



PUBLIC WORKS, INFRASTRUCTURE & ENVIRONMENT ADVISORY COMMITTEE MEETING

Wednesday, February 5, 2020 at 5:30 p.m.

Scoop Lewry Room, 2nd Floor, City Hall

TO: MEMBERS

Councillor Chris Warren
Elisa Johnson
Sean Chase
Todd Johnson
Rob Clark
Daryl New
David Kanz
Rece Allen
James Allonby

Council Representative
15 Wing Representative
HTCSD Representative
Wakamow Valley Representative
Chamber of Commerce Representative
Special Needs Advisory Committee Representative
Citizen-at-Large
Citizen-at-Large
Citizen-at-Large

ALSO:

Josh Mickleborough
Darrin Stephanson
Steven Loptson
S/Sergeant Randy Jesse

Director of Engineering Services
Municipal Operations Manager
Transportation Services Manager
Moose Jaw Police Service

AGENDA

1. Call to Order
2. Appointment of Chairperson and Vice-Chairperson
3. Adoption of Agenda
4. Adoption of the Minutes – January 8, 2020
5. New Business
 - 5.1 Committee and Engineering Department Review & Annual Schedule
6. Business Arising from the Minutes
 - 6.1 Email dated September 17, 2019, from Barry Stewart, Transportation Manager, Prairie South Schools, **re: School Bus Parking Overnight on City Streets**

- 6.2 Climate Change and Low Emissions Community Plan
 - 6.3 Municipal Green Plan
 - 6.4 Education Recycling Information on City Website
- 7. Outstanding Items
 - 8. Next Meeting and Adjournment

***PLEASE ADVISE BY EMAIL OR CALL 306-694-4424
IF YOU ARE UNABLE TO ATTEND THIS MEETING***

- c. Josh Mickleborough, Director of Engineering Services
Bevan Harlton, Manager of Engineering Services
Darrin Stephanson, Municipal Operations Manager
Steven Loptson, Transportation Manager

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Public Minutes
PUBLIC WORKS, INFRASTRUCTURE &
ENVIRONMENT ADVISORY COMMITTEE
Wednesday, January 8, 2020 at 5:32 p.m.
Scoop Lewry Room, 2nd Floor, City Hall

PRESENT: Councillor Chris Warren, Council Representative
Rece Allen, Citizen-at-Large
David Kanz, Citizen-at-Large
James Allonby, Citizen-at-Large
Todd Johnson, Wakamow Representative

ABSENT: Sean Chase, Holy Trinity Catholic School Representative

ALSO PRESENT: Josh Mickleborough, Director of Engineering Services
Myron Gulka-Tiechko, City Clerk/Solicitor
Raelynn Mechelse, Legal Counsel
S/Sgt. Randy Jesse, Moose Jaw Police Service
Pearl Anderson, Recording Secretary
Don Mitchell, Citizen
Rob Clark, Moose Jaw Chamber of Commerce
James Benn, Moose Jaw Chamber of Commerce

PART 1 - NO APPROVAL OF COUNCIL REQUIRED

Re: Call to Order

Pearl Anderson, Committee Secretary, called the meeting to order at 5:32 p.m.

PART 2 - NO APPROVAL OF COUNCIL REQUIRED

Re: Adoption of Agenda

Moved by Rece Allen

THAT the agenda be adopted with the following amendment:

- Addition of Part 6.1 – Climate Change; with the remainder of the agenda items renumbered accordingly.

Carried.

PART 3 – NO APPROVAL OF COUNCIL REQUIRED

Re: Appointment of Chairperson and Vice-Chairperson

Consideration was given to deferring appointment of the Chairperson and Vice-Chairperson to the next meeting (to await further Committee appointments) and to appointing an Acting Chairperson for this meeting only.

Moved by Councillor Warren
THAT Rece Allen be appointed as the Acting Chairperson for this meeting only; and

THAT appointment of the Chairperson and Vice-Chairperson be tabled to the next meeting.

Carried.

Moved by Rece Allen
THAT nominations cease.

Carried.

Rece Allen was appointed Acting Chairperson of the Public Works, Infrastructure and Environment Advisory Committee for this meeting only.

Mr. Allen assumed the Chair.

PART 4 – NO APPROVAL OF COUNCIL REQUIRED

**Re: Adoption of the Minutes
Transportation Services Advisory Committee – March 20 & April 17, 2019
and Environment Advisory Committee – November 13, 2019**

Moved by Councillor Warren
THAT the minutes of the Transportation Services Advisory Committee dated March 20 and April 17, 2019 and the minutes of the Environment Advisory Committee dated November 13, 2019 be received as presented.

Carried.

PART 5 – NO APPROVAL OF COUNCIL REQUIRED

Re: New Business

5.1 Review of Bylaw No. 5608, Resolution Regarding Absenteeism, Bylaw No. 4381 and the Conflict of Interest Advice to Members of Municipal Boards and/or Committees

Members reviewed Bylaw No. 5608, the Resolution Regarding Absenteeism of Board Members, Bylaw No. 4381 and the Conflict of Interest Advice for Members of Municipal Boards, Committees and Commissions.

Moved by Rece Allen
THAT Bylaw No. 5608, the Resolution Regarding Absenteeism of Board Members, Bylaw No. 4381 and the Conflict of Interest Advice for Members of Municipal Boards, Committees and Commissions, be received and filed.

Carried.

5.2 Letter and Petition dated August 26, 2019 from Iron Bridge Residents, re: Appeal of Pedestrian Crossing Decision, Thatcher Drive (to Iron Bridge)

Considered was a letter dated August 26, 2019 (with an attached petition) from Mrs. Jennifer Osberg and residents of the Iron Bridge subdivision asking to appeal the City of Moose Jaw's decision to deny a pedestrian safety crossing at the Iron Bridge residential area and Thatcher Drive.

Moved by Councillor Warren

THAT the matter regarding an appeal by residents of the Iron Bridge subdivision with respect to the City of Moose Jaw's decision to deny a pedestrian safety crossing at the Iron Bridge residential area and Thatcher Drive, be tabled to the February or March Public Works, Infrastructure and Environment Advisory Committee pending receipt of a report from City Administration.

Carried.

Considered by the Committee was the following correspondence:

5.3 Email dated September 18, 2019 from Lee Pearce, Manager of Health, Safety & Security, Moose Jaw Sask. Polytechnic, re: Request for School Zone Speed Designation – Saskatchewan Polytechnic; and

5.5 Letter dated April 24, 2019 from Jennifer McRorie, Director/Curator, Moose Jaw Museum and Art Gallery, re: Safety Concerns for Pedestrians Crossing Langdon Crescent, Athabasca Street East and 1st Avenue N.E.; and

5.6 Letter dated April 24, 2019 from Stefanie Palmer, Executive Director, Moose Jaw Multicultural Council, re: Safety Concerns for Pedestrians Crossing Langdon Crescent, Athabasca Street East and 1st Avenue N.E.; and

5.7 Letter dated April 23, 2019 from Gwen Fisher, Head Librarian, Moose Jaw Public Library, re: Safety Concerns for Pedestrians Crossing Langdon Crescent, Athabasca Street East and 1st Avenue N.E.

Moved by Rece Allen

THAT the correspondence received from Lee Pearce, Manager of Health, Safety & Security, Moose Jaw, Sask. Polytechnic; Jennifer McRorie, Director/Curator, Moose Jaw Museum and Art Gallery; Stefanie Palmer, Executive Director, Moose Jaw Multicultural Council; and Gwen Fisher, Head Librarian, Moose Jaw Public Library, be tabled and forwarded to City Administration for review and report back to the February or March meeting of the Public Works, Infrastructure and Environment Advisory Committee.

Carried.

James Allonby left the meeting at 6:02 p.m.

5.4 Email dated September 17, 2019 from Barry Stewart, Transportation Manager, Prairie South Schools, re: School Bus Parking Overnight on City Streets

Considered was an email dated September 17, 2019 from Barry Stewart, Transportation Manager, Prairie South School Division, expressing his disappointment that school buses were not exempt from restrictions for parking overnight on City streets in the new City's Traffic Bylaw.

Raelynn Mechelse, City of Moose Jaw Legal Counsel, addressed members of the Committee advising that the matter has been reviewed and that school buses are currently not exempt in the City's Traffic Bylaw.

Moved by Councillor Warren

THAT the matter in regard to exemption of school buses for parking overnight on City streets, be tabled until representatives from the School Divisions are able to attend an upcoming meeting.

Carried.

Raelynn Mechelse left the meeting at 6:30 p.m.

PART 6 – NO APPROVAL OF COUNCIL REQUIRED

Re: Business Arising from the Minutes

6.1 Climate Change

Consideration was given to forming a subcommittee to work on climate change.

The matter will be placed on the next meeting agenda for consideration once the Committee membership is finalized.

Reimagine Conference 2020 – Roadmap to Sustainable Cities is being held by the City of Regina on May 20 & 21, 2020 at the Queensbury Convention Centre, Evraz Place, Regina, SK.

6.2 Municipal Green Plan

Consideration was given to reviewing the priorities of the 2018 draft Municipal Green Plan. A copy of the draft Municipal Green Plan will be emailed to Committee members.

Moved by Rece Allen

THAT the discussion regarding the Municipal Green Plan be tabled pending the Committee's receipt of the draft 2018 Municipal Green Plan.

Carried.

6.3 Solid Waste Management Master Plan

The Director of Engineering presented an update regarding the Solid Waste Management Master Plan. The matter will be placed on the agenda once the report is finalized.

Moved by Rece Allen

THAT the verbal update regarding the City of Moose Jaw's Solid Waste Management Master Plan, be received and filed.

Carried.

6.4 Education Recycling Information on City Website

As there was no update, the matter was left on the table.

6.5 Banning of Single Use Plastic Bags

A report regarding banning single use plastic bags was considered by City Council with a recommendation being made to encourage a voluntary ban to remove single use plastic shopping bags from willing stakeholders and that the City include education on reducing or replacing single use plastic bags as part of its recycling communication to the community.

Moved by David Kanz

THAT the matter regarding the banning of single use plastic shopping bags be received and filed.

Carried.

PART 7 – NO APPROVAL OF COUNCIL REQUIRED

Re: Next Meeting and Adjournment

The next regular meeting of the Public Works, Infrastructure and Environment Advisory Committee is scheduled for **Wednesday, February 5, 2020 at 5:30 p.m. in the Scoop Lewry Room, 2nd Floor, City Hall.**

Moved by Rece Allen

THAT the meeting now adjourn.

Carried.

The meeting adjourned at 6:57 p.m.

Approved by Email, Jan. 13, 2020
Chairperson

CITY MANAGER'S COMMENTS:

Jim Puffalt
City Manager

MAYOR'S COMMENTS:

Fraser Tolmie
Mayor

<https://citymj.sharepoint.com/sites/Depts/clerks/Shared Documents/5. Boards & Committees/BOARDS & COMMITTEES - 2000/Public Works, Infrastructure & Environment Committee/2020/Minutes/01.08.20 PIE Minutes.docx>

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Hello everyone one,

We've had some concerns forwarded to us regarding some of our buses that are parked overnight on city streets. I know at the meeting last year where we discussed parking of oversized vehicles (construction equipment, recreational vehicles, school buses, etc.) and the bylaws associated with them I raised concerns at that time that recreational vehicles would be exempt and that an educational necessity such as a school bus would not... it didn't make sense to me that we would place a higher value on "recreation" than "education"... and most agreed with that concept. After the discussion during that meeting my understanding was school buses were going to be treated the same as recreational vehicles. Needless to say I was surprised, confused and disappointed that recreational vehicles were specifically referenced in the new bylaws and school buses were not as being exempt. That being as it is, I have one question regarding the new bylaws:

Bylaw #5588:

Oversized Vehicle Parking

- 25 (1) No person shall park a vehicle on a highway where the vehicle has:
- (a) a gross registered weight or actual weight exceeding 4,500 kilograms; or
 - (b) an overall length of more than eight (8) metres; for longer than two (2) hours.
- (2) Subsection (1) shall not apply to:
- (a) vehicles engaged in public works;
 - (b) recreational vehicles, for which the usual parking time limit will apply.

QUESTION:

For the purpose of the bylaws, are school buses considered a "vehicle engaged in public works"... or is that referencing City of Moose Jaw vehicles engaged in construction projects and/or contractor vehicles engaged in city works projects? If school buses are not included in this context, we will have significant challenges servicing the students within the city of Moose Jaw and surrounding area.

Thank you

Barry Stewart, Transportation Manager, Prairie South Schools
306-694-8750 (phone), 306-631-6446 (cell)

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Memo

DATE: December 23, 2019

TO: Public Works, Infrastructure & Environment Advisory Committee

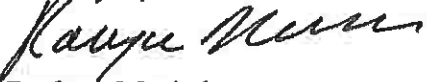
FROM: Raelynn Mechelse
Legal Counsel

RE: School Bus Parking

On September 17, 2019, Barry Stewart, the Transportation Manager of Prairie South Schools wrote an email to various City of Moose Jaw employees advising that he was disappointed to learn that school buses were not exempt from the overnight parking ban for oversized vehicles in the updated Traffic Bylaw. Mr. Stewart advised that based on discussions at the last Transportation Services Advisory Committee, he believed that school buses (as over-sized vehicles) would be permitted to park overnight on City streets in the updated Traffic Bylaw and was surprised to learn that was not the case; however, that the City had made such an exception for oversized recreational vehicles. As such, he inquired as to whether school buses could fit into an exemption in the Traffic Bylaw that would allow for school buses to legally park on City streets overnight so long as the school buses could be considered "vehicles engaged in public works". Unfortunately, this exemption does not apply to school buses and it remains an offence under the Traffic Bylaw for a school bus to park on a City street overnight. I have attached Mr. Stewart's email as well as my response to his question to this email on behalf of the Legal Department.

Following this email, the Legal Department met and discussed the issue. We feel that this issue of school buses being permitted to park on the streets overnight is an issue that should be pursued for more research and possibly for future exemption under the Traffic Bylaw. Should this committee disagree, the Legal Department's opinion is that this issue should be discussed and closed with Mr. Stewart. The Legal Department does not have the required background to advise Mr. Stewart on the Traffic Bylaw updates, particularly the reasoning behind disallowing an exemption for school bus overnight street parking, at this time and would request that this committee take carriage of this issue.

Thank you,



Raelynn Mechelse
Legal Counsel
/rm

Raelynn Mechelse

From: Raelynn Mechelse
Sent: September-30-19 3:49 PM
To: stewart.barry@prairiesouth.ca
Subject: School Buses- Traffic Bylaw

Dear Mr. Barry,

My name is Raelynn Mechelse and I am legal counsel with the City of Moose Jaw. I was forwarded your question regarding whether school busses were considered vehicles engaged in "public works" and therefore exempt from the Traffic Bylaw. I spoke with Sgt. Pilsworth and Sgt. Seman about this matter and I advised them that based on our interpretation of the Bylaw, school buses would not be considered vehicles engaged in public works and are therefore not exempt from the Bylaw. I believe Sgt. Pilsworth has been in touch with you to advise of this conclusion.

However, I wanted to reach out because the City does recognize the school board's concern and will be researching and reviewing this matter.



Raelynn Mechelse, B.A., J.D.

Legal Counsel

T:306.694.4504 F:306.694.4528 E: rmchelse@moosejaw.ca

City of Moose Jaw | 228 Main St. N | Moose Jaw SK | S6H 3J8 | www.moosejaw.ca



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MUNICIPAL GREEN PLAN - 2018 Format

Other things happen

Official Community Plan (OCP)/EAC Mandate from Council		Policy
<u>Carbon Emissions & Greenhouse Gases Reduction/Air Quality</u>		
COMPLETED Walking/bike paths City bus improvements (newer buses less emissions)	FUTURE GOALS Encourage more riders for the bus More environmental travel options School bus efficiency (both school divisions travel same routes) Plant trees (cleaner air/also to use as sound barriers)	
<u>Landfill/Solid Waste Reduction/Waste Diversion</u>		
COMPLETED Curbside recycling bins in place Annual Household Hazardous Waste Day City has compost bins available Concrete/Asphalt diversion	FUTURE GOALS New landfill/Expansion of existing landfill Community events using compostable food containers Education pamphlet/link to recycling options online Reuse old buildings instead of demolition (when possible) Re-use It Store Shredder at the landfill??	SARCAN Recycling Youth Committee - Scrap metal recyc
<u>Toxic Free Green Spaces</u>		
COMPLETED Green Space Mgmt - Chemicals/fertilizers being used??	FUTURE GOALS Inventory of contaminated sites?? Greenfield/Brownfield development Less solid surfaces - more grassy areas whenever possible	
<u>Green Housing & Commercial Buildings/Energy Conservation</u>		
COMPLETED Switch to LED traffic lights	FUTURE GOALS Higher residential density (needs less infrastructure) Design lots for renewable energy options (ex: face south/solar panels) - incentives?? Placement of businesses (uses/density)	SaskPower - energ
<u>Water Quality/Water Conservation</u>		
COMPLETED Replace cast iron pipes City has rain barrels available Effluent irrigation south of city	FUTURE GOALS Completion of removal of all cast iron from city infrastructure Parks xeriscaping Chemicals/fertilizers - runoff being managed?? More permeable surfaces/man-made retention ponds - less runoff Complete aquatic protection plans when working near waterways Keep hazardous industries out of flood plains (ex: feedlots/refinery)	SaskWater - conse

Survey: Municipal Green Plan Options and Priorities:

(I) Greenspace

- (1) Education programs around alternatives to toxic weed and pest control**
- (2) Greenspace promotion in city planning and zoning**
- (3) Protection of existing wildlife habitat**

(II) Recycling and Waste Reduction

- (1) Community education programming**
- (2) Commercial recycling strategy and program**
- (3) Reuse of demolition/ construction material (lumber, bricks glass, metal etc.)**
- (4) Recycling of fluorescent tubes and other light fixtures**

(III) Water and Xeriscaping

- (1) Protection of surface and ground water sources and quality**
- (2) Promotion of tap water and restrictions on sale of bottled water at city facilities or events.**
- (3) Low-flow toilets and showers (promotion and education)**

Survey: Municipal Green Plan Options and Priorities:

(II) 1) Recycling and Waste Reduction

- Composting Initiatives
 - promotion and distribution of household compost bins
 - neighbourhood composting initiatives
 - community education programming

- Recycling of Wastes materials and land-fill reduction
 - commercial recycling strategy and program
 - city-wide curbside recycling of household wastes
 - reuse of demolition/ construction material (lumber, bricks glass, metal etc.)
 - recycling of fluorescent tubes and other light fixtures

() 2) Energy Conservation and Alternatives

- Promote alternative energy sources for household, commercial, industrial or institutional users
 - Solar heat and power generation
 - Wind technology for electrical generation
 - Geothermal heat sourcing
 - Co-generation options
 - Power generation from bio-mass (including land-fill)
 - small scale energy technology manufacturing and distribution
 - Alternative fuels (e.g. bio-diesel) in city vehicles/buses

- Energy conservation
 - LEED technology in all city facilities for lighting, heating etc.
 - Idle-free zones in public use areas (schools hospital etc)
 - Reduce vehicle use through promotion of bicycles, buses and walking.

(I) 3) Greenspace

- Greenspace promotion in city planning and zoning
- Park development and urban forestation
- Protection of existing wildlife habitat
- Education programs around alternatives to toxic weed and pest control
- Restrictions or banning of toxic weed and pest controls
- Bike and pedestrian friendly trails including
- Possible conversion of back alleys for bicycle paths

(III) 4) Water and Xeriscaping

- Water recycling (household and garden uses)
- education)** -Low-flow toilets and showers (promotion and
- Reduction of lawn space through xeriscaping
- quality** -protection of surface and ground water sources and
- Promotion of tap water and restrictions on sale of bottled water at city facilities or events.

() 5) Transportation

- Use and promote alternative fuels
- increase public transit use through education planning and flexibility
- Control downtown parking and traffic with priority for pedestrian and bicycle access and safety

**OUTSTANDING ITEMS FOR FOLLOW-UP BY
PUBLIC WORKS, INFRASTRUCTURE & ENVIRONMENT ADVISORY COMMITTEE**

February 5, 2020

TABLED/REFERRED MATTERS	MEETING DATE	DEPT./COMMITTEE	STATUS
<p>Letter & Petition dated Aug. 26/19 Residents Appeal of City's Decision To Deny Pedestrian Crossing Decision Iron Bridge & Thatcher Drive</p> <p>Clerk's Department forwarded memo to Engineering on Jan. 29/20</p>	January 8/20	Engineering	Report to Feb.or March Mtg.
<p>Email dated Sept. 18/19 Sask. Polytech's request For School Zone Speed Designation (Lee Pearce)</p> <p>Clerk's Department forwarded memo to Engineering on Jan. 29/20</p>	January 8/20	Engineering	Report to Feb.or March Mtg.
<p>Letter dated April 24/19 Jennifer McRorie, MJMA Director Safety Concerns for Pedestrians Crossing Langdon Cr., Atha St E and 1st Ave. N.E.</p> <p>Clerk's Department forwarded memo To Engineering on Jan. 29/20</p>	January 8/20	Engineering	Report to Feb.or March Mtg.

TABLED/REFERRED MATTERS	MEETING DATE	DEPT./COMMITTEE	STATUS
February 5, 2020			
<p>Letter dated April 24/19 Stefanie Palmer, MJMC, Ex. Director Safety Concerns for Pedestrians Crossing Langdon Cr., Atha St E and 1st Ave. N.E.</p> <p>Clerk's Department forwarded memo to Engineering on Jan. 29/20</p>	January 8/20	Engineering	Report to Feb.or March Mtg.
<p>Letter dated April 23/19 Gwen Fisher, MJPL Head Librarian Safety Concerns for Pedestrians Crossing Langdon Cr., Atha St E and 1st Ave. N.E.</p> <p>Clerk's Department forwarded memo to Engineering on Jan. 29/20</p>	January 8/20	Engineering	Report to Feb.or March Mtg.
<p>Email dated Sept. 17/19 Barry Stewart, PSSD Transportation Mgr., Exemption in Traffic Bylaw for school buses parking overnight on City residential streets</p> <p>Clerk's Department invited B. Stewart to Feb. meeting – he responded that he will be in attendance.</p>	January 8/20	Committee	<p>Invite School Transportation Reps to Feb. Mtg. Place on Feb. Mtg. Agenda</p>
Solid Waste Management Master Plan	January 8/20	Committee	Place on agenda once Eng. report is completed.

TABLED/REFERRED MATTERS	MEETING DATE	DEPT./COMMITTEE	STATUS
February 5, 2020			
EAC Meeting – Nov. 13/19 Formation of subcommittee to work on climate change	January 8/20	Committee	Place Item on Feb. Mtg. Agenda
EAC Meeting – Nov. 13/19 Municipal Green Plan	January 8/20	Committee	Place Item on Feb. Mtg. Agenda
Clerk’s Department forwarded 2018 proposed MGP to Committee members on Jan. 9/20			
EAC Meeting – Nov. 13/19 Education Recycling Information for City’s website	January 8/20	Committee	Agenda Item for discussion at February meeting