
Motion – Councillor D. Hill (November 20, 2017) Development of a Community Engagement Policy for Saskatoon Light & Power

Recommendation

That the report of the Acting General Manager, Corporate Performance Department, dated June 11, 2018, be received as information.

Topic and Purpose

The purpose of this report is to provide Standing Policy Committee on Environment, Utilities & Corporate Services with an overview of the new Community Engagement Procedure for Saskatoon Light & Power - Infrastructure Projects.

Report Highlight

The Community Engagement Procedure for Saskatoon Light & Power - Infrastructure Projects allows the Administration to implement a more comprehensive, responsive and accountable process for engaging Citizens in new infrastructure projects and, where appropriate, for the replacement of existing infrastructure projects over 15 metres in height.

Strategic Goal

This report supports the Strategic Goal of Continuous Improvement by standardizing the delivery of a Community Engagement Procedure and connecting Citizens to easily accessible answers and information.

Background

City Council, at its meeting held on November 20, 2017, meeting considered the Motion - Councillor D. Hill – Development of a Community Engagement Policy for Saskatoon Light & Power and resolved in part:

“Would the Administration report on the development of a community engagement policy for Saskatoon Light & Power to follow when they are replacing or installing new infrastructure. They policy should be similar to, but not limited to, to the community engagement policy used for cell tower installations. One particular focus should include a process to minimize impact of major infrastructure in residential neighbourhoods.”

Report

The purpose of this report is to provide Standing Policy Committee on Environment, Utilities & Corporate Services with an overview of the new Community Engagement Procedure for Saskatoon Light & Power - Infrastructure Projects. A procedure has been developed for a couple of reasons: (1) it allows Administration the flexibility to update when necessary, so that the procedure is reflective and up to date with the changing

engagement needs of our community; and (2) the narrow scope of the issue in question suggests that a Council policy is not necessary.

This is not to minimize the importance of this issue. Rather, citizens, stakeholders, City Council, and Administration would be better served by an overarching, broadly applied Council policy on community engagement. Such a policy would integrate principles and objectives as to what the expectations are with respect to community engagement in Saskatoon. Attachment 1, Potential Model for Council Policy and Administrative Framework, explores this concept in more detail. If a Council Policy is adopted in the future, any existing or emerging procedures could be included as a schedule to the policy.

Community Engagement Procedure: Saskatoon Light & Power – Infrastructure Projects is explained in detail in Attachment 2. It applies to new and some replacement infrastructure projects, over 15 metres in height, initiated by Saskatoon Light & Power and outlines the community engagement processes required to undertake consultation as defined by this procedure.

More specifically, the community engagement procedure outlines content and distribution of the notification package, project correspondence and determination, process and content for a public information meeting. For example, the procedure requires that the notification package is to be sent to the Community Engagement Section, Ward Councillor, community association president, and property owners within 200 meters of the proposed structure. This package will include: project information, such as location, type and size; contact information; rendering of the structure; and notice for comment submission.

The correspondence section of the procedure outlines the process and timelines for correspondence. Saskatoon Light & Power is to address all reasonable and relevant concerns that may arise as a result of the public notification, keeping a record of all communications relating to the project.

Finally, a public information meeting may be held if the proposed infrastructure project has resulted in substantive public concern or has been recognized as a contentious issue. The public information section of the procedure outlines the process, required meeting content and required notice period for a public information meeting.

The procedure closely mirrors the consultation process outlined in the Council Policy C09-037, Antenna Systems. However, the major difference is that there is no involvement of an external proponent. Simply, this procedure focuses on the role of the Administration.

Public and/or Stakeholder Involvement

The public and stakeholder involvement is the subject of the report.

Communication Plan

The communications and promotional activities are integrated throughout the Community Engagement Procedure for Saskatoon Light & Power Infrastructure Projects.

Policy Implications

There are no options, policy, financial, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

There will be a report in summer 2018 for discussion on the future of a council policy on Community Engagement.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachments

1. Potential Model for Council Policy and Administrative Framework
2. Community Engagement Procedure: Saskatoon Light & Power – Infrastructure Projects

Report Approval

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