

## **AGENDA**

### **REGULAR BUSINESS MEETING OF CITY COUNCIL**

Wednesday, February 26, 2025

9:30 a.m.

Council Chamber, City Hall

Submissions providing comments and/or requesting to speak will be accepted for public meetings using the online form at [saskatoon.ca/writetocouncil](https://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. NATIONAL ANTHEM AND 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**

8 - 31

**Recommendation**

That the minutes of the Regular Business Meeting of City Council held on January 29, 2025, be approved.

**5. PUBLIC ACKNOWLEDGMENTS**

**5.1 In Remembrance of Ed Schultz**

**5.2 Council Members**

This is a standing item on the agenda in order to provide Council Members an opportunity to provide any public acknowledgements.

**6. QUESTION PERIOD**

**7. UNFINISHED BUSINESS**

**8. CONSENT AGENDA**

**Recommendation**

That the Committee recommendations contained in Items 8.2.1 to 8.2.3; 8.3.1 to 8.3.3; 8.4.1 to 8.4.2; and 8.5.1 to 8.5.5 be adopted as one motion.

**8.1 Standing Policy Committee on Environment, Utilities & Corporate Services**

**8.2 Standing Policy Committee Transportation**

**8.2.1 Temporary Reserved Parking Program – Council Policy [TS2025-0201] 32 - 40**

**Recommendation**

1. That the Temporary Reserved Parking Program Council Policy be approved; and
2. That the City Clerk’s Office be requested to introduce City Council Policy No. CO-XXXX

**8.2.2 2024 Annual Report –Saskatoon Accessibility Advisory Committee [ADV2025-0101] 41 - 47**

**Recommendation**

That the 2024 Annual Report for the Saskatoon Accessibility Advisory Committee be received as information.

**8.2.3 2025 Work Plan - Saskatoon Accessibility Advisory Committee [ADV2025-0104] 48 - 49**

**Recommendation**

That the 2025 Work Plan for the Saskatoon Accessibility Advisory Committee be received as information.

**8.3 Standing Policy Committee on Planning, Development & Community**

## Services

- 8.3.1 Heritage Conservation Program Strategy – Interim Options Report [PDCS2025-0201]** 50 - 93

### Recommendation

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.

- 8.3.2 City-Owned Land Incentives 2025 [FI2024-0308, GPC2023-0503]** 94 - 109

### Recommendation

1. That 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. That 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 23<sup>rd</sup> Street East and 155 3<sup>rd</sup> Avenue North and a portion of 1635 McKercher Drive;
3. That 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. That 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.

- 8.3.3 Mobile Food Truck and Trailer and Parking Patio Parking Fees [PDCS2025-0202]** 110 - 129

**Recommendation**

1. That the City Clerk be instructed to make the proposed amendments to Council Policy C09-039, Mobile Food Truck Policy, as outlined in the February 5, 2025 report of the Community Services Division; and
2. That 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 the report.

**8.4 Standing Policy Committee on Finance**

**8.4.1 January 2025 Government Funding Applications [FI2025-0202] 130 - 132**

**Recommendation**

1. That if the application for the Short-Term Rental Enforcement Fund is approved, City Council authorize the Mayor and City Clerk to execute the Agreement under the Corporate Seal; and
2. That if required, the Senior Financial Business Partner be granted delegated authority to sign and submit progress reports and financial claims related to the program.

**8.4.2 Property Tax Liens 2024 [FI2025-0203] 133 - 148**

**Recommendation**

That that the City Solicitor be instructed to take the necessary actions under provisions of *The Tax Enforcement Act* with respect to properties with 2024 tax liens.

**8.5 Governance and Priorities Committee**

**8.5.1 City Council Travel and Training Expenses - 2024 [GPC2025-0202] 149 - 156**

**Recommendation**

That the February 12, 2025, report of the City Clerk's Office be received as information, in accordance with *Council Policy C01-023, the City Councillors' Travel and Training Policy*.

**8.5.2 City Council Car Allowance - 2024 [GPC2025-0203] 157 - 159**

**Recommendation**

That the February 12, 2025, report of the City Clerk's Office be received as information, in accordance with *Council Policy C01-023, the City Councillors' Travel and Training Policy*.

**8.5.3 Appeals Boards – Appointment of Secretary [GPC2025-0205] 160 - 163**

**Recommendation**

That the City Clerk, or their designate, be appointed as Secretary to the following appeals boards and as outlined in the February 12, 2025, report of the City Clerk's Office:

- The Saskatoon Appeal Board
- The Board of Revision
- The Development Appeals Board

**8.5.4 2025 Appointments - Saskatoon Appeal Board 164**

**Recommendation**

That the following be appointed to the Saskatoon Appeal Board to the end of 2026:

- Cheryl Cook
- Roy Fleming
- Sandra Maxwell
- Don Stiller

**8.5.5 2025 Appointments - Saskatchewan Place Association Board of Directors (Sasktel Centre) 165**

**Recommendation**

That the City's representative be instructed to vote the City's proxy at the 2025 Annual General Meeting of the Saskatchewan Place Association Inc. Board of Directors for the appointment of E.J. Babey throughout a term expiring at the conclusion of the 2027 Annual General Meeting.

**9. COMMITTEE REPORTS (not on Consent Agenda)**

**9.1 Standing Policy Committee on Environment, Utilities & Corporate Services**

**9.2 Standing Policy Committee Transportation**

**9.3 Standing Policy Committee on Planning, Development & Community Services**

9.4 Standing Policy Committee on Finance

9.5 Governance and Priorities Committee

10. ADMINISTRATIVE REPORTS

10.1 Transportation & Construction

10.2 Utilities & Environment

10.3 Community Services

10.4 Saskatoon Fire

10.5 Corporate Financial Services

10.6 Strategy & Transformation

10.7 Human Resources

10.8 Public Policy & Government Relations

11. LEGISLATIVE REPORTS

11.1 Office of the City Clerk

11.2 Office of the City Solicitor

11.2.1 The Temporary Sign Amendment Bylaw, 2025 and The Recreation Facilities and Parks Usage Amendment Bylaw, 2025 - Proposed Bylaw Nos. 10057 and 10058 [GPC2023-0501 PDCS2024-0602]

166 - 186

**Recommendation**

1. That City Council consider:
  - Bylaw No. 10057, *The Temporary Sign Amendment Bylaw, 2025*; and
  - Bylaw No. 10058, *The Recreation Facilities and Parks Usage Amendment Bylaw, 2025*.
2. That City Council instruct the City Clerk to:
  - repeal Council Policy No. C10-001, *Soliciting in Public Parks*; and
  - amend Council Policy No. C10-026, *Seasonal*

*Commercial Enterprise in Parks*, as outlined in this report.

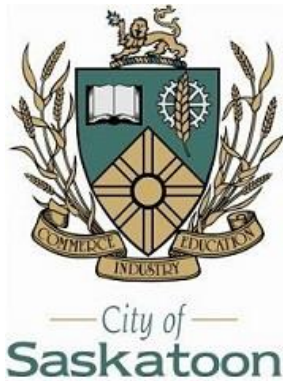
**11.2.2 The Saskatchewan Housing Corporation Tax Exemption Bylaw, 2025 - Proposed Bylaw No. 10055 [GPC2023-1002 CC2024-0202]**

187 - 198

**Recommendation**

That City Council consider Bylaw No. 10055, *The Saskatchewan Housing Corporation Tax Exemption Bylaw, 2025*.

- 12. OTHER REPORTS
- 13. INQUIRIES
- 14. MOTIONS (NOTICE PREVIOUSLY GIVEN)
- 15. URGENT BUSINESS
- 16. GIVING NOTICE
- 17. IN CAMERA SESSION (OPTIONAL)
- 18. ADJOURNMENT



## **MINUTES**

### **REGULAR BUSINESS MEETING OF CITY COUNCIL**

**Wednesday, January 29, 2025, 9:30 a.m.  
Council Chamber, City Hall**

**PRESENT:** Her Worship, Mayor C. Block, in the Chair  
Councillor T. Davies  
Councillor R. Donauer  
Councillor B. Dubois  
Councillor S. Ford  
Councillor H. Kelleher  
Councillor Z. Jeffries  
Councillor K. MacDonald  
Councillor J. Parker  
Councillor R. Pearce  
Councillor S. Timon

**ALSO PRESENT:** City Manager J. Jorgenson  
City Solicitor C. Yelland  
A/Chief Financial Officer K. Smith  
General Manager, Community Services C. Anger  
General Manager, Transportation & Construction T. Schmidt  
A/General Manager, Utilities & Environment R. Munro  
City Clerk A. Tittmore  
Committee Assistant H. Thompson

#### **1. NATIONAL ANTHEM AND CALL TO ORDER**



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

## **2. CONFIRMATION OF AGENDA**

**Moved By:** Councillor Dubois

**Seconded By:** Councillor Kelleher

1. That the following letters be added to item 8.2.1:
  - Request to Speak
    - Robert Clipperton, Bus Riders of Saskatoon, dated January 23, 2025;
  - Submitting Comments
    - Sherry Tarasoff, dated January 27, 2025;
2. That the letter requesting to speak from Isaac Ransom, Neuron Mobility Canada, dated January 27, 2025, be added to item 8.2.2;
3. That the letter requesting to speak from Derek Cameron, Strong Towns YXE, dated January 27, 2025, be added to item 8.4.4;
4. That the following letters be added to item 9.2.1:
  - Request to Speak
    - Robert Clipperton, Bus Riders of Saskatoon, dated January 23, 2025;
  - Submitting Comments
    - Corwyn Shomachuk, dated January 27, 2025;
5. That the following letters be added to item 14.2:
  - Request to Speak
    - Gail Gray-Degenhardt, dated January 23, 2025;
  - Submitting Comments
    - Jeanne Corrigan, dated January 22, 2025;
6. That the Urgent Business item 15.1 - Request for Funding – 2026 National Major Music Awards Event– Council Policy No. C03-007, Special Events be added to the agenda;

That the request to speak from Stephanie Clovechok, Discover Saskatoon, dated January 24, 2025, be added to item 15.1; and

7. That the items with speakers be considered immediately following Consent Agenda:

- 8.2.1
  - Robert Clipperton;
- 8.2.2
  - Isaac Ransom;
- 8.4.4
  - Derek Cameron
- 9.2.1
  - Robert Clipperton;
- 14.2
  - Gail Gray-Degenhardt;
- 15.1
  - Stephanie Clovechok; and

8. That the agenda be confirmed as amended.

In Favour: (11): Mayor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Ford, Councillor Kelleher, Councillor Jeffries, Councillor MacDonald, Councillor Parker, Councillor Pearce, and Councillor Timon

**CARRIED UNANIMOUSLY (11 to 0)**

### **3. DECLARATION OF CONFLICT OF INTEREST**

#### **3.1 Councillor Parker - 2025 Appointments -Saskatoon Public Library [CK 225-4-3]**

Councillor Parker declared a conflict of interest on the above item.

### **4. ADOPTION OF MINUTES**

**Moved By:** Councillor Pearce

**Seconded By:** Councillor MacDonald

That the following minutes be approved:

1. Regular Business Special Meeting of City Council held of December 12, 2024; and
2. Regular Business Meeting of City Council held on December 18, 2024.

In Favour: (11): Mayor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Ford, Councillor Kelleher, Councillor Jeffries, Councillor MacDonald, Councillor Parker, Councillor Pearce, and Councillor Timon

**CARRIED UNANIMOUSLY (11 to 0)**

## **5. PUBLIC ACKNOWLEDGMENTS**

### **5.1 2024 Joint CUPE/City of Saskatoon Scholarship [CK 150-5]**

Mayor Block congratulated Isabelle Monsman and Jing Peng Chen as the recipients of the 2024 Joint CUPE59/City of Saskatoon Scholarships.

### **5.2 2024-2025 Budz-Guenter Memorial Scholarship [CK 150-5]**

Mayor Block congratulated Rowan Redekopp as the recipient of the 2024-2025 Budz-Guenter Memorial Scholarship.

### **5.3 2024 IBEW 319/City of Saskatoon Scholarship [CK 150-5]**

Mayor Block acknowledged Madelyn Wright as recipient of the 2024 IBEW 319/City of Saskatoon Scholarship.

### **5.4 Council Members**

This is a standing item on the agenda in order to provide Council Members an opportunity to provide any public acknowledgements.

#### Mayor Block

- Acknowledged the École Silverspring School grade 6 students for the invitation to speak about homelessness and recognized their research project that studied homelessness around the world.
- Recognized those involved for their assistance in the University Bridge repairs.

#### Councillor Dubois

- Acknowledged the 58th annual Knights of Columbus Games where she was present to speak and present awards.

- Recognized those involved for their assistance in the University Bridge repairs.

#### Councillor Pearce

- Acknowledged his experience of going out with the Love Bus Ministry, who are a group providing food, and clothing to those in need.
- Acknowledged David Fineday for his invitation to walk with him. They visited the Saskatoon Indian & Métis Friendship Centre and St. Mary's Parish.

Mayor Block acknowledged David Fineday was in the gallery.

#### Councillor Timon

- Acknowledged Barb Biddle for 30 years of service as a volunteer with the Montgomery Place Community Association.

## **6. QUESTION PERIOD**

### **6.1 Councillor R. Donauer - University Bridge Security**

Councillor Donauer asked about the steps being taken to secure the bridge following the event on January 19th.

General Manager of Transportation and Construction Schmidt responded that steps are being taken to secure the east side of the bridge. An inspection was completed to determine access points. The plan is to restrict access to the underside, the arches and piers of the bridge. Secure fencing is being ordered and will be installed once materials have been secured.

### **6.2 Councillor B. Dubois - Neighbourhood Snow Removal**

Councillor Dubois asked for an update on the neighbourhood snow removal and within school zones.

General Manager Transportation and Construction Schmidt provided a response indicating that Priority 1 streets have been completed and Priority 2 and 3 streets are 70% completed. Completion is slated for the middle of February, subject to no more snow events.

Additionally, Councillor Dubois asked if there is a communications schedule.

General Manager Transportation and Construction Schmidt provided a response advising that the schedule has remained fluid as it is ever changing due to weather events or equipment issues. The Administration provides 48 hour notice signs to ensure residents remove their vehicles from the affected streets prior to snow removal.

**7. UNFINISHED BUSINESS**

**8. CONSENT AGENDA**

Items 8.2.1, 8.2.2, 8.4.4 and 8.5.5 were removed from the Consent Agenda.

**Moved By:** Councillor Donauer

**Seconded By:** Councillor Pearce

That the Committee recommendations contained in Items 8.1.1; 8.2.3; 8.3.1 to 8.3.3; 8.4.1 to 8.4.3 and 8.4.5 to 8.4.6; 8.5.1 to 8.5.4 and 8.5.6 to 8.5.9 be adopted as one motion.

In Favour: (11): Mayor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Ford, Councillor Kelleher, Councillor Jeffries, Councillor MacDonald, Councillor Parker, Councillor Pearce, and Councillor Timon

**CARRIED UNANIMOUSLY (11 to 0)**

Item 8.5.5 was considered next.

**8.1 Standing Policy Committee on Environment, Utilities & Corporate Services**

**8.1.1 Water Conservation Budget Adjustment [EUCS2025-0101]**

That Capital Project P.02197 be increased by \$128,900 to be funded by NRCan and FCM.

**CARRIED UNANIMOUSLY**

**8.2 Standing Policy Committee Transportation**

**8.2.3 Infrastructure Canada – Active Transportation Fund 2025 [TS2025-0102]**

1. That Administration be directed to submit the proposed projects outlined in this report to the Active Transportation Fund;

2. That if successful, the Mayor and City Clerk be authorized to execute the agreement with Housing, Infrastructure and Communities Canada under the Corporate Seal; and
3. That if required, the Senior Financial Business Partner be granted delegated authority to sign and submit progress reports and financial claims related to the program.

**CARRIED UNANIMOUSLY**

**8.3 Standing Policy Committee on Planning, Development & Community Services**

**8.3.1 2025 Cultural Grant Capital Reserve Awards [PDCS2025-0105]**

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.

**CARRIED UNANIMOUSLY**

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

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.

**CARRIED UNANIMOUSLY**

**8.3.3 Marr Residence Annual Report 2024 [PDCS2025-0103]**

That the Marr Residence 2024 Annual Report be received as information.

**CARRIED UNANIMOUSLY**

**8.4 Standing Policy Committee on Finance**

**8.4.1 Investment Income Reserve [FI2025-0102]**

1. That the Interest Stabilization Reserve be abolished;
2. That the Investment Income Reserve be established as outlined in Appendix 1, of the January 15, 2025, report of the Corporate Financial Services Division;
3. That the existing balance within the Interest Stabilization Reserve be transferred to the Investment Income Reserve; and
4. That the City Clerk's office be requested to amend City Council Policy No. C03-003, Reserve for Future Expenditures accordingly.

**CARRIED UNANIMOUSLY**

**8.4.2 Natural Infrastructure Fund Budget Adjustments [EUCS2024-0401 CC2023-0406]**

That the Capital Projects outlined in the January 15, 2025, report of the Corporate Financial Services be adjusted for funding through the Natural Infrastructure Fund.

**CARRIED UNANIMOUSLY**

**8.4.3 Property Realized Reserve Withdrawal 2024 [FI2025-0106]**

That a withdrawal of \$407,378.55 from the Property Realized Reserve be approved to fund miscellaneous land development and related sales costs incurred during the period of December 1, 2023 to November 30, 2024.

**CARRIED UNANIMOUSLY**

**8.4.5 Federation of Canadian Municipalities 2025-2026 Membership Fees [FI2025-0107]**

That the Federation of Canadian Municipalities 2025-2026 membership fees, in the amount of \$64,982.10, including GST, be paid.

**CARRIED UNANIMOUSLY**

**8.4.6 Saskatchewan Urban Municipalities Association (SUMA) 2025 Membership Fees [FI2025-0108]**

That the Saskatchewan Urban Municipalities Association 2025 membership fees, in the amount of \$135,962.65, including GST, be paid.

**CARRIED UNANIMOUSLY**

**8.5 Governance and Priorities Committee**

**8.5.1 2025 Appointment - Diversity, Equity and Inclusion Advisory Committee [CK 225-4-3]**

That James Brayshaw be appointed as a citizen representative of the senior citizen community (55+ years old) to Diversity, Equity and Inclusion Advisory Committee to the end of 2026.

**CARRIED UNANIMOUSLY**

**8.5.2 2025 Appointment - Saskatoon Accessibility Advisory Committee [CK 225-4-3]**

That Robin Mowat be appointed as the agency representative for the Saskatchewan Human Rights Commission to the Saskatoon Accessibility Advisory Committee to the end of 2026.

**CARRIED UNANIMOUSLY**

**8.5.3 2025 Appointments - Board of Revision [CK 225-4-3]**

1. That the following be (re)appointed to the Board of Revision to the end of 2025:
  - JoAnn Baraniecki
  - Melissa Bewer
  - June Bold
  - Cameron Choquette
  - Andrew Gaucher
  - Oluwagbenga Hammed



- Albert Lavoie
  - Asit Sarkar
  - Brett Zoerb
2. That the City Clerk be directed to readvertise the remaining vacancies.

**CARRIED UNANIMOUSLY**

**8.5.4 2025 Appointments - Development Appeals Board [CK 225-4-3]**

That the following citizen representatives be appointed to the Development Appeals Board to the end of 2026:

- Evan Reekie
- Ryan Snider

**CARRIED UNANIMOUSLY**

**8.5.6 2025 Appointments - Centennial Auditorium and Convention Centre Corporation Board of Directors (TCU Place) [CK 225-4-3]**

That the City's representative be instructed to vote the City's proxy at the 2025 Annual General Meeting for the (re)appointment of the following to the Centennial Auditorium and Convention Centre Board of Directors throughout a term expiring at the conclusion of the 2027 Annual General Meeting:

- Casey Collins
- Gord Gillespie
- Biswa Patra
- Jordan Hamel
- Fraiba Jalal
- Namarta Kochar
- Kit McGuinness

**CARRIED UNANIMOUSLY**

**8.5.7 2025 Appointments - Riversdale Business Improvement District Board of Directors [CK 225-4-3]**

That the following be appointed to the Riversdale Business Improvement District Board of Directors:

- Chris Bodnar, Bodnar Contracting Inc.
- Daryl Brown, Phoenix Starter Alternator Repair
- Al Douma, Michelangelo Marble and Granite
- James Frost, James Frost Fine Goods
- Carmen Hamm, Taste Restaurant Group
- Dr. Ephthymia (Effie) Kutsogiannis, Pleasant Hill Dental
- Veronica Tricker, ON2U Body Piercing and Tattoo
- Carla Sharback, Blossoms/Anthology
- Lionel Wong, Money Express

**CARRIED UNANIMOUSLY**

**8.5.8 2025 Appointment - P4G - Saskatoon North Partnership for Growth - District Planning Commission [CK 225-4-3]**

That Jim Johnston be appointed to the P4G – Saskatoon North Partnership for Growth – District Planning Commission to the end of 2027.

**CARRIED UNANIMOUSLY**

**8.5.9 2025 Appointment - Meewasin Valley Authority Board of Directors [CK 225-4-3]**

That Shantelle Watson, Saskatoon Tribal Council, be reappointed to the Meewasin Valley Authority Board of Directors to the end of 2025.

**CARRIED UNANIMOUSLY**

## 8. CONSENT AGENDA

### 8.2 Standing Policy Committee Transportation

#### 8.2.1 Saskatoon Transit 2025 Fleet Renewal Request [TS2025-0103]

The following letters were provided:

Request to Speak

- Robert Clipperton, Bus Riders of Saskatoon, dated January 23, 2025.

Submitting Comments

- Glenn Wright, Saskatchewan Coalition for Sustainable Development, dated January 13, 2025; and
- Sherry Tarasoff, dated January 27, 2025.

This item was removed from the Consent Agenda.

Councillor Dubois introduced the item as Chair of the Standing Policy Committee on Transportation.

Council heard from Robert Clipperton, Bus Riders of Saskatoon.

General Manager Transportation and Construction Schmidt responded to questions of Council.

**Moved By:** Councillor Dubois

**Seconded By:** Councillor Pearce

1. That the 2025 Saskatoon Transit Fleet Replacement request provided in Option 1 – Purchase Fixed Route Diesel Buses and Access Transit Gas Buses be approved, funded from \$23.5M of city contribution borrowing approved in the 2024 and 2025 budget;
2. That Capital Project P.00583 Transit Replacement Buses be increased by \$23,900 funded from the Transit Vehicles Replacement Reserve; and
3. That \$923,900 of borrowing be removed from Capital Project P.00583 Transit Replacement Buses and transferred to P.02095 Access Transit Bus Replacement, subject to public notice.

In Favour: (11): Mayor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Ford, Councillor Kelleher, Councillor Jeffries, Councillor MacDonald, Councillor Parker, Councillor Pearce, and Councillor Timon

**CARRIED UNANIMOUSLY (11 to 0)**

## **8.2 Standing Policy Committee Transportation**

### **8.2.3 Infrastructure Canada – Active Transportation Fund 2025 [TS2025-0102]**

1. That Administration be directed to submit the proposed projects outlined in this report to the Active Transportation Fund;
2. That if successful, the Mayor and City Clerk be authorized to execute the agreement with Housing, Infrastructure and Communities Canada under the Corporate Seal; and
3. That if required, the Senior Financial Business Partner be granted delegated authority to sign and submit progress reports and financial claims related to the program.

**CARRIED UNANIMOUSLY**

### **8.2.2 Shared Electric Kick Scooter Program Pilot – 2025 Update [TS2025-0104]**

A letter requesting to speak from Isaac Ransom, Neuron Mobility Canada, dated January 27, 2025, was provided.

This item was removed from the Consent Agenda.

Councillor Dubois introduced the item as Chair of the Standing Policy Committee on Transportation.

Isaac Ransom, Neuron Mobility Canada provided a presentation and responded to questions of the Committee.

Director of Transportation Magus, along with City Solicitor Yelland, and City Manager Jorgenson responded to questions of Council.

The meeting recessed at 11:15 a.m. and reconvened at 11:33 a.m. with all members of Council in attendance.

**Moved By:** Councillor Dubois

**Seconded By:** Councillor Ford

1. That Option 1 – Permit shared e-scooters on the public right-of-way be approved;
2. That shared e-scooters be permitted under Bylaw 7200, *The Traffic Bylaw, 1991*, and that vendors be acquired through a competitive procurement process to a maximum of two qualified vendors; and
3. That the City Solicitor’s Office be requested to amend Bylaw 7200, *The Traffic Bylaw, 1991*, as outlined in the report of the Transportation and Construction Division, dated January 14, 2025.

In Favour: (11): Mayor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Ford, Councillor Kelleher, Councillor Jeffries, Councillor MacDonald, Councillor Parker, Councillor Pearce, and Councillor Timon

**CARRIED UNANIMOUSLY (11 to 0)**

Item 8.4.4 was considered next.

## **8. CONSENT AGENDA**

### **8.4 Standing Policy Committee on Finance**

#### **8.4.4 Financial Review Audit [FI2025-0105]**

A letter requesting to speak from Derek Cameron, Strong Towns YXE, dated January 27, 2025, was provided.

This item was removed from the Consent Agenda.

Councillor Jeffries introduced the item as Chair of the Standing Policy Committee on Finance.

Derek Cameron, Strong Towns YXE provided a presentation.

City Manager Jorgenson along with A/Chief Financial Officer Smith responded to questions of Council.

**Moved By:** Councillor Jeffries

**Seconded By:** Councillor Timon

That the report of the City Auditor be received as information.

In Favour: (11): Mayor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Ford, Councillor Kelleher, Councillor Jeffries, Councillor MacDonald, Councillor Parker, Councillor Pearce, and Councillor Timon

**CARRIED UNANIMOUSLY (11 to 0)**

Item 9.2.1 was considered next.

## **8. CONSENT AGENDA**

### **8.5 Governance and Priorities Committee**

#### **8.5.5 2025 Appointments - Saskatoon Public Library [CK 225-4-3]**

This item was removed from the Consent Agenda.

Councillor Parker declared a conflict of interest on the above item and excused herself from the discussion and voting on the matter and left the meeting.

**Moved By:** Councillor Davies

**Seconded By:** Councillor Donauer

1. That the following be (re)appointed to the Saskatoon Public Library Board of Directors to the end of 2026:
  - Jasmin Carlton
  - Samantha Bear
  - Anand Elango
  - Sean Homenick
2. That Carolanne Inglis-McQuay be appointed to the Saskatoon Public Library Board of Directors to the end of 2025.

In Favour: (10): Mayor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Ford, Councillor Kelleher, Councillor Jeffries, Councillor MacDonald, Councillor Pearce, and Councillor Timon

Absent: (1): Councillor Parker

**CARRIED UNANIMOUSLY (10 to 0)**

Councillor Parker re-entered the meeting.

Item 8.2.1 was considered next.

**9. COMMITTEE REPORTS (not on Consent Agenda)**

**9.1 Standing Policy Committee on Environment, Utilities & Corporate Services**

**9.2 Standing Policy Committee Transportation**

**9.2.1 McKercher Drive Extension Update – January 2025 [TS2025-0105]**

The following letters were provided:

Request to Speak

- Robert Clipperton, Bus Riders of Saskatoon, dated January 23, 2025; and

Submitting Comments

- Corwyn Shomachuk, dated January 27, 2025;

Councillor Dubois introduced the item as Chair of the Standing Policy Committee on Transportation.

City Council heard from Robert Clipperton, Bus Riders of Saskatoon.

Director of Transportation Magus responded to questions of Council.

**Moved By:** Councillor Dubois

**Seconded By:** Councillor Ford

1. That a portion of the lands be allocated for street right-of-way for the intersection of McKercher Drive and 105<sup>th</sup> Street as outlined in the report of the Transportation and Construction Division, dated January 14, 2025;
2. That a portion of the lands in Parcel B allocated for the extension adjacent to the Muskeg Lake Cree Nation property be offered for sale to the Muskeg Lake Cree Nation as set out in the report of the Transportation and Construction Division, dated January 14, 2025; and
3. That proceeds from the sale of lands previously allocated for right-of-way be placed into the Dedicated Roadway Reserve.

In Favour: (10): Mayor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Ford, Councillor Kelleher, Councillor Jeffries, Councillor MacDonald, Councillor Parker, and Councillor Timon

Against: (1): Councillor Pearce

**CARRIED (10 to 1)**

Item 15.1 was considered next.

**9.3 Standing Policy Committee on Planning, Development & Community Services**

**9.4 Standing Policy Committee on Finance**

**9.5 Governance and Priorities Committee**

**10. ADMINISTRATIVE REPORTS**

**10.1 Transportation & Construction**

**10.2 Utilities & Environment**

**10.3 Community Services**

**10.4 Saskatoon Fire**

**10.5 Corporate Financial Services**

**10.6 Strategy & Transformation**

**10.7 Human Resources**

**10.8 Public Policy & Government Relations**

**11. LEGISLATIVE REPORTS**

**11.1 Office of the City Clerk**

**11.1.1 Municipal Revenue Sharing – Declaration of Eligibility  
[CC2025-0101]**

A report of City Clerk's Office was provided and presented by City Clerk Tittlemore.

**Moved By:** Councillor Davies

**Seconded By:** Councillor Donauer

That City Council:



1. Confirms the City of Saskatoon meets the following eligibility requirements of the Municipal Revenue Sharing Grant - Declaration of Eligibility for the reporting year 2024-2025:
  - Submission of the 2023 Audited Financial Statement to the Ministry of Government Relations;
  - Submission of the 2023 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
  - In good standing with respect to the reporting and remittance of Education Property Taxes;
  - Adoption of a Council Procedures Bylaw;
  - Adoption of an Employee Code of Conduct; and
  - All members of Council have filed and annually updated their Public Disclosure Statements, as required; and
2. Authorizes the City Clerk, to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

In Favour: (7): Mayor Block, Councillor Davies, Councillor Donauer, Councillor Kelleher, Councillor MacDonald, Councillor Parker, and Councillor Timon

Absent: (4): Councillor Dubois, Councillor Ford, Councillor Jeffries, and Councillor Pearce

**CARRIED UNANIMOUSLY (7 to 0)**

## **11.2 Office of the City Solicitor**

### **11.2.1 Amendment to Bylaw No. 7200, The Traffic Bylaw [TS2024-1201]**

A report of City Solicitor's Office was provided and presented by City Solicitor Yelland.

Councillors Pearce, Dubois, Ford, and Jeffries entered the meeting at 1:47 p.m.

**Moved By:** Councillor Donauer

**Seconded By:** Councillor MacDonald

That permission be granted to introduce Bylaw No. 10054, and give same its FIRST reading.

In Favour: (11): Mayor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Ford, Councillor Kelleher, Councillor Jeffries, Councillor MacDonald, Councillor Parker, Councillor Pearce, and Councillor Timon

**CARRIED UNANIMOUSLY (11 to 0)**

**Moved By:** Councillor Kelleher  
**Seconded By:** Councillor Parker

That Bylaw No. 10054 now be read a SECOND time.

In Favour: (11): Mayor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Ford, Councillor Kelleher, Councillor Jeffries, Councillor MacDonald, Councillor Parker, Councillor Pearce, and Councillor Timon

**CARRIED UNANIMOUSLY (11 to 0)**

**Moved By:** Councillor Donauer  
**Seconded By:** Councillor Timon

That permission be granted to have Bylaw No. 10054 read a third time at this meeting.

In Favour: (11): Mayor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Ford, Councillor Kelleher, Councillor Jeffries, Councillor MacDonald, Councillor Parker, Councillor Pearce, and Councillor Timon

**CARRIED UNANIMOUSLY (11 to 0)**

**Moved By:** Councillor Dubois  
**Seconded By:** Councillor Ford

That Bylaw No. 10054 now be read a THIRD time, that the bylaw be passed and the Mayor and the City Clerk be authorized to sign same and attach the corporate seal thereto.

In Favour: (11): Mayor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Ford, Councillor Kelleher, Councillor Jeffries, Councillor MacDonald, Councillor Parker, Councillor Pearce, and Councillor Timon

**CARRIED UNANIMOUSLY (11 to 0)**

**12. OTHER REPORTS**

**13. INQUIRIES**

**14. MOTIONS (NOTICE PREVIOUSLY GIVEN)**

**14.1 Councillor J. Parker - Expansion of Access to Public Washrooms and Drinking Water – Report Back Items [CC2025-0104]**

In accordance with Section 65 of *The Procedures and Committees Bylaw, 9170*, TAKE NOTICE that Councillor Parker provided the following Notice of Motion:

"Whereas a pilot project for security supervision of public washrooms at North Kiwanis is currently funded until January 31, 2025, and without extension a service level gap in the community will occur following expiry of funding for the pilot;

Whereas City Council at its December 2, 2024 budget meeting considered a report "Expansion of Access to Public Washrooms and Drinking Water – Report Back Items", and resolved:

*"That Approach 4: Exploring partnerships and options to expand public washroom options in the Pleasant Hill and Riversdale areas as outlined in the report, be approved"*, with no direction given on included report information on potential extension of the North Kiwanis project; and

Whereas section 66.1 of *The Procedures and Committees Bylaw* restricts Council members from reintroducing matters for consideration within 12 months without rescission, and a notice of motion is required to rescind previous direction.

Therefore, I move:

That the December 2, 2024 resolution of Council *"That Approach 4: Exploring partnerships and options to expand public washroom options in the Pleasant Hill and Riversdale areas as outlined in the report, be approved"* be rescinded, with the following motions then made in place:

1. That Approach 4: Exploring partnerships and options to expand public washroom options in the Pleasant Hill and Riversdale areas as outlined in the report, be approved;
2. That an extension of the existing pilot of supervision at North Kiwanis be approved as per the December 2, 2024 report, to December 31, 2025 at a cost of \$239,000, with funding to come from the Reserve for Capital Expenditures; and
3. That reporting be brought forward for consideration as part of the 2026/27 budget regarding options for public washrooms as contained and updated from the December 2, 2024 report"

Councillor Parker introduced the item.

General Manager of Community Services Anger, along with Director of Emergency Management Organization Golden-McLeod, A/General Manager of Utilities and Environment Munro, City Manager Jorgenson and A/Chief Financial Officer Smith responded to questions of Council.

**Moved By:** Councillor Parker

**Seconded By:** Councillor Pearce

That the December 2, 2024 resolution of Council "*That Approach 4: Exploring partnerships and options to expand public washroom options in the Pleasant Hill and Riversdale areas as outlined in the report, be approved*" be rescinded, with the following motions then made in place:

1. That Approach 4: Exploring partnerships and options to expand public washroom options in the Pleasant Hill and Riversdale areas as outlined in the report, be approved;
2. That an extension of the existing pilot of supervision at North Kiwanis be approved as per the December 2, 2024 report, to December 31, 2025 at a cost of \$239,000, with funding to come from the Reserve for Capital Expenditures; and
3. That reporting be brought forward for consideration as part of the 2026/27 budget regarding options for public washrooms as contained and updated from the December 2, 2024 report"

In Favour: (11): Mayor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Ford, Councillor Kelleher, Councillor Jeffries, Councillor MacDonald, Councillor Parker, Councillor Pearce, and Councillor Timon

**14.2 Mayor C. Block - Homelessness in Saskatoon [CC2025-0105]**

In accordance with Section 65 of *The Procedures and Committees Bylaw, 9170*, TAKE NOTICE that Mayor Block provided the following Notice of Motion:

"Whereas the City of Saskatoon, multiple service providers, Indigenous Rights Holders, Elders, and stakeholders have been working collaboratively to develop a new plan to address homelessness in Saskatoon; and

Whereas the City is committed to ensuring Saskatoon residents and businesses have the opportunity to participate in developing solutions to homelessness;

Therefore, I move that the Administration be directed to report back no later than March 2025, with an evaluation of, and potential role for the City, with respect to the new plan to address homelessness in Saskatoon that is currently under development; and

That the Administration be directed to develop and bring forward a comprehensive process to ensure the community has the opportunity to have their voices heard by Council regarding the plan; and

That the Administration be directed to bring forward a proposed Terms Of Reference and governance model for a Council Sub-Committee, whose mandate would be to activate partnerships to accelerate the plan."

The following letters were provided:

Request to Speak

- Gail Gray-Degenhardt, dated January 23, 2025; and

Communication

- Jeanne Corrigan, dated January 22, 2025.

It was noted that Gail Gray-Degenhardt was not in attendance to speak to City Council when the matter was considered.

Councillor Davies assumed Chair.

Mayor Block introduced the item.

**Moved By:** Mayor Block

**Seconded By:** Councillor Pearce

1. That the Administration be directed to report back no later than March 2025, with an evaluation of, and potential role for the City, with respect to the new plan to address homelessness in Saskatoon that is currently under development; and
2. That the Administration be directed to develop and bring forward a comprehensive process to ensure the community has the opportunity to have their voices heard by Council regarding the plan; and
3. That the Administration be directed to bring forward a proposed Terms Of Reference and governance model for a Council Sub-Committee, whose mandate would be to activate partnerships to accelerate the plan.

In Favour: (11): Mayor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Ford, Councillor Kelleher, Councillor Jeffries, Councillor MacDonald, Councillor Parker, Councillor Pearce, and Councillor Timon

**CARRIED UNANIMOUSLY (11 to 0)**

Mayor Block assumed Chair.

## **15. URGENT BUSINESS**

### **15.1 Request for Funding – 2026 National Major Music Awards Event– Council Policy No. C03-007, Special Events [CC2025-0106]**

A report of Community Services Division was provided and presented by Director of Recreation and Community Development Roberts.

A letter requesting to speak from Stephanie Clovechok, Discover Saskatoon, dated January 24, 2025 was also provided.

Director of Recreation and Community Development Roberts responded to questions.

Council heard from Stephanie Clovechok, Discover Saskatoon and she responded to questions.

**Moved By:** Councillor Timon

**Seconded By:** Councillor MacDonald

That funding in the amount of \$500,000, to Discover Saskatoon, be approved, under Council Policy C03-007, Special Events, to support the hosting of a National Major Music Awards Event, in 2026, pending:

1. The successful award of the bid to host the event; and
2. The submission of a detailed event application package.

In Favour: (11): Mayor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Ford, Councillor Kelleher, Councillor Jeffries, Councillor MacDonald, Councillor Parker, Councillor Pearce, and Councillor Timon

**CARRIED UNANIMOUSLY (11 to 0)**

Council recessed at 1:05 p.m. and reconvened at 1:46 p.m. with all members of Council present with the exception of Councillors Pearce, Dubois, Ford, and Jeffries.

Item 11.1.1 was considered next.

**16. GIVING NOTICE**

**17. IN CAMERA SESSION (OPTIONAL)**

**18. ADJOURNMENT**

The meeting adjourned at 2:14 p.m.



# STANDING POLICY COMMITTEE ON TRANSPORTATION

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## Temporary Reserved Parking Program – Council Policy

### Recommendation of the Committee

1. That the Temporary Reserved Parking Program Council Policy be approved; and
2. That the City Clerk's Office be requested to introduce City Council Policy No. CO-XXXX

### History

The Standing Policy Committee on Transportation, at its meeting held on February 4, 2025, considered a report of the Community Services Division regarding the above.

### Attachment

February 4, 2025, report of the Community Services Division.



## Temporary Reserved Parking Program – Council Policy

### ISSUE

This report introduces a new Council Policy to guide usage of the Temporary Reserved Parking Program. The Temporary Reserve Parking Program has historically operated under the authority of individual City Council resolutions, without a guiding framework.

### RECOMMENDATION

That the Standing Policy Committee on Transportation recommend to City Council:

1. That the Temporary Reserved Parking Program Council Policy, be approved; and
2. That the City Clerk’s Office be requested to introduce City Council Policy No. CO-XXXX.

### BACKGROUND

The Temporary Reserved Parking (TRP) Program, previously known as “meter hooding”, allows parking spaces to be reserved for nonstandard purposes, including construction, business, special events or service needs. The program applies to paid parking locations only.

The TRP Program lacks an overall policy framework. The TRP Program operates through a variety of City Council resolutions, resulting from previous administrative reports. No policy framework exists which collectively identifies all TRP-related provisions. This approach lacks transparency and creates difficulties in efficiently administering the program.

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

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

### DISCUSSION/ANALYSIS

A Council Policy for the TRP Program will result in administrative efficiencies and provide improved transparency for TRP users.

A policy has been drafted for approval (see Appendix 1), containing a consolidation of past City Council resolutions and operational practices. This Council Policy:

- Provides clarity for external users, administrators and stakeholders of the TRP program;
- Outlines program provisions, fees and objectives in one policy document in a more transparent manner; and

## Temporary Reserved Parking Program – Council Policy

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- Assists with consistent administration of the program.

Policy approval will not result in any operational changes. The policy proposes a consistent fee structure using a formula where the hourly parking rate set in [Bylaw No. 7200, The Traffic Bylaw, 1991](#) is considered the base rate, and fees are calculated as a percentage of that base. For ease of understanding and administering the policy the percentages are rounded to the nearest 5%, and the rates rounded to the nearest \$0.05 (see Appendix 2). This approach ensures that TRP fees are adjusted in conjunction with changes to the hourly parking rate without the need for further bylaw amendments.

### FINANCIAL IMPLICATIONS

Use of the noted base rate approach results in some minor differences to the existing TRP fee schedule and any such financial implications resulting from this approach are negligible.

### OTHER IMPLICATIONS

If this Council Policy is adopted, amendments to [Council Policy C09-013 - Use of Sidewalks, Boulevards and Parking Stalls – Vending](#), and [Council Policy C09-039 - Mobile Food Truck Policy](#), will be necessary. Amendments to these policies will be presented at the Standing Policy Committee on Planning, Development and Community Services meeting held on February 5, 2025.

### APPENDICES

1. Draft Temporary Reserved Parking Program Council Policy
2. Temporary Reserved Parking Program Fee Schedule

### REPORT APPROVAL

Written by: Veronica Blair, Policy Manager  
Reviewed by: Wayne Sum, Parking Services Manager  
Matt Grazier, Director of Community Standards  
Approved by: Celene Anger, General Manager, Community Services

SP/2025/CS/Trans/Temporary Reserved Parking Program – Council Policy/sk

Draft Temporary Reserved Parking Program Council Policy

# CITY OF SASKATOON COUNCIL POLICY

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 NUMBER  
 CO-XXXX
 

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<b>POLICY TITLE</b> <i>Temporary Reserved Parking Program</i>	<b>ADOPTED BY:</b> <i>City Council</i>	<b>EFFECTIVE DATE</b> <b>TBD</b>
<b>ORIGIN/AUTHORITY</b>	<b>CITY FILE NO.</b> CK. XXXX	<b>PAGE NUMBER</b> 1 of 5

## 1. PURPOSE

- 1.1 The purpose of this Policy is to:
- a) Allow for the rental of on-street parking stalls and clarify requirements of the Temporary Reserved Parking (TRP) Program;
  - b) Ensure users who benefit from TRP rentals pay a fair and equitable fee based on the value of on-street parking stalls as public assets; and
  - c) Ensure consistency in fees charged to all TRP users.

## 2. DEFINITIONS

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

- 2.1 Base rate - Hourly pay parking rate in a pay station zone as set in *The Traffic Bylaw*.
- 2.2 Parking area - Any portion of a street or surfaced or unsurfaced area indicated by signs, markings, numbers, poles or any other device as a place for parking.
- 2.3 Parking stall - Any portion of a parking area marked by one or more of painted lines, number, pole, sign or other device to indicate that it is intended for the parking of a vehicle.
- 2.4 Pay station zone - A parking area where parking is permitted subject to payment of parking fees.
- 2.5 Temporary Reserved Parking (TRP) - Administrative process allowing users to reserve parking stalls in pay station zones for non-standard purposes, including construction, business (i.e. special events) or service needs (i.e., sign installers, window cleaning).

# CITY OF SASKATOON COUNCIL POLICY

NUMBER <b>C0-XXXX</b>
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<b>POLICY TITLE</b> <i>Temporary Reserved Parking Program</i>	<b>EFFECTIVE DATE:</b> <b>TBD</b>	<b>PAGE NUMBER</b> 2 of 5
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2.6 Temporary Reserved Parking (TRP) fees - Fees charged for the reservation of parking stalls within pay station zones through the TRP program.

2.7 Users - An individual, a group, or an outside organization/association that reserves parking through the TRP Program.

### 3. POLICY

#### 3.1 Scope

a) This Policy applies to TRP reservations within the City’s pay station zones.

#### 3.2 Program objectives

a) The program accommodates parking reservations while maintaining public safety, promoting unrestricted traffic flow and supporting a healthy business community.

#### 3.3 TRP Fees

a) Application of TRP fees:

i). Fees shall be applicable to all TRP applications that meet the requirements of this policy.

ii). Fees do not include applicable taxes and will be applied where appropriate.

b) Per parking stall fee:

i). Per parking stall fees are charged based on the duration of the reservation and the number of parking stalls required.

ii). Per parking stall fees will be recommended by administration, approved by Council, and published accordingly.

iii). Per parking stall fees are to be determined through a proportion of the base rate within a pay station zone:

# CITY OF SASKATOON COUNCIL POLICY

NUMBER <b>C0-XXXX</b>
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<b>POLICY TITLE</b> <i>Temporary Reserved Parking Program</i>	<b>EFFECTIVE DATE:</b> <b>TBD</b>	<b>PAGE NUMBER</b> 3 of 5
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- 1) Day time rate (applied to a minimum of 11 hours; 7 AM to 6PM) – 90% of the base rate for the first 30 days; 65% of base rate thereafter;
  - 2) Full day rate (applied to a minimum of 24 hours; 7 AM to 7 AM) – 60% of the base rate for the first 30 days; 40% of base rate thereafter; and
  - 3) Overnight rate (applied to a minimum of 12 hours, 6 PM to 6 AM) – 35% of the base rate.
- iv). Number of parking stalls:
- 1) A minimum of one (1) and a maximum of six (6) parking stalls can be reserved per block face. Applications for reservations of more than six (6) parking stalls may be approved on a case-by-case basis at the discretion of Parking Services.
  - 2) In the case of parking areas that do not have clearly marked boundaries, the size of a reserved parking area shall be as follows:
    - Parallel parking areas: 6.5 linear metres of parking lane.
    - Angled parking or nose-in parking areas: 2.44 linear metres of parking lane.
- c) Administrative Fee:
- i). An administrative fee is established to recover costs associated with administering TRP.
  - ii). An administrative fee of \$75 shall be applicable to all TRP applications under this policy.
- d) On-street mobile food trucks and trailers must pay all required parking fees in accordance with [Council Policy C09-039, Mobile Food Truck Policy](#).
- e) On-street parking patios must pay all required parking fees in accordance with [Council Policy C09-013 - Use of Sidewalks, Boulevards and Parking Stalls – Vending](#).

# CITY OF SASKATOON COUNCIL POLICY

NUMBER  
C0-XXXX

POLICY TITLE	EFFECTIVE DATE:	PAGE NUMBER
<i>Temporary Reserved Parking Program</i>	TBD	4 of 5

- f) TRP fees associated with an approved special event will follow the rates established by City Council.
- g) Payment of fees must be made at the times and in the manner required by Parking Services.

### 3.4 Reservation Restrictions

- a) Applications for reservations must be received at least five (5) business days in advance of the requested start date of a parking reservation.
- b) Late applications may be considered at the discretion of Parking Services.

### 3.5 Administrative Authority

- a) Administration has the authority to ensure compliance and enforcement of this Policy.
- b) Users shall comply with all conditions of the parking reservation. Non-compliance with any condition may render the reservation invalid.

## 4. RESPONSIBILITIES

### 4.1 Community Standards Department

- a) Carrying out research, documenting and reporting on all proposed TRP policy revisions; and
- b) Signage placement, TRP application processing and administration.

### 4.2 General Manager, Community Services

- a) Ensuring this Policy is regularly reviewed and updated; and
- b) Referring proposed TRP policies or policy revisions through the appropriate Committees for review and approval.

# CITY OF SASKATOON COUNCIL POLICY

NUMBER

C0-XXXX

POLICY TITLE	EFFECTIVE DATE:	PAGE NUMBER
<i>Temporary Reserved Parking Program</i>	<b>TBD</b>	5 of 5

4.3 Standing Policy Committee on Transportation

- a) Reviewing proposed amendments to this Policy and referring such amendments to Council for approval.

4.4 City Council

- a) Approving any amendments to this Policy.

### Temporary Reserved Parking Program Fee Schedule

TRP type	Previous TRP fee	Percentage of base rate	Updated TRP fee
Day time rate <sup>1</sup> for the first thirty days	\$25	90%	\$24.75 <sup>2</sup>
Day time rate after thirty days	\$18	65%	\$ 17.90
Full day rate <sup>3</sup> for the first thirty days	\$35	60%	\$36 <sup>4</sup> .00
Full day rate after thirty days	\$25	40%	\$ 24.00
Overnight rate <sup>5</sup>	\$10	35%	\$10.50 <sup>6</sup>

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<sup>1</sup> Applied to a minimum of 11 hours; 7 AM to 6PM

<sup>2</sup> 90% \* \$2.50 \* 11 hours

<sup>3</sup> Applied to a minimum of 24 hours; 7 AM to 7 AM

<sup>4</sup> 60% \* \$2.50 \* 24 hours

<sup>5</sup> Applied to a minimum of 12 hours, 6 PM to 6 AM

<sup>6</sup> 35% \* \$2.50 \* 12 hours





# STANDING POLICY COMMITTEE ON TRANSPORTATION

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## 2024 Annual Report – Saskatoon Accessibility Advisory Committee

### Recommendation of the Committee

That the 2024 Annual Report for the Saskatoon Accessibility Advisory Committee be received as information.

### History

The Standing Policy Committee on Transportation, at its meeting held on February 4, 2025, considered a report of the Saskatoon Accessibility Advisory Committee regarding the above.

### Attachment

February 4, 2025, report of the Saskatoon Accessibility Advisory Committee.

## **ANNUAL REPORT**

December 18, 2024

Deputy City Clerk, Standing Policy Committee on Transportation

**Re: 2024 Annual Report – Saskatoon Accessibility Advisory Committee  
[ADV2025-0101]**

The mandate of the Saskatoon Accessibility Advisory Committee (the Committee) is to provide advice on matters relating to promoting universal accessibility to ensure that the City of Saskatoon's services, facilities and infrastructure are barrier-free for citizens of all abilities.

The Committee provides guidance on a variety of topics including:

- ensuring that City of Saskatoon services, information, facilities and infrastructure are accessible for citizens of all abilities;
- policies and programs for improving accessibility to City services, information, facilities, infrastructure, and employment opportunities.

### **Committee Membership**

Membership on the Committee for the year 2024 was as follows:

#### **Members**

- J. Adamson, Public
- C. Anaka, Public
- A. Fadakinte, Public
- R. Gourley, Public
- M. Kennedy, Public
- D. Gilchrist, Public
- K. Babu Menon, Spinal Cord Injury Saskatchewan
- S. Schneider, Public
- C. Wisser, Ability Hub YXE
- A. Titman, Vision Loss Rehabilitation Saskatchewan
- A. McLeod, Saskatchewan Deaf and Hard of Hearing Services

#### **Resource Members**

- Councillor B. Dubois
- Director of Transportation J. Magus
- Director of Building Standards K. Fagnou

- Organizational Development Consultant T. Prado
- Senior Building Code Engineer D. Ramsay (to July 2024)
- Access Transit Manager B. Hadley
- Recreation Services Manager M. Wolfe
- Director of Systemic Initiatives, Saskatchewan Human Rights Commission R. Mowat

### **Work Plan Goals and Accomplishments**

The work plan goals of the Committee in 2023 were as follows.

- Deafblind Services
- Access Transit / Conventional Transit
- Educational and Awareness
- Civic Accessibility and Safety
- Downtown and Bus Rapid Transit Accessibility

Appendix 1 provides a summary of key topics and resolutions by meeting, and Appendix 2 provides a summary of 2024 expenditures.

In addition, the following were also completed by the Committee:

### **2024 Reports and Communications**

#### **Matters Referred by SPC or City Council**

There were no reports/recommendations referred to the Saskatoon Accessibility Advisory Committee.

#### **Referrals from the Standing Policy Committee**

1. **Update to Saskatoon’s City Centre and District Plan [DEED2023-01]** - The Committee received the report as information and forwarded a letter to the Standing Policy Committee on Transportation thanking them for the opportunity to review the information and continue to keep the Saskatoon Accessibility Advisory Committee involved in the engagement for this project.
  - Considered June 14, 2024
2. **Accessibility Action Plan Status [TS2024-0804]** – The Committee reviewed the matter and resolved that the information be received.
  - Considered September 13, 2024

#### **Reports/Recommendations Submitted to City Council:**

There were no reports/recommendations from the Saskatoon Accessibility Advisory Committee.

**Reports/Recommendations Submitted to the Standing Policy Committee on Transportation:**

There were no reports/recommendations from the Saskatoon Accessibility Advisory Committee.

**Reports/Recommendations Submitted to the Governance and Priority Committee:**

There were no reports/recommendations from the Saskatoon Accessibility Advisory Committee.

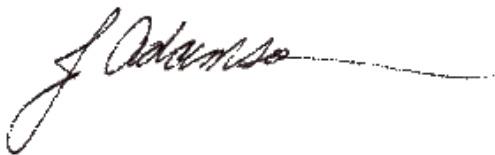
**Communication by Committee Representatives (Chair, Vice-Chair, or designate) to the local media:**

There were no matters communicated by Chair, Vice-Chair or designate to the local media for 2024.

**ATTACHMENTS**

1. Appendix 1 – 2024 Meeting Summary
2. Appendix 2 – 2024 Expenditures

Yours truly,

A handwritten signature in black ink, appearing to read 'Julia Adamson', with a long horizontal flourish extending to the right.

**Julia Adamson, Chair  
Saskatoon Accessibility Advisory Committee**

### Appendix 1 – 2024 Meeting Summary – Key Topics and Resolutions

Meeting	Summary – Key Topics and Resolutions
January	<ul style="list-style-type: none"> <li>• Julia Adamson was appointed as Chair, and Darren Gilchrist was appointed as Vice Chair for 2024.</li> <li>• Committee was provided an orientation.</li> <li>• 2024 membership was confirmed.</li> <li>• The meeting format was confirmed.</li> <li>• Education and Awareness Subcommittee provided a report on follow up on hosting an expo.</li> <li>• Administrative responses were provided on accessibility barriers for the DEED engagement and painted designated accessible parking spots and adjacent alleyways.</li> <li>• Committee discussed the budget.</li> </ul>
February	<ul style="list-style-type: none"> <li>• Received verbal updates.</li> <li>• Education and Awareness Subcommittee’s report on hosting an expo was reviewed.</li> <li>• Workplan confirmed for submission.</li> </ul>
March	<ul style="list-style-type: none"> <li>• Received verbal updates.</li> <li>• Education and Awareness Subcommittee’s report on educational materials was deferred.</li> <li>• Deafblind Subcommittee will be meeting with the Administration to strategize accessible reporting.</li> <li>• Committee discussed the budget.</li> </ul>
April	<p style="text-align: center;"><u><i>Due to No Items - Meeting Cancelled.</i></u></p>
May	<ul style="list-style-type: none"> <li>• Received verbal updates.</li> <li>• Education and Awareness Subcommittee’s report on educational materials was discussed.</li> </ul>
June	<ul style="list-style-type: none"> <li>• Report considered - Update to Saskatoon’s City Centre and District Plan [DEED2023-01]</li> </ul>
September	<ul style="list-style-type: none"> <li>• Committee Member Inquiry – Accessible Pedestrian Signal Volume – Administration addressed an inquiry related to the volume on the Accessible Pedestrian Signals.</li> </ul>

	<ul style="list-style-type: none"><li>• Committee Member Inquiry – Registering with Access Transit – Administration advised the Committee how to register.</li><li>• Report considered - Accessibility Action Plan Status [TS2024-0804]</li></ul>
October	No meeting due to Civic Election.
November	No meeting due to Civic Election.

## **Appendix 2 – 2024 Expenditure**

There were no expenditures for 2024.



# STANDING POLICY COMMITTEE ON TRANSPORTATION

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## 2025 Work Plan – Saskatoon Accessibility Advisory Committee

### Recommendation of the Committee

That the 2025 Work Plan for the Saskatoon Accessibility Advisory Committee be received as information.

### History

The Standing Policy Committee on Transportation, at its meeting held on February 4, 2025, considered a report of the Saskatoon Accessibility Advisory Committee regarding the above.

### Attachment

February 4, 2025 report of the Saskatoon Accessibility Advisory Committee.



January 21, 2025

Deputy City Clerk, Standing Policy Committee on Transportation

**Re: 2025 Work Plan – Saskatoon Accessibility Advisory Committee  
(ADV2025-0104)**

The function and mandate of the Saskatoon Accessibility Advisory Committee (“SAAC”) shall be to:

1. Provide advice to City Council with respect to ensuring that City of Saskatoon services, information, facilities and infrastructure are accessible for citizens of all abilities.
2. Provide advice to City Council on policies and programs for improving accessibility to City services, information, facilities, infrastructure, and employment opportunities.
3. Develop sensitivity and accessibility awareness educational material.
4. Monitor implementation and administration of the Action Plan on Accessibility.
5. Review, evaluate and participate in an update of the Action Plan on Accessibility and advise City Council of progress in achieving the goals for improving accessibility to City services, information, facilities, infrastructure and employee awareness as recommended in the Action Plan.
6. Act as a resource to City Administration respecting development and implementation of public relations campaigns to promote the City’s efforts in making City services, information, facilities, and infrastructure accessible to all individuals.

**Work Plan for [2025]**

The Saskatoon Accessibility Advisory Committee at its meeting held on January 17, 2025, discussed relevant matters within the Committee’s mandate to include in the 2025 work plan. In 2025, Committee will focus on the following:

- Deafblind Services
- Access Transit / Conventional Transit
- Educational and Awareness
- Civic Accessibility and Safety
- Downtown and Bus Rapid Transit Accessibility

Yours truly,

*Mark Kennedy*

Mark Kennedy  
**Chair**  
**Saskatoon Accessibility Advisory Committee**



# **STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES**

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## **Heritage Conservation Program Strategy - Interim Options Report**

### **Recommendation of the Committee**

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.

### **History**

The Standing Policy Committee on Planning, Development and Community Services, at its meeting held on February 5, 2025, considered a report of the Community Services Division regarding the above.

In addition to the above-noted recommendation, the Committee also resolved the following:

That a copy of the report be forwarded to the Municipal Heritage Advisory Committee for information.

### **Attachment**

February 5, 2025 report of the Community Services Division

# 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

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## 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.

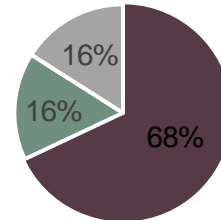
### Engage Page and Public Survey (July 2024)

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, craftspeople, 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				
<b>Cost Estimates*</b> (above existing program costs)	<b>Operating:</b> \$120,000 - \$237,000 <b>Capital:</b> \$961,000 - \$1,024,000	<b>Operating:</b> \$20,000 - \$137,000 <b>Capital:</b> \$358,000 - \$421,000	<b>Operating:</b> \$8,000 - \$125,000 <b>Capital:</b> \$11,000 - \$74,000	<b>Operating:</b> - <b>Capital:</b> -

## 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:

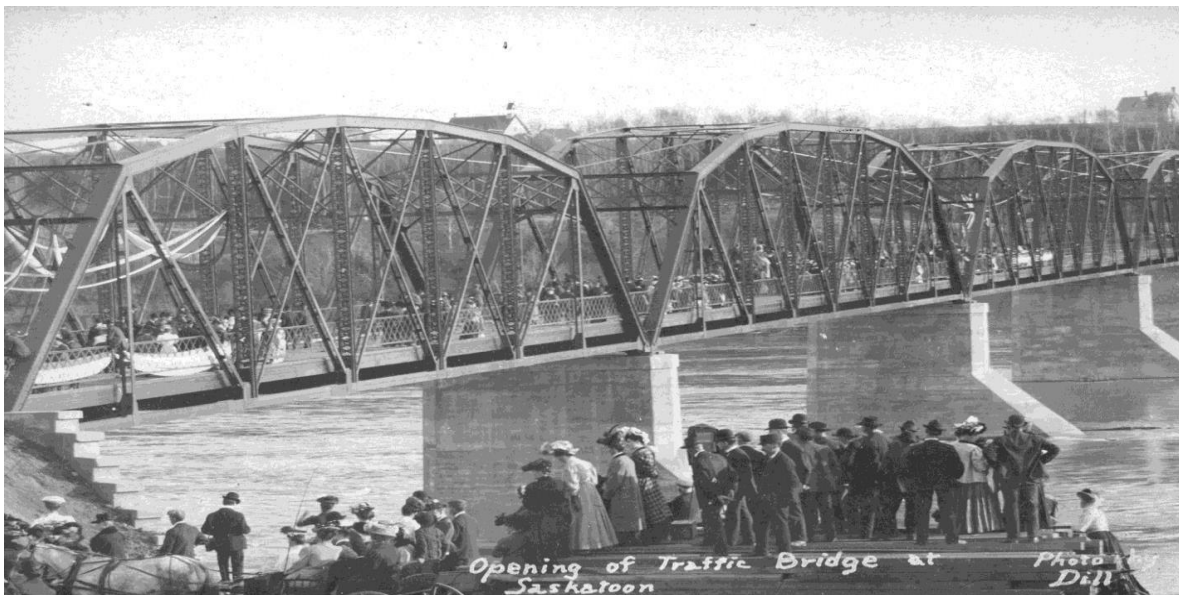
- Holding Bylaw Review (Bylaw No. 6770);
- Heritage Conservation Districts Review;
- City Heritage Assets Strategy; and
- Process Improvements.

### 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 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  
Monday, May 25, 2020, 9AM - Noon  
\$25.00 - Course Code: 664794  
Location: PHA
- 2 Plastering Walls**  
Plaster has traditionally been used to finish interior walls. Learn how to make easy repairs to maintain those walls.  
Instructor: Peter Carson  
Monday, May 25, 2020, 7 - 9 PM  
\$25.00 - Course Code: 664794  
City of Edmonton, Artifacts Centre
- 3 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 process and to the benefits of maintaining your historic architecture. 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 filing of the course may be provided depending on demand.  
Instructors: Pam O'Grady and David Johnston  
Thursday, June 4, 2020, 9 - 11 PM  
\$30.00 - Course Code: 664795  
City of Edmonton, Artifacts Centre  
Phone: Media Architectural Heritage Centre  
#200, 10140 - 50th Avenue SW
- 4 Windows & Doors I**  
Windows and doors play a major role in preserving the character of your heritage home. Find out 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: 664793  
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 Elk of Monday, April 20, 2020, 7 - 9 PM  
\$25.00 - Course Code: 664792  
City of Edmonton, Artifacts Centre  
Phone: Media Architectural Heritage Centre  
#200, 10140 - 50th Avenue SW
- 6 Millwork & Floors**  
Learn how to assess tired woodwork without stripping, and how to repair, restore or replace if necessary. Find out about the benefits of flooring that are a proper size for old home restorations. Plus more.  
Instructor: Johannes Isakala  
Monday, April 27, 2020, 7 - 9 PM  
\$25.00 - Course Code: 664790  
John Walker Museum, 9100 Waterford Ave
- 7 Mechanical & Electrical Systems**  
Before you have a contractor to upgrade your systems, it's important to understand how their work may impact your exterior.  
Instructor: Chris Ester  
Monday, March 30, 2020, 7 - 9 PM  
\$25.00 - Course Code: 664797  
John Walker Museum, 9100 Waterford Ave
- 8 Foundations**  
The foundation for any historic home restoration is a good foundation! Learn about common foundation problems and solutions.  
Instructor: Ardis Ostrom and Peter Carson  
Monday, May 4, 2020, 7 - 9 PM  
\$25.00 - Course Code: 664791  
John Walker Museum, 9100 Waterford Ave
- 9 Decorating Your Home and Your**  
In this workshop, you will learn about how interiors of homes have evolved over time, and how these were related to Edmonton's context. Wall treatments, colours, exterior styles of doors, types of lighting, and accessories for homes generally built up to 1930 will be discussed. The workshop ends with a tour of historic Richardson House on the University of Alberta campus to view 1911 hand-painted wallpaper. Seminar's maintenance and last year. This
- 10 Roofs & Exteriors**  
Repair and maintain the exterior of your home properly and you'll avoid having to repair the interior!  
Instructor: Peter Carson  
Monday, April 6, 2020, 7 - 9 PM  
\$25.00 - Course Code: 664796  
City of Edmonton, Artifacts Centre

**REGISTER**  
Register by online at: [www.edmonton.ca/heritage](http://www.edmonton.ca/heritage) or by phone: 781.693.6116 for registration information.  
For additional information, please contact David Johnston at 781.693.6116 or david.johnston@edmonton.ca  
We encourage you to attend and to make about about the course, we will only participate with the work and time. Please note that registration is subject to availability. Registration fees will be waived and we reserve the right to cancel class.

**JOHN WALKER 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.	-



# STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

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## City-Owned Land Incentives 2025

### Recommendation of the Committee

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 23<sup>rd</sup> Street East and 155 3<sup>rd</sup> 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.

### History

The Standing Policy Committee on Planning, Development and Community Services, at its meeting held on February 5, 2025, considered a report of the Community Services Division regarding the above. A letter submitting comments from Cora Janzen, Saskatchewan Health Authority, was also considered.

The Committee received presentations from:

- Angela Bishop, Camponi Housing Corp; and
- Ahmad Majid, Saskatoon Open Door Society.

### Attachments

1. February 5, 2025 report of the Community Services Division.
2. Letter from Cora Janzen, Saskatchewan Health Authority, dated February 3, 2025.

## 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 23<sup>rd</sup> Street East and 155 3<sup>rd</sup> 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 25<sup>th</sup> Street East;
- 231 23<sup>rd</sup> Street East and 155 3<sup>rd</sup> 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 23<sup>rd</sup> Street East and 155 3<sup>rd</sup> Avenue North; and
- No eligible applications were received for 25 25<sup>th</sup> 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 23<sup>rd</sup> Street East and 155 3<sup>rd</sup> Avenue North, and subdivision and titling for a portion of 1635 McKercher Drive. The fourth site located at 25 25<sup>th</sup> 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

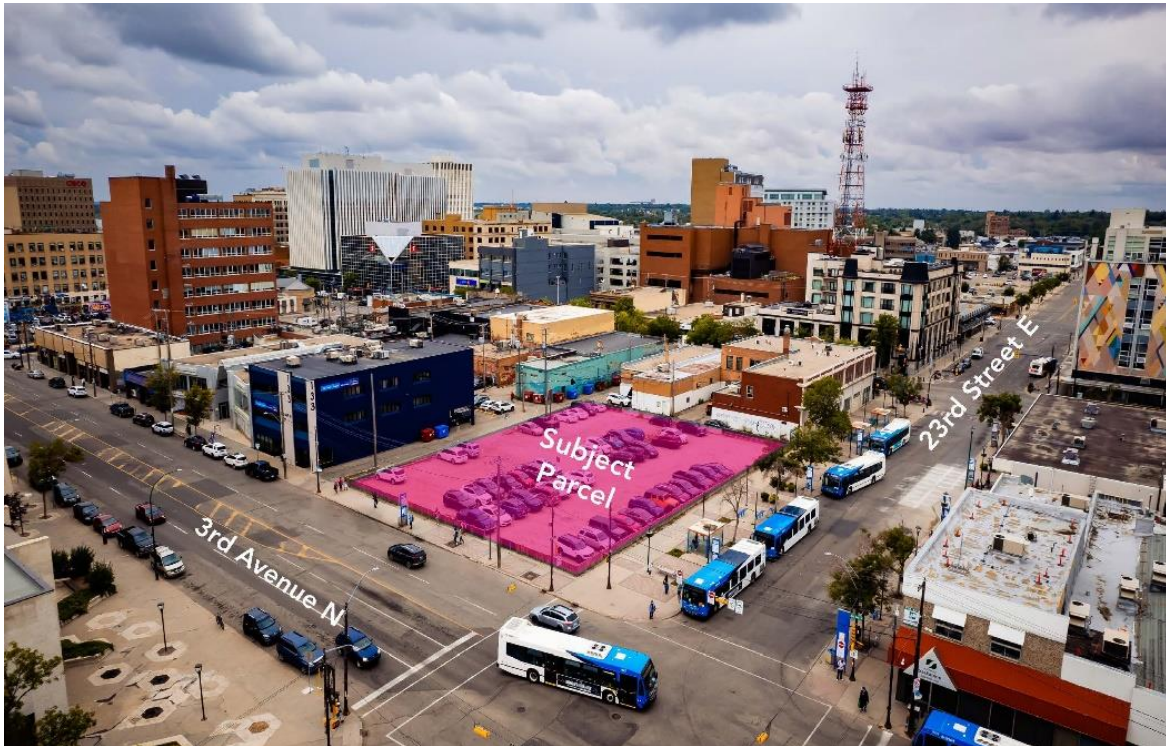
This appendix outlines the recommended recipients of City-Owned Land Incentives for 2025.

### 2401 Broadway Avenue



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

**231 23<sup>rd</sup> Street East and 155 3<sup>rd</sup> Avenue North**



<b>Applicant and Proposal Information – 231 23<sup>rd</sup> Street East and 155 3<sup>rd</sup> Avenue North</b>		
<b>Applicant</b>	Saskatoon Open Door Society	
<b>Organizational Status</b>	Registered non-profit	
<b>Housing Type</b>	Affordable	
<b>Total Number of Units</b>	112 units	
<b>Number of Affordable Units</b>	112 units	
<b>Percentage of Affordable Units</b>	100% of total units are affordable.	
<b>Number of Accessible Affordable Units</b>	10 units (8.9% are accessible affordable units)	
<b>Support Services</b>	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.	
<b>Amenities / Other Uses Included</b>	Multi-use community space, administrative offices, meeting rooms, classrooms and a daycare.	
<b>Capital Grant Amount</b>	\$5,600,000	
<b>Five-Year Incremental Tax Abatement</b>	<b>Municipal Tax</b>	\$101,721.91
	<b>Library Tax</b>	\$10,436.78
	<b>Education Tax</b>	\$57,503.64
	<b>One-Year Tax Total</b>	\$169,662.33
	<b>Five-Year Tax Total</b>	\$848,311.65

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



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

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

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**From:** Web NoReply <[web-noreply@Saskatoon.ca](mailto:web-noreply@Saskatoon.ca)>  
**Sent:** Monday, January 27, 2025 12:31 PM  
**To:** City Council <[City.Council@Saskatoon.ca](mailto: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](mailto: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](mailto: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

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**Subject:** 6.2.1 Request to Speak - Ahmad Majid - Saskatoon Open Door Society

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**From:** Web NoReply <[web-noreply@Saskatoon.ca](mailto:web-noreply@Saskatoon.ca)>

**Sent:** Thursday, January 30, 2025 4:23 PM

**To:** City Council <[City.Council@Saskatoon.ca](mailto:City.Council@Saskatoon.ca)>

**Subject:** Email - Request to Speak - Ahmad Majid - Saskatoon Open Door Society - City Owned Land Project - 231 23rd Street East and 155 3rd Avenue North - CK 750-1 x 750-0

--- Replies to this email will go to [manager.development@sods.sk.ca](mailto:manager.development@sods.sk.ca) ---

Submitted on Thursday, January 30, 2025 - 16:18

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:** Thursday, January 30, 2025

**To:** His Worship the Mayor and Members of City Council

**Pronouns:** He/him/his

**First Name:** Ahmad

**Last Name:** Majid

**Phonetic spelling of first and/or last name:** Aw-Med Ma-Jeed

**Phone Number :** [3066534464](tel:3066534464)

**Email:** [manager.development@sods.sk.ca](mailto:manager.development@sods.sk.ca)

**I live outside of Saskatoon:** No

**Saskatoon Address and Ward:**

**Address:** 129 3rd Ave N

**Ward:** Ward 6

**Name of the organization or agency you are representing (if applicable):** Saskatoon Open Door Society



**What do you wish to do ?:** Request to Speak

**If speaking will you be attending in person or remotely:** In person

**What meeting do you wish to speak/submit comments ? (if known)::** February 5th

**What agenda item do you wish to comment on ?:** City Owned Land Project - – 231 23rd Street East and 155 3 rd Avenue North

**Comments:**

Representing Saskatoon Open Door Society, Ahmad Majid (Fund Development and Communications Manager) or Ali Abukar (CEO) will speak to the topic of – 231 23rd Street East and 155 3rd Avenue North

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

---

**Subject:** 6.2.1 Communication - Cora Janzen - Saskatchewan Health Authority  
**Attachments:** SHALOS\_AffHousingIncentives\_2025Feb03.pdf

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**From:** Web NoReply <[web-noreply@Saskatoon.ca](mailto:web-noreply@Saskatoon.ca)>  
**Sent:** Monday, February 3, 2025 3:06 PM  
**To:** City Council <[City.Council@Saskatoon.ca](mailto:City.Council@Saskatoon.ca)>  
**Subject:** Email - Communication - Cora Janzen - City-Owned Land Incentives 2025 - CK 750-1 x 750-4 x 750-0

--- Replies to this email will go to [cora.janzen@saskhealthauthority.ca](mailto:cora.janzen@saskhealthauthority.ca) ---

Submitted on Monday, February 3, 2025 - 15:04

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, February 03, 2025

**To:** His Worship the Mayor and Members of City Council

**Pronouns:** She/her/hers

**First Name:** Cora

**Last Name:** Janzen

**Phone Number :** +1 306 [REDACTED]

**Email:** [cora.janzen@saskhealthauthority.ca](mailto:cora.janzen@saskhealthauthority.ca)

**I live outside of Saskatoon:** No

**Saskatoon Address and Ward:**

**Address:** 310 Idylwyld Dr N #101, Saskatoon, SK S7L 0Z2

**Ward:** Ward 6

**Name of the organization or agency you are representing (if applicable):** Saskatchewan Health Authority

**What do you wish to do ?:** Submit Comments

**What meeting do you wish to speak/submit comments ? (if known)::** SPC - Planning, Development, and Community Services

**What agenda item do you wish to comment on ?:** 6.2.1 City-Owned Land Incentives 2025

**Comments:**

Attaching a letter of support for this agenda item from the health perspective of relevant executive leadership within the Saskatoon area of Saskatchewan Health Authority

**Attachments:**

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

**February 3, 2025**

Members of the Standing Policy Committee on Planning, Development and Community Services  
Office of the City Clerk  
222 – 3<sup>rd</sup> Avenue North  
Saskatoon, Saskatchewan S7K 0J5

Dear Members of the Standing Policy Committee on Planning, Development and Community Services

We are writing to **express our support for the Administration’s report requesting approval for incentives to develop 256 new affordable rental units on three City-owned properties.**

Through the Housing Accelerator Fund (HAF) and the City’s Housing Action Plan, increasing the number of affordable rental units is a crucial need in our community, and we commend you for your efforts and decisions to date.

Research consistently shows that housing plays a critical role in overall health and well-being. High-quality, affordable housing positively impacts health outcomes across various age groups. Here are some key pathways through which affordable housing contributes to better health:

*Resource allocation combats basic needs insecurities:* Affordable housing frees up household resources, allowing families to allocate funds for essentials such as food, utilities, and clothing.

*Stability reduces stress:* Housing stability positively affects mental health and reduces stress related to financial burdens. Knowing that one has a secure place to call home is essential for overall well-being.

*Reduction in overcrowding in homes:* Affordable housing helps alleviate overcrowding, which, in turn, benefits mental health and reduces the risk of chronic and infectious diseases.

*Promotes aging in place:* Accessible housing enables older adults and people with mobility limitations to remain in their homes comfortably.

Increasing neighbourhood density and the positive impacts on physical and mental health are also well supported by evidence. Some of these include that density:

- Promotes social connectedness which lead to increased life expectancy, less feelings of isolation, a sense of community, and lower rates of crime and violence
- Improves access to amenities such as food, employment, social supports, and more
- Supports multi-modal transportation options other than personal vehicle use. This will help prevent chronic disease and enhance quality of life, along with providing accessible and affordable options for those who cannot afford to own, operate, and maintain a personal vehicle
- Reduces emissions and ecological footprint

### ***Healthy People, Healthy Saskatchewan***

The Saskatchewan Health Authority works in the spirit of truth and reconciliation, acknowledging Saskatchewan as the traditional territory of First Nations and Métis People.

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We do recognize there are potential downsides to densification, such as a larger number of people living in a smaller area can result in tension or stress from ambient noise and differing preferences among neighbours. However, there are ways to mitigate those potential negative impacts.

Decisions made at the municipal level carry the potential to improve or worsen the health and well-being of the community's residents. We applaud the health-promoting housing decisions you've recently made, including a significant focus of the HAF incentives to be targeted for increasing affordable housing and the zoning amendments to promote a 'gentle approach' for increasing density along the transit development areas.

We encourage the Planning, Development and Community Services Committee, as well as City Council, to support Administration's current approval request for increasing Saskatoon's stock of affordable rental units.

Thank you for considering the health and equitable well-being of Saskatoon residents as you make this decision.

Sincerely,

Jennifer Ahenakew, Vice President of First Nations and Métis Health

Andre Moss, Executive Director of Continuing Care – Saskatoon Urban

Lara Murphy, Executive Director of Population Health

Zoe Teed McKay, Executive Director of Mental Health and Addiction Services, Integrated Urban Health

Kelly Tokarchuk, Executive Director of Primary Health Care, Saskatoon

Dr. Jasmine Hasselback, Saskatoon Medical Health Officer

### ***Healthy People, Healthy Saskatchewan***

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## **STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES**

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### **Mobile Food Truck and Trailer and Parking Patio Parking Fees**

#### **Recommendation of the Committee**

1. The City Clerk be instructed to make the proposed amendments to Council Policy C09-039, Mobile Food Truck Policy, as outlined in the February 5, 2025 report of the Community Services Division; 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 the report.

#### **History**

The Standing Policy Committee on Planning, Development and Community Services, at its meeting held on February 5, 2025, considered a report of the Community Services Division regarding the above.

#### **Attachment**

February 5, 2025 report of the Community Services Division.

## 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.

## Mobile Food Truck and Trailer and Parking Patio Parking Fees

---

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.



## Mobile Food Truck and Trailer and Parking Patio Parking Fees

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### 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

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NUMBER  
C09-039

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<b>POLICY TITLE</b> <i>Mobile Food Truck Policy</i>	<b>ADOPTED BY</b> <i>City Council</i>	<b>EFFECTIVE DATE</b> <i>May 21, 2013</i>
		<b>REVISED</b> <i>May 25, 2020</i> <i>February 26, 2025</i>
<b>ORIGIN/AUTHORITY</b> <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>	<b>CITY FILE NO.</b> <i>CK. 300-11</i>	<b>PAGE NUMBER</b> <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>	<del><i>May 25, 2020</i></del> <i>February 26, 2025</i>	<i>2 of 9</i>

## 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

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NUMBER  
C09-039

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

- 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>	<del><i>May 25, 2020</i></del> <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

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

- 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.

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POLICY TITLE	EFFECTIVE DATE	REVISED	PAGE NUMBER
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- 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.

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- 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  
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POLICY TITLE	EFFECTIVE DATE	REVISED	PAGE NUMBER
<i>Mobile Food Truck Policy</i>	<i>May 21, 2013</i>	<del><i>May 25, 2020</i></del> <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

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

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**NUMBER**  
C09-013

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<b>POLICY TITLE</b> <i>Use of Sidewalks, Boulevards and Parking Stalls – Vending</i>	<b>ADOPTED BY:</b> <i>City Council</i>	<b>EFFECTIVE DATE</b> <i>May 2, 1988</i>
		<b>UPDATED TO REVISIONS</b> <del><i>March 27, 2017</i></del> <i>February 26, 2025</i>
<b>ORIGIN/AUTHORITY</b> <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>	<b>CITY FILE NO.</b> <i>370-1</i>	<b>PAGE NUMBER</b> <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

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POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
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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

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POLICY TITLE	EFFECTIVE DATE	UPDATED TO REVISED	PAGE NUMBER
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### 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 **meterspay 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*.

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- 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.

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- 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.

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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 1<sup>st</sup> 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.



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- 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.



## **STANDING POLICY COMMITTEE ON FINANCE**

---

### **January 2025 Government Funding Applications**

#### **Recommendation of the Committee**

1. That if the application for the Short-Term Rental Enforcement Fund is approved, City Council authorize the Mayor and City Clerk to execute the Agreement under the Corporate Seal; and
2. That if required, the Senior Financial Business Partner be granted delegated authority to sign and submit progress reports and financial claims related to the program.

#### **History**

The Standing Policy Committee on Finance, at its meeting held on February 5, 2025, considered a report of the Corporate Financial Services Division regarding the above.

#### **Attachment**

February 5, 2025 report of the Corporate Financial Services Division.

## January 2025 Government Funding Applications

### ISSUE

Administration has applied for funding under Housing, Infrastructure and Communities Canada's (HICC) Short-Term Rental Enforcement Fund. City Council approval is required to authorize the Mayor and City Clerk to execute the Contribution Agreements under the corporate Seal if the application is successful.

### RECOMMENDATION

That the Standing Policy Committee on Finance recommend to City Council:

1. That if the application for the Short-Term Rental Enforcement Fund is approved, City Council authorize the Mayor and City Clerk to execute the Agreement under the Corporate Seal; and
2. That if required, the Senior Financial Business Partner be granted delegated authority to sign and submit progress reports and financial claims related to the program.

### BACKGROUND

On December 16, 2024, HICC began accepting applications for the Short-Term Rental Enforcement Fund (STREF) which provides \$50 million over three years to crack down on non-compliant short-term rentals. The STREF will support up to 100% of eligible costs that are direct and necessary for projects, with a minimum of \$100,000 in year one. To qualify, applicants must have an existing short-term regulatory regime in place. Applications were due January 24, 2025.

On [August 31, 2020](#), Saskatoon City Council at its Public Hearing Meeting, approved the proposed regulations for Short-Term Accommodations under Bylaws No. 9683, the Zoning Amendment Bylaw and Bylaw No. 9684, the Business License Amendment Bylaw.

### DISCUSSION/ANALYSIS

The City of Saskatoon (City) has been administering the Business Licence Program since 1997. This program requires every business in Saskatoon to hold a business licence and comply with municipal zoning and building bylaws. Ongoing enforcement is carried out to ensure businesses have obtained a licence and are operating within a licence and that their business activities are carried within the scope of that approval. Having had worked with businesses on compliance for over 25 years, over 12,000 businesses per year are now licensed.

The City has been a leader in regulating short term rentals. In 2020, the Zoning Bylaw and Business License Bylaw were amended to update existing bed and breakfast regulations to adapt to the significant changes in the accommodation sector brought about by hosting platforms and the growth of the short-term rental sector.

Administrations existing enforcement plan has been focused on education and complaint-drive approaches. The STREF program will introduce an enhanced proactive component to the existing plan to help identify non-compliant properties. Administration will work with reliable third-party companies, with a track record of providing data to Canadian municipalities, to purchase short term rental listing data. This data will be reviewed by staff to identify non-compliant properties and property owners. Currently, about 230 dwelling units are licensed. Precise data on the number of units operating without a license is not available, there are currently approximately 700 listings on Airbnb and 150 listing on VBRO. While the actual number of non-complaint properties will be less than this amount, due to duplicate listings, or a licence not required for the type of activity, this indicates there is opportunity to further improve compliance.

The City will contact property owners in violation to inform them of the bylaw and provide strict deadlines to cease operating or obtain the appropriate licence. Administration will continue to monitor compliance using listing data and should property owners not comply, enforcement will be pursued under the City's existing Business Licence Bylaw and/or Zoning Bylaw. This includes fines up to \$25,000 per day, for each day the offence occurred. The amount would be determined in court, should the property owner be found guilty.

### **FINANCIAL IMPLICATIONS**

Administration has applied for funding of \$380,000. If approved, the STREF will cover 100% of eligible costs for the program over its three-year period of operation. Administration also plans to incur \$25,000 of in-kind costs for management/supervision of the program which will be funded through existing operating budgets.

### **LEGAL IMPLICATIONS**

Legal implications have been described in the report.

### **OTHER IMPLICATIONS**

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

### **NEXT STEPS**

If funding is approved, Administration will report back on creating a capital project for the program and apply for the applicable amount of government funding to the project.

### **REPORT APPROVAL**

Written by:                 Jeremy Meinema, Senior Financial Business Partner  
                                      Mark Wilson, Licensing and Permitting Manager  
Reviewed by:               Kari Smith, Director of Finance  
Approved by:               Frank Long, Acting Chief Financial Officer



## **STANDING POLICY COMMITTEE ON FINANCE**

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### **Property Tax Liens 2024**

#### **Recommendation of the Committee**

That that the City Solicitor be instructed to take the necessary actions under provisions of *The Tax Enforcement Act* with respect to properties with 2024 tax liens.

#### **History**

The Standing Policy Committee on Finance, at its meeting held on February 5, 2025, considered a report of the Corporate Financial Services Division regarding the above.

#### **Attachment**

February 5, 2025 report of the Corporate Financial Services Division.

## Property Tax Liens 2024

### ISSUE

City Council approval is required in order to proceed to the next stage under *The Tax Enforcement Act (The Act)* for properties with 2024 liens.

### RECOMMENDATION

That the Standing Policy Committee on Finance recommend to City Council that the City Solicitor be instructed to take the necessary actions under provisions of *The Tax Enforcement Act* with respect to properties with 2024 tax liens.

### BACKGROUND

Collection of property tax arrears is guided by *The Act*, the purpose of which is to secure payment of tax arrears under the threat of loss of title to the property. The statute is not intended to act as a means for the acquisition of property by the City of Saskatoon (City). Each property owner (taxpayer) has certain fundamental rights concerning their land. The taxpayer must be kept fully aware of the proceedings being taken and be given a reasonable time frame during which arrangements can be made for payment of the outstanding amount.

### DISCUSSION/ANALYSIS

#### *The Tax Enforcement Act*

*The Act* provides the City with an effective collection process. As indicated in (see Appendix 1), a total of 8,399 tax enforcement liens were placed between 2017 and 2024. Tax arrears have been paid in full on 7,744 of these and 655 tax enforcement liens remain. The City has assumed title to only twenty-six of these properties.

The proceedings under *The Act* are scheduled as follows:

- Section 10: Allows the City to register a tax lien against a property where taxes have been due and unpaid after the 31<sup>st</sup> day of December of the year in which the taxes were originally levied.
- Section 22(1): Where the taxes remain unpaid and the lien has not been withdrawn, the City may apply to Council to commence proceedings to take title after the expiration of six months following the registration of the tax lien at Information Services Corporation of Saskatchewan (ISC) – Land Registry.
- Section 24: Final application for transfer of title to the City may commence six months after the first application. The City must, at this point in the proceedings, obtain consent of the Provincial Mediation Board to obtain the title. The Board may, subject to certain conditions being met by the taxpayer, put the proceedings on hold, even after this consent is granted.

### 2024 Tax Liens

With respect to the properties listed in Appendix 2, proceedings under *The Act* commenced on February 24, 2024. At that time, the City, in accordance with *The Act*, published in the Saskatoon StarPhoenix, the legal descriptions of all properties in arrears of property taxes subject to tax liens. The assessed owners were notified of the action being taken and were advised that if the taxes remained unpaid after 60 days following the date of the advertisement, a tax lien would be registered against the property on the official title held in ISC – Land Registry.

The City has made considerable effort to contact the assessed owners of the various properties to obtain payment or to negotiate reasonable payment schedules. However, as of the date of this report, the City has not received payment and the property tax arrears are still outstanding.

The properties are now subject to first proceedings pursuant to Section 22(1) of *The Act*. This action involves notification by registered mail to each registered owner, each assessed owner, and all others with an interest set out on the title to the property, that they have six months to contest the City's claim.

Pursuant to Section 24, the next stage of *The Act*, six months following service of notices, the City will be in a position to make final application for title of any properties for which the arrears have not been cleared.

As indicated above, *The Act* requires specific waiting periods to ensure that owners and interest holders are afforded a reasonable opportunity to redeem the property. In the typical case, Administration expects these proceedings will be carried out within the normal periods outlined in the legislation. However, where there is a credible and realistic plan by the owner or interest holder to make payments to redeem the property during enforcement proceedings, the prosecution of the enforcement proceeding should be suspended to allow the redemption plan to proceed. If the plan fails, enforcement proceedings should then be recommenced.

Since tax enforcement proceedings pursuant to Section 22 are initiated at City Council direction, it is City Council which can properly suspend and recommence the proceedings or direct Administration to do so. Accordingly, Administration requests that in those cases where there is a credible plan, as determined by Administration, City Council authorize Administration to suspend enforcement proceedings, and to restore enforcement proceedings where a redemption plan fails.

Administration now requests authorization to proceed regarding those properties which became subject to tax liens in 2024.

### **FINANCIAL IMPLICATIONS**

If approval to proceed with tax enforcement proceedings is not granted, the ability to collect on tax arrears would be negatively impacted.

**OTHER IMPLICATIONS**

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

**NEXT STEPS**

Pending City Council approval, Administration will proceed with tax collections as per *The Act*.

**APPENDICES**

1. Tax Enforcement Statistics as of January 13, 2025
2. Liens Outstanding Summary 2024

**REPORT APPROVAL**

Written by: Theresa Chapman, Collections and Customer Service Manager

Reviewed and

Approved by: Mike Voth, Acting Chief Financial Officer

Admin Report - Property Tax Liens 2024.docx



## Tax Enforcement Statistics as of January 13, 2025

Lien Year	Reminder Notices			Number Advertised	Liens Placed	6-month Notices	Sent to Prov	Title Taken	Liens Remaining
	Prev Sept.	Prev Nov.	Feb.						
2017	6,034	4,254	2,995	2,003	1,064	566	86	3	1
2018	6,925	4,907	3,012	2,146	1,166	633	65	6	5
2019	6,054	4,760	3,014	2,166	1,075	506	46	7	1
2020	5,946	4,509	3,060	2,069	1,320	419	82	4	11
2021	0	5,987	3,303	2,276	1,024	360	62	4	20
2022	6,677	4,859	2,855	2,054	698	318	37	2	24
2023	7,182	5,356	3,222	2,387	1,089	522			141
2024	7,379	4,933	3,143	2,094	963				452
<b>Total</b>	<b>46,197</b>	<b>39,565</b>	<b>24,604</b>	<b>17,195</b>	<b>8,399</b>	<b>3,324</b>		<b>26</b>	<b>655</b>

\*\* There were no Reminder notices sent in September of 2020 due to the extended due date of September 30, 2020 in response to Covid-19.

# LIENS OUTSTANDING SUMMARY 2024

	Predominant Use	Arrears
1	Auto, Dealership	\$21,267.89
1	Church	\$5,799.00
4	Commercial Condo, Office	\$94,703.72
2	Commercial Condo, Retail	\$26,645.65
1	Condo, Commercial	\$10,500.44
2	Industrial, Flex Bld, single sty	\$97,996.70
5	Land, Undeveloped Commercial	\$49,527.71
2	Office Building	\$208,318.19
1	Restaurant	\$16,148.11
2	Warehouse, Storage	\$81,306.19
23	Condo, Bare Land	\$156,393.85
10	Condo, Highrise	\$73,910.73
40	Condo, Lowrise	\$155,868.84
6	Condo, Parking Unit, Basement	\$3,517.13
1	Condo, Parking Unit, Detached Garage, Lowrise	\$879.39
16	Condo, Parking Unit, Low Rise Surface	\$8,987.07
9	Condo, Townhouse	\$36,547.17
1	Land, Undeveloped Multi Family	\$39,191.93
1	Lowrise, Multi Res	\$11,050.76
16	Land, Undeveloped Res	\$46,405.56
3	Mixed, Res <4 & other Present Use	\$30,965.64
283	Single Family, Detached	\$2,124,640.01
2	Single Family, Semi Detached	\$14,512.82
2	Townhouse, Res-2 unit (One Title)	\$16,265.46
17	Townhouse, Res-2 unit (Two Titles)	\$131,097.79
1	Townhouse, Res-3 or more units (Multiple Titles)	\$4,637.66
452	<b>Total</b>	<b>\$3,467,085.41</b>

Monday, January 13, 2025

# LIENS OUTSTANDING 2024

<b>Class</b>	<b>Predominant Use</b>	<b>Roll Number</b>	<b>Arrears</b>
COMM	Auto, Dealership	504822200	\$21,267.89
COMM	Church	504827450	\$5,799.00
COMM	Commercial Condo, Office	475958785	\$17,569.31
COMM	Commercial Condo, Office	475958790	\$17,569.31
COMM	Commercial Condo, Office	475958800	\$17,569.31
COMM	Commercial Condo, Office	475958805	\$41,995.79
COMM	Commercial Condo, Retail	475958745	\$12,846.27
COMM	Commercial Condo, Retail	504504410	\$13,799.38
COMM	Condo, Commercial	405206550	\$10,500.44
COMM	Industrial, Flex Bld, single sty	435122990	\$63,591.10
COMM	Industrial, Flex Bld, single sty	465007070	\$34,405.60
COMM	Land, Undeveloped Commercial	415123650	\$7,798.56
COMM	Land, Undeveloped Commercial	455008380	\$4,955.29
COMM	Land, Undeveloped Commercial	494917850	\$22,418.51
COMM	Land, Undeveloped Commercial	504818550	\$7,072.36
COMM	Land, Undeveloped Commercial	504818650	\$7,282.99
COMM	Office Building	495126550	\$54,787.97
COMM	Office Building	505029940	\$153,530.22
COMM	Restaurant	484902050	\$16,148.11
COMM	Warehouse, Storage	444902170	\$10,981.28
COMM	Warehouse, Storage	504833300	\$70,324.91
COND	Condo, Bare Land	445828690	\$8,912.09
COND	Condo, Bare Land	455829930	\$8,128.59
COND	Condo, Bare Land	464510605	\$8,023.68
COND	Condo, Bare Land	464620535	\$8,776.63
COND	Condo, Bare Land	465956005	\$9,478.50
COND	Condo, Bare Land	475737050	\$7,276.16
COND	Condo, Bare Land	475956165	\$5,781.38
COND	Condo, Bare Land	484527095	\$6,168.27
COND	Condo, Bare Land	485720870	\$6,498.66
COND	Condo, Bare Land	504929110	\$10,027.07
COND	Condo, Bare Land	506058455	\$2,628.70
COND	Condo, Bare Land	535811476	\$3,766.40
COND	Condo, Bare Land	535812316	\$7,606.90
COND	Condo, Bare Land	535816250	\$6,625.40
COND	Condo, Bare Land	535817856	\$3,687.42
COND	Condo, Bare Land	535818084	\$3,630.18
COND	Condo, Bare Land	535859000	\$7,682.16
COND	Condo, Bare Land	545406285	\$2,988.06
COND	Condo, Bare Land	556015595	\$9,599.49
COND	Condo, Bare Land	565055400	\$10,952.83
COND	Condo, Bare Land	565303926	\$7,636.46
COND	Condo, Bare Land	565319170	\$4,549.59
COND	Condo, Bare Land	565405575	\$5,969.23
COND	Condo, Highrise	494922245	\$13,313.93
COND	Condo, Highrise	494922325	\$7,537.00
COND	Condo, Highrise	495014730	\$6,524.62

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# LIENS OUTSTANDING 2024

<b>Class</b>	<b>Predominant Use</b>	<b>Roll Number</b>	<b>Arrears</b>
COND	Condo, Highrise	495015010	\$4,657.93
COND	Condo, Highrise	495105014	\$5,481.31
COND	Condo, Highrise	495113370	\$2,769.71
COND	Condo, Highrise	495121525	\$3,760.14
COND	Condo, Highrise	495140535	\$5,184.36
COND	Condo, Highrise	505045895	\$18,661.66
COND	Condo, Highrise	515031680	\$6,020.07
COND	Condo, Lowrise	445332855	\$1,742.79
COND	Condo, Lowrise	445845505	\$4,223.01
COND	Condo, Lowrise	455231308	\$3,582.44
COND	Condo, Lowrise	455231332	\$2,078.74
COND	Condo, Lowrise	455600268	\$6,389.02
COND	Condo, Lowrise	455600334	\$3,429.39
COND	Condo, Lowrise	464670165	\$3,395.06
COND	Condo, Lowrise	475945458	\$5,586.33
COND	Condo, Lowrise	475945474	\$2,969.99
COND	Condo, Lowrise	484509893	\$3,250.57
COND	Condo, Lowrise	484509896	\$3,315.14
COND	Condo, Lowrise	495020335	\$2,056.19
COND	Condo, Lowrise	495511630	\$5,329.25
COND	Condo, Lowrise	504204840	\$2,816.16
COND	Condo, Lowrise	504929678	\$2,303.07
COND	Condo, Lowrise	505222155	\$3,667.83
COND	Condo, Lowrise	514625241	\$1,672.93
COND	Condo, Lowrise	514625267	\$2,149.57
COND	Condo, Lowrise	515024680	\$6,934.23
COND	Condo, Lowrise	515035110	\$8,456.64
COND	Condo, Lowrise	515424760	\$7,356.79
COND	Condo, Lowrise	524925760	\$7,254.59
COND	Condo, Lowrise	525600495	\$7,633.42
COND	Condo, Lowrise	525701135	\$4,039.73
COND	Condo, Lowrise	525725200	\$2,698.05
COND	Condo, Lowrise	534917262	\$4,060.02
COND	Condo, Lowrise	534917765	\$4,380.03
COND	Condo, Lowrise	534917810	\$3,003.09
COND	Condo, Lowrise	535400827	\$1,881.91
COND	Condo, Lowrise	535404505	\$3,493.64
COND	Condo, Lowrise	535414980	\$3,489.95
COND	Condo, Lowrise	545118866	\$3,226.44
COND	Condo, Lowrise	545715325	\$2,390.11
COND	Condo, Lowrise	545715870	\$2,520.65
COND	Condo, Lowrise	545825110	\$5,088.70
COND	Condo, Lowrise	545825550	\$4,854.50
COND	Condo, Lowrise	555608890	\$2,760.78
COND	Condo, Lowrise	555814510	\$3,040.68
COND	Condo, Lowrise	565385310	\$4,810.37
COND	Condo, Lowrise	565385322	\$2,537.04

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# LIENS OUTSTANDING 2024

<b>Class</b>	<b>Predominant Use</b>	<b>Roll Number</b>	<b>Arrears</b>
COND	Condo, Parking Unit, Basement	445837489	\$793.33
COND	Condo, Parking Unit, Basement	504919321	\$544.76
COND	Condo, Parking Unit, Basement	504919340	\$544.76
COND	Condo, Parking Unit, Basement	504919390	\$544.76
COND	Condo, Parking Unit, Basement	504919397	\$544.76
COND	Condo, Parking Unit, Basement	504919398	\$544.76
COND	Condo, Parking Unit, Detached Garage, Lowrise	445845318	\$879.39
COND	Condo, Parking Unit, Low Rise Surface	445837065	\$485.82
COND	Condo, Parking Unit, Low Rise Surface	445837066	\$639.51
COND	Condo, Parking Unit, Low Rise Surface	445837071	\$633.57
COND	Condo, Parking Unit, Low Rise Surface	475958703	\$570.79
COND	Condo, Parking Unit, Low Rise Surface	475958704	\$570.79
COND	Condo, Parking Unit, Low Rise Surface	475958706	\$570.79
COND	Condo, Parking Unit, Low Rise Surface	475958709	\$551.58
COND	Condo, Parking Unit, Low Rise Surface	475958710	\$551.58
COND	Condo, Parking Unit, Low Rise Surface	475958712	\$551.58
COND	Condo, Parking Unit, Low Rise Surface	475958714	\$551.58
COND	Condo, Parking Unit, Low Rise Surface	475958715	\$551.58
COND	Condo, Parking Unit, Low Rise Surface	475958716	\$551.58
COND	Condo, Parking Unit, Low Rise Surface	475958718	\$551.58
COND	Condo, Parking Unit, Low Rise Surface	475958719	\$551.58
COND	Condo, Parking Unit, Low Rise Surface	475958720	\$551.58
COND	Condo, Parking Unit, Low Rise Surface	475958721	\$551.58
COND	Condo, Townhouse	455424165	\$2,615.07
COND	Condo, Townhouse	455600678	\$5,765.68
COND	Condo, Townhouse	455909225	\$2,891.78
COND	Condo, Townhouse	464612325	\$2,553.06
COND	Condo, Townhouse	486029510	\$4,355.92
COND	Condo, Townhouse	494219160	\$5,415.66
COND	Condo, Townhouse	514508550	\$4,023.81
COND	Condo, Townhouse	565345190	\$5,126.26
COND	Condo, Townhouse	565347335	\$3,799.93
MRES	Land, Undeveloped Multi Family	484222700	\$39,191.93
MRES	Lowrise, Multi Res	504923000	\$11,050.76
RES	Land, Undeveloped Res	425901800	\$4,532.99
RES	Land, Undeveloped Res	436012650	\$7,020.49
RES	Land, Undeveloped Res	445821400	\$5,104.88
RES	Land, Undeveloped Res	445907750	\$3,508.43
RES	Land, Undeveloped Res	474398950	\$1,540.02
RES	Land, Undeveloped Res	474399000	\$1,575.02
RES	Land, Undeveloped Res	475006650	\$2,320.39
RES	Land, Undeveloped Res	484210450	\$4,264.03
RES	Land, Undeveloped Res	494713200	\$2,101.41
RES	Land, Undeveloped Res	504711700	\$2,893.79
RES	Land, Undeveloped Res	504713950	\$1,666.99
RES	Land, Undeveloped Res	504721150	\$1,793.05
RES	Land, Undeveloped Res	504723950	\$1,072.19

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# LIENS OUTSTANDING 2024

Class	Predominant Use	Roll Number	Arrears
RES	Land, Undeveloped Res	504733900	\$1,839.11
RES	Land, Undeveloped Res	504823300	\$1,868.10
RES	Land, Undeveloped Res	525043360	\$3,304.67
RES	Mixed, Res <4 & other Present Use	504920150	\$14,617.75
RES	Mixed, Res <4 & other Present Use	505003750	\$9,492.64
RES	Mixed, Res <4 & other Present Use	514814590	\$6,855.25
RES	Single Family, Detached	425226200	\$8,639.02
RES	Single Family, Detached	425236050	\$11,322.88
RES	Single Family, Detached	425236650	\$13,569.20
RES	Single Family, Detached	425405550	\$9,326.21
RES	Single Family, Detached	425902900	\$8,686.47
RES	Single Family, Detached	425903100	\$11,010.28
RES	Single Family, Detached	435247100	\$9,096.30
RES	Single Family, Detached	435313400	\$4,629.41
RES	Single Family, Detached	435402190	\$10,360.48
RES	Single Family, Detached	436017750	\$6,670.92
RES	Single Family, Detached	436022300	\$6,800.60
RES	Single Family, Detached	445216750	\$5,641.93
RES	Single Family, Detached	445618100	\$6,840.38
RES	Single Family, Detached	445636050	\$10,918.29
RES	Single Family, Detached	445724350	\$14,173.33
RES	Single Family, Detached	445814650	\$9,776.63
RES	Single Family, Detached	445834300	\$12,562.51
RES	Single Family, Detached	445904800	\$7,836.08
RES	Single Family, Detached	455211240	\$5,452.56
RES	Single Family, Detached	455226440	\$9,489.47
RES	Single Family, Detached	455227190	\$6,162.02
RES	Single Family, Detached	455227890	\$462.67
RES	Single Family, Detached	455820200	\$28,169.30
RES	Single Family, Detached	455832050	\$22,156.44
RES	Single Family, Detached	464418950	\$10,802.57
RES	Single Family, Detached	464520350	\$9,345.86
RES	Single Family, Detached	464527900	\$5,748.63
RES	Single Family, Detached	464540050	\$9,978.29
RES	Single Family, Detached	464540350	\$5,481.76
RES	Single Family, Detached	464546000	\$7,109.46
RES	Single Family, Detached	464548600	\$5,683.71
RES	Single Family, Detached	464608000	\$6,098.99
RES	Single Family, Detached	464923000	\$7,329.60
RES	Single Family, Detached	465631250	\$2,784.96
RES	Single Family, Detached	465648050	\$7,500.77
RES	Single Family, Detached	465903300	\$9,566.87
RES	Single Family, Detached	465913900	\$10,721.79
RES	Single Family, Detached	474303300	\$6,011.22
RES	Single Family, Detached	474422700	\$7,999.23
RES	Single Family, Detached	474424440	\$4,688.57
RES	Single Family, Detached	474427150	\$7,683.70

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# LIENS OUTSTANDING 2024

Class	Predominant Use	Roll Number	Arrears
RES	Single Family, Detached	474429350	\$7,786.74
RES	Single Family, Detached	474432300	\$5,109.88
RES	Single Family, Detached	474509350	\$7,779.74
RES	Single Family, Detached	474608590	\$7,232.78
RES	Single Family, Detached	474614500	\$7,297.23
RES	Single Family, Detached	474624190	\$6,955.55
RES	Single Family, Detached	474628390	\$7,218.13
RES	Single Family, Detached	474715410	\$5,310.85
RES	Single Family, Detached	474812600	\$4,531.21
RES	Single Family, Detached	474828200	\$3,776.65
RES	Single Family, Detached	474901250	\$4,855.44
RES	Single Family, Detached	474902900	\$4,917.49
RES	Single Family, Detached	474907150	\$6,573.74
RES	Single Family, Detached	474910250	\$4,044.07
RES	Single Family, Detached	474917900	\$6,032.84
RES	Single Family, Detached	474922360	\$4,790.17
RES	Single Family, Detached	474926200	\$8,150.40
RES	Single Family, Detached	474937700	\$5,818.96
RES	Single Family, Detached	474938050	\$7,512.78
RES	Single Family, Detached	474940450	\$4,853.58
RES	Single Family, Detached	475003750	\$5,985.38
RES	Single Family, Detached	475100650	\$5,620.89
RES	Single Family, Detached	475114530	\$4,059.96
RES	Single Family, Detached	475205125	\$7,847.79
RES	Single Family, Detached	475210400	\$255.63
RES	Single Family, Detached	475210980	\$12,784.45
RES	Single Family, Detached	475212400	\$7,983.64
RES	Single Family, Detached	475505600	\$8,331.31
RES	Single Family, Detached	475544950	\$4,210.32
RES	Single Family, Detached	475619230	\$7,343.35
RES	Single Family, Detached	475727550	\$9,066.06
RES	Single Family, Detached	475808100	\$12,589.77
RES	Single Family, Detached	475939150	\$6,381.44
RES	Single Family, Detached	476300100	\$11,572.41
RES	Single Family, Detached	484200400	\$9,868.60
RES	Single Family, Detached	484201550	\$8,496.01
RES	Single Family, Detached	484203750	\$5,988.17
RES	Single Family, Detached	484203850	\$5,134.68
RES	Single Family, Detached	484208300	\$5,545.38
RES	Single Family, Detached	484339500	\$7,667.05
RES	Single Family, Detached	484341200	\$6,564.70
RES	Single Family, Detached	484508300	\$6,743.66
RES	Single Family, Detached	484511650	\$5,341.13
RES	Single Family, Detached	484514390	\$7,505.91
RES	Single Family, Detached	484520020	\$17,772.30
RES	Single Family, Detached	484521210	\$6,684.58
RES	Single Family, Detached	484526650	\$6,372.89

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# LIENS OUTSTANDING 2024

<b>Class</b>	<b>Predominant Use</b>	<b>Roll Number</b>	<b>Arrears</b>
RES	Single Family, Detached	484605150	\$5,399.74
RES	Single Family, Detached	484605400	\$3,804.96
RES	Single Family, Detached	484608800	\$6,586.71
RES	Single Family, Detached	484617300	\$4,476.94
RES	Single Family, Detached	484619100	\$6,525.88
RES	Single Family, Detached	484621350	\$7,301.76
RES	Single Family, Detached	484622850	\$6,931.93
RES	Single Family, Detached	484720150	\$5,469.36
RES	Single Family, Detached	484725950	\$4,858.91
RES	Single Family, Detached	484800960	\$7,324.17
RES	Single Family, Detached	484809240	\$12,783.70
RES	Single Family, Detached	484811400	\$7,130.22
RES	Single Family, Detached	484821100	\$5,797.69
RES	Single Family, Detached	484822600	\$3,137.32
RES	Single Family, Detached	484836150	\$3,943.51
RES	Single Family, Detached	484903100	\$5,518.88
RES	Single Family, Detached	484929350	\$6,341.75
RES	Single Family, Detached	484930950	\$6,813.61
RES	Single Family, Detached	484933550	\$3,817.93
RES	Single Family, Detached	484935000	\$5,654.35
RES	Single Family, Detached	485007950	\$10,048.57
RES	Single Family, Detached	485105850	\$10,857.99
RES	Single Family, Detached	485121450	\$8,690.21
RES	Single Family, Detached	485132200	\$15,311.07
RES	Single Family, Detached	485514480	\$4,896.64
RES	Single Family, Detached	485528040	\$7,751.05
RES	Single Family, Detached	485538500	\$3,432.68
RES	Single Family, Detached	485911650	\$7,061.06
RES	Single Family, Detached	485912700	\$6,706.04
RES	Single Family, Detached	486002950	\$10,448.70
RES	Single Family, Detached	486007150	\$10,288.92
RES	Single Family, Detached	486028150	\$8,479.13
RES	Single Family, Detached	494204550	\$5,247.63
RES	Single Family, Detached	494216850	\$5,445.34
RES	Single Family, Detached	494237100	\$13,321.57
RES	Single Family, Detached	494300630	\$5,548.04
RES	Single Family, Detached	494320090	\$3,923.72
RES	Single Family, Detached	494323890	\$6,373.28
RES	Single Family, Detached	494343450	\$4,167.01
RES	Single Family, Detached	494409200	\$5,236.77
RES	Single Family, Detached	494412600	\$4,166.49
RES	Single Family, Detached	494424910	\$5,938.40
RES	Single Family, Detached	494429950	\$7,574.01
RES	Single Family, Detached	494432450	\$3,930.13
RES	Single Family, Detached	494432500	\$4,913.39
RES	Single Family, Detached	494433500	\$5,379.19
RES	Single Family, Detached	494607400	\$1,891.61

Monday, January 13, 2025



# LIENS OUTSTANDING 2024

Class	Predominant Use	Roll Number	Arrears
RES	Single Family, Detached	494609450	\$5,010.86
RES	Single Family, Detached	494611900	\$4,531.10
RES	Single Family, Detached	494628100	\$7,925.51
RES	Single Family, Detached	494703000	\$2,741.26
RES	Single Family, Detached	494711650	\$10,295.67
RES	Single Family, Detached	494805040	\$5,302.62
RES	Single Family, Detached	494808050	\$3,820.02
RES	Single Family, Detached	494809550	\$4,691.27
RES	Single Family, Detached	494824970	\$4,187.01
RES	Single Family, Detached	494827900	\$3,170.42
RES	Single Family, Detached	494830150	\$5,445.18
RES	Single Family, Detached	494834950	\$3,981.08
RES	Single Family, Detached	494835700	\$4,216.27
RES	Single Family, Detached	494837740	\$6,420.03
RES	Single Family, Detached	494906000	\$3,323.00
RES	Single Family, Detached	494907200	\$7,988.57
RES	Single Family, Detached	494928900	\$5,322.70
RES	Single Family, Detached	494933240	\$9,341.72
RES	Single Family, Detached	494938400	\$6,259.68
RES	Single Family, Detached	495817200	\$5,892.57
RES	Single Family, Detached	496022850	\$9,341.65
RES	Single Family, Detached	504429010	\$9,900.68
RES	Single Family, Detached	504518650	\$7,356.80
RES	Single Family, Detached	504603400	\$4,411.68
RES	Single Family, Detached	504609700	\$5,999.77
RES	Single Family, Detached	504618990	\$6,387.28
RES	Single Family, Detached	504636460	\$6,470.70
RES	Single Family, Detached	504712700	\$8,967.04
RES	Single Family, Detached	504726650	\$2,595.35
RES	Single Family, Detached	504809600	\$2,971.77
RES	Single Family, Detached	504824750	\$5,587.41
RES	Single Family, Detached	504825600	\$3,350.85
RES	Single Family, Detached	504825950	\$11,752.24
RES	Single Family, Detached	504826900	\$1,366.72
RES	Single Family, Detached	504831550	\$13,095.90
RES	Single Family, Detached	504832300	\$3,215.63
RES	Single Family, Detached	504914550	\$8,231.66
RES	Single Family, Detached	504927350	\$7,699.16
RES	Single Family, Detached	504931550	\$3,706.86
RES	Single Family, Detached	505114100	\$9,090.11
RES	Single Family, Detached	505203000	\$6,085.15
RES	Single Family, Detached	505206630	\$21,517.18
RES	Single Family, Detached	505213150	\$9,245.94
RES	Single Family, Detached	505229430	\$8,060.10
RES	Single Family, Detached	505606350	\$5,750.02
RES	Single Family, Detached	505607550	\$7,939.43
RES	Single Family, Detached	505609090	\$4,421.87

Monday, January 13, 2025

# LIENS OUTSTANDING 2024

<b>Class</b>	<b>Predominant Use</b>	<b>Roll Number</b>	<b>Arrears</b>
RES	Single Family, Detached	505723310	\$8,358.50
RES	Single Family, Detached	505729100	\$9,499.99
RES	Single Family, Detached	505729750	\$6,069.66
RES	Single Family, Detached	505904450	\$15,576.00
RES	Single Family, Detached	514203900	\$6,335.02
RES	Single Family, Detached	514216420	\$8,038.57
RES	Single Family, Detached	514220150	\$5,059.30
RES	Single Family, Detached	514325530	\$8,298.00
RES	Single Family, Detached	514327900	\$12,246.72
RES	Single Family, Detached	514502200	\$6,232.74
RES	Single Family, Detached	514505650	\$7,472.47
RES	Single Family, Detached	514612900	\$6,529.00
RES	Single Family, Detached	514614850	\$8,945.03
RES	Single Family, Detached	514622200	\$3,862.45
RES	Single Family, Detached	514700650	\$7,424.01
RES	Single Family, Detached	514702250	\$7,663.35
RES	Single Family, Detached	514702550	\$4,911.25
RES	Single Family, Detached	514811450	\$4,106.75
RES	Single Family, Detached	514818250	\$5,145.03
RES	Single Family, Detached	514824550	\$2,617.11
RES	Single Family, Detached	514826850	\$3,281.46
RES	Single Family, Detached	514833100	\$8,213.89
RES	Single Family, Detached	514840550	\$8,748.63
RES	Single Family, Detached	515004850	\$14,420.56
RES	Single Family, Detached	515012850	\$6,302.93
RES	Single Family, Detached	515017250	\$3,243.79
RES	Single Family, Detached	515026830	\$11,796.53
RES	Single Family, Detached	515100500	\$12,179.52
RES	Single Family, Detached	515106900	\$11,658.87
RES	Single Family, Detached	515113950	\$11,211.95
RES	Single Family, Detached	515200550	\$8,034.28
RES	Single Family, Detached	515227400	\$5,559.55
RES	Single Family, Detached	515306350	\$5,669.72
RES	Single Family, Detached	515315500	\$11,371.04
RES	Single Family, Detached	515405500	\$10,798.83
RES	Single Family, Detached	515415090	\$9,494.91
RES	Single Family, Detached	515509550	\$6,983.31
RES	Single Family, Detached	515616920	\$5,606.34
RES	Single Family, Detached	515721590	\$11,012.06
RES	Single Family, Detached	515722850	\$12,468.67
RES	Single Family, Detached	524509530	\$5,969.71
RES	Single Family, Detached	524806650	\$3,987.71
RES	Single Family, Detached	524826140	\$9,016.90
RES	Single Family, Detached	524913800	\$7,358.69
RES	Single Family, Detached	524920000	\$8,752.54
RES	Single Family, Detached	525000250	\$7,585.10
RES	Single Family, Detached	525043380	\$12,728.30

Monday, January 13, 2025

# LIENS OUTSTANDING 2024

Class	Predominant Use	Roll Number	Arrears
RES	Single Family, Detached	525105150	\$16,155.18
RES	Single Family, Detached	525124300	\$6,613.92
RES	Single Family, Detached	525210050	\$9,348.50
RES	Single Family, Detached	525212350	\$3,999.30
RES	Single Family, Detached	525222550	\$11,580.20
RES	Single Family, Detached	525301700	\$4,317.92
RES	Single Family, Detached	525318450	\$5,225.48
RES	Single Family, Detached	525323800	\$9,255.28
RES	Single Family, Detached	525410690	\$9,147.72
RES	Single Family, Detached	525413590	\$7,045.58
RES	Single Family, Detached	525415670	\$8,790.11
RES	Single Family, Detached	525428690	\$4,816.95
RES	Single Family, Detached	525624000	\$11,944.36
RES	Single Family, Detached	534903130	\$5,217.30
RES	Single Family, Detached	534906600	\$4,474.69
RES	Single Family, Detached	534926850	\$7,057.39
RES	Single Family, Detached	534934790	\$4,103.17
RES	Single Family, Detached	535001650	\$5,135.43
RES	Single Family, Detached	535035100	\$8,968.34
RES	Single Family, Detached	535112150	\$8,376.26
RES	Single Family, Detached	535303350	\$8,234.52
RES	Single Family, Detached	535601900	\$5,170.19
RES	Single Family, Detached	536120000	\$15,344.36
RES	Single Family, Detached	545000650	\$6,008.26
RES	Single Family, Detached	545006300	\$5,621.04
RES	Single Family, Detached	545007050	\$7,491.31
RES	Single Family, Detached	545011900	\$4,268.31
RES	Single Family, Detached	545014650	\$9,931.63
RES	Single Family, Detached	545025750	\$13,886.66
RES	Single Family, Detached	545026700	\$7,948.33
RES	Single Family, Detached	545105950	\$4,469.76
RES	Single Family, Detached	545123350	\$9,827.57
RES	Single Family, Detached	545206050	\$4,414.98
RES	Single Family, Detached	545308300	\$4,280.62
RES	Single Family, Detached	545327350	\$10,050.08
RES	Single Family, Detached	545408740	\$7,397.30
RES	Single Family, Detached	545418090	\$7,846.93
RES	Single Family, Detached	545429190	\$7,021.53
RES	Single Family, Detached	545512380	\$10,586.40
RES	Single Family, Detached	545603650	\$13,603.42
RES	Single Family, Detached	545627790	\$4,712.29
RES	Single Family, Detached	545630650	\$14,671.07
RES	Single Family, Detached	545641650	\$7,479.57
RES	Single Family, Detached	545701850	\$9,232.78
RES	Single Family, Detached	545742750	\$10,216.26
RES	Single Family, Detached	545907150	\$14,829.76
RES	Single Family, Detached	546014500	\$10,710.09

Monday, January 13, 2025

# LIENS OUTSTANDING 2024

Class	Predominant Use	Roll Number	Arrears
RES	Single Family, Detached	546023200	\$9,312.73
RES	Single Family, Detached	555205540	\$4,773.59
RES	Single Family, Detached	555300740	\$9,848.13
RES	Single Family, Detached	555607100	\$7,509.55
RES	Single Family, Detached	556014350	\$6,959.90
RES	Single Family, Detached	575443350	\$12,763.13
RES	Single Family, Detached	575512450	\$9,209.64
RES	Single Family, Semi Detached	474407370	\$4,160.01
RES	Single Family, Semi Detached	485523160	\$10,352.81
RES	Townhouse, Res-2 unit (One Title)	485501880	\$10,359.49
RES	Townhouse, Res-2 unit (One Title)	545515790	\$5,905.97
RES	Townhouse, Res-2 unit (Two Titles)	445337940	\$9,003.27
RES	Townhouse, Res-2 unit (Two Titles)	464619600	\$10,595.25
RES	Townhouse, Res-2 unit (Two Titles)	475018560	\$370.96
RES	Townhouse, Res-2 unit (Two Titles)	475018580	\$370.96
RES	Townhouse, Res-2 unit (Two Titles)	475549550	\$10,852.62
RES	Townhouse, Res-2 unit (Two Titles)	484332290	\$4,011.67
RES	Townhouse, Res-2 unit (Two Titles)	484626340	\$4,070.71
RES	Townhouse, Res-2 unit (Two Titles)	484626690	\$3,147.89
RES	Townhouse, Res-2 unit (Two Titles)	484829810	\$7,502.17
RES	Townhouse, Res-2 unit (Two Titles)	485506790	\$8,377.20
RES	Townhouse, Res-2 unit (Two Titles)	495910600	\$8,423.51
RES	Townhouse, Res-2 unit (Two Titles)	504727010	\$15,304.56
RES	Townhouse, Res-2 unit (Two Titles)	504824810	\$8,093.62
RES	Townhouse, Res-2 unit (Two Titles)	505916800	\$5,185.55
RES	Townhouse, Res-2 unit (Two Titles)	515229580	\$7,257.35
RES	Townhouse, Res-2 unit (Two Titles)	534931480	\$20,514.86
RES	Townhouse, Res-2 unit (Two Titles)	575501250	\$8,015.64
RES	Townhouse, Res-3 or more units (Multiple Titles)	494214780	\$4,637.66
		<b>Total</b>	\$3,467,085.41



## **GOVERNANCE AND PRIORITIES COMMITTEE**

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### **City Council Travel and Training Expenses - 2024**

#### **Recommendation of the Committee**

That the February 12, 2025, report of the City Clerk's Office be received as information, in accordance with *Council Policy C01-023, the City Councillors' Travel and Training Policy*.

#### **History**

The Governance and Priorities Committee, at its meeting held on February 12, 2025, considered a report of the City Clerk's Office regarding the above.

The Committee further resolved to approve the allocation of travel and training expenditures for 2024.

#### **Attachment**

February 12, 2025 report of the City Clerk's Office

## City Council Travel and Training Expenses - 2024

### ISSUE

This report provides a summary of Councillors' Travel and Training expenses for 2024. A summary from the Mayor's Office is also provided.

### RECOMMENDATION

That the Governance and Priorities Committee:

1. Approve the allocation of travel and training expenditures for 2024; and
2. Forward this report to City Council for information, in accordance with Council Policy No. C01-023, City Councillors' Travel and Training.

### BACKGROUND

Section 3.4 of [Policy No. C01-023 – City Councillors' Travel and Training](#), states that the City Clerk will, on an annual basis, prepare a report listing the total cost of each Councillor's Common and Individual Travel and Training.

Since 2010, the expenses of all members of City Council, including the Mayor, have been posted to the City's website annually in order to demonstrate City Council's commitment to transparency.

### DISCUSSION/ANALYSIS

#### Individual Travel and Training

Each Councillor is allotted funds annually for general travel and training, such as attendance at the annual Saskatchewan Urban Municipalities Association (SUMA) convention and Federation of Canadian Municipalities (FCM) conference. The total amount budgeted for 2024 for all Councillors was \$35,000. The total expenditures, less GST, were \$9,595.36. Appendix 1 sets out the details for each individual Councillor.

#### Common (Appointed) Travel and Training

A common travel and training budget is provided for Councillors to attend annual conferences or board meetings of any organization to which they are appointed as an official representative of the City of Saskatoon, or as a Board member, such as Canadian Urban Transit Association or FCM Boards and Committees. The total amount budgeted for 2024 was \$24,000. The total expenditures, less GST, were \$7,560.89. Appendix 2 sets out the details for each individual Councillor.

As per Sections 2.1 g) and 2.2 e) of Policy No. C01-023, the amount in the above Individual and Common budgets is pro-rated during an election year in order to ensure that sufficient funds remain for the newly elected Councillors. This means sitting

## City Council Travel and Training Expenses - 2024

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Councillors were allocated \$29,050 (\$2,905 per Councillor) for individual travel as 10/12 of the allowance. Newly elected and re-elected Councillors are allocated an additional \$5,950 (\$595 per Councillor) as 2/12 of the allowance. Similarly, sitting Councillors were allocated \$19,920 for common/appointed travel as 10/12 of the allowance. Newly elected and re-elected Councillors were allocated an additional \$4,080 as 2/12 of the allowance.

### Pension and Other Travel and Training

There are various Boards that Councillors are either appointed to or have a vested interest in (ie. on-appointed Pension Boards) that fall outside of the above travel and training budgets.

A \$7,000 budget was approved for 2024 for those Councillors that do not sit on a pension board to obtain pension training. For 2024, there were no expenditures to report.

Other travel and training expenditures that may be provided to Councillors are sometimes paid from other sources. For example, if a Councillor is a Trustee on a pension board, those expenses are paid for from the Plan (not City budget). Similarly, any travel or training for Councillors that are appointed to the Board of Police Commissioners are paid through the Saskatoon Police budget (not City budget). Those expenses are not provided as part of this reporting.

### Mayor's Travel and Training

Appendix 3 lists the 2024 travel expenses for the former Mayor, Charlie Clark as well as the newly elected Mayor, Cynthia Block. The total expenditures of the Mayor position only, less GST, was \$8,491.70. It should be noted the attached summary for the Mayor lists car allowance expenses, which is the subject of a separate report.

## **APPENDICES**

1. Individual Travel and Training 2024 - Councillors
2. Common (Appointed) Travel and Training 2024 – Councillors
3. Mayor Travel Expenses – 2024

### Report Approval

Written by: Monique Legault, Councillors' Assistant  
Reviewed by: Shellie Bryant, Deputy City Clerk  
Approved by: Adam Tittlemore, City Clerk

Admin Report - City Council Travel and Training Expenses - 2024.docx

INDIVIDUAL COUNCILLORS TRAVEL AND TRAINING EXPENSES 2024 'Appendix 1'				
Travel Date	Purpose	Location	Total Expenses (excludes GST/HST)	
<b>BLOCK, Cynthia</b>				
			\$	-
			<b>Individual Total</b>	<b>\$ -</b>
<b>DAVIES, Troy</b>				
June 7-9	FCM Annual Conference	Calgary, AB		2,226.39
			<b>Individual Total</b>	<b>\$ 2,226.39</b>
<b>DONAUER, Randy</b>				
June 6-10	FCM Annual Conference	Calgary, AB		3,032.71
			<b>Individual Total</b>	<b>\$ 3,032.71</b>
<b>DUBOIS, Bev</b>				
			\$	-
			<b>Individual Total</b>	<b>\$ -</b>
<b>FORD, Scott</b>				
			\$	-
			<b>Individual Total</b>	<b>\$ -</b>
<b>GERSHER, Sarina</b>				
			\$	-
			<b>Individual Total</b>	<b>\$ -</b>
<b>GOUGH, Hilary</b>				
Jan 16	SUMA: Sector Meeting (Jan. 16, 2024)	Virtual	\$	40.00
March 6-7	SK Housing & Homelessness Conference	Saskatoon, SK	\$	53.00
Feb. 29	Tamarak Institute: Navigating the Shifting Sands of Leadership	Virtual	\$	53.00
Oct 11	Building Tomorrow Transforming Nonprofit Governance	Saskatoon, SK	\$	100.00
			<b>Individual Total</b>	<b>\$ 246.00</b>
<b>HILL, Darren</b>				
March 20-21	Provincial Budget Meeting & SAMA Board Meeting	Regina, SK	\$	193.38
			<b>Individual Total</b>	<b>\$ 193.38</b>
<b>JEFFRIES, Zach</b>				
Dec 15-19	Meetings: FCM, Ottawa Mayor's Office, Ministers Holland and Vandal	Ottawa, ON	\$	3,087.18
			<b>Individual Total</b>	<b>\$ 3,087.18</b>



<b>KELLEHER, Holly</b>			
			\$ -
		<b>Individual Total</b>	<b>\$ -</b>
<b>KIRTON, David</b>			
March 6-7	SK Housing & Homelessness Conference	Saskatoon, SK	\$ 53.00
		<b>Individual Total</b>	<b>\$ 53.00</b>
<b>LOEWEN, Mairin</b>			
Apr 13-17	SUMA Annual Convention	Regina, SK	\$ 756.70
		<b>Individual Total</b>	<b>\$ 756.70</b>
<b>MACDONALD, Kathryn</b>			
			\$ -
		<b>Individual Total</b>	<b>\$ -</b>
<b>PARKER, Jasmin</b>			
			\$ -
		<b>Individual Total</b>	<b>\$ -</b>
<b>PEARCE, Robert</b>			
			\$ -
		<b>Individual Total</b>	<b>\$ -</b>
<b>TIMON, Senos</b>			
			\$ -
		<b>Individual Total</b>	<b>\$ -</b>
		<b>Total Individual Travel (All Councillors)</b>	<b>\$ 9,595.36</b>
		<b>2024 Budget</b>	<b>35,000.00</b>
		<b>2024 Actual</b>	<b>9,595.36</b>

COMMON (APPOINTED) COUNCILLORS TRAVEL AND TRAINING EXPENSES 2024 'Appendix 2'				
Travel Date	Purpose	Location	Expense (less GST/HST)	
<b>BLOCK, Cynthia</b>				
			\$	-
			<b>Individual Total</b>	
			\$	-
<b>DAVIES, Troy</b>				
			\$	-
			<b>Individual Total</b>	
			\$	-
<b>DONAUER, Randy</b>				
Jan 16	SUMA: Sector Meeting	Virtual	\$	40.00
Apr 13-17	SUMA Annual Convention *no charge as Councillor is a Board member*	Regina, SK	\$	-
			<b>Individual Total</b>	
			\$	<b>40.00</b>
<b>DUBOIS, Bev</b>				
Apr 13-17	SUMA Annual Convention *no charge as Councillor is a Board member*	Regina, SK	\$	-
			<b>Individual Total</b>	
			\$	-
<b>FORD, Scott</b>				
			\$	-
			<b>Individual Total</b>	
			\$	-
<b>GERSHER, Sarina</b>				
			\$	-
			<b>Individual Total</b>	
			\$	-
<b>GOUGH, Hilary</b>				
			\$	-
			<b>Individual Total</b>	
			\$	-
<b>HILL, Darren</b>				
			\$	-
			<b>Individual Total</b>	
			\$	-
<b>JEFFRIES, Zach</b>				
			\$	-
			<b>Individual Total</b>	
			\$	-

<b>KIRTON, David</b>			
			\$ -
<b>Individual Total</b>			<b>\$ -</b>
<b>LOEWEN, Mairin</b>			
Mar 5-8	FCM Board of Directors and Standing Committee Meetings	Prince George, BC	\$ 1,941.08
Jun 6-10	FCM Annual Conference	Calgary, AB	\$ 2,217.32
Sep 17-20	FCM Board Meetings	Ottawa, ON	\$ 3,362.49
<i>Air Canada flight cancelled due to possible labour disruption *travel credit on file*</i>			
<b>Individual Total</b>			<b>\$ 7,520.89</b>
<b>KELLEHER, Holly</b>			
			\$ -
<b>Individual Total</b>			<b>\$ -</b>
<b>MACDONALD, Kathryn</b>			
			\$ -
<b>Individual Total</b>			<b>\$ -</b>
<b>PARKER, Jasmin</b>			
			\$ -
<b>Individual Total</b>			<b>\$ -</b>
<b>PEARCE, Robert</b>			
			\$ -
<b>Individual Total</b>			<b>\$ -</b>
<b>TIMON, Senos</b>			
			\$ -
<b>Individual Total</b>			<b>\$ -</b>
<b>Total Common (Appointed) Travel (All Councillors)</b>			<b>\$ 7,560.89</b>
		<b>2024 Budget</b>	<b>\$ 24,000.00</b>
		<b>2024 Actual</b>	<b>\$ 7,560.89</b>

**MAYOR CHARLIE CLARK**  
**January 1 to November 19, 2024**

**WITHIN CANADA - TRAVEL EXPENSES**

Destination	Date	Purpose	Amount	GST	Total Cost
Ottawa ON	Feb 25 to 26	BCMC Meeting	\$ 2,202.42	\$ 127.23	\$ 2,075.19
Regina SK	17-Apr	SUMA	\$ 1,096.68	\$ 46.89	\$ 1,049.79
Calgary AB	June 6 to 10	BCMC/FCM Meetings	\$ 2,733.45	\$ 115.92	\$ 2,617.53
Victoria BC	Aug 24 to 27	The Victoria Forum	\$ 1,413.03	\$ 72.40	\$ 1,340.63
Winnipeg MB	Oct 9 to 11	BCMC/Reconciliation Circle #4	\$ 1,382.54	\$ 48.27	\$ 1,334.27
<b>TOTAL</b>			<b>\$ 8,828.12</b>	<b>\$ 410.71</b>	<b>\$ 8,417.41</b>

BCMC - Big City Mayor's Caucus

FCM - Federation of Canadian Municipalities

SUMA - Saskatchewan Urban Municipal Association

**MAYOR CYNTHIA BLOCK**  
**November 20, 2024 to December 31, 2025**

**WITHIN CANADA - TRAVEL EXPENSES**

Destination	Date	Purpose	Amount	GST	Total Cost
Regina SK	25-Nov	Meetings with Ministers & Throne Speech	\$ 78.00	\$ 3.71	\$ 74.29
<b>TOTAL</b>			<b>\$ 78.00</b>	<b>\$ 3.71</b>	<b>\$ 74.29</b>

**CAR ALLOWANCE**

Mayor Clark's Expenses: \$ 1,425.25

Mayor Block's Expenses: \$ 87.36

**Total Travel and Car Allowance Expenses: \$ 10,004.31**



## **GOVERNANCE AND PRIORITIES COMMITTEE**

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### **City Council Car Allowance - 2024**

#### **Recommendation of the Committee**

That the February 12, 2025, report of the City Clerk's Office be received as information, in accordance with *Council Policy C01-023, the City Councillors' Travel and Training Policy*.

#### **History**

The Governance and Priorities Committee, at its meeting held on February 12, 2025, considered a report of the City Clerk's Office regarding the above.

The Committee also resolved to approve the allocation of car allowance expenditures for 2024.

The report has been corrected to include Mayor Block's 2024 Councillor expenditures to \$344.54.

#### **Attachment**

February 12, 2025 report of the City Clerk's Office

## City Council Car Allowance - 2024

### ISSUE

Council [Policy C01-006](#), Remuneration – Members of City Council, allocates a car allowance for City Councillors to conduct City business. As a result, this report provides a summary of 2024 car allowance expenses for City Councillors. It also provides a summary of the Mayor's car allowance expenses for 2024.

### RECOMMENDATION

That the Governance and Priorities Committee:

1. Approve the allocation of car allowance expenditures for 2024; and
2. Forward this report to City Council for information, in accordance with Council Policy No. C01-023, City Councillors' Travel and Training.

### BACKGROUND

Since 2005, Councillors have been reimbursed for use of their personal vehicle for City business, based on a per kilometre reimbursement equal to the automobile allowance rates set by the Canada Revenue Agency (CRA) for tax-exempt allowances for the use of personal vehicles.

Further, since 2017's reporting, the annual posting of car allowance expenditures and travel and training expenditures for members of City Council to the City's website has been to the same level of detail as currently provided for in City Council's Communications and Constituency Relations Allowance. In this regard, this report will be posted accordingly.

### DISCUSSION/ANALYSIS

The CRA rate for 2024 was \$0.70/km for the first 5,000 kilometers driven and \$0.64/km driven thereafter.

The following are the car allowance expenditures for 2024 for each Councillor (former, re-elected and newly elected):

Total Amount Budgeted \$15,000.00

Total Amount Spent \$ 12,033.03

**Individual (Former) Councillor Expenditures**

(Block, Cynthia)	\$ 344.54
Davies, Troy	\$1,386.00
Donauer, Randy	\$ 569.80
Dubois, Bev	\$3,315.20
Ford, Scott	\$ 176.57
(Gersher, Sarina)	\$ 469.56
(Gough, Hilary)	\$ 0.00
(Hill, Darren)	\$1,178.80
Jeffries, Zach	\$2,485.70
Kelleher, Holly	\$ 0.00
(Kirton, David)	\$1,764.70
(Loewen, Mairin)	\$ 371.00
MacDonald, Kathryn	\$ 0.00
Parker, Jasmin	\$ 85.40
Pearce, Robert	\$ 0.00
Timon, Senos	\$ 230.30

Also provided is the following summary from the Mayor's Office for 2024:

**Individual (Former) Mayor Expenditures**

(Clark, Charlie)	\$1,425.25
Block, Cynthia	\$ 87.36

Report Approval

Written by: Monique Legault, Councillors' Assistant  
Reviewed by: Shellie Bryant, Deputy City Clerk  
Approved by: Adam Tittlemore, City Clerk



## **GOVERNANCE AND PRIORITIES COMMITTEE**

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### **Appeals Boards – Appointment of Secretary**

#### **Recommendation of the Committee**

That the City Clerk, or their designate, be appointed as Secretary to the following appeals boards and as outlined in the February 12, 2025, report of the City Clerk's Office:

- The Saskatoon Appeal Board
- The Board of Revision
- The Development Appeals Board

#### **History**

The Governance and Priorities Committee, at its meeting held on February 12, 2025, considered a report of the City Clerk's Office regarding the above.

#### **Attachment**

February 12, 2025 report of the City Clerk's Office



## Appeals Boards – Appointment of Secretary

### ISSUE

City Council shall appoint a Secretary to the following appeals boards in accordance with the applicable Bylaw and/or Act that established them: Saskatoon Appeal Board, Board of Revision, and Development Appeals Board.

### RECOMMENDATION

That the Governance and Priorities Committees recommend to Council:

That the City Clerk, or their designate, be appointed as Secretary to the following appeals boards and as outlined in this report:

- The Saskatoon Appeal Board
- The Board of Revision
- The Development Appeals Board

### BACKGROUND

#### The Saskatoon Appeal Board

Section 5 of Bylaw No. 9972, *The Saskatoon Appeal Board Bylaw, 2024* speaks to Board Membership and Organization of the Saskatoon Appeal Board. Subsection 5(1) provides, in part:

5. (1) Council shall:

- (a) appoint a secretary of the Board; ...
- (c) determine the term of office, duties and remuneration and expenses, if any, of the secretary and each member of the Board; and ...

#### Board of Revision (BOR)

With respect to the BOR, section 193, Secretary, of *The Cities Act* governs. Subsection 193(1) provides:

193(1) The council shall:

- (a) appoint a secretary of the board of revision; and
- (b) prescribe the term of office, the remuneration and duties of the secretary of the board of revision.

Development Appeals Board (DAB)

With respect to the DAB, section 216, Board organization, of *The Planning and Development Act, 2007* governs. *The Zoning Bylaw* does not speak to the appointment of a secretary therefore, subsection 216(3) governs:

216(3) The council shall:

- (a) appoint a secretary of the board; and
- (b) prescribe the term of office, the remuneration, and duties of the secretary of the board.

**DISCUSSION/ANALYSIS**

The position of Secretary to the appeals boards has historically been a designate of the City Clerk's Office, currently held by a Committee Assistant position and is part of their job description. This arrangement has been successful over the years.

The duties and responsibilities of the Secretary include, but are not limited to the following:

- Facilitate any Board training and Board orientation as required.
- Review received Notices of Appeal for completion. The appeal must be in the prescribed form and contain information as set out in Subsection 220(1) of *The Planning and Development Act, 2007*.
- Serve Notice of Hearing within required timeframe.
- Collect applicable appeal fees.
- Schedule hearings and produce hearing documentation for Board Members.
- Process requests for appeal withdrawal.
- Prepare request for a court reporter for recording of hearings and production of transcript.
- Assist in preparation of decisions.
- Distribute decisions to parties within required timeframe.
- Transmit appealed records to the Saskatchewan Municipal Board, as required.
- Arrange for legal opinions by the Board's legal counsel, as required.
- Update the Board Policy and Procedures, as required.

Having the Secretary be a designate of the City Clerk allows for adequate coverage and cross training among the staff. The remuneration has been built into the City Clerk's annual operating budget and paid as per the appropriate Collective Bargaining Agreement.

**FINANCIAL IMPLICATIONS**

The position of Secretary has been built into the Committee Assistant position in the City Clerk's Office and budgeted for annually.

**OTHER IMPLICATIONS**

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

Report Approval

Written by:

Shellie Bryant, Deputy City Clerk

Reviewed and Approved by:

Adam Tittermore, City Clerk

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## **GOVERNANCE AND PRIORITIES COMMITTEE**

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### **2025 Appointments – Saskatoon Appeal Board**

#### **Recommendation of the Committee**

That the following be appointed to the Saskatoon Appeal Board to the end of 2026:

- Cheryl Cook
- Roy Fleming
- Sandra Maxwell
- Don Stiller

#### **History**

The Governance and Priorities Committee, at its meeting held on February 12, 2025, considered the above appointment.



## **GOVERNANCE AND PRIORITIES COMMITTEE**

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### **2025 Appointments – Saskatchewan Place Association Board of Directors (Sasktel Centre)**

#### **Recommendation of the Committee**

That the City's representative be instructed to vote the City's proxy at the 2025 Annual General Meeting of the Saskatchewan Place Association Inc. Board of Directors for the appointment of E.J. Babey throughout a term expiring at the conclusion of the 2027 Annual General Meeting.

#### **History**

The Governance and Priorities Committee, at its meeting held on February 12, 2025, considered the above appointments to the Saskatchewan Place Association Board of Directors (Sasktel Centre).

## The Temporary Sign Amendment Bylaw, 2025 and The Recreation Facilities and Parks Usage Amendment Bylaw, 2025

### ISSUE

This report submits two bylaws (“Bylaws”) for City Council’s Consideration; Bylaw No. 10057, *The Temporary Sign Amendment Bylaw, 2025* and Bylaw No. 10058, *The Recreation Facilities and Parks Usage Amendment Bylaw, 2025*. The Bylaws enhance the regulation of temporary and portable signs, prohibit soliciting in parks and public squares and make housekeeping amendments.

### RECOMMENDATION

1. That City Council consider:
  - Bylaw No. 10057, *The Temporary Sign Amendment Bylaw, 2025*; and
  - Bylaw No. 10058, *The Recreation Facilities and Parks Usage Amendment Bylaw, 2025*.
2. That City Council instruct the City Clerk to:
  - repeal Council Policy No. C10-001, *Soliciting in Public Parks*; and
  - amend Council Policy No. C10-026, *Seasonal Commercial Enterprise in Parks*, as outlined in this report.

### BACKGROUND

At its [November 22, 2023 Regular Business Meeting](#), City Council considered a report of the City Solicitor’s Office dated November 8, 2023 and resolved in part:

That the Use of Civic Square Protocol be included in the comprehensive Protocol Policy; and

That the City Solicitor be instructed to amend Bylaw No. 7767, *The Recreation Facilities and Parks Usage Bylaw, 1998* as outlined in the November 8, 2023 report of the City Solicitor.

At its [June 26, 2024 Regular Business Meeting](#), City Council considered a report of the Community Services Division dated June 5, 2024 and resolved:

That the proposed amendments to Bylaw No. 7491, *Temporary Sign Bylaw, 1995* and Bylaw No. 7767, *Recreation Facilities and Parks Usage Bylaw, 1998*, be approved; and

That the City Solicitor’s Office be instructed to amend the above bylaws as outlined in the report dated June 5, 2024 of the Community Services Division.

## **DISCUSSION/ANALYSIS**

In accordance with City Council's instructions, we are pleased to submit the Bylaws for City Council's consideration.

### **Enhancement of Temporary Sign Regulations**

*The Temporary Sign Amendment Bylaw, 2025* repeals section 15, Offences, and replaces it with a more comprehensive enforcement scheme that includes the ability for Bylaw Enforcement Officers to issue notices of violation for offences under the Bylaw.

Under the new provisions, notices of violation are subject to a tiered penalty system to discourage repeat offences, where first offences are subject to a fine of \$100, second offences, a fine of \$250, and subsequent offences, a fine of \$500. In the event that prosecution, in lieu of a notice of violation is pursued or a notice of violation is not paid in accordance with the Bylaw, the specified notice of violation fines will become the minimum that a judge can order up to the maximum fines prescribed in the Bylaw; that being \$2,000 for an individual and \$5,000 for a corporation, except for election related offences which are currently subject to a \$200 maximum for a first offence and \$500 for subsequent offences. The election related offence fine maximums respect the provisions that are currently provided for in the Bylaw.

The new sections also clarify departmental responsibility for administration and enforcement of temporary signs under the Bylaw.

The amendments to *The Temporary Sign Bylaw* also provide the ability for the City, when required to remove a portable sign placed in contravention of the Bylaw, to recover the costs of immobilizing, removing and storing the portable sign pending retrieval by the owner.

### **Removal of Unauthorized Advertising Signs**

To mirror the provisions of *The Temporary Sign Bylaw* regarding the removal of signs, *The Recreation Facilities and Parks Usage Amendment Bylaw, 2025* introduces a new section 13.1 to similarly allow the City to remove unauthorized advertising signs from parks and public squares that are placed in contravention of the Bylaw and permits the City to recover the costs of immobilizing, removing and storing freestanding advertising signs (portable signs) pending retrieval by the owner.

### **Consequential Amendments to Parks Provisions Resulting from Update to Use of Civic Square Provisions**

*The Recreation Facilities and Parks Usage Amendment Bylaw, 2025* adds a reference to "Public Square" alongside Park and Recreational Facility, where appropriate.

### **Prohibition of Soliciting in Parks and Public Squares**

*The Recreation Facilities and Parks Usage Amendment Bylaw, 2025* introduces a new section 16.1 to establish a prohibition against soliciting in parks and public squares.

This amendment is included to permit the repeal of an old Council Policy No. C10-001, *Soliciting in Public Parks*.

### **Housekeeping Amendments**

New definitions are introduced into *The Temporary Sign Bylaw* to provide clarity and improve enforceability.

Additionally, the Bylaws contain minor housekeeping amendments, such as updating the definition sections, department names and simplifying the language of various sections, among other things.

### **Consequential Amendments to Council Policy No. C10-026, *Seasonal Commercial Enterprise in Parks***

In order to ensure consistency between *The Recreation Facilities and Parks Usage Bylaw, 1998* and Council Policy No. C10-026, *Seasonal Commercial Enterprise in Parks* (“Policy”) a consequential amendment to the Policy is proposed.

The definition of “Park” contained in the current Policy is very broad; encompassing spaces that are not currently considered appropriate for Seasonal Commercial Enterprises. The current definition reads:

“Park” means Municipal Reserve or other lands maintained for recreational purposes owned by the City.”

The amendment would change this definition to include the specific parks and public squares (as defined in *The Recreation Facilities and Parks Usage Bylaw, 1998*) that can currently host Seasonal Commercial Enterprises. The proposed definition would read:

“Park” means the lands that comprise River Landing, Isinger Park, Friendship Park, Kiwanis Memorial Park and Mendel Site Park.”

Finally, a housekeeping amendment is proposed to section 3.5 to correct the reference to Bylaw No. 7767 and include its proper name, *The Recreation Facilities and Parks Usage Bylaw, 1988*.

### **APPENDICES**

1. Proposed Bylaw No. 10057, *The Temporary Sign Amendment Bylaw, 2025*.
2. Proposed Bylaw No. 10058, *The Recreation Facilities and Parks Usage Amendment Bylaw, 2025*.

### **Report Approval**

Written by: Christine G. Bogad, Deputy City Solicitor  
Approved by: Cindy Yelland, City Solicitor



## BYLAW NO. 10057

### The Temporary Sign Amendment Bylaw, 2025

The Council of the City of Saskatoon enacts:

#### Short Title

1. This Bylaw may be cited as *The Temporary Sign Amendment Bylaw, 2025*.

#### Purpose

2. The purpose of this Bylaw is to amend the Temporary Sign Bylaw to:
  - (a) add definitions for “portable sign” and “traffic control device” to provide clarity;
  - (b) clarify responsibility for administration and enforcement of the Bylaw;
  - (c) establish procedures for a Notice of Violation Offences scheme; and
  - (d) make minor housekeeping amendments.

#### Bylaw No. 7491 Amended

3. The Temporary Sign Bylaw is amended in the manner set forth in this Bylaw.

#### Section 1 Amended

4. Section 1 is amended by striking out “the Temporary Sign Bylaw” and substituting “*The Temporary Sign Bylaw*”.

#### Section 2 Amended

5. Section 2 is repealed and the following substituted:

“2. In this Bylaw:

- (a) **“buffer strip”** means any land area owned or controlled by the City and used to separate one land use from another or to shield or block noise, lights or other nuisances;
- (b) **“Business Improvement District”** means an area designated as a business improvement district by the City under section 25 of *The Cities Act*;
- (c) **“election sign”** means a temporary sign which is designed or intended to be displayed in connection with the following:
  - (i) a federal election or referendum;
  - (ii) a provincial election, referendum or plebiscite;
  - (iii) a local government election;
  - (iv) a Saskatchewan Health Authority election;
- (d) **“General Manager”** means the General Manager of Community Services or their designate;
- (e) **“portable sign”** means a moveable or freestanding sign, standing alone or on its own foundation or supporting frame and that is not anchored below ground level or to any surface, which can be readily moved or transported to various locations;
- (f) **“residential district”** means those zoning districts where any lands are designated for residential purposes under the Zoning Bylaw;
- (g) **“sign”** means any device, letter, figure, symbol, emblem or picture which is affixed to or represented directly or indirectly upon a building, structure or a piece of land and which identifies or advertises any object, product, place, activity, person, organization or business in such a way as to be visible to the public on any street or thoroughfare;
- (h) **“street”** means any registered public roadway including the boulevards, sidewalks and improvements in that place;
- (i) **“temporary sign”** means a sign constructed of cloth, canvas, fabric, plywood, cardboard, plastic or other similar light material and designed or intended to be displayed for a short period of time and shall include a sign carried by or on a person, but does not include posters;

- (j) **“temporary traffic sign”** means a traffic sign displayed for a short period of time during the construction or maintenance of any building, street or utility;
- (k) **“traffic control device”** means any sign, signal, marking or other similar device that directs or controls vehicles in any manner;
- (l) **“traffic sign”** means traffic sign as defined by *The Traffic Bylaw.*”.

### **Section 6 Amended**

- 6. Clause 6(c) is amended by adding “that has not been approved by the City” after “traffic control device”.

### **Section 7 Amended**

- 7. Subsection 7(2) is amended by striking out “or signal” after “traffic control device”.

### **Section 14 Amended**

- 8. (1) Subsection 14(1) is amended by striking out “Temporary signs” and substituting “Signs”.
- (2) Subsection 14(2) is amended by striking out “Temporary signs” and substituting “Signs”.
- (3) Subsection 14(3) is repealed and the following substituted:
  - “(3) The City will retain any temporary signs removed under subsections (1) and (2) for three business days, during which time the signs may be reclaimed.
  - (3.1) The City will retain any portable signs removed under subsection (1) for 30 business days, during which time the signs may be reclaimed.
  - (3.2) The release of a portable sign under subsection (3.1) will be subject to:
    - (a) the owner providing proof of ownership of the portable sign satisfactory to the City; and

- (b) the payment of costs incurred by the City to immobilize, remove and store the sign pending retrieval.”.
- (4) Subsection 14(4) is amended by striking out “Subsection (3)” and substituting “subsections (3) and (3.1)”.
- (5) Subsection 14(5) is amended by striking out “temporary”.
- (6) Subsection 14(6) is amended by striking out “temporary”.

### **Section 15 Amended**

9. Section 15 is repealed and the following substituted:

#### **“Administration and Enforcement**

- 15. (1) The administration and enforcement of this Bylaw is delegated to the General Manager.
- (2) The General Manager is authorized to further delegate the administration and enforcement of this Bylaw, in whole or in part, to other employees of the City.

#### **Offences and General Penalties**

- 15.1 (1) Subject to subsection (2), every person who contravenes a provision of this Bylaw is guilty of an offence and liable on summary conviction:
  - (a) in the case of an individual to a maximum fine of not more than \$2,000.00 and to a minimum fine:
    - (i) for a first offence, of not less than \$100.00;
    - (ii) for a second offence, of not less than \$250.00;
    - (iii) for a subsequent offence, of not less than \$500.00; and
  - (b) in the case of a corporation to a maximum fine of not more than \$5,000.00 and to a minimum fine:
    - (i) for a first offence, of not less than \$100.00;

- (ii) for a second offence, of not less than \$250.00;
  - (iii) for a subsequent offence, of not less than \$500.00.
- (2) Every person who contravenes a provision of this Bylaw relating to election signs is guilty of an offence and liable on summary conviction:
- (a) for the first offence, to a fine of not more than \$200.00; and
  - (b) for each subsequent offence, to a fine of not more than \$500.00.

### **Notice of Violation Offences**

- 15.2 (1) The City may issue a notice of violation to any person who has, in contravention of this Bylaw:
- (a) failed to comply with the size requirements of temporary signs;
  - (b) placed or permitted the placement of signs prohibited on all streets and buffer strips;
  - (c) created a potential hazard to vehicular or pedestrian traffic by the placement of temporary signs;
  - (d) obstructed the view of any portion of a traffic control device by the placement of temporary signs;
  - (e) failed to comply with the setback requirements for temporary signs;
  - (f) placed or permitted the placement of temporary signs in prohibited locations;
  - (g) failed to comply with the authorized duration of a temporary sign display;
  - (h) failed to comply with the requirements for authorized use of temporary signs displaying garage sales or open houses in residential districts;
  - (i) failed to comply with the requirements and conditions for authorized election signs;

- (j) failed to comply with the requirements and conditions for A-frame signs.
- (2) The following procedure applies to notices of violation issued pursuant to subsection (1):
- (a) the notice of violation must require the recipient of the notice to pay to the City the applicable penalty as follows:
    - (i) for a first offence, \$100.00;
    - (ii) for a second offence, \$250.00;
    - (iii) for a subsequent offence, \$500.00;
  - (b) the fine may be paid:
    - (i) in person, during regular office hours, to a cashier located at City Hall, Saskatoon, Saskatchewan;
    - (ii) by deposit, at the depository located at the main entrance to City Hall, Saskatoon, Saskatchewan; or
    - (iii) by mail, addressed to Corporate Revenue, City Hall, 222 – 3<sup>rd</sup> Avenue North, Saskatoon, Saskatchewan, S7K 0J5;
  - (c) if the fine is paid before the date when the person contravening this Bylaw is required to appear in court to answer the charge, the person shall not be prosecuted for the offence;
  - (d) the date of the payment shall be determined as follows:
    - (i) for payment in person, the date of payment shall be the date payment is received by the City;
    - (ii) for payment by deposit, the date of payment shall be the date payment is deposited in the depository at City Hall;
    - (iii) for payment by mail, the date of payment shall be the post marked date on the remittance;

- (e) notices of violation that have been cancelled or dismissed by the court shall not be counted toward calculating whether an offence is a first, second, or subsequent offence.”.

**Coming into Force**

10. This Bylaw comes into force on the day of its final passing.

Read a first time this                                day of                                , 2025.

Read a second time this                            day of                                , 2025.

Read a third time and passed this              day of                                , 2025.

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Mayor

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City Clerk

## BYLAW NO. 10058

### The Recreation Facilities and Parks Usage Amendment Bylaw, 2025

The Council of the City of Saskatoon enacts:

#### Short Title

1. This Bylaw may be cited as *The Recreation Facilities and Parks Usage Amendment Bylaw, 2025*.

#### Purpose

2. The purpose of this Bylaw is to amend *The Recreation Facilities and Parks Usage Bylaw, 1998* to:
  - (a) add reference to “Public Square” alongside Park and Recreation Facility, where appropriate;
  - (b) prohibit soliciting in Parks and Public Squares; and
  - (c) make minor housekeeping amendments.

#### Bylaw No. 7767 Amended

3. *The Recreation Facilities and Parks Usage Bylaw, 1998* is amended in the manner set forth in this Bylaw.

#### Section 2 Amended

4. Section 2 is repealed and the following substituted:
  - “2. The purpose of this Bylaw is to regulate the use of Parks, Public Squares and Recreation Facilities.”.

#### Section 3 Amended

5. Section 3 is repealed and the following substituted:



“3. For the purposes of this Bylaw:

- (a) **“advertising”** means a public announcement to make an activity, service, event, festival or organization generally known and which may be presented by way of one of the following signs:
  - (i) **“permanent”** means stationary, made of lasting materials and erected for an extended period of time;
  - (ii) **“temporary”** means for the duration of the activity, event or festival;
  - (iii) **“freestanding”** means movable or portable, standing alone or on its own foundation or supporting frame and removed on a daily basis;
- (b) **“casual use”** means the occasional or irregular use of a Park, Public Square or Recreation Facility;
- (c) **“Civic Square”** means the square located at City Hall and the grounds of City Hall immediately adjacent to the square;
- (d) **“extended event use”** means an activity or festival of a sporting, cultural, artistic or recreational nature that requires the use of all or a portion of a Park, Public Square or Recreation Facility for a maximum of five consecutive days including set up and take down;
- (e) **“major event use”** means an activity or festival of a sporting, cultural, artistic or recreational nature that requires the use of all or a portion of a Park, Public Square or Recreation Facility for more than five consecutive days including set up and take down;
- (f) **“Park”** means municipal reserve or other lands maintained for recreational purposes, owned by the City and designated as one or more of the following:
  - (i) **“district park”** means a Park that serves the recreational requirements of four to five neighbourhoods, and may accommodate city-wide and high school activities;

- (ii) **“linear park”** means a Park that serves the recreational requirements and acts as a linkage by providing a connection between Parks and other destinations through non-motorized means of travel;
- (iii) **“multi-district park”** means a Park that serves the recreational requirements of the suburban development area, city-wide programs, and meets the requirements of national or international competition;
- (iv) **“neighbourhood core park”** means a Park that serves the recreational requirements of elementary schools, neighbourhood residents, as well as some intra-neighbourhood league play;
- (v) **“Neighbourhood Park”** means a Park that serves the outdoor recreational requirements of the residents of a specific neighbourhood in which the Park is located, and may also serve as a playground for elementary schools of the neighbourhood;
- (vi) **“neighbourhood pocket park”** means a Park that serves the recreational requirements of all neighbourhood residents, particularly those near the periphery of the neighbourhood;
- (vii) **“Riverbank Park”** means a Park that abuts the South Saskatchewan River or is separated from the South Saskatchewan River only by a street and includes, but is not limited to Meewasin Park, the Mendel site, Kinsmen Park, Kiwanis Memorial Park, Friendship Park, Victoria Park, Diefenbaker Park, Rotary Park and Cosmopolitan Park;
- (viii) **“special use park”** means a Park that serves the unique needs of that particular open space;
- (g) **“peace officer”** means a peace officer as defined in *The Summary Offences Procedure Act, 1990*;
- (h) **“Public Square”** means land owned, operated or controlled by the City or another civic agency that is intended for public gatherings, displays or events, including:
  - (i) Civic Square; and

- (iii) the lands that comprise River Landing including Market Square and, in particular, the lands bordered by 3<sup>rd</sup> Avenue South, 19<sup>th</sup> Street West, Avenue C South and the South Saskatchewan River;
- (i) **“Recreation Facility”** means any building owned by the City that is used for recreational purposes;
- (j) **“Seasonal Commercial Enterprise”** means any person who has obtained a permit to sell goods or services in a Park or Public Square on a temporary basis with specific start and end dates;
- (k) **“soliciting”** means any soliciting other than panhandling that is permitted pursuant to *The Panhandling Bylaw, 1999*;
- (l) **“temporary structure”** means a structure that has no permanent foundation, including tents, portable washrooms and portable stages;
- (m) **“wildlife”** means wildlife as defined in *The Wildlife Act, 1998*.

### Section 5.1 Amended

- 6. Section 5.1 is amended by striking out “park” and substituting “Park or Public Square”.

### New Section 7.1

- 7. The following section is added after section 7:

#### **“Hours of Operation**

- 7.1 (1) No person shall enter into or remain in a Park between the hours of 12:00 a.m. and 5:00 a.m.
- (2) This section applies to all Parks, except a Riverbank Park.
- (3) This section does not apply to:
  - (a) persons who, upon written application, have obtained permission from the City to use a Park after 12:00 a.m. or before 5:00 a.m.; and

- (b) City employees or peace officers who enter a Park in the course of their duties.
- (4) In exercising its authority pursuant to clause (3)(a), the City may grant its permission with or without conditions.
- (5) In addition to any other penalty that may be imposed pursuant to this Bylaw, any person in contravention of this section must leave a Park upon the request of a peace officer.”.

### **Section 10 Amended**

- 8. Section 10 is amended by adding “, Public Square” after “Park”.

### **Section 11 Amended**

- 9. (1) Subsection 11(1) is amended by:
  - (a) adding “, Public Square” after “Park”; and
  - (b) striking out “shall” and substituting “may”.
- (2) Subsection 11(2) is amended by adding “, Public Square” after “Park”.

### **Section 11.1 Repealed**

- 10. Section 11.1 is repealed.

### **Heading “Temporary Structures in Parks” Amended**

- 11. The heading “Temporary Structures in Parks” preceding section 12 is amended by adding “and Public Squares” after “Parks”.

### **Section 12 Amended**

- 12. (1) Subsection 12(1) is amended by adding “or Public Square” after “Park”.
- (2) Subsection 12(2) is amended by:

- (a) striking out “Temporary Structure” and substituting “temporary structure”; and
- (b) striking out “Subsection” and substituting “subsection”.

**Heading “Advertising in Parks or Recreation Facilities” Amended**

- 13. The heading “Advertising in Parks or Recreation Facilities” preceding section 13 is amended by adding “, Public Square” after “Parks”.

**Section 13 Amended**

- 14. (1) Subsections 13(1), (2) and (5) are amended by adding “, Public Square” after “Park”.
- (2) Subsection 13(6) is amended by adding “or Public Square” after “Park”.

**New Section 13.1**

- 15. The following section is added after section 13:

**“Removal of Unauthorized Advertising Signs**

- 13.1 (1) Advertising signs which contravene any provision of this Bylaw may be removed immediately without notice by the City whether or not any person has been charged or convicted of an offence under this Bylaw.
- (2) Advertising signs which impede or interfere with the repair or maintenance work of City employees on any property owned or controlled by the City may be removed without notice.
- (3) The City will retain any temporary advertising signs removed under subsections (1) and (2) for three business days, during which time they may be reclaimed.
- (4) The City will retain any freestanding advertising signs removed under subsections (1) or (2) for 30 business days, during which time they may be reclaimed.
- (5) The release of a freestanding advertising sign under subsection (4) will be subject to:

- (a) the owner providing proof of ownership of the freestanding advertising sign satisfactory to the City; and
  - (b) the payment of costs incurred by the City to immobilize, remove and store the freestanding advertising sign pending retrieval.
- (5) The City may, without notice, dispose of any advertising sign which is not reclaimed under subsections (3) or (4).
- (6) The City is not responsible for the loss or damage to any advertising sign removed or stored by the City.”.

**Section 14 Amended**

16. (1) Section 14 is amended by adding “, Public Square” after “Park” wherever it appears.
- (2) Subsection 14(2) is amended by striking out “Subsection” and substituting “subsection”.

**Section 15 Amended**

17. Section 15 is amended by adding “, Public Square” after “Park”.

**Section 16 Amended**

18. Section 16 is amended by adding “, Public Square” after “Park” wherever it appears.

**New Section 16.1**

19. The following section is added after section 16:

**“Soliciting Prohibited**

- 16.1 No person shall solicit in a Park or Public Square without the permission of the City.”.

**Section 17 Amended**

20. Section 17 is amended by adding “or Public Square” after “Park”.

**Section 18 Amended**

21. Section 18 is amended by adding “or Public Square” after “Park”.

**Section 19 Amended**

22. (1) Subsection 19(1) is amended by adding “, Public Square” after “Park”.

(2) Subsection 19(2) is amended by adding “or Public Square” after “Park”.

**Section 20 Amended**

23. Section 20 is amended by adding “or Public Square” after “Park”.

**Section 22 Amended**

24. Section 22 is amended by adding “, Public Square” after “Park”.

**Section 23 Amended**

25. Section 23 is amended by adding “or Public Square” after “Park”.

**Section 24 Amended**

26. Section 24 is amended by adding “or Public Square” after “Park”.

**Section 25 Amended**

27. Section 25 is amended by adding “, Public Square” after “Park”.

**Heading “Business Prohibited in Parks” Amended**

28. The heading “Business Prohibited in Parks” preceding section 26 is amended by adding “and Public Squares” after “Parks”.

**Section 26 Amended**

29. Section 26 is amended by adding “, Public Square” after “Park”.

**Section 27 Amended**

30. Subsection 27(1) is amended by adding “or Public Square” after “Park”.

**Heading “Snowmobiles Not Permitted Within City Parks” Amended**

31. The heading “Snowmobiles Not Permitted Within City Parks” preceding section 28 is amended by adding “and Public Squares” after “Parks”.

**Section 28 Amended**

32. Section 28 is amended by adding “or Public Square” after “Park”.

**Section 29 Amended**

33. Section 29 is repealed and the following substituted:

“29. No person shall tether or launch a hot air balloon in a Park or Public Square unless written permission to do so has been received from the City.”.

**Section 30 Amended**

34. Subsection 30(2) is repealed and the following substituted:

“(2) The City may approve a proposed use of a Public Square if the use:

- (a) meets the criteria set out in subsection 5(3);
- (b) meets the requirements of applicable City policies; and



- (c) does not conflict with other uses of the Public Square or any neighbouring Park.”.

**Section 31 Repealed**

- 35. Section 31 is repealed.

**Section 32 Repealed**

- 36. Section 32 is repealed.

**Section 33 Repealed**

- 37. Section 33 is repealed.

**Section 34 Repealed**

- 38. Section 34 is repealed.

**Section 35 Repealed**

- 39. Section 35 is repealed.

**Section 36 Repealed**

- 40. Section 36 is repealed.

**Section 37 Amended**

- 41. Section 37 is repealed and the following substituted:

- “37. (1) The administration and enforcement of this Bylaw is delegated to the City Manager.
- (2) The City Manager is authorized to further delegate the administration and enforcement of this Bylaw to the General Manager of Community Services, the General Manager of Utilities and Environment and the Fire Chief.

- (3) The General Manager of Community Services, the General Manager of Utilities and Environment and the Fire Chief may further delegate administration and enforcement of this Bylaw to other City employees, agents or officers.”.

**Section 38 Amended**

- 42. (1) Subsection 38(1) is amended by striking out “Section” and substituting “section”.
- (2) Subsection 38(2) is amended by:
  - (a) striking out “Subsection” and substituting “subsection”; and
  - (b) adding “, Public Square” after “Park”.

**Coming Into Force**

43. This Bylaw comes into force on the day of its final passing.

Read a first time this                                    day of                                    , 2025.

Read a second time this                                    day of                                    , 2025.

Read a third time and passed this                                    day of                                    , 2025.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

## The Saskatchewan Housing Corporation Tax Exemption Bylaw, 2025

### ISSUE

This report submits Bylaw No. 10055, *The Saskatchewan Housing Corporation Tax Exemption Bylaw, 2025* (“Bylaw”) for City Council’s consideration. The purpose of this Bylaw is to authorize the City to enter into an agreement with the Saskatchewan Housing Corporation (“SHC”) to exempt from taxation certain property leased by the SHC for a period of 18 months.

### RECOMMENDATION

That City Council consider Bylaw No. 10055, *The Saskatchewan Housing Corporation Tax Exemption Bylaw, 2025*.

### BACKGROUND

At its [December 12, 2024 Special Regular Business Meeting](#), City Council considered a report of the Utilities and Environment Division dated December 10, 2024 and resolved, in part:

That an 18-month property tax exemption be granted to Saskatchewan Housing Corporation for 210 Pacific Avenue, commencing on their lease start date; and

That the City Solicitor be requested to prepare the necessary tax exemption bylaw and agreement.

### DISCUSSION/ANALYSIS

In accordance with City Council’s instruction, we are pleased to submit Bylaw No. 10055, *The Saskatchewan Housing Corporation Tax Exemption Bylaw, 2025* for City Council’s consideration.

The exemption is for the period March 1, 2025 to September 30, 2026, which is 19 months and corresponds with the lease term. The Temporary Emergency Residential Shelter can only operate for 18 months, but the lease extends for another month to allow for set up and take down.

### APPENDIX:

1. Proposed Bylaw No. 10055, *The Saskatchewan Housing Corporation Tax Exemption Bylaw, 2025*.

Report Approval

Written by: Samuel Rezazadeh, Legal Counsel  
Reviewed by: Christine G. Bogad, Deputy City Solicitor  
Approved by: Cindy Yelland, City Solicitor

Admin Report - The Saskatchewan Housing Corporation Tax Exemption Bylaw, 2025.docx

## BYLAW NO. 10055

### The Saskatchewan Housing Corporation Tax Exemption Bylaw, 2025

The Council of the City of Saskatoon enacts:

#### Short Title

1. This Bylaw may be cited as *The Saskatchewan Housing Corporation Tax Exemption Bylaw, 2025*.

#### Purpose

2. The purpose of this Bylaw is to authorize the City to enter into an agreement with Saskatchewan Housing Corporation to exempt from taxation certain property leased by the Corporation for a period commencing March 1, 2025, and ending September 30, 2026.

#### Exemption

3. Subject to Saskatchewan Housing Corporation complying with the terms and conditions of the Agreement appended as Appendix "A" to this Bylaw, the property hereinafter described shall be exempt from taxation for the period commencing March 1, 2025 and ending September 30, 2026:

Civic Address: The southern portion of 210 Pacific Avenue, Saskatoon, SK, including the 5,926 square foot building ("Building"), an additional 6,720 square feet of outdoor area south of the Building and a 900 square foot parking area to the north of the Building;

that portion of:

Surface Parcel 119852365, Lot 7, Block 14, Plan G3042;  
Surface Parcel 119852354, Lot 8, Block 14, Plan G3042;  
Surface Parcel 119852343, Lot 9, Block 14, Plan G3042;  
Surface Parcel 119852332, Lot 10, Block 14, Plan G3042; and  
Surface Parcel 119852321, Lot 10A, Block 14, Plan G3042;

as shown on Schedule "A" of Appendix "A" hereto as the "Premises".



## **Appendix "A"** **Tax Exemption Agreement**

Between:

**His Majesty the King in right of the Province of Saskatchewan, as represented by the Saskatchewan Housing Corporation** (hereinafter referred to as the "Applicant")

- and -

**City of Saskatoon**, a municipal corporation pursuant to the provisions of *The Cities Act*, S.S. 2002, Chapter C-11.1 (hereinafter referred to as the "City")

Whereas:

- A. The City has agreed to lease to the Applicant, for use as an emergency residential shelter, the southern portion of 210 Pacific Avenue, including the 5,926 square foot building ("Building"), an additional 6,720 square feet of outdoor area south of the Building, and a 900 square foot parking area to the north of the Building, which land is more particularly described as follows:

That portion of:

Surface Parcel 119852365, Lot 7, Block 14, Plan G3042;  
Surface Parcel 119852354, Lot 8, Block 14, Plan G3042;  
Surface Parcel 119852343, Lot 9, Block 14, Plan G3042;  
Surface Parcel 119852332, Lot 10, Block 14, Plan G3042; and  
Surface Parcel 119852321, Lot 10A, Block 14, Plan G3042

shown on Schedule "A" hereto as the "Premises"; and

- B. The City has agreed to exempt the Premises from taxation pursuant to subsection 262(4) of *The Cities Act* on the terms further described in this Agreement.

Now therefore in consideration of the premises and the mutual covenants and agreements herein, the parties hereby covenant and agree as follows:

### **Tax Exemption and Term**

1. (1) The City hereby agrees to wholly exempt the Premises from taxation for a period commencing March 1, 2025, and ending September 30, 2026.
- (2) The exemption from taxation is conditional upon the Applicant fully satisfying the conditions set out in section 2 of this Agreement.

### **Conditions**

2. In order to receive the exemption set out in section 1, the Applicant must:
  - (a) occupy, subject to its ability to sublet the space in accordance with the Lease Agreement, the Premises; and
  - (b) use the Premises as an emergency residential shelter.

### **Termination**

3. (1) Subject to subsection (2), the City shall have the right to terminate this Agreement under the following circumstances:
  - (a) if the Applicant ceases to comply with the terms of the Lease Agreement for the Premises;
  - (b) if the Applicant ceases to occupy, subject to its ability to sublet the space in accordance with the Lease Agreement, and use the Premises as an emergency residential shelter;
  - (c) if the Applicant assigns or attempts to assign or transfer this Agreement contrary to section 4 hereof; or
  - (d) if the Applicant fails to maintain active status in the Saskatchewan Corporate Registry.

It is understood and agreed that these conditions are for the sole benefit of the City and may be waived in whole or in part by the City at any time.

- (2) The City, before exercising its right of termination, shall give written notice to the Applicant of the default, and if such default is not rectified in a reasonable manner within such time as is reasonable in the circumstances, which time period shall not in any event exceed 30 days, then the City shall be entitled to exercise its right of termination.



- (3) If the City has terminated this Agreement in accordance with this section and the Applicant continues to occupy and use the Premises, the Premises shall immediately become taxable, and the tax payable with respect to the Premises shall be prorated so that the tax is payable only for the part of the year in which the Premises is not exempt.

### **Assignment**

4. This Agreement is not assignable without the prior written consent of the City. Any attempt to assign any of the rights, duties or obligations of this Agreement without written consent is void.

### **Duty to Provide Information**

5. The Applicant shall, upon request by the City, produce any books, records or documents necessary to verify compliance by the Applicant with the provisions of this Agreement. If the Applicant fails, for any reason, to comply with a request for information, the City may, at its option, terminate this Agreement in accordance with section 3 hereof.

### **Notice**

6. (1) Any notice or consent required or permitted to be given by either party to this Agreement to the other party shall be in writing and shall be delivered or sent by registered mail (except during a postal disruption or threatened postal disruption) or facsimile transmission or other electronic communication to the applicable address set forth below:

- (a) in the case of the Applicant:

Saskatchewan Housing Corporation  
11th Floor, 1920 Broad Street  
Regina SK S4P 3V6  
Attention: Director, Homelessness Services

- (b) in the case of the City:

City of Saskatoon  
Saskatoon Land  
200 4th Avenue North  
Saskatoon SK S7K 0K1  
Attention: Real Estate Manager

- (2) Any notice delivered personally shall be deemed to have been validly and effectively given and received on the date of such delivery provided same is on a business day (Monday to Friday, other than a statutory holiday).
- (3) Any notice sent by registered mail shall be deemed to have been validly and effectively given and received on the fifth business day following the date of mailing.
- (4) Any notice sent by facsimile transmission or other electronic communication shall be deemed to have been validly and effectively given and received on the business day next following the date on which it was sent (with confirmation of transmittal received).
- (5) Any party to this Agreement may, from time to time, by notice given to the other party, change its address for service under this Agreement.

### **Time**

7. Time is of the essence of this Agreement and no extension or variation of this Agreement operates as a waiver of this provision.

### **Amendments**

8. No change or modification of this Agreement is valid unless it is in writing and signed by each party.

### **Further Assurances**

9. The parties agree that each of them shall, upon reasonable request of the other, do or cause to be done all further lawful acts, deeds and assurances whatever for the better performance of the terms and conditions of this Agreement.

### **Severability**

10. If any provision of this Agreement is determined to be invalid or unenforceable in whole or in part, such invalidity or unenforceability attaches only to such provision and everything else in this Agreement continues in full force and effect.

**Binding Effect and Enurement**

11. This Agreement enures to the benefit of and is binding upon the parties hereto and their respective successors and permitted assigns.

**Entire Agreement**

12. This Agreement constitutes the entire agreement between the parties with respect to all the matters herein and its execution has not been induced by, nor do any of the parties rely upon or regard as material, any representations or writing whatsoever not incorporated herein and made a part hereof and it may not be amended or modified in any respect except by written instrument signed by the parties hereto.

**Governing Law**

13. This Agreement is governed by and is to be construed in accordance with the laws of the Province of Saskatchewan and the laws of Canada applicable therein and treated in all respects as a Saskatchewan contract. The parties to this Agreement hereby irrevocably and unconditionally attorn to the exclusive jurisdiction of the courts of the Province of Saskatchewan and all courts competent to hear appeals therefrom.

**Headings**

14. The headings in this Agreement are for ease of reference only and are not to be taken into account in the construction or interpretation of any provision to which they refer.

Signed by the City of Saskatoon this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**City of Saskatoon**

\_\_\_\_\_  
Mayor

c/s

\_\_\_\_\_  
City Clerk

[signing continued on next page]

Signed by **Saskatchewan Housing Corporation** this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**Saskatchewan Housing Corporation**

\_\_\_\_\_

c/s

\_\_\_\_\_

## Affidavit Verifying Corporate Signing Authority

(No corporate seal)

Canada

Province of Saskatchewan

To Wit:

I, \_\_\_\_\_, of \_\_\_\_\_, in the Province of  
(name of corporate officer/director) (place)  
Saskatchewan, make oath and say:

1. That I am an officer or director of the corporation named in the within instrument.
2. That I am authorized by the corporation to execute the instrument without affixing a corporate seal.

Sworn before me at \_\_\_\_\_,  
in the Province of Saskatchewan, this  
\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
A Commissioner for Oaths for Saskatchewan  
My Commission expires \_\_\_\_\_.  
(or) Being a Solicitor

\_\_\_\_\_  
(signature of corporate officer/director)

**Schedule "A"**  
**210 Pacific Avenue Emergency Residential Shelter**



-  the "Building"
-  the "Premises"
-  the "Maintenance Area"



**City of  
Saskatoon**  
Real Estate Services - October 2024

Note: The City does not guarantee the accuracy of this drawing. To ensure accuracy, please refer to the Registered Plan of Survey. This drawing is not to scale. Distances are in metres unless shown otherwise. Do not scale.