



111 Pinehouse Drive, Saskatoon &
Live Streaming via GoToMeeting.com
Monday, June 5, 2023
Call to Order @ 8:29 a.m.
Meeting Adjourned @ 9:46 a.m.
Meeting Time: 1 hr 17 min.

Public Works Committee Minutes

1. Present

Chairperson: Calvin Vaandrager

Reeve: Judy Harwood

Councillors: John Germs
John Saleski
Lyndon Haduik
David Greenwood
Art Pruum
Bas Froese-Kooijenga
Wendy Trask

Absent:

Staff: Ken Kolb, Chief Administrative Officer
Wade Gasmu, Director of Infrastructure and Public Works
Audrey Shoard, Treasury/Corporate Records Clerk
Joanne Bradley, Executive Assistant
Jim Charlebois, Director of Planning & Development
Blake Peters, Superintendent
Lawrence Boehm, Weed Control Officer

Chairperson Vaandrager called the meeting to order at 8:29 a.m.

2. Agenda

Haduik: That the Public Works Committee Agenda be approved as presented.
Carried Unanimously

3. Weed Control Program – Verbal Update

Lawrence Boehm, Weed Control Officer for the R.M. presented Council with a verbal report regarding the Weed Control Program for 2023 and answered questions posed by Council.

> Recommendation:

Germs: That the verbal update regarding the Weed Control Program for 2023 be received as information.

Carried Unanimously

4. Delegation – City of Saskatoon

Matt Jurkiewicz and Shelby Juravle from the City of Saskatoon presented Council with information regarding the Dalmeny Highway/Neault Road Construction Project and answered questions posed by Council.

> Recommendation

Saleski: That the information regarding the Dalmeny Highway/Neault Road Construction Project be received as information.

Carried Unanimously

**5. Operation Field Update – Blake Peters**

Blake Peters, Superintendent, presented Council with an update on the Asphalt Crew, the Road Construction Crew, Mowing Operations, Signs, the Gravel Crew and Dust Control and answered questions posed by Council.

➤ **Recommendation**

Haduik: That the Operation Field Update be received as information:

**Carried Unanimously**

**6. Operational Update - Verbal**

Wade Gasmu, Director of Infrastructure and Public Works presented a verbal report updating the Committee on the operations of the Public Works Department.

➤ **Recommendation**

Greenwood: That the verbal update regarding the operations of the Public Works Department be received as information.

**Carried Unanimously**

**7. PW 23-008 – Civic Addressing Project Update**

**Background**

Civic Address Registry (CAR) is a province-wide standardized system of identifying and locating properties, by establishing unique access point locations. This system is used to assist emergency responders such as police, fire, and ambulance in finding residences and businesses quickly in the event of an emergency.

The typical process for updating the civic addressing is as follows:

Step	Current Status
<p><b>Step 1 - Verify, assign, and submit road names to respective governing agencies to ensure accuracy.</b></p> <p>The list of agencies that will review and approve the road names are Ministry of Highways (MHI), Information Services Corporation (ISC) and Saskatchewan's Civic Address Registry (CAR).</p>	<p>Administration has reviewed all the road names within the RM and submitted to MHI, ISC and CAR for their review and approval. We have recently received approval from ISC with respect to the road names</p>
<p><b>Step 2 – Review, verify and assign civic addresses using the CAR mapping application and submit to CAR for their review and approval.</b></p> <p>After all the road names have been cross-referenced for accuracy and approved, a list of addresses for each property is submitted to CAR for their review. CAR will review to ensure that the addressing is consistent within their system. Once all the addresses are approved, CAR will notify Administration.</p>	<p>Administration has sent the list of civic addresses to CAR for their review and approval.</p>

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Step	Current Status
<p><b>Step 3 – Receive final validated civic address list for the RM of Corman Park.</b>  Once CAR has approved the civic address list, the RM is informed of the approval and can progress to the next step.</p>	<p>Administration is waiting for final approval from CAR, which requires approval of both the street names and civic addressing.</p>
<p><b>Step 4 – Review signage to be ordered and installed.</b>  Administration will review all the existing signage and develop a list of signs to be ordered and installed.</p>	<p>There are over 4,200 address signs to be installed, of which approximately 4,000 have been installed.</p>
<p><b>Step 5 – Notify Emergency Services of the completed civic addresses.</b> After the installation of all the signs, Administration will inform all Emergency Services providers to ensure they have the accurate information. This will officially complete the process for updating the civic addressing</p>	<p>Not applicable yet.</p>

**Discussion**

Throughout the past year and half, Administration has been working on completing the Civic Addressing Project by aligning the project with the process provided by CAR, as outlined in the table above.

As the alignment to the process was occurring, numerous errors were identified and Administration corrected the errors as they arose. To date, Administration has reviewed all of the road names for accuracy and generated appropriate civic addresses. Road names and civic addresses have been sent to MHI, ISC and CAR for their review. We are currently waiting for MHI to approve the road names, which we anticipate will be approved this summer. Once we receive the approval, we will provide the approval to CAR for their information. CAR is currently reviewing the RM's civic addresses, and we anticipate that approval to be received this summer as well.

After the approvals are received, Administration will install the remaining signage to complete the project. It is anticipated that the signs will be installed this fall. After the signage has been installed, Administration will formally provide notice to all the emergency service providers and inform them of the updated civic addresses as well as communicate the completion of this phase of the project to all ratepayers.

➤ **Recommendation**

Pruim: That the Civic Addressing Project Update be received as information.  
**Carried Unanimously**

**8. Public Works – Carryforward Action List**

The Committee was presented the Public Works Carryforward Action List.

➤ **Recommendation**

Germis: That the Public Works Carryforward Action List be received.  
**Carried Unanimously**

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9. **Adjourn**

Saleski: That the Public Works Committee Meeting be adjourned at 9:46 a.m.  
**Carried Unanimously**



A handwritten signature in blue ink, appearing to read "Gyma B...".

Chief Administrative Officer