserve Parking Policy and applied on a 24-hour basis.

b) Administrative fee:

- i) An administrative fee outlined in the Temporary Reserve Parking Policy is required per transaction.

c) In the case of parking areas that do not have clearly marked boundaries, the size of a parking patio area shall be as follows:

- i) Parallel parking areas: 6.5 linear metres of parking lane
- ii) Angled parking or nose-in parking areas 2.44 linear metres of parking lane.

4. RESPONSIBILITIES

4.1 Board of Management, Business Improvement Districts

- a) Administer applications for Approved Vending Cart Sites within Business Improvement Districts.
- b) Submit requests for approval of Vending Cart sites to the General Manager, Community Services Department Division by March 1st of each year.
- c) Ensure Vendors comply with the terms and conditions of this policy (and any additional conditions specified by the Board of Management) for those Approved Vending Cart Sites within Business Improvement Districts.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C09-013

POLICY TITLE	EFFECTIVE DATE	UPDATED TO REVISED	PAGE NUMBER
<i>Use of Sidewalks, Boulevards and Parking Stalls - Vending</i>	<i>May 2, 1988</i>	<i>March 27, 2017 February 26, 2025</i>	<i>7 of 7</i>

- d) Provide notification of approval to the General Manager, Community Services **Department Division** for Vending Carts, Sidewalk Cafes and Parking Patios within Business Improvement Districts.

4.2 General Manager, Community Services **Department Division**

- a) Determine and/or approve sites appropriate for Vending on public Sidewalks, Boulevards and Streets.
- b) Administer applications and allocate Approved Vending Cart Sites in accordance with this policy for all sites other than those within Business Improvement Districts.
- c) Administer applications and approve Sidewalk Cafes and Parking Patios in accordance with this policy, the Sidewalk Cafe and Parking Patio Guidelines, and the *Zoning Bylaw*.
- d) Ensure Vendor compliance with conditions of this policy.
- e) Assume responsibilities identified in Section 4.1 until such time as the Business Improvement District is in a position to do so.
- f) Ensure all Vendors are licensed.
- g) ~~Collect~~ **Collection of** all **license-licence** and parking fees.

~~4.3 General Manager, Community Services Department~~

- ~~a) **Allocate parking meter hoods to Parking Patios and collect all respective parking fees.**~~

4.3 City Council

- b) Approve amendments to this policy.