



## **CITY OF PRINCE ALBERT**

### **CITY COUNCIL REGULAR MEETING**

# **AGENDA**

**MONDAY, MARCH 6, 2023, 5:00 PM  
COUNCIL CHAMBER, CITY HALL**

#### **1. CALL TO ORDER**

#### **2. PRAYER**

#### **3. APPROVAL OF AGENDA**

#### **4. PRESENTATIONS & RECOGNITIONS**

#### **5. DECLARATION OF CONFLICT OF INTEREST**

#### **6. ADOPTION OF MINUTES**

6.1 February 13, 2023 City Council Meeting Minutes for Approval (MIN 23-17)

#### **7. NOTICE OF PROCLAMATIONS**

#### **8. PUBLIC HEARINGS**

8.1 Bylaw No. 2 of 2023 – Zoning Bylaw Amendment 2nd & 3rd Reading (RPT 23-99)

#### **9. DELEGATIONS**

#### **10. COMMUNICATIONS**

## **11. REPORTS OF ADMINISTRATION & COMMITTEES**

- 11.1 Dry Chlorine Gas Scrubber Media Replacement Tender 17/23 (RPT 23-75)
- 11.2 Waste Water Treatment Plant Detail Design Update (RPT 23-89)
- 11.3 Midtown Community Centre Playground and Spray Park Replacement (RPT 23-90)
- 11.4 Usage of Kinsmen & Steuart Arenas (RPT 23-91)
- 11.5 Destination Marketing Fund Grant Application Form - 2023 Senator's Cup - Full Contact Hockey Tournament (RPT 23-72)
- 11.6 Bylaw No. 10 of 2023 – Rezoning Portion of Parcel AA from the FUD Zoning District to the I1 Zoning District (RPT 23-76)
- 11.7 Bylaw No. 11 of 2023 - Rezoning 800 28th Street West from the FUD Zoning District to the R4 Zoning District (RPT 23-82)
- 11.8 First Time Home Buyers Program Application - Quinton Dunbar (RPT 23-83)
- 11.9 Tourism Coordinator Posting (RPT 23-86)
- 11.10 2023 Advisory Committee Work Plans (RPT 23-79)
- 11.11 Update from Communications Subcommittee December 5, 2022 Meeting (RPT 23-88)

## **12. UNFINISHED BUSINESS**

## **13. MAYOR & COUNCILLORS FORUM**

## **14. INQUIRIES**

## **15. INQUIRIES RESPONSES**

- 15.1 February 13, 2023 City Council Meeting Inquiry Responses (INQ 23-3)

## **16. NOTICE OF MOTION**

## **17. MOTIONS**

- 17.1 Mayor Dionne – Install Yellow Flashing Pedestrian Signal – Corner of 1st Avenue East and 8th Street (MOT 23-1)
  - 17.1.1 Letters of Support - Install Yellow Flashing Pedestrian Signal - Corner of 1st Avenue East and 8th Street (CORR 23-16)



**18. PUBLIC FORUM**

**19. ADJOURNMENT**



City of  
**Prince Albert**

*MIN 23-17*

**MOTION:**

That the Minutes for the City Council Regular Meeting held February 13, 2023, be taken as read and adopted.

**ATTACHMENTS:**

1. Minutes



## **CITY OF PRINCE ALBERT**

### **CITY COUNCIL REGULAR MEETING**

# **MINUTES**

**MONDAY, FEBRUARY 13, 2023, 5:00 P.M.  
COUNCIL CHAMBER, CITY HALL**

**PRESENT:**

Mayor Greg Dionne  
Councillor Charlene Miller  
Councillor Terra Lennox-Zepp  
Councillor Tony Head  
Councillor Don Cody  
Councillor Dennis Ogrodnick  
Councillor Blake Edwards  
Councillor Dawn Kilmer

Savannah Price, Acting City Clerk  
Terri Mercier, City Clerk  
Sherry Person, City Manager  
Kris Olsen, Fire Chief  
Wes Hicks, Director of Public Works  
Mitchell J. Holash, K.C., City Solicitor  
Kiley Bear, Director of Corporate Services  
Jody Boulet, Director of Community Services  
Ramona Fauchoux, Director of Financial Services  
Craig Guidinger, Director of Planning and Development Services

## **1. CALL TO ORDER**

Mayor Dionne called the meeting to order.

## 2. PRAYER

Mayor Dionne asked that all members stand and that the Acting City Clerk offer the prayer.

## 3. APPROVAL OF AGENDA

0021. **Moved by:** Councillor Lennox-Zepp  
**Seconded by:** Councillor Head

That the Agenda for this meeting be approved, as presented, and, that the presentations, delegations and speakers listed on the Agenda be heard when called forward by the Mayor.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

## 4. PRESENTATIONS & RECOGNITIONS

## 5. DECLARATION OF CONFLICT OF INTEREST

5.1 Councillor Edwards - Item No. 11.11 – Member of the Carlton Park Community Club Board.

5.2 Councillor Miller – Item No. 11.17 – Chair on the Prince Albert Community Housing Society Inc. Board of Directors.

## 6. ADOPTION OF MINUTES

0022. **Moved by:** Councillor Miller  
**Seconded by:** Councillor Kilmer

That the Minutes of the Council Regular Meeting held January 23, 2023, be taken as read and adopted.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

## 7. NOTICE OF PROCLAMATIONS

7.1. Amyloidosis Awareness Month – March 2023

## 8. PUBLIC HEARINGS

## 9. DELEGATIONS

## 10. COMMUNICATIONS

10.1 Five Year Tax Relief Request – Abbeyfield Houses Society of Prince Albert Inc. (RPT 23-45)

10.1.1 Thank You Letter – Abbeyfield Houses Society of Prince Albert Inc. (CORR 23-9)

0023. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Head

1. That a seventy-five percent (75%) Tax Exemption Agreement with Abbeyfield Houses Society of Prince Albert Inc. for a five (5) year term be approved for the years 2023 to 2027 inclusive, including Municipal Taxes and Levies, except Local Improvements;
2. That a seventy-five percent (75%) Tax Exemption of Public and Separate School Taxes be approved, subject to receiving approval from the Saskatchewan Ministry of Government Relations, if required, and the Prince Albert Catholic School Division; and,
3. That the Mayor and City Clerk be authorized to execute the Agreement on behalf of The City, once prepared.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

## 11. REPORTS OF ADMINISTRATION & COMMITTEES

11.1 Commercial Rotary Mower Tender 43/22 (RPT 23-16)

0024. **Moved by:** Councillor Head  
**Seconded by:** Councillor Miller

1. That Tender No. 43 of 2022, for the purchase of a new 4.87M Rotary Mower, be awarded to Oakcreek Golf and Turf at a cost of \$200,354.01, including all applicable taxes, to be funded from the Fleet Equipment Reserve; and,

2. That the Mayor and City Clerk be authorized to execute any applicable documents of behalf of The City, if required.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

#### 11.2 Tender 4/23 Light Duty Pickups (RPT 23-28)

0025. **Moved by:** Councillor Head  
**Seconded by:** Councillor Ogrodnick

1. That Tender No. 4 of 2023, for the purchase of eight (8) new Light Duty Pickups, be awarded to Anderson Motors at a cost of \$479,750.88, including all applicable taxes, to be funded from the Fleet Equipment Reserve; and,
2. That the Mayor and City Clerk be authorized to execute any applicable documents of behalf of The City, if required.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

#### 11.3 SUV Tender Item 3/23 (RPT 23-29)

0026. **Moved by:** Councillor Edwards  
**Seconded by:** Councillor Kilmer

1. That Tender No. 3 of 2023, for the purchase of three (3) new mid-size SUVs, be awarded to Lakeland Ford at a cost of \$123,669.54, including all applicable taxes, to be funded from the Fleet Equipment Reserve; and,
2. That the Mayor and City Clerk be authorized to execute any applicable documents on behalf of The City, if required.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.4 Automated Side Loading Sanitation Truck Tender 1/23 (RPT 23-30)

0027. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Miller

- 1. That Tender No. 1 of 2023, for the purchase of a new Sanitation Truck, be awarded to Superior Truck at a total cost of \$489,837.56, including all applicable taxes, to be funded from the Fleet Equipment Reserve; and,
- 2. That the Mayor and City Clerk be authorized to execute any applicable documents on behalf of The City, if required.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.5 Motor Grader Tender 6/23 (RPT 23-37)

0028. **Moved by:** Councillor Edwards  
**Seconded by:** Councillor Head

- 1. That Tender No. 6 of 2023, for the purchase of a new Motor Grader, be awarded to Finning at a total cost of \$494,486.13, including all applicable taxes, to be funded from the Fleet Equipment Reserve; and,
- 2. That the Mayor and City Clerk be authorized to execute any applicable documents on behalf of The City, if required.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.6 Wheel Loader Tender 7/23 (RPT 23-38)

0029. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Head

- 1. That Tender No. 7 of 2023, for the purchase of two (2) new Wheel Loaders, be awarded to Finning at a total cost of \$940,136.70, including all applicable taxes, to be funded from the Fleet Equipment Reserve; and,

2. That the Mayor and City Clerk be authorized to execute any applicable documents on behalf of The City, if required.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

#### 11.7 Wheel Loader Landfill Tender 8/23 (RPT 23-39)

0030. **Moved by:** Councillor Head

**Seconded by:** Councillor Kilmer

1. That Tender No. 8 of 2023, for the purchase of a new Landfill Wheel Loader, be awarded to Brandt at a total cost of \$858,366.33, including all applicable taxes, to be funded from the Fleet Equipment Reserve; and,
2. That the Mayor and City Clerk be authorized to execute any applicable documents on behalf of The City, if required.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

#### 11.8 Airport Quality Assurance Program Auditor Selection (RPT 23-36)

0031. **Moved by:** Councillor Cody

**Seconded by:** Councillor Edwards

1. That the Professional Services Agreement for the auditing of the City's Airport Quality Assurance Program be awarded to Winnipeg Airport Services Corp., for an estimated cost of \$8,100, plus applicable taxes, funded from the Airport Improvement Fund; and,
2. That the Mayor and City Clerk be authorized to execute the Agreement and any other applicable documents on behalf of The City, once prepared.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**



11.9 Transit Extended Hours Trial (RPT 23-44)

0032. **Moved by:** Councillor Head  
**Seconded by:** Councillor Ogrodnick

That the following alteration of Transit Hours be approved on a trial basis during weekdays from March 13, 2023 to March 31, 2024, subject to the awarding of the Federal and Provincial Governments' One-Time Public Transit Grant Funding:

- 1. To extend the Rush Hour Service every half-hour from 9:45 a.m. to 2:45 p.m.;
- 2. To reduce operating frequency from every half-hour to every hour for all routes between 6:15 p.m. to 7:15 p.m.; and,
- 3. To extend all transit routes to operate every hour from 7:15 p.m. to 10:15 p.m.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.10 Proposed Shopping Cart Procedure (RPT 23-47)

0033. **Moved by:** Councillor Miller  
**Seconded by:** Councillor Kilmer

- 1. That Administration be directed to implement the Abandoned Shopping Carts Procedure;
- 2. That the Abandoned Shopping Cart Policy previously approved by City Council Resolution No. 086 dated February 27, 2006, be repealed; and,
- 3. That Administration bring forward an amendment to the Waste Collection and Disposal Bylaw to establish a fee for the pick-up of Shopping Carts at the landfill by business owners.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.11 2022 Recreation Facility Grant Program – 2nd Intake (RPT 23-40)

0034. **Moved by:** Councillor Lennox-Zepp  
**Seconded by:** Councillor Head

That the following be approved under the 2<sup>nd</sup> intake of the 2022 Recreation Facility Grant Program and funded from the Community Services Building Reserve:

- 1. Carlton Park Community Club receive \$1,994.01 for the installation of Outdoor Lights, repair of Ceiling Tile with Type X Fire Rate Drywall and the repair of Plumbing concerns in the Washrooms at the Community Club;
- 2. West Hill Community Club receive \$2,068.93 for the repair to the Kitchen Roof;
- 3. Nordale Community Club receive \$9,734.12 for the Heating, Ventilation and Air Conditioning (HVAC) Replacement; and,
- 4. East End Community Club receive \$3,042.51 for changing the Outdoor Lights to Light-Emitting Diode (LED), the repair of the Kitchen Exhaust Fan along with the installation of new Light Fixtures in the Curling Rink.

In Favour: Councillors: Cody, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

Absent – Declared Conflict of Interest: Councillor Edwards

**CARRIED UNANIMOUSLY**

11.12 Saskatchewan Polytechnic Opening Doors to Tomorrow Career Fair (RPT 23-41)

0035. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Ogrodnick

That \$3,910 in In-Kind Support be approved to partner with Saskatchewan Polytechnic to host their Opening Doors to Tomorrow Career Fair at the Art Hauser Centre.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.13 Cooke Municipal Golf Course Sponsorship Agreements (RPT 23-54)

0036. **Moved by:** Councillor Cody  
**Seconded by:** Councillor Ogradnick

- 1. That the Cooke Municipal Golf Course Sponsorship Agreement between The City and Bendig Klassen Raas Coertze Law Office in the amount of \$5,000 per year for five (5) years from January 1, 2023 to December 31, 2027, be approved;
- 2. That the Cooke Municipal Golf Course Sponsorship Agreement between The City and Saskatchewan Indian Gaming Authority (Northern Lights Casino) in the amount of \$5,000 for 2023, from January 1, 2023 to December 31, 2023, be approved;
- 3. That the Cooke Municipal Golf Course Sponsorship Agreement between The City and Western First Nations Hospitality LP (Super 8 Prince Albert) in the amount of \$5,000 for 2023, from January 1, 2023 to December 31, 2023, be approved;
- 4. That the Cooke Municipal Golf Course Sponsorship Agreement between The City and River Park Funeral Home in the amount of \$5,000 per year for three (3) years from January 1, 2023 to December 31, 2025, be approved; and,
- 5. That the Mayor and City Clerk be authorized to execute the Agreements on behalf of The City, once prepared.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogradnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.14 Lease Agreement – Prince Albert Northern Bears U18 AAA Hockey Club (RPT 23-58)

0037. **Moved by:** Councillor Ogradnick  
**Seconded by:** Councillor Miller

- 1. That a Lease Agreement between The City and the Prince Albert Northern Bears U18 AAA Hockey Club for storage space at the Art Hauser Centre be approved for an annual term effective the date of signing and thereafter continuing from year to year subject to an annual review by December 1<sup>st</sup> of each year; and,

2. That the Mayor and City Clerk be authorized to execute the Agreement on behalf of The City, once prepared.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

#### 11.15 2022 Audit Engagement Letters (RPT 23-59)

0038. **Moved by:** Councillor Cody  
**Seconded by:** Councillor Edwards

1. That the following Engagement Letters between The City and MNP LLP, be approved:
  - a. The audit of the Annual Consolidated Financial Statements of The City for the year ending December 31, 2022;
  - b. The audit of financial information consisting of the Municipal Annual Expenditure Report of The City as at December 31, 2022; and,
2. That the Mayor and City Clerk be authorized to execute the Letters of Engagement on behalf of The City.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

#### 11.16 Utility Invoicing Options (RPT 23-48)

0039. **Moved by:** Councillor Edwards  
**Seconded by:** Councillor Kilmer

1. That new Water Account customers receive Utility Invoices through e-billing as the default, with an option to receive paper invoices upon request only;
2. That all new e-billing customers be entered into a Sign-Up Contest draw to win one (1) of two (2) \$50 credits on their next Utility Invoice; and,

3. That the Sign-Up Contest run for a period of three (3) months.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.17 Year Settlement Municipal Share - Housing Projects (RPT 23-51)

0040. **Moved by:** Councillor Edwards  
**Seconded by:** Councillor Ogrodnick

That the Settlement Municipal Share for Housing Projects of the Prince Albert Housing Authority in the amount of \$44,598.72 for Year 2020 and \$59,761.37 for Year 2021, for a total amount of \$104,360.09, be funded as follows:

1. That the amount of \$14,990 be funded in Year 2022 from the budgeted allocation;
2. That the amount of \$74,380.09 be funded in Year 2022 from the Housing Reserve; and,
3. That the amount of \$14,990 be funded in Year 2022 from Fiscal Stabilization.

In Favour: Councillors: Cody, Edwards, Head, Kilmer and Ogrodnick

Against: Councillor: Lennox-Zepp and Mayor Dionne

Absent – Declared Conflict of Interest: Councillor Miller

**CARRIED (5 to 2)**

11.18 Digital Billboard – 75 South Industrial Drive (RPT 23-43)

0041. **Moved by:** Councillor Cody  
**Seconded by:** Councillor Edwards

That RPT 23-43 be referred back to Administration to review the establishment of a permit fee for the use of third party signs on private property.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Ogrodnick and Mayor Dionne

Against: Councillor: Miller

**CARRIED (7 to 1)**

11.19 Subdivision Application - One Sky Forest Products Limited (RPT 23-60)

0042. **Moved by:** Councillor Cody  
**Seconded by:** Councillor Head

- 1. That the proposed Subdivision of the subject lands located at the Prince Albert Pulp Mill Site, legally described as North East, South East, and North West Section 26-49-25-2, be approved subject to:
  - a. The submission of a final Plan of Survey for the review and approval by Administration; and,
- 2. That the Mayor and City Clerk be authorized to execute the Plan of Survey on behalf of The City, once prepared.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.20 Digital Sign - 110 11th Street West (RPT 23-61)

0043. **Moved by:** Councillor Edwards  
**Seconded by:** Councillor Head

That the Sign Permit Application for a Digital Sign to be located at 110 – 11<sup>th</sup> Street West, legally described as Lots 12 – 14, Block A, Plan No. B, be approved, subject to:

- 1. The submission of a stamped engineered drawing or letter showing that the existing sign is structurally capable of supporting the new digital components.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.21 Property Sale - 1928 Central Avenue (RPT 23-62)

0044. **Moved by:** Councillor Head  
**Seconded by:** Councillor Cody

- 1. That the City owned land immediately adjacent to 1928 Central Avenue, legally described as a portion of Lots 49, 50 and 51, Block 10, Plan No. E be sold to 11912046 Canada Corporation in the amount of \$30,000, subject to:
  - a. A Sale Agreement being prepared and executed by both parties; and,
- 2. That the Application to subdivide and consolidate the subject property with the owner’s current land holdings to the South, be approved; and,
- 3. That the Mayor and City Clerk be authorized to execute the Sale Agreement and any other necessary documents on behalf of The City, once prepared.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.22 Property Sale - 800 28th Street West (RPT 23-63)

0045. **Moved by:** Councillor Cody  
**Seconded by:** Councillor Ogrodnick

- 1. That the Offer to Purchase from BRAR Investment Group located at 800 – 28<sup>th</sup> Street West, legally described as Parcel H, Plan No. 102132199 be approved in the amount of \$1,000,000, subject to the City Solicitor reviewing and making revisions to the offer as necessary; and,
- 2. That the Mayor and City Clerk be authorized to execute the Sale Agreement on behalf of The City, once prepared.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.23 Parcel AA Development - Metis Nation Saskatchewan (RPT 23-46)

0046. **Moved by:** Councillor Lennox-Zepp  
**Seconded by:** Councillor Kilmer

That the proposal from Métis Nation Saskatchewan for the construction of an Office and a Child Care Centre be supported in principle, subject to receiving an Application for amendments to the Official Community Plan and Zoning Bylaw, along with the receipt of a Discretionary Use Development Permit Application to be considered at an upcoming City Council meeting.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.24 Bylaw No. 1 of 2023 - Building Fee Bylaw (RPT 23-49)

0047. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Head

That Bylaw No. 1 of 2023 be introduced and given three (3) readings.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

0048. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Head

That Bylaw No. 1 of 2023 be introduced and read a first time.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

0049. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Head

That Bylaw No. 1 of 2023 be read a second time.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**



0050. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Head

That leave be granted to read Bylaw No. 1 of 2023 a third time.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

0051. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Head

That Bylaw No. 1 of 2023 be read a third time and passed; and, that Bylaw No. 1 of 2023 be now adopted, sealed and signed by the Mayor and City Clerk.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.25 Bylaw No. 2 of 2023 - Zoning Bylaw Amendment (RPT 23-50)

0052. **Moved by:** Councillor Cody  
**Seconded by:** Councillor Miller

1. That Bylaw No. 2 of 2023 be introduced and given first reading; and,
2. That Administration provide notification to hold a Public Hearing.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Miller and Ogrodnick

Against: Councillor: Lennox-Zepp and Mayor Dionne

**CARRIED (6 to 2)**

0053. **Moved by:** Councillor Cody  
**Seconded by:** Councillor Miller

That Bylaw No. 2 of 2023 be introduced and read a first time.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Miller and Ogrodnick

Against: Councillor: Lennox-Zepp and Mayor Dionne

**CARRIED (6 to 2)**

11.26 Ward 8 By-Election (RPT 23-32)

0054. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Miller

1. That a vote of the Ward 8 electors in The City of Prince Albert be taken on Wednesday, May 31, 2023 between the hours of 9:00 a.m. and 8:00 p.m. to fill the vacancy for the Office of Councillor;
2. That the Polling Area be established as the boundaries of Ward 8, as outlined on the attached Map;
3. That the following location be designated as the Polling Place on Election day:

Arthur Pechey School – 2675 – 4<sup>th</sup> Avenue West;

4. That a Hospital Poll be established at Victoria Hospital on Election Day for a duration of one (1) hour;
5. That Mobile Poll Applications be accepted by the Returning Officer until Wednesday, May 17, 2023;
6. That the remuneration of election officials be paid as follows:

Position	Base Wage	Meal Allowance	Training (\$40/session)
Supervisory Deputy Returning Officer	\$19.00	\$33	\$80
Deputy Returning Officer	\$17.50	\$33	\$40
Poll Clerk	\$14.00	\$33	\$40

7. That mileage claims, relating to Supervisory, Mobile, Special and Hospital Poll workers, during the conduct of their election duties, be reimbursed in accordance with the travel rates set out in The City’s Travel Meal and Accommodation Vehicle Policy;
8. That the cost of conducting the By-Election be approved in the estimated budget amount of \$37,000.00 to be funded from Fiscal Stabilization; and,

9. That the Mayor and City Clerk be authorized to execute the Rental, Sales and Services Agreement with Election Systems and Software Canada for electronic tabulators, ballots and associated supplies and services, at an estimated cost of \$16,000.00, once prepared.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.27 Deputy Mayor Appointment Changes (RPT 23-35)

0055. **Moved by:** Councillor Miller  
**Seconded by:** Councillor Edwards

That the Deputy Mayor Appointment Schedule be amended as follows:

Councillor C. Miller	February 16, 2023 – May 15, 2023;
Councillor B. Edwards	May 16, 2023 – August 15, 2023;
Councillor T. Lennox-Zepp	August 16, 2023 – November 15, 2023;
Councillor D. Ogrodnick	November 16, 2023 – February 15, 2024;
Councillor T. Head	February 16, 2024 – May 15, 2024;
Councillor D. Kilmer	May 16, 2024 – August 15, 2024; and,
Ward 8 Councillor	August 16, 2024 – November 13, 2024.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

11.28 Board and Committee Appointments (RPT 23-57)

0056. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Miller

1. That the revised Appointments to City Council's Boards and Committees be approved, as attached to RPT 23-57, to replace the former Ward 8 Councillor, Ted Zurakowski;
2. That Stacy Coburn be appointed to the Prince Albert Downtown Business Improvement District Board for a three (3) year term ending December 31, 2025;
3. That the Regional Co-operation Committee be eliminated; and,

4. That the Aquatic and Arenas Recreation Project Fundraising and Steering Committee's Terms of Reference, as attached to RPT 23-57, be approved.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogradnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

## **12. UNFINISHED BUSINESS**

## **13. MAYOR & COUNCILLORS FORUM**

## **14. INQUIRIES**

### 14.1 Inquiry – Councillor Edwards – Dangerous Animals

Who do residents call if they see a potential dangerous wild animal in the City during business and after hours.

### 14.2 Inquiry – Councillor Edwards – Adult Basketball

Are there any recreational or competitive adult basketball leagues or teams in Prince Albert.

## **15. INQUIRY RESPONSES**

### 15.1 January 23, 2023 City Council Inquiry Responses (INQ 23-2)

0057. **Moved by:** Councillor Lennox-Zepp  
**Seconded by:** Councillor Miller

That INQ 23-2 be received as information and filed.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogradnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

## 16. NOTICE OF MOTION

- 16.1 Mayor Dionne – Install Yellow Flashing Pedestrian System – Corner of 1<sup>st</sup> Avenue East and 8<sup>th</sup> Street East

That Administration install a yellow flashing pedestrian signal on the corner of 1<sup>st</sup> Avenue East and 8<sup>th</sup> Street, where The City previously removed the controlled signals.

## 17. MOTIONS

## 18. PUBLIC FORUM

## 19. ADJOURNMENT – 6:47 P.M.

0058. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Edwards

That this Council do now adjourn.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Mayor Dionne

**CARRIED UNANIMOUSLY**

MAYOR GREG DIONNE      CITY CLERK

MINUTES ADOPTED THIS 6<sup>TH</sup> DAY OF MARCH, A.D. 2023.



**RPT 23-99**

**TITLE:** Bylaw No. 2 of 2023 – Zoning Bylaw Amendment 2nd & 3rd Reading

**DATE:** **March 6, 2023**

**TO:** City Council

**PUBLIC:** X

**INCAMERA:**

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**RECOMMENDATION:**

1. That Bylaw No. 2 of 2023 be approved

**TOPIC & PURPOSE:**

The purpose of this report is to consider Bylaw No. 2 of 2023, which proposes an amendment to the *City of Prince Albert Zoning Bylaw No. 1 of 2019*. This amendment proposes allowing Shipping Containers as a Permitted Use in the Future Urban Development and Low Density Country Residential zoning districts; updating the definition of Commercial Service Establishment; and changing both Business Complex and Business Group from Discretionary Use – City Council to Discretionary Use – Development Officer.

**BACKGROUND:**

*The City of Prince Albert Zoning Bylaw No. 1 of 2019* was adopted on February 25<sup>th</sup>, 2019. Since then, a number of amendments have been made to ensure the Zoning Bylaw functions as intended, including language clarification and housekeeping amendments. Administration continues to take note of smaller issues that require updating, in addition to the applications for bylaw amendments that are received from the public.

The Department of Planning and Development Services received an application to add Shipping Containers as a permitted use to the Future Urban Development zoning district. Administration is taking this opportunity to include additional bylaw amendments for some issues that can be amended alongside the submitted application.

1<sup>st</sup> Reading of Bylaw 2 of 2023 was approved on Monday February 13<sup>th</sup> where Council directed administration to provide public notice for a public hearing.

## **PROPOSED APPROACH AND RATIONALE:**

### Shipping Containers

Shipping Containers are a permitted use in multiple zoning districts within the City, specifically zoning districts where the impact of a Shipping Container is expected to be minimal due to lot size, land use, and impact on neighbouring properties. The following zoning districts currently have Shipping Containers identified as a permitted use, and the attached Zoning Map shows the areas where Shipping Containers are proposed to be permitted:

C3 – Large Lot Arterial Commercial  
C4 – Highway Commercial  
M1 – Heavy Industrial  
M2 – Small Lot Light Industrial  
M3 – Large Lot Light Industrial  
M4 – Airport Industrial  
AP – Airport  
AG – Agricultural

The purpose of the Future Urban Development (FUD) zoning district is to protect or hold undeveloped land for future development in accordance with a related area or secondary master plan. Existing uses may continue until the implementation of these plans. The FUD zoning district is comparable to the existing Agricultural zoning district, where Shipping Containers are already permitted.

Shipping Containers are also proposed to be added as a permitted use in the Low Density Country Residential (CR1) zoning district. This zoning district is meant to provide rural, multi-lot residential development located exclusively on the north side of the North Saskatchewan River. This zoning district has a very large minimum site area requirement (20,000m<sup>2</sup>) and some residents in the area already have Shipping Containers on their property as a solution for secure storage. Previous bylaw compliance efforts have indicated that despite being a residential zone, Shipping Containers have minimal impact in this area due to the large lot sizes.

While Shipping Containers are not regulated for their appearance, they do have regulations for their placement, including setback distances and not being permitted in front yards. It should be noted that Shipping Containers are assessable when placed on a property. They are assessable at a commercial rate for commercial and industrial properties, and would be assessed at a residential rate, similar to storage sheds, for residential properties.

### Commercial Service Establishment

The current definition of Commercial Service Establishment is:

“a building, or portion thereof, used for the maintenance or repair of household goods and appliances, and includes such uses as laundromats, shoe repair, dry cleaning, and other similar services.”

The definition is overly restrictive and is not flexible enough to include newer industries with similar land use impacts. The proposed new definition of Commercial Service Establishment is:

“a building, or portion thereof, used for the provision of services to businesses or households, including appliance repair; upholstery; graphic design and printing; laundromats; shoe repair; dry cleaning, and other similar services.”

This updated definition will apply to a larger variety of businesses, making the development permit process more straightforward.

### Business Complex and Business Group

The Zoning Bylaw defines Business Complex as:

“a multi-unit building, with shared parking and site access, constructed for the purposes of providing individual, leasable units to two or more tenants.”

Business Group is defined as:

“a site containing two or more buildings, with shared parking and site access, constructed for the purposes of providing individual, leasable units to multiple tenants.”

The Zoning Bylaw currently identifies both Business Complex and Business Group as discretionary uses requiring City Council approval. This requirement causes unnecessary delays moving applications forward. By maintaining all of the existing development standards for the two uses and only removing City Council approval, Administration will ensure that these uses are still carefully reviewed. Public notice will still be required, but without needing to meet City Council deadlines, the applications are able to proceed more efficiently. City Council approval will then be required dependent on the type of land use occurring within each individual bay.

### **CONSULTATIONS:**

This Zoning Bylaw amendment was drafted in consultation with the Building Division.

As a result of the letter and the additional Public Notice that was provided on Bylaw 2 of 2023, Administration received 1 email inquiry, asking about the types of permits that would be required. They were not opposed to the amendment.

### **COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

Subject to the approval of this bylaw amendment, the Zoning Bylaw and City website will be updated accordingly.

### **OTHER CONSIDERATIONS/IMPLICATIONS:**

There are no policy implications, Privacy implications or options to the recommendation.



**STRATEGIC PLAN:**

In keeping with the City's mission statement that we enhance quality of life through excellence of service, it is important that we review and amend our bylaws in order to ensure they allow us the ability to provide the highest level of service to the public.

**OFFICIAL COMMUNITY PLAN:**

This Zoning Bylaw amendment is aligned with the goals outlined in Section 6 of the Official Community Plan related to encouraging and integrating compatible land use throughout the City.

**PUBLIC NOTICE:**

Administration has issued the following public notice:

- Including public notice in February 23rd issue of the Prince Albert Daily Herald
- Posting the public notice on the City's website, and
- Posting the public notice on the bulletin board at City Hall.
- A letter was also sent out to residents within the CR1 Country Residential Zone in regards to Shipping Containers

**ATTACHMENTS:**

1. Bylaw 2 of 2023
2. Zoning Map
3. Public Notice

Written by: Craig Guidinger, Director of Planning and Development

Approved by: City Manager

**CITY OF PRINCE ALBERT  
BYLAW NO. 2 OF 2023**

*A Bylaw of The City of Prince Albert to amend  
the Zoning Bylaw, being Bylaw No. 1 of 2019*

**WHEREAS** it is desirable to amend the City of Prince Albert Zoning Bylaw No. 1 of 2019;

NOW, THEREFORE, THE COUNCIL OF THE CITY OF PRINCE ALBERT IN OPEN MEETING ASSEMBLED ENACTS AS FOLLOWS:

1. That Bylaw No. 1 of 2019 be amended in the manner hereinafter set forth:
  - a. By deleting the table in Subsection 6.6.2 in its entirety; and,
  - b. Replace the table as outlined in the attached "Subsection 6.6.2".
  - c. By deleting the table in Subsection 7.2.2 in its entirety; and,
  - d. Replace the table as outlined in the attached "Subsection 7.2.2".
  - e. By deleting the table in Subsection 7.3.2 in its entirety; and,
  - f. Replace the table as outlined in the attached "Subsection 7.3.2".
  - g. By deleting the table in Subsection 7.4.2 in its entirety; and,
  - h. Replace the table as outlined in the attached "Subsection 7.4.2".
  - i. By deleting the table in Subsection 7.5.2 in its entirety; and,
  - j. Replace the table as outlined in the attached "Subsection 7.5.2".
  - k. By deleting the table in Subsection 7.6.2 in its entirety; and,
  - l. Replace the table as outlined in the attached "Subsection 7.6.2".
  - m. By deleting the table in Subsection 7.7.2 in its entirety; and,
  - n. Replace the table as outlined in the attached "Subsection 7.7.2".
  - o. By deleting the table in Subsection 8.2.2 in its entirety; and,
  - p. Replace the table as outlined in the attached "Subsection 8.2.2".
  - q. By deleting the table in Subsection 8.3.2 in its entirety; and,
  - r. Replace the table as outlined in the attached "Subsection 8.3.2".

- s. By deleting the table in Subsection 8.4.2 in its entirety; and,
- t. Replace the table as outlined in the attached "Subsection 8.4.2".
- u. By deleting the table in Subsection 8.5.2 in its entirety; and,
- v. Replace the table as outlined in the attached "Subsection 8.5.2".
- w. By deleting the table in Subsection 9.2.2 in its entirety; and,
- x. Replace the table as outlined in the attached "Subsection 9.2.2".
- y. By deleting the table in Subsection 9.3.2 in its entirety; and,
- z. Replace the table as outlined in the attached "Subsection 9.3.2".
- aa. By deleting the table in Subsection 10.2.2 in its entirety; and,
- bb. Replace the table as outlined in the attached "Subsection 10.2.2".
- cc. By deleting the table in Subsection 10.6.2 in its entirety; and,
- dd. Replace the table as outlined in the attached "Subsection 10.6.2".
- ee. Delete the definition of "commercial service establishment" in its entirety; and
- ff. Replace with the following definition for "commercial service establishment":

**"commercial service establishment**

means a building, or portion thereof, used for the provision of services to businesses or households, including appliance repair; upholstery; graphic design and printing; laundromats; shoe repair; dry cleaning, and other similar services."

- 2. This Bylaw shall come into force and take effect on, from and after the final passing thereof.

INTRODUCED AND READ A FIRST TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D., 20 .

READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D., 20 .

READ A THIRD TIME AND PASSED \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D., 20 .

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

### Subsection 6.6.2

<b>CR1 – LOW DENSITY COUNTRY RESIDENTIAL</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>4</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
<b>Permitted Uses</b>											
Accessory Buildings, Structures & Uses <sup>1</sup>	20,000	60	-	-	-	4.88	2 <sup>2</sup>	-	-	-	-
Bed & Breakfast Home	20,000	60	10.6	6	8	10.7	5	-	4	-	-
Community Garden	20,000	60	10.6	6	8	-	-	-	-	-	-
Family Child Care Home	20,000	60	10.6	6	8	10.7	5	-	13	-	-
Garage Suite	20,000	60	10.6	6	8	6	-	-	2	-	-
Group Family Child Care Home	20,000	60	10.6	6	8	10.7	5	-	13	-	-
Home Based Business	20,000	60	10.6	6	8	10.7	5	-	2	-	-
One Unit Dwelling	20,000	60	10.6	6	8	10.7	5	-	2	-	-
Private Care Home	20,000	60	10.6	6	8	10.7	5	-	2	-	-
Private Day Care Home	20,000	60	10.6	6	8	10.7	5	-	2	-	-
Secondary Suite	-	-	-	-	-	-	-	-	2	-	-
Shipping Container <sup>1</sup>	20,000	60	- <sup>1</sup>	6	8	3	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
<b>Discretionary Uses – Council</b>											
Custodial Care Facility	20,000	60	10.6	6	8	10.7	5	-	5	-	-

<b>CR1 – LOW DENSITY COUNTRY RESIDENTIAL</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>4</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Excavating, Stripping and Grading <sup>3</sup>	20,000	60	-	-	-	-	-	-	-	-	-
Place of Worship	20,000	60	10.6	6	8	10.7	5	-	9	-	-
Protective & Emergency Services	20,000	60	10.6	6	8	10.7	5	-	6	-	-
Residential Care Facility	20,000	60	10.6	6	8	10.7	5	-	5	-	-
Residential Care Home	20,000	60	10.6	6	8	10.7	5	-	5	-	-
Residential Day Care Facility	20,000	60	10.6	6	8	10.7	5	-	19	-	-
Residential Day Care Home	20,000	60	10.6	6	8	10.7	5	-	13	-	-

**Notes on Development Standards for the table above (CR1 – Low Density Country Residential):**

- 1 The regulations in Section 4.2 and Section 6.1.1 of this Bylaw shall apply.
- 2 For swimming pools, the regulations in Section 4.3 of this Bylaw shall apply.
- 3 The regulations in Section 4.15 of this Bylaw shall apply.
- 4 The regulations in Section 5 of this Bylaw shall apply.
- 5 The regulations in Section 4.6 and 6.1.17 of this Bylaw shall apply.

## Subsection 7.2.2

<b>C1 – DOWNTOWN COMMERCIAL</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>4</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
<b>Permitted Uses</b>											
Accessory Buildings, Structures & Uses <sup>1</sup>	232	7.5	-	-	-	-	-	-	-	-	-
Animal Care Service	232	7.5	-	-	-	-	-	-	-	-	-
Catering Service	232	7.5	-	-	-	-	-	-	-	-	-
Commercial Service Establishment	232	7.5	-	-	-	-	-	-	-	-	-
Drug Store	232	7.5	-	-	-	-	-	-	-	-	-
Financial Institution	232	7.5	-	-	-	-	-	-	-	-	-
Health Clinic	232	7.5	-	-	-	-	-	-	-	-	-
Health Club	232	7.5	-	-	-	-	-	-	-	-	-
Home Based Business	232	7.5	-	-	-	-	-	-	-	-	-
Office	232	7.5	-	-	-	-	-	-	-	-	-
Payday Loan	232	7.5	-	-	-	-	-	-	-	-	-
Personal Service Establishment	232	7.5	-	-	-	-	-	-	-	-	-
Post Office	232	7.5	-	-	-	-	-	-	-	-	-
Restaurant	232	7.5	-	-	-	-	-	-	-	-	-
Retail Store	232	7.5	-	-	-	-	-	-	-	-	-
Social Club	232	7.5	-	-	-	-	-	-	-	-	-
Take-Out Food Service	232	7.5	-	-	-	-	-	-	-	-	-

## C1 – DOWNTOWN COMMERCIAL

	Minimum Development Standards								Parking Standards <sup>4</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Utilities	-	-	-	-	-	-	-	-	-	-	-
Veterinary Clinic – Small Animal	232	7.5	-	-	-	-	-	-	-	-	-
<b>Discretionary Uses – Development Officer</b>											
Business Complex	232	7.5	-	-	-	-	-	-	-	-	-
Business Group	232	7.5	-	-	-	-	-	-	-	-	-
Commercial Entertainment Establishment	232	7.5	-	-	-	-	-	-	-	-	-
Food Kiosk	232	7.5	-	-	-	-	-	-	-	-	-
Funeral Home	232	7.5	-	-	-	-	-	-	-	-	-
Licensed Restaurant	232	7.5	-	-	-	-	-	-	-	-	-
Private School	232	7.5	-	-	-	-	-	-	-	-	-
Research & Development Facility	232	7.5	-	-	-	-	-	-	-	-	-
<b>Discretionary Uses - Council</b>											
Above Grade Dwelling	232	7.5	-	-	-	-	-	-	-	-	-
Athletic & Recreational Facility	232	7.6	-	-	-	-	-	-	-	-	-
Brewing & Distilling	232	7.5	-	-	-	-	-	-	-	-	-
Cannabis Retail Store	232	7.5	-	-	-	-	-	-	-	-	-
Child Care Centre	232	7.5	-	-	-	-	-	-	-	-	-

## C1 – DOWNTOWN COMMERCIAL

	Minimum Development Standards								Parking Standards <sup>4</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Communication Tower	232	7.5	-	-	-	46	-	-	-	-	-
Courthouse	232	7.5	-	-	-	-	-	-	-	-	-
Drinking Establishment	232	7.5	-	-	-	-	-	-	-	-	-
Excavating, Stripping and Grading <sup>2</sup>	232	-	-	-	-	-	-	-	-	-	-
Food Bank	232	7.5	-	-	-	-	-	-	-	-	-
Gas Bar	232	7.5	-	-	-	-	-	-	-	-	-
Grocery Store	232	7.5	-	-	-	-	-	-	-	-	-
Hostel	232	7.6	-	-	-	-	-	-	-	-	-
Hotel	232	7.5	-	-	-	-	-	-	-	-	-
Licensed Commercial Entertainment Establishment	232	7.5	-	-	-	-	-	-	-	-	-
Liquor Store	232	7.5	-	-	-	-	-	-	-	-	-
Methadone Dispensary	232	7.5	-	-	-	-	-	-	-	-	-
Multi-Unit High Rise Dwelling	232	7.5	-	-	-	-	-	35	-	-	-
Night Club	232	7.5	-	-	-	-	-	-	-	-	-
Parking at Grade	232	7.5	-	-	-	-	-	-	-	-	-
Parking Structure	232	7.5	-	-	-	-	-	-	-	-	-
Pawn Shop <sup>3</sup>	232	7.5	-	-	-	-	-	-	-	-	-
Place of Worship	232	7.5	-	-	-	-	-	-	-	-	-
Post Secondary School	232	7.5	-	-	-	-	-	-	-	-	-



## C1 – DOWNTOWN COMMERCIAL

	Minimum Development Standards								Parking Standards <sup>4</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Protective & Emergency Services	232	7.5	-	-	-	-	-	-	-	-	-
Public Assembly	232	7.6	-	-	-	-	-	-	-	-	-
Residential Care Facility	232	7.5	-	-	-	-	-	-	-	-	-
Residential Day Care Facility	232	7.5	-	-	-	-	-	-	-	-	-
Shelter	232	7.5	-	-	-	-	-	-	-	-	-
Shopping Centre	232	7.5	-	-	-	-	-	-	-	-	-
Theatre	232	7.5	-	-	-	-	-	-	-	-	-

### Notes on Development Standards for the table above (C1 – Downtown Commercial):

- 1 The regulations in Section 4.2 and Section 7.1.1 of this Bylaw shall apply.
- 2 The regulations in Section 4.15 of this Bylaw shall apply.
- 3 A maximum of three (3) Pawn Shops will be permitted in this zoning district.
- 4 The regulations in Section 5 of this Bylaw shall apply.
- 5 The regulations in Section 4.6 and Section 7.1.6 of this Bylaw shall apply.

### Subsection 7.3.2

<b>C2 – SMALL LOT ARTERIAL COMMERCIAL</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>3</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
<b>Permitted Uses</b>											
Accessory Buildings, Structures & Uses <sup>1</sup>	232	7.6	-	-	-	-	-	-	-	-	-
Animal Care Service	232	7.6	-	-	-	-	-	-	16	-	-
Catering Service	232	7.6	-	-	-	-	-	-	10	-	-
Commercial Service Establishment	232	7.6	-	-	-	-	-	-	6	-	1
Drug Store	232	7.6	-	-	-	-	-	-	6	-	-
Financial Institution	232	7.6	-	-	-	-	-	-	6	-	-
Health Clinic	232	7.6	-	-	-	-	-	-	11	-	-
Health Club	232	7.6	-	-	-	-	-	-	11 or 19	-	-
Home Based Business	232	7.6	-	-	-	-	-	-	2	-	-
Office	232	7.6	-	-	-	-	-	-	6	-	-
Payday Loan	232	7.6	-	-	-	-	-	-	6	-	-
Personal Service Establishment	232	7.6	-	-	-	-	-	-	6	-	-
Post Office	232	7.6	-	-	-	-	-	-	6	-	1
Restaurant	232	7.6	-	-	-	-	-	-	7	-	1
Retail Store	232	7.6	-	-	-	-	-	-	6	-	1
Social Club	232	7.6	-	-	-	-	-	-	11 or 19	-	1
Take-Out Food Service	232	7.6	-	-	-	-	-	-	6	-	1
Utilities	-	-	-	-	-	-	-	-	-	-	-

<b>C2 – SMALL LOT ARTERIAL COMMERCIAL</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>3</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Vehicle Rental & Leasing	232	7.6	-	-	-	-	-	-	6	-	-
Veterinary Clinic – Small Animal	232	7.6	-	-	-	-	-	-	6	-	1
<b>Discretionary Uses – Development Officer</b>											
Business Complex	232	7.6	-	-	-	-	-	-	6 or 11	-	1
Business Group	232	7.6	-	-	-	-	-	-	6 or 11	-	1
Commercial Entertainment Establishment	232	7.6	-	-	-	-	-	-	14	-	1
Food Kiosk	232	7.6	-	-	-	-	-	-	6	-	-
Funeral Home	232	7.6	-	-	-	-	-	-	9 or 13	-	1
Licensed Restaurant	232	7.6	-	-	-	-	-	-	7	-	1
Private School	232	7.6	-	-	-	-	-	-	20	-	-
Research & Development Facility	232	7.6	-	-	-	-	-	-	10	-	1
Single Vehicle Car Wash	232	7.6	-	-	-	-	-	-	18	-	1
Vehicle Sales	232	7.6	-	-	-	-	-	-	6	-	1
Vehicle Service	232	7.6	-	-	-	-	-	-	6	-	1
<b>Discretionary Uses - Council</b>											
Above Grade Dwelling	232	7.6	-	-	-	-	-	-	3	20	1
Athletic & Recreational Facility	232	7.6	-	-	-	-	-	-	6 or 12	-	1
Brewing & Distilling	232	7.6	-	-	-	-	-	-	7 or 16	-	1

## C2 – SMALL LOT ARTERIAL COMMERCIAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Cannabis Retail Store	232	7.6	-	-	-	-	-	-	6	-	1
Child Care Centre	232	7.6	-	-	-	-	-	-	13	-	-
Communication Tower	232	7.6	-	-	-	46	-	-	-	-	-
Courthouse	232	7.6	-	-	-	-	-	-	9 or 10	-	1
Drinking Establishment	232	7.6	-	-	-	-	-	-	7	-	1
Excavating, Stripping and Grading <sup>2</sup>	232	-	-	-	-	-	-	-	-	-	-
Food Bank	232	7.6	-	-	-	-	-	-	6	-	1
Gas Bar	232	7.6	-	-	-	-	-	-	15	-	1
Grocery Store	232	7.6	-	-	-	-	-	-	11	-	1
Hostel	232	7.6	-	-	-	-	-	-	17	-	-
Hotel	232	7.6	-	-	-	-	-	-	8	-	1
Licensed Commercial Entertainment Establishment	232	7.6	-	-	-	-	-	-	14	-	1
Liquor Store	232	7.6	-	-	-	-	-	-	6	-	1
Methadone Dispensary	232	7.6	-	-	-	-	-	-	11	-	-
Multi-Unit High Rise Dwelling	232	7.6	-	-	-	-	-	35	3	20	1
Night Club	232	7.6	-	-	-	-	-	-	7	-	1
Parking at Grade	232	7.6	-	-	-	-	-	-	-	-	-
Parking Structure	232	7.6	-	-	-	-	-	-	-	-	-
Place of Worship	232	7.6	-	-	-	-	-	-	9	-	-
Post Secondary School	232	7.6	-	-	-	-	-	-	20	-	1

<b>C2 – SMALL LOT ARTERIAL COMMERCIAL</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>3</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Protective & Emergency Services	232	7.6	-	-	-	-	-	-	6	-	-
Public Assembly	232	7.6	-	-	-	-	-	-	6 or 12	-	1
Residential Care Facility	232	7.6	-	-	-	-	-	35	5	-	-
Residential Day Care Facility	232	7.6	-	-	-	-	-	-	19	-	-
Shelter	232	7.6	-	-	-	-	-	-	17	-	-
Shopping Centre	232	7.6	-	-	-	-	-	-	14	-	1
Theatre	232	7.6	-	-	-	-	-	-	12	-	1

**Notes on Development Standards for the table above (C2 – Small Lot Arterial Commercial):**

- 1 The regulations in Section 4.2 and Section 7.1.1 of this Bylaw shall apply.
- 2 The regulations in Section 4.15 of this Bylaw shall apply.
- 3 The regulations in Section 5 of this Bylaw shall apply.
- 4 The regulations in Section 4.6 and Section 7.1.6 of this Bylaw shall apply.

### Subsection 7.4.2

<b>C3 – LARGE LOT ARTERIAL COMMERCIAL</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>4</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard <sup>2</sup> (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
<b>Permitted Uses</b>											
Accessory Buildings, Structures & Uses <sup>1</sup>	300	10	-	1.5	1.5	14.3	-	-	-	-	-
Animal Care Service	300	10	7.5	6	3	14.3	65	-	16	-	-
Catering Service	300	10	7.5	6	3	14.3	65	-	10	-	1
Commercial Service Establishment	300	10	7.5	6	3	14.3	65	-	6	-	-1
Drug Store	300	10	7.5	6	3	14.3	65	-	6	-	-
Financial Institution	300	10	7.5	6	3	14.3	65	-	6	-	-
Health Clinic	300	10	7.5	6	3	14.3	65	-	11	-	-
Health Club	300	10	7.5	6	3	14.3	65	-	11 or 19	-	-
Home Based Business	300	10	7.5	6	3	14.3	65	-	2	-	-
Office	300	10	7.5	6	3	14.3	65	-	6	-	-
Payday Loan	300	10	7.5	6	3	14.3	65	-	6	-	-
Personal Service Establishment	300	10	7.5	6	3	14.3	65	-	6	-	-
Post Office	300	10	7.5	6	3	14.3	65	-	6	-	1
Restaurant	300	10	7.5	6	3	14.3	65	-	7	-	1
Retail Store	300	10	7.5	6	3	14.3	65	-	6	-	1
Shipping Container <sup>1</sup>	300	10	-	-	-	3	-	-	-	-	-

### C3 – LARGE LOT ARTERIAL COMMERCIAL

	Minimum Development Standards								Parking Standards <sup>4</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard <sup>2</sup> (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Single Vehicle Car Wash	300	10	7.5	6	3	14.3	65	-	18	-	1
Social Club	300	10	7.5	6	3	14.3	65	-	11 or 19	-	1
Take-Out Food Service	300	10	7.5	6	3	14.3	65	-	6	-	1
Utilities	-	-	-	-	-	-	-	-	-	-	-
Vehicle Rental & Leasing	300	10	7.5	6	3	14.3	65	-	6	-	-
Veterinary Clinic – Small Animal	300	10	7.5	6	3	14.3	65	-	6	-	-
<b>Discretionary Uses – Development Officer</b>											
Athletic & Recreational Facility	232	7.6	-	-	-	-	-	-	6 or 12	-	1
Business Complex	300	10	7.5	6	3	14.3	65	-	6 or 11	-	1
Business Group	300	10	7.5	6	3	14.3	65	-	6 or 11	-	1
Commercial Entertainment Establishment	300	10	7.5	6	3	14.3	65	-	14	-	1
Fleet Service	300	10	7.5	6	3	14.3	65	-	16	-	1
Food Kiosk	300	10	7.5	6	3	14.3	65	-	6	-	-
Funeral Home	300	10	7.5	6	3	14.3	65	-	9 or 13	-	1
Garden Center	300	10	7.5	6	3	14.3	65	-	6	-	1
Gas Bar	300	10	7.5	6	3	14.3	65	-	15	-	1

### C3 – LARGE LOT ARTERIAL COMMERCIAL

	Minimum Development Standards								Parking Standards <sup>4</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard <sup>2</sup> (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Grocery Store	300	10	7.5	6	3	14.3	65	-	11	-	1
Licensed Restaurant	300	10	7.5	6	3	14.3	65	-	7	-	1
Private School	300	10	7.5	6	3	14.3	65	-	20	-	-
Research & Development Facility	300	10	7.5	6	3	14.3	65	-	10	-	1
Vehicle Sales	300	10	7.5	6	3	14.3	65	-	6	-	1
Vehicle Service	300	10	7.5	6	3	14.3	65	-	6	-	1
<b>Discretionary Uses – Council</b>											
Above Grade Dwelling	300	10	7.5	6	3	14.3	65	-	3	20	1
Bingo Hall	300	10	7.5	6	3	14.3	65	-	12	-	1
Brewing & Distilling	300	10	7.5	6	3	14.3	65	-	7 or 16	-	1
Building Supplies & Products	300	10	7.5	6	3	14.3	65	-	6 or 16	-	1
Cannabis Retail Store	300	10	7.5	6	3	14.3	65	-	6	-	1
Child Care Centre	300	10	7.5	6	3	14.3	65	-	13	-	-
Communication Tower	300	10	7.5	6	3	-	65	-	-	-	-
Drinking Establishment	300	10	7.5	6	3	14.3	65	-	7	-	1
Excavating, Stripping and Grading <sup>3</sup>	300	-	-	-	-	-	-	-	-	-	-



### C3 – LARGE LOT ARTERIAL COMMERCIAL

	Minimum Development Standards								Parking Standards <sup>4</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard <sup>2</sup> (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Food Bank	300	10	7.5	6	3	14.3	65	-	6	-	1
Hotel	300	10	7.5	6	3	14.3	65	-	8	-	1
Licensed Commercial Entertainment Establishment	300	10	7.5	6	3	14.3	65	-	14	-	1
Liquor Store	300	10	7.5	6	3	14.3	65	-	6	-	1
Methadone Dispensary	300	10	7.5	6	3	14.3	65	-	11	-	-
Motel	300	10	7.5	6	3	14.3	65	-	8	-	1
Multi-Vehicle Car Wash	300	10	7.5	6	3	14.3	65	-	18	-	1
Night Club	300	10	7.5	6	3	14.3	65	-	7	-	1
Parking at Grade	300	10	7.5	6	3	14.3	65	-	-	-	-
Parking Structure	300	10	7.5	6	3	14.3	65	-	-	-	-
Place of Worship	300	10	7.5	6	3	22	65	-	9	-	-
Post Secondary School	300	10	7.5	6	3	14.3	65	-	20	-	1
Protective & Emergency Services	300	10	7.5	6	3	14.3	65	-	6	-	-
Public Assembly	300	10	7.5	6	3	14.3	65	-	6 or 12	-	1
Residential Care Facility	300	10	7.5	6	3	14.3	65	-	5	-	-
Residential Day Care Facility	300	10	7.5	6	3	14.3	65	-	19	-	-
Shopping Centre	300	10	7.5	6	3	14.3	65	-	14	-	1

<b>C3 – LARGE LOT ARTERIAL COMMERCIAL</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>4</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard <sup>2</sup> (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Theatre	300	10	7.5	6	3	14.3	65	-	12	-	1

**Notes on Development Standards for the table above (C3 – Large Lot Arterial Commercial):**

- 1 The regulations in Section 4.2 and Section 7.1.1 of this Bylaw shall apply.
- 2 The minimum front yard setback shall be 0.5 metres for the lands abutting 15<sup>th</sup> Street East between 6<sup>th</sup> Avenue and 10<sup>th</sup> Avenue East, legally described as Parcel S3, Plan 101954583, Ext. 1 and Parcel S1, Plan 101841881 Ext. 0.
- 3 The regulations in Section 4.15 of this Bylaw shall apply.
- 4 The regulations in Section 5 of this Bylaw shall apply.
- 5 The regulations in Section 4.6 and Section 7.1.6 of this Bylaw shall apply.

### Subsection 7.5.2

<b>C4 – HIGHWAY COMMERCIAL</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>3</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
<b>Permitted Uses</b>											
Accessory Buildings, Structures & Uses <sup>1</sup>	1,260	21	-	1.5	1.5	14.3	-	-	-	-	-
Animal Care Service	1,260	21	7.5	6	3	14.3	35	-	16	-	-
Catering Service	1,260	21	7.5	6	3	14.3	35	-	10	-	-
Commercial Service Establishment	1,260	21	7.5	6	3	14.3	35	-	6	-	1
Drug Store	1,260	21	7.5	6	3	14.3	35	-	6	-	-
Financial Institution	1,260	21	7.5	6	3	14.3	35	-	6	-	-
Health Clinic	1,260	21	7.5	6	3	14.3	35	-	11	-	-
Health Club	1,260	21	7.5	6	3	14.3	35	-	11 or 19	-	-
Home Based Business	1,260	21	7.5	6	3	14.3	35	-	2	-	-
Office	1,260	21	7.5	6	3	14.3	35	-	6	-	-
Payday Loan	1,260	21	7.5	6	3	14.3	35	-	6	-	-
Personal Service Establishment	1,260	21	7.5	6	3	14.3	35	-	6	-	-
Post Office	1,260	21	7.5	6	3	14.3	35	-	6	-	1
Restaurant	1,260	21	7.5	6	3	14.3	35	-	7	-	1
Retail Store	1,260	21	7.5	6	3	14.3	35	-	6	-	1
Shipping Container <sup>1</sup>	1,260	21	-	-	-	3	-	-	-	-	-

### C4 – HIGHWAY COMMERCIAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Single Vehicle Car Wash	1,260	21	7.5	6	3	14.3	35	-	18	-	1
Social Club	1,260	21	7.5	6	3	14.3	35	-	11 or 19	-	1
Take-Out Food Service	1,260	21	7.5	6	3	14.3	35	-	6	-	1
Utilities	-	-	-	-	-	-	-	-	-	-	-
Vehicle Rental & Leasing	1,260	21	7.5	6	3	14.3	35	-	6	-	-
Veterinary Clinic – Small Animal	1,260	21	7.5	6	3	14.3	35	-	6	-	1
<b>Discretionary Uses – Development Officer</b>											
Athletic & Recreational Facility	232	7.6	-	-	-	-	-	-	6 or 12	-	1
Business Complex	1,260	21	7.5	6	3	14.3	35	-	6 or 11	-	1
Business Group	1,260	21	7.5	6	3	14.3	35	-	6 or 11	-	1
Commercial Entertainment Establishment	1,260	21	7.5	6	3	14.3	35	-	14	-	1
Fleet Service	1,260	21	7.5	6	3	14.3	35	-	16	-	1
Food Kiosk	1,260	21	7.5	6	3	14.3	35	-	6	-	-
Funeral Home	1,260	21	7.5	6	3	14.3	35	-	9 or 13	-	1
Garden Center	1,260	21	7.5	6	3	14.3	35	-	6	-	1
Gas Bar	1,260	21	7.5	6	3	14.3	35	-	15	-	1
Grocery Store	1,260	21	7.5	6	3	14.3	35	-	11	-	1

## C4 – HIGHWAY COMMERCIAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Licensed Restaurant	1,260	21	7.5	6	3	14.3	35	-	7	-	1
Private School	1,260	21	7.5	6	3	14.3	35	-	20	-	-
Research & Development Facility	1,260	21	7.5	6	3	14.3	35	-	10	-	1
Vehicle Sales	1,260	21	7.5	6	3	14.3	35	-	6	-	1
Vehicle Service	1,260	21	7.5	6	3	14.3	35	-	6	-	1
<b>Discretionary Uses – Council</b>											
Above Grade Dwelling	1,260	21	7.5	6	3	14.3	35	-	3	20	1
Bingo Hall	1,260	21	7.5	6	3	14.3	35	-	12	-	1
Brewing & Distilling	1,260	21	7.5	6	3	14.3	35	-	7 or 16	-	1
Building Supplies & Products	1,260	21	7.5	6	3	14.3	35	-	6 or 16	-	1
Cannabis Retail Store	1,260	21	7.5	6	3	14.3	35	-	6	-	1
Cardlock	1,260	21	7.5	6	3	14.3	35	-	15	-	1
Child Care Centre	1,260	21	7.5	6	3	14.3	35	-	13	-	-
Communication Tower	1,260	21	7.5	6	3	-	35	-	-	-	-
Drinking Establishment	1,260	21	7.5	6	3	14.3	35	-	7	-	1
Excavating, Stripping and Grading <sup>2</sup>	1,260	-	-	-	-	-	-	-	-	-	-
Food Bank	1,260	21	7.5	6	3	14.3	35	-	6	-	1

### C4 – HIGHWAY COMMERCIAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Hotel	1,260	21	7.5	6	3	14.3	35	-	8	-	1
Large Vehicle Wash	1,260	21	7.5	6	3	14.3	35	-	18	-	1
Licensed Commercial Entertainment Establishment	1,260	21	7.5	6	3	14.3	35	-	14	-	1
Liquor Store	1,260	21	7.5	6	3	14.3	35	-	6	-	1
Methadone Dispensary	1,260	21	7.5	6	3	14.3	35	-	11	-	-
Motel	1,260	21	7.5	6	3	14.3	35	-	8	-	1
Multi-Vehicle Car Wash	1,260	21	7.5	6	3	14.3	35	-	18	-	1
Night Club	1,260	21	7.5	6	3	14.3	35	-	7	-	1
Parking at Grade	1,260	21	7.5	6	3	14.3	35	-	-	-	-
Parking Structure	1,260	21	7.5	6	3	14.3	35	-	-	-	-
Place of Worship	1,260	21	7.5	6	3	22	35	-	9	-	-
Post Secondary School	1,260	21	7.5	6	3	14.3	35	-	20	-	1
Protective & Emergency Services	1,260	21	7.5	6	3	14.3	35	-	6	-	-
Public Assembly	1,260	21	7.5	6	3	14.3	35	-	6 or 12	-	1
Residential Care Facility	1,260	21	7.5	6	3	14.3	35	-	5	-	-
Residential Day Care Facility	1,260	21	7.5	6	3	14.3	35	-	19	-	-
Shopping Centre	1,260	21	7.5	6	3	14.3	35	-	14	-	1
Theatre	1,260	21	7.5	6	3	14.3	35	-	12	-	1

**Notes on Development Standards for the table above (C4 – Highway Commercial):**

- 1 The regulations in Section 4.2 and Section 7.1.1 of this Bylaw shall apply.
- 2 The regulations in Section 4.15 of this Bylaw shall apply.
- 3 The regulations in Section 5 of this Bylaw shall apply.
- 4 The regulations in Section 4.6 and Section 7.1.6 of this Bylaw shall apply.

### Subsection 7.6.2

<b>CMU – COMMERCIAL MIXED USE</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>3</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
<b>Permitted Uses</b>											
Accessory Buildings, Structures & Uses <sup>1</sup>	280	7.5	-	1.5	1.5	3	-	-	-	-	-
Catering Service	280	7.5	6	2	3	14.3	65	-	10	-	1
Commercial Service Establishment	280	7.5	6	2	3	14.3	65	-	6	-	1
Drug Store	280	7.5	6	2	3	14.3	65	-	6	-	-
Financial Institution	280	7.5	6	2	3	14.3	65	-	6	-	-
Health Clinic	280	7.5	6	2	3	14.3	65	-	11	-	-
Home Based Business	280	7.5	6	2	3	14.3	65	-	2	-	-
Office	280	7.5	6	2	3	14.3	65	-	6	-	-
Personal Service Establishment	280	7.5	6	2	3	14.3	65	-	6	-	-
Post Office	280	7.5	6	2	3	14.3	65	-	6	-	1
Restaurant	280	7.5	6	2	3	14.3	65	-	7	-	1
Retail Store	280	7.5	6	2	3	14.3	65	-	6	-	1
Single Vehicle Car Wash	280	7.5	6	2	3	14.3	65	-	18	-	1
Social Club	280	7.5	6	2	3	14.3	65	-	11 or 19	-	1
Take-Out Food Service	280	7.5	6	2	3	14.3	65	-	6	-	1
Utilities	-	-	-	-	-	-	-	-	-	-	-



## CMU – COMMERCIAL MIXED USE

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Veterinary Clinic – Small Animal	280	7.5	6	2	3	14.3	65	-	6	-	-
<b>Discretionary Uses – Development Officer</b>											
Animal Care Service	280	7.5	6	2	3	14.3	65	-	16	-	-
Business Complex	280	7.5	6	2	3	14.3	65	-	6 or 11	-	1
Business Group	280	7.5	6	2	3	14.3	65	-	6 or 11	-	1
Food Kiosk	280	7.5	6	2	3	14.3	65	-	6	-	-
Gas Bar	280	7.5	6	2	3	14.3	65	-	15	-	1
Health Club	280	7.5	6	2	3	14.3	65	-	11 or 19	-	-
Private School	280	7.5	6	2	3	14.3	65	-	20	-	-
<b>Discretionary Uses – Council</b>											
Above Grade Dwelling	280	7.5	6	2	3	14.3	65	-	3	20	1
Brewing & Distilling	280	7.5	6	2	3	14.3	65	-	7 or 16	-	1
Child Care Centre	280	7.5	6	2	3	14.3	65	-	13	-	-
Commercial Entertainment Establishment	280	7.5	6	2	3	14.3	65	-	14	-	1
Drinking Establishment	280	7.5	6	2	3	14.3	65	-	7	-	1
Excavating, Stripping and Grading <sup>2</sup>	280	-	-	-	-	-	-	-	-	-	-
Food Bank	280	7.5	6	2	3	14.3	65	-	6	-	1

## CMU – COMMERCIAL MIXED USE

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Funeral Home	280	7.5	6	2	3	14.3	65	-	9 or 13	-	1
Grocery Store	280	7.5	6	2	3	14.3	65	-	11	-	1
Hostel	280	7.5	6	2	3	14.3	65	-	17	-	-
Licensed Commercial Entertainment Establishment	280	7.5	6	2	3	14.3	65	-	14	-	1
Licensed Restaurant	280	7.5	6	2	3	14.3	65	-	7	-	1
Liquor Store	280	7.5	6	2	3	14.3	65	-	6	-	1
Multi-Unit High Rise Dwelling	280	7.5	6	5	7.5	46	-	35	3	20	1
Multi-Vehicle Car Wash	280	7.5	6	2	3	14.3	65	-	18	-	1
Place of Worship	280	7.5	6	2	3	14.3	65	-	9	-	-
Post Secondary School	280	7.5	6	2	3	14.3	65	-	20	-	1
Protective & Emergency Services	280	7.5	6	2	3	14.3	65	-	6	-	-
Public Assembly	280	7.5	6	2	3	14.3	65	-	6 or 12	-	1
Residential Care Facility	280	7.5	6	3	6	14.3	65	-	5	-	-
Residential Day Care Facility	280	7.5	6	2	3	14.3	65	-	19	-	-
Shelter	280	7.5	6	2	3	14.3	65	-	17	-	-

**Notes on Development Standards for the table above (CMU – Commercial Mixed Use):**

- <sup>1</sup> The regulations in Section 4.2 and Section 7.1.1 of this Bylaw shall apply.
- <sup>2</sup> The regulations in Section 4.15 of this Bylaw shall apply.

- 3 The regulations in Section 5 of this Bylaw shall apply.
- 4 The regulations in Section 4.6 and Section 7.1.6 of this Bylaw shall apply.

### Subsection 7.7.2

<b>RMU – RESIDENTIAL MIXED USE</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>3</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
<b>Permitted Uses</b>											
Accessory Buildings, Structures & Uses <sup>1</sup>	280	7.5	-	-	-	3	15	-	-	-	-
Bed & Breakfast Home	280	7.5	6	2	3	10.7	50	-	4	-	-
Catering Service	280	7.5	6	2	3	10.7	65	-	10	-	1
Commercial Service Establishment	280	7.5	6	2	3	10.7	65	-	6	-	1
Drug Store	280	7.5	6	2	3	10.7	65	-	6	-	-
Family Child Care Home	280	7.5	6	2	3	10.7	50	-	13	-	-
Group Family Child Care Home	280	7.5	6	2	3	10.7	50	-	13	-	-
Health Clinic	280	7.5	6	2	3	10.7	65	-	11	-	-
Home Based Business	280	7.5	6	2	3	10.7	50	-	2	-	-
Office	280	7.5	6	2	3	10.7	65	-	6	-	-
One Unit Dwelling	280	7.5	6	1.2	3	10.7	50	-	2	-	-
Personal Service Establishment	280	7.5	6	2	3	10.7	65	-	6	-	-
Post Office	280	7.5	6	2	3	10.7	65	-	6	-	1
Private Care Home	280	7.5	6	2	3	10.7	50	-	2	-	-

## RMU – RESIDENTIAL MIXED USE

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Private Day Care Home	280	7.5	6	2	3	10.7	50	-	2	-	-
Restaurant	280	7.5	6	2	3	10.7	65	-	7	-	1
Retail Store	280	7.5	6	2	3	10.7	65	-	6	-	1
Secondary Suite	-	-	-	-	-	-	-	-	2	-	-
Social Club	280	7.5	6	2	3	10.7	65	-	11 or 19	-	1
Take-Out Food Service	280	7.5	6	2	3	10.7	65	-	6	-	1
Two Unit Dwelling <sup>4</sup>	450	14	6	1.2	3	10.7	50	-	2	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
Veterinary Clinic – Small Animal	280	7.5	6	2	3	10.7	65	-	6	-	-
<b>Discretionary Uses – Development Officer</b>											
Boarding House	280	7.5	6	2	3	10.7	50	-	4	-	-
Business Complex	280	7.5	6	2	3	10.7	65	-	6 or 11	-	1
Food Kiosk	280	7.5	6	2	3	10.7	65	-	6	-	-
Health Club	280	7.5	6	2	3	10.7	65	-	11 or 19	-	-
Private School	280	7.5	6	2	3	10.7	65	-	20	-	-
<b>Discretionary Uses – Council</b>											

## RMU – RESIDENTIAL MIXED USE

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Above Grade Dwelling	280	7.5	6	2	3	10.7	-	-	3	20	1
Child Care Centre	280	7.5	6	2	3	10.7	65	-	13	-	-
Commercial Entertainment Establishment	280	7.5	6	2	3	10.7	65	-	14	-	1
Excavating, Stripping and Grading <sup>2</sup>	280	-	-	-	-	-	-	-	-	-	-
Food Bank	280	7.5	6	2	3	10.7	65	-	6	-	1
Funeral Home	280	7.5	6	2	3	10.7	65	-	9 or 13	-	1
Grocery Store	280	7.5	6	2	3	10.7	65	-	11	-	1
Hostel	280	7.5	6	2	3	10.7	65	-	17	-	-
Licensed Restaurant	280	7.5	6	2	3	10.7	65	-	7	-	1
Multi-Unit Dwelling	280	7.5	6	3	6	10.7	-	35	3	20	1
Multi-Unit High Rise Dwelling	280	7.5	6	5	7.5	46	-	35	3	20	1
Parking at Grade	280	7.5	6	2	3	10.7	-	-	-	-	-
Place of Worship	280	7.5	6	2	3	10.7	65	-	9	-	-
Post Secondary School	280	7.5	6	2	3	14.3	65	-	20	-	1
Protective & Emergency Services	280	7.5	6	2	3	10.7	65	-	6	-	-
Public Assembly	280	7.5	6	2	3	10.7	65	-	6 or 12	-	1

## RMU – RESIDENTIAL MIXED USE

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Residential Care Facility	280	7.5	6	3	6	14.3	65	-	5	-	-
Residential Care Home	280	7.5	6	2	3	10.7	50	-	5	-	-
Residential Day Care Facility	280	7.5	6	2	3	10.7	65	-	19	-	-
Residential Day Care Home	280	7.5	6	2	3	10.7	50	-	13	-	-
Shelter	280	7.5	6	2	3	10.7	65	-	17	-	-

### Notes on Development Standards for the table above (RMU – Residential Mixed Use):

- 1 The regulations in Section 4.2 and Section 7.1.1 of this Bylaw shall apply.
- 2 The regulations in Section 4.15 of this Bylaw shall apply.
- 3 The regulations in Section 5 of this Bylaw shall apply.
- 4 Two Unit Dwellings that are subdivided along a common wall shall have a minimum lot width of 7 metres and a minimum lot area of 200 square metres.
- 5 The regulations in Section 4.6 and Section 7.1.6 of this Bylaw shall apply.

## Subsection 8.2.2

<b>M1 – HEAVY INDUSTRIAL</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>3</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
<b>Permitted Uses</b>											
Accessory Buildings, Structures & Uses <sup>1</sup>	1,260	21	-	1.5	1.5	14.3	-	-	-	-	-
Aircraft Assembly & Service	1,260	21	7.5	6	7.5	14.3	-	-	16	-	-
Animal Care Service	1,260	21	7.5	6	7.5	14.3	-	-	16	-	-
Brewing & Distilling	1,260	21	7.5	6	7.5	14.3	-	-	7 or 16	-	1
Commercial Entertainment Establishment	1,260	21	7.5	6	7.5	14.3	-	-	14	-	1
Commercial Service Establishment	1,260	21	7.5	6	7.5	14.3	-	-	6	-	1
Garden Centre	1,260	21	7.5	6	7.5	14.3	-	-	6	-	1
Health Club	1,260	21	7.5	6	7.5	14.3	-	-	11 or 19	-	-
Industrial Equipment Sales & Service	1,260	21	7.5	6	7.5	14.3	-	-	16	-	1
Industrial Service Establishment	1,260	21	7.5	6	7.5	14.3	-	-	16	-	1
Manufacturing, Processing & Assembly	1,260	21	7.5	6	7.5	14.3	-	-	16	-	1
Office	1,260	21	7.5	6	7.5	14.3	-	-	6	-	1
Restaurant	1,260	21	7.5	6	7.5	14.3	-	-	7	-	1
Retail Store	1,260	21	7.5	6	7.5	14.3	-	-	6	-	1
Shipping Container <sup>1</sup>	1,260	21	-	1.5	1.5	3	-	-	-	-	-
Single Vehicle Car Wash	1,260	21	7.5	6	7.5	14.3	-	-	18	-	-



## M1 – HEAVY INDUSTRIAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Storage Facility	1,260	21	7.5	6	7.5	14.3	-	-	10	-	1
Storage Yard	1,260	21	7.5	6	7.5	14.3	-	-	10	-	-
Take-Out Food Service	1,260	21	7.5	6	7.5	14.3	-	-	6	-	1
Utilities	-	-	-	-	-	-	-	-	-	-	-
Vehicle Rental & Leasing	1,260	21	7.5	6	7.5	14.3	-	-	6	-	-
Veterinary Clinic – Small Animal	1,260	21	7.5	6	7.5	14.3	-	-	6	-	-
Warehouse & Wholesale	1,260	21	7.5	6	7.5	14.3	-	-	6 or 10	-	1
<b>Discretionary Uses – Development Officer</b>											
Aquaculture Facility	1,260	21	7.5	6	7.5	14.3	-	-	10	-	1
Building Supplies & Products	1,260	21	7.5	6	7.5	14.3	-	-	6 or 16	-	1
Business Complex	1,260	21	7.5	6	7.5	14.3	-	-	6 or 11	-	1
Business Group	1,260	21	7.5	6	7.5	14.3	-	-	6 or 11	-	1
Fleet Service	1,260	21	7.5	6	7.5	14.3	-	-	16	-	1
Food Kiosk	1,260	21	7.5	6	7.5	14.3	-	-	6	-	-
Gas Bar	1,260	21	7.5	6	7.5	14.3	-	-	15	-	1
Kennel	1,260	21	7.5	6	7.5	14.3	-	-	16	-	-
Large Vehicle Wash	1,260	21	7.5	6	7.5	14.3	-	-	18	-	1
Licensed Restaurant	1,260	21	7.5	6	7.5	14.3	-	-	7	-	1
Multi-Vehicle Car Wash	1,260	21	7.5	6	7.5	14.3	-	-	18	-	1

## M1 – HEAVY INDUSTRIAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Parking at Grade	1,260	21	7.5	6	7.5	-	-	-	-	-	-
Recycling Depot	1,260	21	7.5	6	7.5	14.3	-	-	6 or 10	-	1
Research & Development Facility	1,260	21	7.5	6	7.5	14.3	-	-	10	-	1
Vehicle Sales	1,260	21	7.5	6	7.5	14.3	-	-	6	-	-
Vehicle Service	1,260	21	7.5	6	7.5	14.3	-	-	6	-	1
Veterinary Clinic – Large Animal	1,260	21	7.5	6	7.5	14.3	-	-	6	-	1
<b>Discretionary Uses – Council</b>											
Animal Shelter	1,260	21	7.5	6	7.5	14.3	-	-	16	-	1
Asphalt, Aggregate & Concrete Plant	1,260	21	7.5	6	7.5	14.3	-	-	10	-	1
Auto Wrecking & Salvage Yard	1,260	21	7.5	6	7.5	14.3	-	-	10	-	1
Bulk Fuel	1,260	21	7.5	6	7.5	14.3	-	-	10	-	1
Cannabis Production Facility	1,260	21	7.5	6	7.5	14.3	-	-	10	-	1
Cannabis Wholesale	1,260	21	7.5	6	7.5	14.3	-	-	10	-	1
Cardlock	1,260	21	7.5	6	7.5	14.3	-	-	15	-	1
Communication Tower	1,260	21	7.5	6	7.5	45	-	-	-	-	-
Correctional Institution & Related Facilities	1,260	21	7.5	6	7.5	14.3	-	-	16	-	1
Crematorium	1,260	21	7.5	6	7.5	14.3	-	-	9 or 13	-	1

<b>M1 – HEAVY INDUSTRIAL</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>3</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Excavating, Stripping and Grading <sup>2</sup>	1,260	-	-	6	7.5	-	-	-	-	-	-
Fuel Production Facility	1,260	21	7.5	6	7.5	14.3	-	-	10	-	1
Licensed Commercial Entertainment Establishment	1,260	21	7.5	6	7.5	14.3	-	-	14	-	1
Manufacturing, Processing & Assembly – Dangerous Goods	1,260	21	7.5	6	7.5	14.3	-	-	16	-	1
Post Secondary School	1,260	21	7.5	6	7.5	14.3	-	-	20	-	1
Protective & Emergency Services	1,260	21	7.5	6	7.5	14.3	-	-	6	-	-
Pulp & Paper Mill	1,260	21	7.5	6	7.5	-	-	-	10	-	1
Rail Yard	1,260	21	7.5	6	7.5	14.3	-	-	10	-	1
Sand & Gravel Yard	1,260	21	7.5	6	7.5	14.3	-	-	10	-	-
Veterinary Hospital	1,260	21	7.5	6	7.5	14.3	-	-	6	-	1

**Notes on Development Standards for the table above (M1 – Heavy Industrial):**

- 1 The regulations in Section 4.2 and Section 8.1.1 of this Bylaw shall apply.
- 2 The regulations in Section 4.15 of this Bylaw shall apply.
- 3 The regulations in Section 5 of this Bylaw shall apply.
- 4 The regulations in Section 4.6 and Section 8.1.6 of this Bylaw shall apply.

### Subsection 8.3.2

<b>M2 – SMALL LOT LIGHT INDUSTRIAL</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>3</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
<b>Permitted Uses</b>											
Accessory Buildings, Structures & Uses <sup>1</sup>	300	10	-	1.5	1.5	10.7	-	-	-	-	-
Animal Care Service	300	10	-	-	3	10.7	-	-	16	-	-
Brewing & Distilling	300	10	-	-	3	10.7	-	-	7 or 16	-	1
Commercial Entertainment Establishment	300	10	-	-	3	10.7	-	-	14	-	1
Commercial Service Establishment	300	10	-	-	3	10.7	-	-	6	-	1
Community Garden	300	10	-	-	3	-	-	-	-	-	-
Financial Institution	300	10	-	-	3	10.7	-	-	6	-	-
Health Club	300	10	-	-	3	10.7	-	-	11 or 19	-	-
Industrial Service Establishment	300	10	-	-	3	10.7	-	-	16	-	1
Office	300	10	-	-	3	10.7	-	-	6	-	1
Post Office	300	10	-	-	3	10.7	-	-	6	-	1
Restaurant	300	10	-	-	3	10.7	-	-	7	-	1
Retail Store	300	10	-	-	3	10.7	-	-	6	-	1
Shipping Container <sup>1</sup>	300	10	-	1.5	1.5	3	-	-	-	-	-
Single Vehicle Car Wash	300	10	-	-	3	10.7	-	-	18	-	-
Social Club	300	10	-	-	3	10.7	-	-	11 or 19	-	1

## M2 – SMALL LOT LIGHT INDUSTRIAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Storage Facility	300	10	-	-	3	10.7	-	-	10	-	1
Take-Out Food Service	300	10	-	-	3	10.7	-	-	6	-	1
Utilities	-	-	-	-	-	-	-	-	-	-	-
Vehicle Rental & Leasing	300	10	-	-	3	10.7	-	-	6	-	-
Veterinary Clinic – Small Animal	300	10	-	-	3	10.7	-	-	6	-	-
Warehouse & Wholesale	300	10	-	-	3	10.7	-	-	6 or 10	-	1
<b>Discretionary Uses – Development Officer</b>											
Building Supplies & Products	300	10	-	-	3	10.7	-	-	6 or 16	-	1
Business Complex	300	10	-	-	3	10.7	-	-	6 or 11	-	1
Business Group	300	10	-	-	3	10.7	-	-	6 or 11	-	1
Food Kiosk	300	10	-	-	3	10.7	-	-	6	-	-
Garden Center	300	10	-	-	3	10.7	-	-	6	-	1
Gas Bar	300	10	-	-	3	10.7	-	-	15	-	1
Large Vehicle Wash	300	10	-	-	3	10.7	-	-	18	-	1
Licensed Restaurant	300	10	-	-	3	10.7	-	-	7	-	1
Manufacturing, Processing & Assembly	300	10	-	-	3	10.7	-	-	16	-	1
Multi-Vehicle Car Wash	300	10	-	-	3	10.7	-	-	18	-	1
Parking at Grade	300	10	-	-	3	10.7	-	-	-	-	-

## M2 – SMALL LOT LIGHT INDUSTRIAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Recycling Depot	300	10	-	-	3	10.7	-	-	6 or 10	-	1
Research & Development Facility	300	10	-	-	3	10.7	-	-	10	-	1
Storage Yard	300	10	-	-	3	10.7	-	-	10	-	-
Vehicle Sales	300	10	-	-	3	10.7	-	-	6	-	-
Vehicle Service	300	10	-	-	3	10.7	-	-	6	-	1
Veterinary Clinic – Large Animal	300	10	-	-	3	10.7	-	-	6	-	1
<b>Discretionary Uses – Council</b>											
Cardlock	300	10	-	-	3	10.7	-	-	15	-	1
Communication Tower	300	10	-	-	3	45	-	-	-	-	-
Excavating, Stripping and Grading <sup>2</sup>	300	-	-	-	-	-	-	-	-	-	-
Licensed Commercial Entertainment Establishment	300	10	-	-	3	10.7	-	-	14	-	1
Personal Service Establishment	300	10	-	-	3	10.7	-	-	6	-	1
Private School	300	10	-	-	3	10.7	-	-	20	-	-
Protective & Emergency Services	300	10	-	-	3	10.7	-	-	6	-	-
Rail Yard	300	10	-	-	3	10.7	-	-	10	-	1

### Notes on Development Standards for the table above (M2 – Small Lot Light Industrial):

<sup>1</sup> The regulations in Section 4.2 and Section 8.1.1 of this Bylaw shall apply.

- 2 The regulations in Section 4.15 of this Bylaw shall apply.
- 3 The regulations in Section 5 of this Bylaw shall apply.
- 4 The regulations in Section 4.6 and Section 8.1.6 of this Bylaw shall apply.

### Subsection 8.4.2

#### M3 – LARGE LOT LIGHT INDUSTRIAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
<b>Permitted Uses</b>											
Accessory Buildings, Structures & Uses <sup>1</sup>	1,260	22	-	1.5	1.5	14.3	-	-	-	-	-
Animal Care Service	1,260	22	7.5	6	7.5	14.3	-	-	16	-	-
Brewing & Distilling	1,260	22	7.5	6	7.5	14.3	-	-	7 or 16	-	1
Commercial Entertainment Establishment	1,260	22	7.5	6	7.5	14.3	-	-	14	-	1
Commercial Service Establishment	1,260	22	7.5	6	7.5	14.3	-	-	6	-	1
Garden Center	1,260	22	7.5	6	7.5	14.3	-	-	6	-	1
Health Club	1,260	22	7.5	6	7.5	14.3	-	-	11 or 19	-	-
Industrial Service Establishment	1,260	22	7.5	6	7.5	14.3	-	-	16	-	1
Office	1,260	22	7.5	6	7.5	14.3	-	-	6	-	1
Post Office	1,260	22	7.5	6	7.5	14.3	-	-	6	-	1
Restaurant	1,260	22	7.5	6	7.5	14.3	-	-	7	-	1
Retail Store	1,260	22	7.5	6	7.5	14.3	-	-	6	-	1
Shipping Container <sup>1</sup>	1,260	22	-	1.5	1.5	3	-	-		-	-
Single Vehicle Car Wash	1,260	22	7.5	6	7.5	14.3	-	-	18	-	-



### M3 – LARGE LOT LIGHT INDUSTRIAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Social Club	1,260	22	7.5	6	7.5	14.3	-	-	11 or 19	-	1
Storage Facility	1,260	22	7.5	6	7.5	14.3	-	-	10	-	1
Take-Out Food Service	1,260	22	7.5	6	7.5	14.3	-	-	6	-	1
Utilities	-	-	-	-	-	-	-	-	-	-	-
Vehicle Rental & Leasing	1,260	22	7.5	6	7.5	14.3	-	-	6	-	-
Veterinary Clinic – Small Animal	1,260	22	7.5	6	7.5	14.3	-	-	6	-	-
Warehouse & Wholesale	1,260	22	7.5	6	7.5	14.3	-	-	6 or 10	-	1
<b>Discretionary Uses – Development Officer</b>											
Building Supplies & Products	1,260	22	7.5	6	7.5	14.3	-	-	6 or 16	-	1
Business Complex	1,260	22	7.5	6	7.5	14.3	-	-	6 or 11	-	1
Business Group	1,260	22	7.5	6	7.5	14.3	-	-	6 or 11	-	1
Fleet Service	1,260	22	7.5	6	7.5	14.3	-	-	16	-	1
Food Kiosk	1,260	22	7.5	6	7.5	14.3	-	-	6	-	-
Gas Bar	1,260	22	7.5	6	7.5	14.3	-	-	15	-	1
Kennel	1,260	22	7.5	6	7.5	14.3	-	-	16	-	-
Large Vehicle Wash	1,260	22	7.5	6	7.5	14.3	-	-	18	-	1
Licensed Restaurant	1,260	22	7.5	6	7.5	14.3	-	-	7	-	1

### M3 – LARGE LOT LIGHT INDUSTRIAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Manufacturing, Processing & Assembly	1,260	22	7.5	6	7.5	14.3	-	-	16	-	1
Multi-Vehicle Car Wash	1,260	22	7.5	6	7.5	14.3	-	-	18	-	1
Parking at Grade	1,260	22	7.5	6	7.5	14.3	-	-	-	-	-
Recycling Depot	1,260	22	7.5	6	7.5	14.3	-	-	6 or 10	-	1
Research & Development Facility	1,260	22	7.5	6	7.5	14.3	-	-	10	-	1
Storage Yard	1,260	22	7.5	6	7.5	14.3	-	-	10	-	-
Vehicle Sales	1,260	22	7.5	6	7.5	14.3	-	-	6	-	-
Vehicle Service	1,260	22	7.5	6	7.5	14.3	-	-	6	-	1
Veterinary Clinic – Large Animal	1,260	22	7.5	6	7.5	14.3	-	-	6	-	1
<b>Discretionary Uses – Council</b>											
Animal Shelter	1,260	22	7.5	6	7.5	14.3	-	-	16	-	1
Cardlock	1,260	22	7.5	6	7.5	14.3	-	-	15	-	1
Casino	1,260	22	7.5	6	7.5	14.3	-	-	12	-	1
Communication Tower	1,260	22	7.5	6	7.5	45	-	-	-	-	-
Excavating, Stripping and Grading <sup>2</sup>	1,260	-	-	-	-	-	-	-	-	-	-
Licensed Commercial Entertainment Establishment	1,260	22	7.5	6	7.5	14.3	-	-	14	-	1
Night Club	1,260	22	7.5	6	7.5	14.3	-	-	7	-	1

### M3 – LARGE LOT LIGHT INDUSTRIAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Personal Service Establishment	1,260	22	7.5	6	7.5	14.3	-	-	6	-	1
Place of Worship	1,260	22	7.5	6	7.5	14.3	-	-	9	-	1
Post Secondary School	1,260	22	7.5	6	7.5	14.3	-	-	20	-	1
Private School	1,260	22	7.5	6	7.5	14.3	-	-	20	-	-
Protective & Emergency Services	1,260	22	7.5	6	7.5	14.3	-	-	6	-	-

**Notes on Development Standards for the table above (M3 – Large Lot Light Industrial):**

- 1 The regulations in Section 4.2 and Section 8.1.1 of this Bylaw shall apply.
- 2 The regulations in Section 4.15 of this Bylaw shall apply.
- 3 The regulations in Section 5 of this Bylaw shall apply.
- 4 The regulations in Section 4.6 and Section 8.1.6 of this Bylaw shall apply.

### Subsection 8.5.2

#### M4 – AIRPORT INDUSTRIAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
<b>Permitted Uses</b>											
Accessory Buildings, Structures & Uses <sup>1</sup>	1,260	21	-	1.5	1.5	14.3	-	-	-	-	-
Aircraft Sales, Charters, Rentals & Service	1,260	21	7.5	3	3	14.3	-	-	6	-	-
Brewing & Distilling	1,260	21	7.5	3	3	14.3	-	-	7 or 16	-	1
Commercial Entertainment Establishment	1,260	21	7.5	3	3	14.3	-	-	14	-	1
Commercial Service Establishment	1,260	21	7.5	3	3	14.3	-	-	6	-	1
Food Kiosk	1,260	22	7.5	6	7.5	14.3	-	-	6	-	-
Garden Center	1,260	21	7.5	3	3	14.3	-	-	6	-	1
Industrial Service Establishment	1,260	21	7.5	3	3	14.3	-	-	16	-	1
Office	1,260	21	7.5	3	3	14.3	-	-	6	-	1
Post Office	1,260	21	7.5	3	3	14.3	-	-	6	-	1
Restaurant	1,260	21	7.5	3	3	14.3	-	-	7	-	1
Retail Store	1,260	21	7.5	3	3	14.3	-	-	6	-	1
Shipping Container <sup>1</sup>	1,260	21	-	1.5	1.5	3	-	-	-	-	-
Single Vehicle Car Wash	1,260	21	7.5	3	3	14.3	-	-	18	-	-
Storage Facility	1,260	21	7.5	3	3	14.3	-	-	10	-	1

## M4 – AIRPORT INDUSTRIAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Take-Out Food Service	1,260	21	7.5	3	3	14.3	-	-	6	-	1
Utilities	-	-	-	-	-	-	-	-	-	-	-
Vehicle Rental & Leasing	1,260	21	7.5	3	3	14.3	-	-	6	-	-
Warehouse & Wholesale	1,260	21	7.5	3	3	14.3	-	-	6 or 10	-	1
<b>Discretionary Uses - Development Officer</b>											
Aircraft Assembly & Service	1,260	21	7.5	3	3	14.3	-	-	16	-	1
Aquaculture Facility	1,260	21	7.5	3	3	14.3	-	-	10	-	1
Business Complex	1,260	21	7.5	3	3	14.3	-	-	6 or 11	-	1
Business Group	1,260	21	7.5	3	3	14.3	-	-	6 or 11	-	1
Fleet Service	1,260	21	7.5	3	3	14.3	-	-	16	-	1
Gas Bar	1,260	21	7.5	3	3	14.3	-	-	15	-	1
Industrial Equipment Sales & Service	1,260	21	7.5	3	3	14.3	-	-	16	-	1
Large Vehicle Wash	1,260	21	7.5	3	3	14.3	-	-	18	-	1
Licensed Restaurant	1,260	21	7.5	3	3	14.3	-	-	7	-	1
Manufacturing, Processing & Assembly	1,260	21	7.5	3	3	14.3	-	-	16	-	1

## M4 – AIRPORT INDUSTRIAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Multi-Vehicle Car Wash	1,260	21	7.5	3	3	14.3	-	-	18	-	1
Parking at Grade	1,260	21	7.5	3	3	14.3	-	-	-	-	-
Recycling Depot	1,260	21	7.5	3	3	14.3	-	-	6 or 10	-	1
Research & Development Facility	1,260	21	7.5	3	3	14.3	-	-	10	-	1
Storage Yard	1,260	21	7.5	3	3	14.3	-	-	10	-	-
Vehicle Service	1,260	21	7.5	3	3	14.3	-	-	6	-	1
<b>Discretionary Uses - Council</b>											
Bulk Fuel	1,260	21	7.5	3	3	14.3	-	-	10	-	1
Cardlock	1,260	21	7.5	3	3	14.3	-	-	15	-	1
Communication Tower	1,260	21	7.5	3	3	45	-	-	-	-	-
Excavating, Stripping and Grading <sup>2</sup>	1,260	-	-	-	-	-	-	-	-	-	-
Fuel Production Facility	1,260	21	7.5	3	3	14.3	-	-	10	-	1
Post Secondary School	1,260	21	7.5	3	3	14.3	-	-	20	-	1
Private School	1,260	21	7.5	3	3	14.3	-	-	20	-	-
Protective & Emergency Services	1,260	21	7.5	3	3	14.3	-	-	6	-	-

### Notes on Development Standards for the table above (M4 – Airport Industrial):

- <sup>1</sup> The regulations in Section 4.2 of this Bylaw shall apply.
- <sup>2</sup> The regulations in Section 4.15 of this Bylaw shall apply.

- 3 The regulations in Section 5 of this Bylaw shall apply.
- 4 The regulations in Section 4.6 and Section 8.1.6 of this Bylaw shall apply.

## Subsection 9.2.2

<b>I1 – INSTITUTIONAL GENERAL</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>3</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
<b>Permitted Uses</b>											
Accessory Buildings, Structures & Uses <sup>1</sup>	835	24	-	3	3	22	-	-	-	-	-
Catering Service	835	24	7.5	3	3	22	65	-	10	-	-
Child Care Centre	835	24	7.5	3	3	22	65	-	13	-	-
Community Garden	835	24	7.5	3	3	-	65	-	-	-	-
Convent	835	24	7.5	3	3	22	65	-	1	10	-
Drug Store	835	24	7.5	3	3	22	65	-	6	-	-
Health Clinic	835	24	7.5	3	3	22	65	-	11	-	-
Home Based Business	835	24	7.5	3	3	22	65	-	2	-	-
Office	835	24	7.5	3	3	22	65	-	6	-	-
Parks and Playgrounds	835	24	7.5	3	3	-	65	-	-	-	-
Post Office	835	24	7.5	3	3	22	65	-	6	-	1
Utilities	-	-	-	-	-	-	-	-	-	-	-
<b>Discretionary Uses – Development Officer</b>											
Boarding House	835	24	7.5	3	3	22	65	-	4	-	-
Business Complex	835	24	7.5	3	3	22	65	-	6 or 11	-	1
Business Group	835	24	7.5	3	3	22	65	-	6 or 11	-	1



## I1 – INSTITUTIONAL GENERAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Health Club	835	24	7.5	3	3	22	65	-	11 or 19	-	-
Food Kiosk	835	24	7.5	3	3	22	65	-	6	-	-
Parking at Grade	835	24	7.5	3	3	22	65	-	-	-	-
Personal Service Establishment	835	24	7.5	3	3	22	65	-	6	-	-
Research & Development Facility	835	24	7.5	3	3	22	65	-	10	-	1
Restaurant	835	24	7.5	3	3	22	65	-	7	-	1
<b>Discretionary Uses – Council</b>											
Above Grade Dwelling	835	24	7.5	3	3	22	65	-	3	20	1
Athletic & Recreational Facility	835	24	7.5	3	3	22	65	-	6 or 12	-	1
Campground	835	24	7.5	3	3	22	65	-	-	-	-
Cemetery	835	24	7.5	3	3	22	65	-	-	-	-
Community Workshop	835	24	7.5	3	3	22	65	-	16	-	1
Communication Tower	835	24	7.5	3	3	45	65	-	-	-	-
Correctional Institution & Related Facilities	20,23 4	140	7.5	3	3	22	65	-	16	-	1
Courthouse	835	24	7.5	3	3	22	65	-	9 or 10	-	-
Elementary School	835	24	7.5	3	3	22	65	-	13	-	-

## I1 – INSTITUTIONAL GENERAL

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Excavating, Stripping and Grading <sup>2</sup>	835	-	-	-	-	-	-	-	-	-	-
Parking Structure	835	24	7.5	3	3	22	65	-	-	-	-
Place of Worship	835	24	7.5	3	3	22	65	-	9	-	-
Post Secondary School	835	24	7.5	3	3	22	65	-	20	-	1
Protective & Emergency Services	835	24	7.5	3	3	22	65	-	6	-	-
Private School	835	24	7.5	3	3	22	65	-	20	-	-
Public Assembly	835	24	7.5	3	3	22	65	-	6 or 12	-	1
Residential Care Facility	835	24	7.5	3	3	22	65	-	5	-	-
Residential Day Care Facility	835	24	7.5	3	3	22	65	-	19	-	-
Secondary School	835	24	7.5	3	3	22	65	-	20	-	1
Shelter	232	7.6	-	-	-	-	-	-	17	-	-
Special Care Facility	835	24	7.5	3	3	22	65	-	5	20	-
Waste Water Treatment Plant	835	24	7.5	3	3	22	65	-	10	-	1
Water Treatment Plant	835	24	7.5	3	3	22	65	-	10	-	1

### Notes on Development Standards for the table above (I1 – Institutional General):

- 1 The regulations in Section 4.2 of this Bylaw shall apply.
- 2 The regulations in Section 4.15 of this Bylaw shall apply.
- 3 The regulations in Section 5 of this Bylaw shall apply.
- 4 The regulations in Section 4.6 and Section 9.1.5 of this Bylaw shall apply.

### Subsection 9.3.2

<b>12 – INSTITUTIONAL MEDICAL SERVICE</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>3</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
<b>Permitted Uses</b>											
Accessory Buildings, Structures & Uses <sup>1</sup>	835	24	-	3	3	30	-	-	-	-	-
Catering Service	835	24	7.5	3	3	30	55	-	10	-	1
Child Care Centre	835	24	7.5	3	3	30	55	-	13	-	-
Community Garden	835	24	7.5	3	3	-	55	-	-	-	-
Drug Store	835	24	7.5	3	3	30	55	-	6	-	1
Health Clinic	835	24	7.5	3	3	30	55	-	11	-	1
Home Based Business	835	24	7.5	3	3	30	55	-	2	-	-
Office	835	24	7.5	3	3	30	55	-	6	-	1
Parks and Playgrounds	835	24	7.5	3	3	-	55	-	-	-	-
Personal Service Establishment	835	24	7.5	3	3	30	55	-	6	-	1
Post Office	835	24	7.5	3	3	30	55	-	6	-	1
Restaurant	835	24	7.5	3	3	30	55	-	7	-	1
Utilities	-	-	-	-	-	-	-	-	-	-	-
<b>Discretionary Uses – Development Officer</b>											
Business Complex	835	24	7.5	3	3	30	55	-	6 or 11	-	1
Business Group	835	24	7.5	3	3	30	55	-	6 or 11	-	1
Food Kiosk	835	24	7.5	3	3	30	55	-	6	-	-
Parking at Grade	835	24	7.5	3	3	30	55	-	-	-	-

## I2 – INSTITUTIONAL MEDICAL SERVICE

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Private School	835	24	7.5	3	3	30	55	-	20	-	-
Research & Development Facility	835	24	7.5	3	3	30	55	-	10	-	1
<b>Discretionary Uses – Council</b>											
Above Grade Dwelling	835	24	7.5	3	3	30	55	-	3	20	1
Athletic & Recreational Facility	835	24	7.5	3	3	30	55	-	6 or 12	-	1
Communication Tower	835	24	7.5	3	3	45	55	-	-	-	-
Crematorium	835	24	7.5	3	3	30	55	-	9 or 13	-	1
Custodial Care Facility	835	24	7.5	3	3	30	55	-	5	-	-
Excavating, Stripping and Grading <sup>2</sup>	835	-	-	-	-	-	55	-	-	-	-
Hospital	835	24	7.5	3	3	30	55	-	5	-	1
Methadone Dispensary	835	24	7.5	3	3	30	55	-	11	-	-
Multi-Unit Dwelling	835	24	7.5	3	3	10.7	55	-	3	20	1
Parking Structure	835	24	7.5	3	3	30	55	-	-	-	-
Place of Worship	835	24	7.5	3	3	30	55	-	9	-	-
Post Secondary School	835	24	7.5	3	3	30	55	-	20	-	1
Protective & Emergency Services	835	24	7.5	3	3	30	55	-	6	-	-
Public Assembly	835	24	7.5	3	3	30	55	-	6 or 12	-	1
Residential Care Facility	835	24	7.5	3	3	30	55	-	5	-	-
Residential Day Care Facility	835	24	7.5	3	3	30	55	-	19	-	-

## I2 – INSTITUTIONAL MEDICAL SERVICE

	Minimum Development Standards								Parking Standards <sup>3</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Shelter	835	24	7.5	3	3	30	55	-	17	-	-
Special Care Facility	835	24	7.5	3	3	30	55	-	5	20	-
Veterinary Hospital	835	24	7.5	3	3	30	55	-	6	-	1

**Notes on Development Standards for the table above (I2 – Institutional Medical Service):**

- 1 The regulations in Section 4.2 of this Bylaw shall apply.
- 2 The regulations in Section 4.15 of this Bylaw shall apply.
- 3 The regulations in Section 5 of this Bylaw shall apply.
- 4 The regulations in Section 4.6 and Section 9.1.5 of this Bylaw shall apply.

### Subsection 10.2.2

<b>AP – AIRPORT <sup>1</sup></b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>4</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
<b>Permitted Uses</b>											
Accessory Buildings, Structures & Uses <sup>2</sup>	300	10	3	3	7.5	14.3	15	-	-	-	-
Aircraft Sales, Charters, Rentals & Service	300	10	3	3	-	14.3	-	-	6	-	-
Fleet Service	300	10	3	3	-	14.3	-	-	16	-	1
Non-Intensive Agriculture	300	10	3	3	-	14.3	-	-	-	-	-
Office	300	10	3	3	-	14.3	-	-	6	-	1
Post Office	300	10	3	3	-	14.3	-	-	6	-	1
Private Hangar	300	10	3	3	-	14.3	-	-	-	-	-
Restaurant	300	10	3	3	-	14.3	-	-	7	-	1
Retail Store	300	10	3	3	-	14.3	-	-	6	-	1
Shipping Container <sup>2</sup>	300	10	3	3	7.5	3	5	-	-	-	-
Storage Facility	300	10	3	3	-	14.3	-	-	10	-	1
Take-Out Food Service	300	10	3	3	-	14.3	-	-	6	-	1
Utilities	-	-	-	-	-	-	-	-	-	-	-
Vehicle Rental & Leasing	300	10	3	3	-	14.3	-	-	6	-	-
<b>Discretionary Uses - Development Officer</b>											

**AP – AIRPORT <sup>1</sup>**

	Minimum Development Standards								Parking Standards <sup>4</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Aircraft Assembly & Service	300	10	3	3	-	14.3	-	-	16	-	1
Business Complex	300	10	3	3	-	14.3	-	-	11 or 6	-	1
Business Group	300	10	3	3	-	14.3	-	-	11 or 6	-	1
Commercial Service Establishment	300	10	3	3	-	14.3	-	-	6	-	1
Licensed Restaurant	300	10	3	3	-	14.3	-	-	7	-	1
Parking at Grade	300	10	3	3	-	14.3	-	-	-	-	-
Storage Yard	300	10	3	3	-	14.3	-	-	10	-	-
Warehouse & Wholesale	300	10	3	3	-	14.3	-	-	6 or 10	-	1
<b>Discretionary Uses - Council</b>											
Airport Terminal	300	10	3	3	-	14.3	-	-	-	-	-
Bulk Fuel	300	10	3	3	-	14.3	-	-	10	-	1
Communication Tower	300	10	3	3	-	45	-	-	-	-	-
Excavating, Stripping and Grading <sup>3</sup>	300	-	-	-	-	-	-	-	-	-	-
Hotel	300	10	3	3	-	14.3	-	-	8	-	1
Parking Structure	300	10	3	3	-	14.3	-	-	-	-	-
Private School	300	10	3	3	-	14.3	-	-	20	-	-

**AP – AIRPORT <sup>1</sup>**

	Minimum Development Standards								Parking Standards <sup>4</sup>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>5</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Protective & Emergency Services	300	10	3	3	-	14.3	-	-	6	-	-

**Notes on Development Standards for the table above (AP – Airport):**

- 1 The regulations contained in the Development and Parking Standards table shall apply to all development undertaken groundside. All airside development and parking standards shall be at the discretion of the Development Officer and the Department of Public Works.
- 2 The regulations in Section 4.2 of this Bylaw shall apply.
- 3 The regulations in Section 4.15 of this Bylaw shall apply.
- 4 The regulations in Section 5 of this Bylaw shall apply.
- 5 The regulations in Section 4.6 and Section 10.1.6 of this Bylaw shall apply.



### Subsection 10.6.2

<b>FUD – FUTURE URBAN DEVELOPMENT</b>											
	<b>Minimum Development Standards</b>								<b>Parking Standards <sup>3</sup></b>		
	Site Area (m <sup>2</sup> )	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area <sup>4</sup> (%)	Regular (Cat.)	Visitor (%)	Loading (#)
<b>Permitted Uses</b>											
Home Based Business	40,469	-	7.5	2	7.5	10.7	-	-	2	-	-
Non-Intensive Agriculture	40,469	-	7.5	2	7.5	10.7	-	-	-	-	-
Shipping Container <sup>1</sup>	40,469	-	- <sup>1</sup>	2	7.5	3	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
<b>Discretionary Uses – Council</b>											
Accessory Buildings, Structures & Uses <sup>1</sup>	40,469	-	7.5	2	7.5	10.7	2	-	-	-	-
Excavating, Stripping and Grading <sup>2</sup>	40,469	-	-	-	-	-	-	-	-	-	-
One Unit Dwelling	40,469	-	7.5	2	7.5	10.7	5	-	2	-	-
Protective & Emergency Services	40,469	-	7.5	2	7.5	10.7	5	-	6	-	-

**Notes on Development Standards for the table above (FUD – Future Urban Development):**

- 1 The regulations in Section 4.2 of this Bylaw shall apply.
- 2 The regulations in Section 4.15 of this Bylaw shall apply.
- 3 The regulations in Section 5 of this Bylaw shall apply.
- 4 The regulations in Section 4.6 and Section 10.1.6 of this Bylaw shall apply.

THE CITY OF PRINCE ALBERT

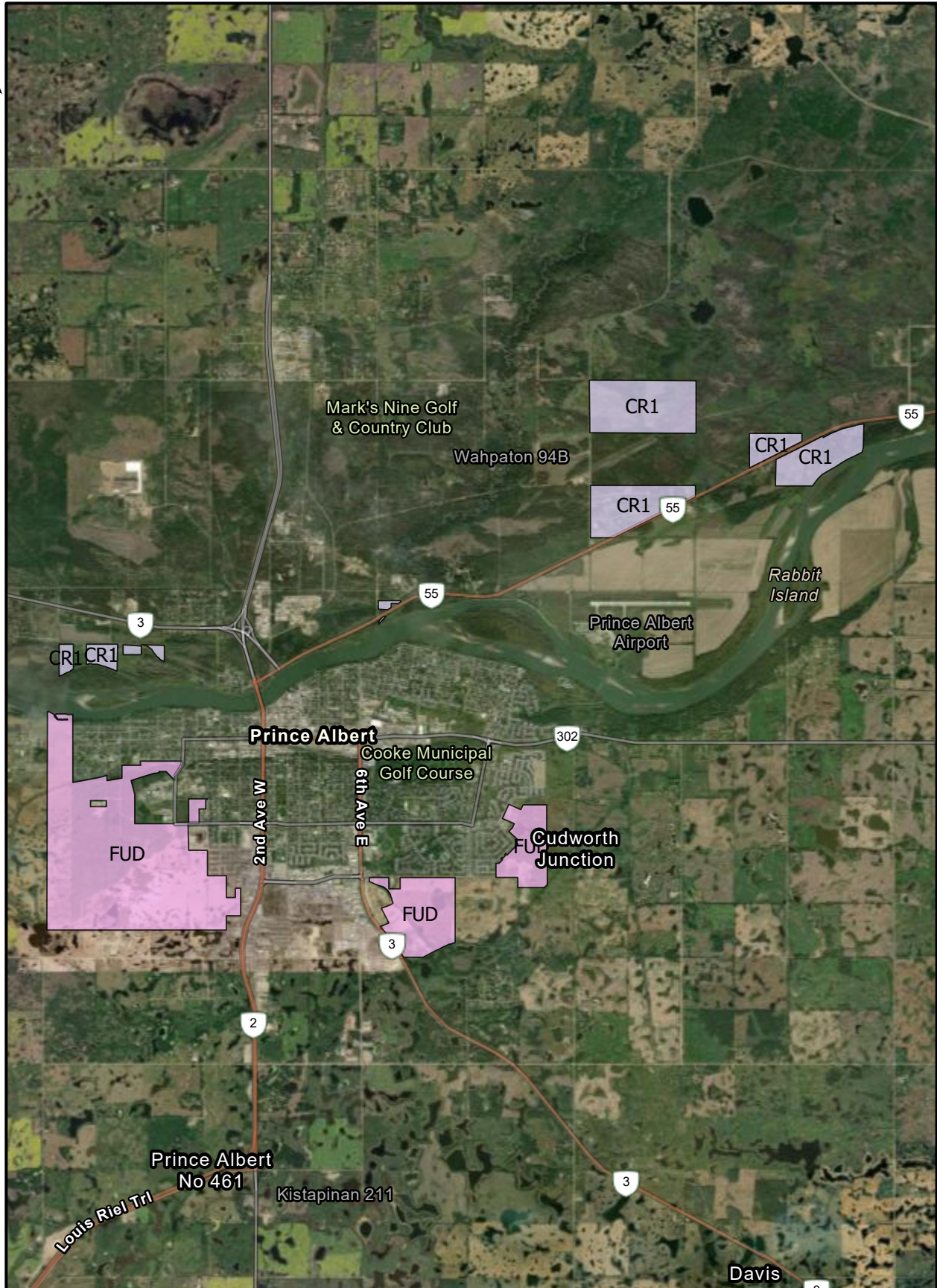
Location Plan



S-N

S-N

PLANNING & DEVELOPMENT



Subject Property Identified With A Bold Dashed Line

January 19, 2023





## CITY OF PRINCE ALBERT PUBLIC NOTICE

### ZONING BYLAW AMENDMENT - BYLAW NO. 2 OF 2023

Public Notice is hereby given that the Council of the City of Prince Albert intends to consider Bylaw No. 2 of 2023 to amend Bylaw No. 1 of 2019, known as the City of Prince Albert Zoning Bylaw.

**Reason for the Amendment:** At the City Council meeting held on Monday, February 13th, 2023, first reading of Bylaw No. 2 of 2023 was given and Administration was authorized to provide Public Notification for a Public Hearing. Bylaw No. 2 of 2023 proposes the following changes to the current Zoning Bylaw, which are the result of ongoing Administrative review:

- Permitting Shipping Containers in the Future Urban Development (FUD) and Low Density Country Residential (CR1) zoning districts. Shipping Containers are permitted in a variety of zoning districts, including Agricultural, which is similar to FUD. Shipping Containers are proposed to be accommodated in CR1 as well due to the large minimum lot size requirement of 20,000m<sup>2</sup> and expected minimal impact;
- Updating the definition of Commercial Service Establishment to accommodate newer industries with similar land use impacts; and
- Changing Business Complex and Business Group uses from discretionary requiring City Council approval to discretionary requiring Development Officer approval in order to remove unnecessary delays in the development process.

**Therefore, City Council, at its meeting to be held on Monday, March 6th, 2023, at 5:00 p.m., will consider all submissions both written and verbal respecting the Public Hearing for the above bylaw. If you would like your written submission reviewed by City Council PRIOR to the meeting, it would be preferable if it were provided by 4:45 p.m. on Tuesday, February 28th, 2023. In accordance with City Council's Procedure Bylaw No. 23 of 2021, any written submissions must be provided to the City Clerk. Verbal submissions shall be heard during the Public Hearing portion of the meeting.**

**INFORMATION** - Information regarding the proposed amendment may be directed to the following without charge:

**Planning and Development Services  
City Hall, 1084 Central Avenue  
Prince Albert SK, S6V 7P3  
8:00 am to 4:45 pm - Monday to Friday (except holidays)  
Phone 306-953-4370**

Issued at the City of Prince Albert, this 23rd day of February, 2023  
Terri Mercier, City Clerk

Published in the Daily Herald on Thursday, February 23, 2023



**RPT 23-75**

**TITLE:** Dry Chlorine Gas Scrubber Media Replacement Tender 17/23

**DATE:** February 24, 2023

**TO:** City Council

**PUBLIC:** X

**INCAMERA:**

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**RECOMMENDATION:**

1. That Tender No. 17/23, for the supply and delivery of MK5 Media in the amount of \$133,510 plus applicable taxes for a total of \$148,196.10 be awarded to Price Industries Limited.
2. That the Mayor and City Clerk be authorized to execute any applicable documents on behalf of the City.

**TOPIC & PURPOSE:**

Tender 17/23 for the specialized media replacement within the chlorine gas scrubber exceeds the \$100,000 threshold for City Manager Approval; therefore City Council must authorize the expenditure.

**BACKGROUND:**

The dry chlorine gas scrubber was initially installed in 2010 during the second phase of the water treatment plant upgrades. This scrubber is an integral part of the safety mechanism for the chlorine storage and gas feeder rooms. When staff enter these rooms for maintenance work, the air handling system vents all air through the scrubber removing any traces of chlorine gas. In the event of an emergency chlorine gas leak the scrubber is designed to adsorb up to 1088 kg of chlorine. This specialized media in the scrubber is sent away annually for testing which determines the remaining life span and viability of the media. The testing from 2022 indicated the media had reached the end of its service life. The media must be replaced to ensure the safe operations of the chlorine gas scrubber in protecting the staff and surrounding

areas of the facility in the event of a gas leak.

### **PROPOSED APPROACH AND RATIONALE:**

The Public Tender 17/23 was opened on Thursday February 23, at 2:00 p.m. Two suppliers submitted tender packages:

- |                           |                          |
|---------------------------|--------------------------|
| 1. Price Industries Ltd:  | \$148,196 taxes included |
| 2. BDG Indoor Air Quality | \$221,445 taxes included |

The bid submissions were thoroughly screened to ensure all requirements of the tender documents were met. Price Industries Ltd. was the low bidder and supplied the specified MK5 media. BDG Indoor Air Quality was proposing an alternate product and was the high bidder.

### **CONSULTATIONS:**

Consultations with other water treatment facilities within Saskatchewan and Alberta were conducted. Due to the specialized media within the scrubber other vendors were contacted to inquire about availability of the media. The scrubber manufacturer was contacted to determine if there were alternate options for the media replacement without effecting the safe operations of the scrubber. Worked with the purchasing Manager to develop and post tender 17/23.

### **COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

Public Tender 17/23 was posted to SaskTenders and Vendor Panel on Thursday February 9, 2023 and closed on Thursday February 23, 2023 @ 02:00pm. The successful vendor will be contacted by March 8, 2023. Work to be completed by September 30, 2023.

### **POLICY IMPLICATIONS:**

This recommendation is in accordance with the purchasing policy No.17.6

### **FINACIAL IMPLICATIONS:**

Budgeted	Operating
\$161,000	X

The 2023 operating budget was approved for \$161,000 covering the replacement of the media in the chlorine gas scrubber.

The below cost summary estimates the total project to be within budget by accepting the tender from Price Industries Ltd.

Supply & delivery of media	\$148,196	Tendered cost
Vac truck services & old media disposal	\$2,500	Estimate
Crane services for media placement	\$2,500	Estimate
<b>Total project cost</b>	<b>\$153,196.00</b>	<b>Estimate</b>

#### **OTHER CONSIDERATIONS/IMPLICATIONS:**

There are no privacy implications, or official community plan implications, or options to recommendation.

#### **STRATEGIC PLAN:**

The recommendation supports the Strategic Priority of Investing in Infrastructure to ensure necessary water treatment infrastructure is maintained and replaced as necessary.

#### **PUBLIC NOTICE:**

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

#### **ATTACHMENTS: None**

Written by: Andy Busse, Water Treatment Plant Manager

Approved by: Acting Director of Public Works & City Manager

**RPT 23-89**

**TITLE:** Waste Water Treatment Plant Detail Design Update

**DATE:** **March 2, 2023**

**TO:** City Council

**PUBLIC:** X

**INCAMERA:**

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**RECOMMENDATION:**

1. That the AECOM Design Engineers along with the Waste Water Treatment Plant Manager and the Assistant Environmental Manager, visit both the Calgary, Alberta Fish Creek Treatment Facility and the Whitefish, Montana Treatment Facility for further investigation and insight on the AquaNereda Treatment Process;
2. That Administration advise the Water Security Agency that the City will work with the Agency on implementing an Action Plan to ensure that the proposed Waste Water Treatment Plant meets the effluent limits of the Operational Permit; and,
3. That prior to approval of the AECOM 50% Detailed Design and AquaNereda Treatment Process, Administration identify all guarantees and/or warranties that will be provided to the City in regards to the installation of the AquaNereda Treatment Process.

**ATTACHMENTS:**

1. Waste Water Treatment Plant Detail Design Update (RPT 23-69)
2. Proposed Treatment Technology - Prince Albert Wastewater Treatment Plant Upgrade (CORR 23-11)

Written by: Executive Committee



**RPT 23-69**

**TITLE:** Waste Water Treatment Plant Detail Design Update

**DATE:** February 23, 2023

**TO:** Executive Committee

**PUBLIC:** X

**INCAMERA:**

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**RECOMMENDATION:**

1. That the AECOM Design Engineers along with the Waste Water Treatment Plant Manager, and the Assistant Environmental Manager, visit both the Calgary Alberta Fish Creek Treatment Facility and the Whitefish Montana Treatment Facility for further investigation and insight on the AquaNereda treatment process;
2. That Administration advise the Water Security Agency that the City of Prince Albert will not conduct a Phase 2 study, but will work with the WSA on implementing an action plan to ensure that the proposed Waste Water Treatment Plant meets the effluent limits of the Operational Permit; and
3. That the AECOM 50% Detail Design Presentation and the AquaNereda Treatment Process be approved and that the Engineers proceed to complete Detail Design to a Tender Ready package.

**TOPIC & PURPOSE:**

To get approval for the Engineering design team, including the Waste Water Treatment Plant Manager and the Assistant Environmental Manager to travel to the Calgary Fish Creek Treatment Facility and the Whitefish Montana Treatment Facility to gain insight on their AquaNereda Treatment process.

To get approval for Administration to respond to the Water Security Agency (WSA) that the City of Prince Albert will not be conducting a Phase 2 pilot study but will work with the WSA to ensure that the AquaNereda Treatment process will meet the WWTP Operational Permit.

To get approval for the Engineering design team to proceed with completing the Detail Design to a Tender Ready package.



**BACKGROUND:**

The existing Prince Albert Waste Water Treatment Plant is a Class IV 44 ML/day facility located at 2000 – 1<sup>st</sup> Street East. The facility was originally constructed in 1972 as a means of providing primary treatment of waste water for the City. Upgrades to the plant in 1999 included a secondary treatment expansion and in 2009, UV disinfection was added.

- The main plant is now 51 years old and badly in need of major renovations and upgrades. The 2017 Twenty Five Year WWTP Master Plan noted that following deficiencies at the plant.
- Headworks are in poor hydraulic conditions that are damaging to the pumps. The screens are overloaded at high flows, exacerbating the pumping problems.
- Grit Handling and Primary Clarifiers collects grit within the primary clarifiers which is damaging the equipment. A third Clarifier is need to reduce overloading and allow for repair shutdowns.
- Bioreactors are a Ludzack-Ettinger process with future conversion to a Modified Ludzack-Ettinger process. This would reduce oxygen requirements and total nitrogen.
- Blowers are highly inefficient, prone to failure and must be replaced.
- Secondary Clarifiers require a third Clarifier to reduce overloading and allow for repair shutdowns.
- Effluent UV Disinfection is periodically overwhelmed and both banks must run to achieve the required dosage leaving no redundancy for repair shutdowns.
- Solids Handling processing system are without redundancy and the composting practice is no longer operating. A completely new approach to the solids handing are required.
- HVAC system are inefficient and controlled with outdated equipment. New systems would reduce operating costs and remove gasses and humidity from the buildings which damage equipment and is a danger to employees.
- Electrical and Standby Power is too small to maintain operations of the plant process. Existing electrical system are prone to surcharges due to low power factor.

In 2019 the Waste Water Treatment Plant had 37 major emergency repairs incidents costing \$788,546 and resulting in 11 spills, process upsets outside permit limits or bypass discharges to the river. Operations costs were \$1,346,870. Both Operations and Maintenance are expected to increase as equipment continues to wear out or break down.

- April 6, 2020 Council awards the Modeling and Predesign to AECOM.
- April 7, 2021 WSA approves the Downstream User Impact Study and set effluent limits for the team to proceed with design.

- May 3, 2021 Council awards the Detail Design to AECOM.
- April 23, 2022 City of Prince Albert and AECOM complete 12 week AquaNereda pilot study from January 29 to April 23. Study meets all objectives.
- May 1, 2022 AECOM completes Preliminary Design Report and sends to WSA.
- June 30, 2022 AECOM reaches 50% design and must await WSA response.
- January 30, 2023, WSA response letter to the Preliminary Design Report.

### **PROPOSED APPROACH AND RATIONALE:**

Summary of the 2021 Pre-Design findings. The engineering efforts by AECOM have included an expansive sampling and testing regime at key locations throughout the facility. This information was necessary to properly calibrate a biological model of the facility utilizing the BioWin software platform. The modelling of the facility has allowed for confident determination of the performance of the plant in comparison to existing and future effluent regulations. A condition assessment has also been undertaken to quantify and identify remaining life of facilities and equipment at the site and assist in determining the requirements for the facility to continue to operate into the future. Through the pre-design phase of the project the needs of the facility have developed into the following recommendations related to upgrade and/or expansion of major components:

- New Headworks Building
- New Surge Pond (wet weather flow buffering)
- New UV / Blower Building
- Repurposing of the existing blower room for upgraded/expanded Electrical systems
- Addition and Repurposing to existing Biosolids Building
- Implementation of Fournier Press
- Implementation of Rotary Drum Thickeners
- Implementation of Aerobic Digestion
- Additional Primary Clarifier
- Additional Bioreactor
- Additional Secondary Clarifier
- Rehabilitation to existing primary clarifier, secondary clarifier and Bioreactors
- Upgrades and replacement to major electrical Systems throughout
- Upgrades and replacement to major mechanical systems throughout

Summary of the 2022 AquaNereda Pilot Study. The objective testing sought to demonstrate the technology's ability to nitrify during cold weather operation. A pilot study protocol was submitted prior to start-up and identified the specific following objective for the study:

- Validate AGS ability to nitrify to 5 mg/l of NH<sub>4</sub>-N or lower at temperatures less than 10°C.
- Confirm that the nitrification rate supports the full-scale design

Results of the AquaNereda AGS pilot study achieved the following results with overall performance summarized in Table 1.

- Exceptional nitrogen removal. Complete nitrification of NH<sub>4</sub> to 1.0 mg/L, significantly below the 5.0 mg/L study objective, at temperatures down to 6 °C
- Effluent TN of 11.6 mg/L (combined, all N-forms), significantly below the 25 m/L full-scale design target
- EBPR with a 1.0 mg/L average effluent TP concentration

Table 1. Pilot Performance Parameters	Average Design Influent	Average Pilot Influent	% of Design Influent	Design Effluent	Average Pilot Effluent
BOD (mg/L)	250	262	105%	30	12
TSS (mg/L)	260	269	103%	10	7
NH <sub>4</sub> (mg/L N)	--	34	--	5.0	1.0
TKN (mg/L N)	35	44	126%	25 (TN)	11.6 (TN)
TP (mg/L P)	10	5.8	58%	1.0	1.0

The performance summarized in Table 1 clearly demonstrates that the AquaNereda technology effectively and reliably meets the city's treatment goals. TN was reduced to very low levels as an inherent part of the treatment process which allows for compliance with regulatory nitrogen requirements while the process' EBPR capabilities will save significant chemical costs over a CAS process. Along with the nutrient removal capabilities, the proven ability to carry high (greater than 8 g/L) biomass levels confirms that the AquaNereda technology will occupy a substantially lower footprint compared to CAS treatment technologies. The on-site testing confirmed nitrification rates very similar to AASI's typical design conditions at 8.0°C. As such, the study allows for confirmation that the proposed full-scale treatment system is appropriately designed and requires no modification. No additional testing would be required in order for AquaNereda to offer a full process guarantee based on these conditions.

It should be noted that it was the City's WWTP staff that operated the successful pilot study.

## CONSULTATIONS:

There were monthly Project Team Meetings with the AECOM Design Team and Director of Public Works, Manager of Engineering Services, Manager of Capital Projects, Waste Water Treatment Plant Manager, and the Assistant Environmental Manager. There was also consultation with Water Security Agency which has resulted in approved effluent limits to the North Saskatchewan River.

Based on the work completed in the Modeling and Pre-design, the value engineering that carefully looked at every possible option, and the work done on the Downstream User Impact Study that has saved the City of Prince Albert over \$5 million in additional construction costs. Further consultation was done with completion of the Phase 1 AquaNereda Pilot Study that carefully monitored effluent quality to ensure that regulations would be met. The AquaNereda process eliminates the need for primary clarifier and the existing bioreactors could be repurposed into digesters for sludge stabilization saving the City of Prince Albert over \$10 million in additional construction costs.

WSA has been consulted all along the way. WSA concerns about AquaNereda being a new unproven treatment technology are unfounded. AquaNereda has 49 operational plants, plus 28 plants under construction for a total of 77 plants in 18 countries with the oldest plant now operating for 18 years. This includes cold water environment in their Osterrod Sweden plant and their Whitefish Montana plant similar to our winter water temperatures. The attached AECOM PowerPoint Presentation from the Phase 1 Pilot Study shows that AquaNereda will work in Prince Albert Saskatchewan and meet all environmental effluent regulations.

### **COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

Administration will direct the Engineers to visit the Calgary Fish Creek Treatment Facility and the Whitefish Montana Treatment Facility and complete the detail design to a Tender Ready package. Will continue to work with WSA to achieve the desired effluent regulations.

### **FINANCIAL IMPLICATIONS:**

The Utility Budgets allocated as follows:

	Budget	Expenditures
2020 Pre-design	\$ 370,000	\$ 165,637
2021 Detail Design	\$1,100,000	\$ 909,565
2022 Detail Design	<u>\$1,300,000</u>	<u>\$ 491,411</u>
Total Design	\$2,770,000	\$1,566,613
2023 Carryover		\$1,203,387

Note: A Phase 2 full 12 month pilot plant study has been quoted and would incur an additional \$720,629 expenditure that has not been budgeted.

### **OTHER CONSIDERATIONS/IMPLICATIONS:**

There are no privacy or policy or any other considerations or implications.

### **STRATEGIC PLAN:**

A goal of the 2015 City of Prince Albert Five Year Strategic Plan is for the replacement of the aging infrastructure in the City. An additional goal is to complete the detailed design on the Waste Water Treatment Plant so that the City is in a "Shovel Ready" position when the next Investing in Canada Infrastructure Program is announced as this project will required higher level government funding to proceed to construction.

This project also meets the goal of the 2023 City of Prince Albert Three Year Strategic Plan for Investing in Infrastructure and ensuring necessary water treatment is built, maintained and replaced as necessary.

### **OFFICIAL COMMUNITY PLAN:**

Section 10.3 Protection of Forests, Rivers, Watershed and Environmentally Sensitive Water Bodies. Upgrade water and waste water treatment facilities to reduce contaminant sources and impacts.

**OPTIONS TO RECOMMENDATION:**

Proceeding to a Phase 2 full-scale pilot study as suggested by WSA. This option is not recommended as the Phase 1 Pilot Study met all of the objectives that the design team were seeking to learn. A Phase 2 full-scale pilot study would put the design process on hold of 12 months, cost the City \$720,269 and not produce any additional information that was already learned in the 12 week Phase 1 pilot study.

**PUBLIC NOTICE:**

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

**PRESENTATION:**

PowerPoint Presentation by AECOM; Ryan King P.L. Eng. and Anna Cleaver P. Eng.

**ATTACHMENTS:**

1. WWTP Detail Design AECOM PowerPoint Presentation

Written by: Wes Hicks, Director of Public Works

Approved by: City Manager



Prince Albert  
J.W. Oliver Wastewater Treatment Plant

**AECOM**

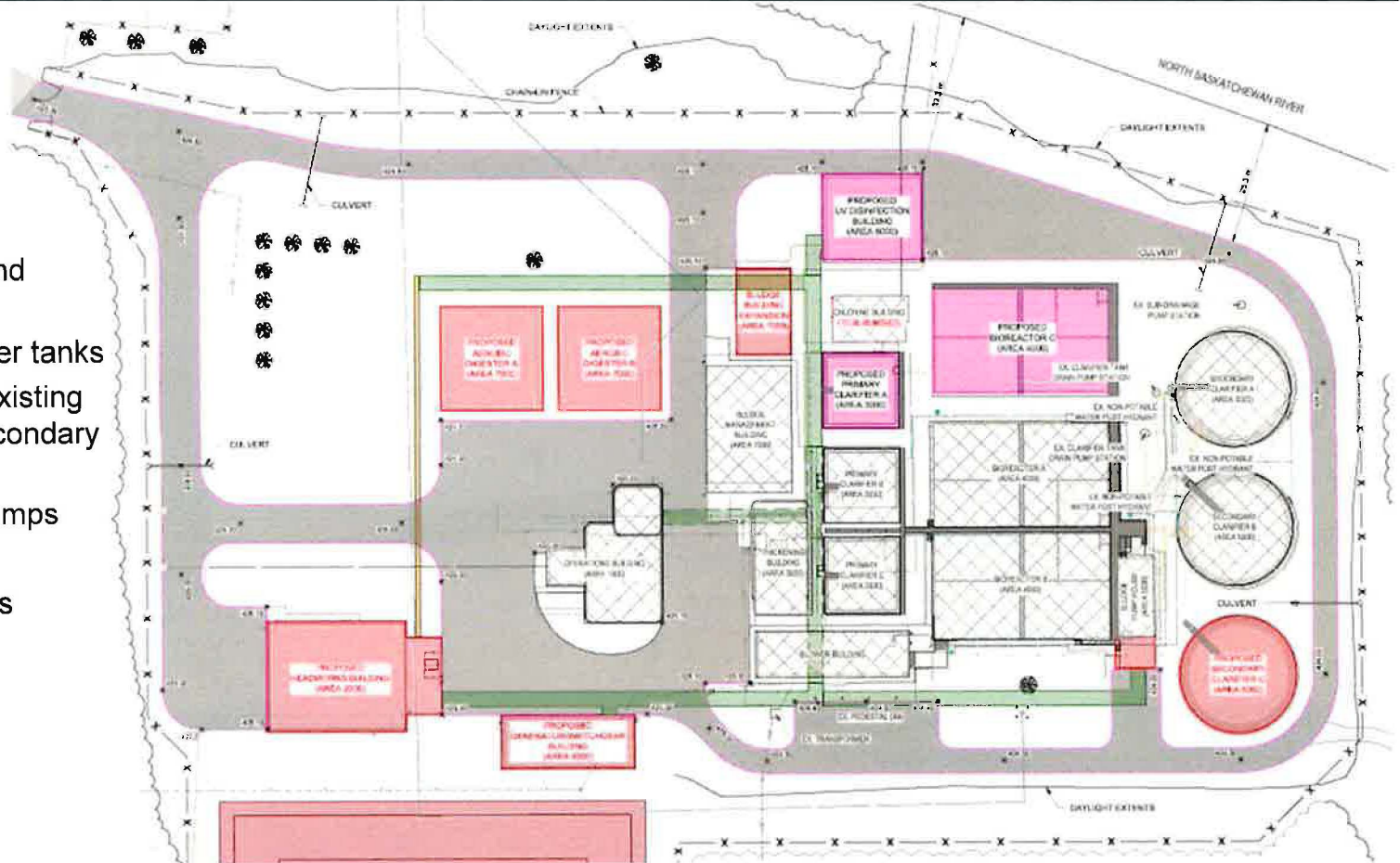




# Biological Nutrient Removal (BNR) Expansion Plan

## BNR

- Continuous flow process
- New primary, bioreactor, and secondary tanks
- New aerobic sludge digester tanks
- Replace all equipment in existing primary, bioreactor and secondary tanks
- Replace primary sludge pumps
- Replace process blowers
- New internal recycle pumps
- New headworks
- New UV disinfection



AECOM





## AquaNereda® Evaluation

- Benefits

- Reduced footprint, eliminates the need for 5 new tanks
- No requirement to pump recycle flows; reduces energy usage
- Improves hydraulic limitations in the plant
- Can accommodate future upgrades for more stringent effluent requirements without internal pumping
- Required tank height will provide flood protection
- Proven performance under toxic and saline influent
- \$10M+ Capital Expenditure savings as fewer components and less tank volume required



Aerial view of the AquaNereda® Aerobic Granular Sludge technology at the Wolf Creek WWTP in Foley, Alabama, in operation since January 2020



# Nereda Evaluation

## • Concerns

### 1. No installations in Canada

- Numerous operating facilities in the USA, Illinois, Montana, Alabama, Kansas
- Moving forward in Calgary / Vancouver
- Cold water installations in Poland, Sweden, Netherlands, Scotland, and Ireland

### 2. Proprietary technology, sole sourced

- AquaNereda® will provide a performance guarantee
- Aqua Aerobic is a reputable equipment supplier in the North American wastewater industry

### 3. Increased instrumentation maintenance

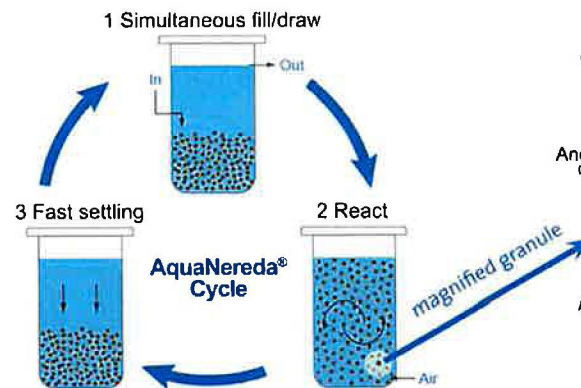
- Prince Albert WWTP currently has one full time staff for instrumentation maintenance
- Less in-house lab testing will be required



AECOM

# How Nereda Works

- The same biological treatment occurs in Nereda as in conventional BNR
- Conventional BNR is a continuous flow system
- Nereda is a batch system
- Feast/famine cycles are controlled within a single tank to create great settling sludge, reducing the process footprint
- Can withstand fluctuations in chemical spikes, pH, load, salt and toxic shocks



AECOM



## Nereda in Cold Water – Nitrogen Removal

- Nitrification is greatly influenced by temperature
- Prince Albert wastewater can get as cold as 5°C for short periods
- North American Test Plant in Rockford Illinois treats at 10°C
- AquaNereda® system being used in Whitefish, Montana
- <10°C full scale operations in Europe: Poland, Netherlands, Scotland, Sweden
- Prince Albert completed a Phase 1 pilot to determine the appropriate nitrification rate for water temperature below 10°C
- The BNR process will also need to nitrify at low temperatures

AECOM



## Relevant Operating Nereda Facilities

Location	Country	MLD	Age
Sappi Lanaken	Belgium	17	2018
St Gilles Criox-de-Vie	France	14	2022
Altena	Germany	10	2021
Cork, Lower Harbour	Ireland	17	2017
Carrigtwohill	Ireland	8	2016
Clonakilty	Ireland	6	2015
Garmerwolde	Netherlands	23	2014
Zutphen	Netherlands	12	2019
Dodewaard	Netherlands	11	2020
Epe	Netherlands	9	2011
Panheel	Netherlands	8	2021
Vroomshoop	Netherlands	3	2013
Ryki	Poland	7	2015
Frielas	Portugal	14	2014
Gansbaai	South Africa	6	2008
Hartebeestfontein	South Africa	6	2021
Wemmershoek	South Africa	6	2014
Österröd	Sweden	4	2018
Kloten Opfikon	Switzerland	23	2021
Alpnach	Switzerland	16	2018

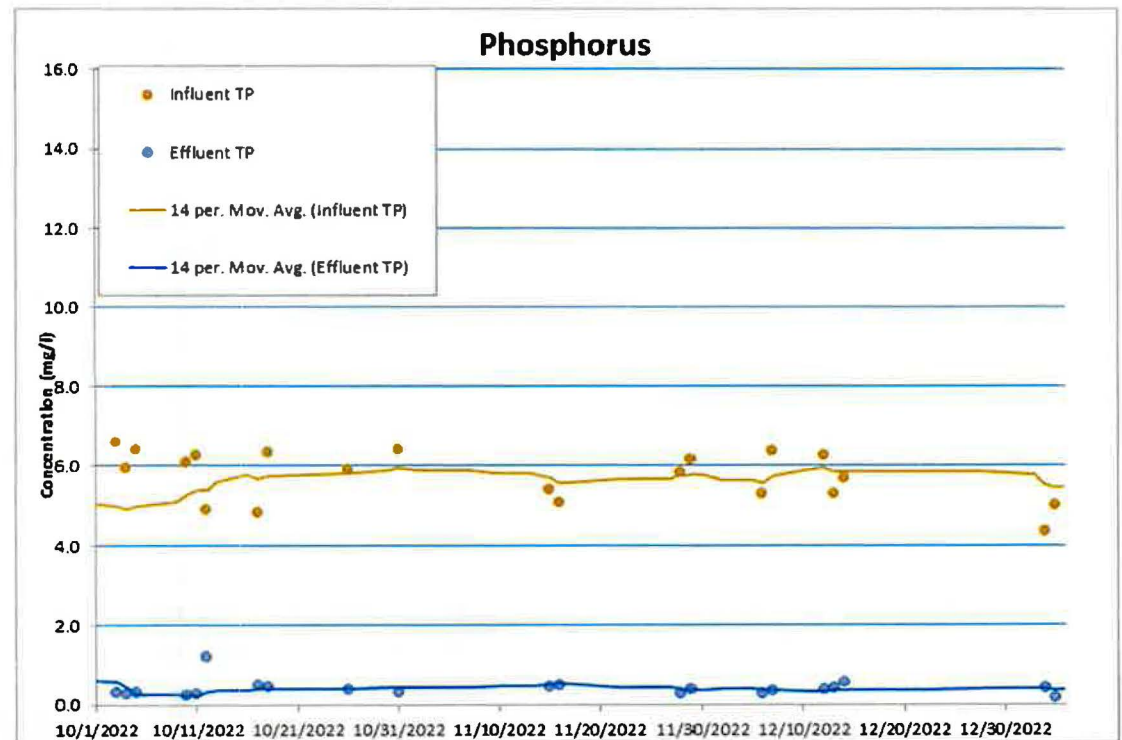
Location	Country	MLD	Age
Kendal	United Kingdom	22	2018
Morecambe	United Kingdom	14	2019
Dungannon	United Kingdom	9	2019
Inverurie	United Kingdom	8	2019
Wolf Creek, Alabama	USA	15	2020
Greenville, Michigan	USA	13	2022
Whitefish, Montana	USA	9	2021
South Sioux City, Nebraska	USA	9	2022
Wolcott, Kansas	USA	9	2021
Idaho Springs, Colorado	USA	4	2021





## Nereda in Cold Water – Phosphorus Removal

- Phosphorus removal is not as sensitive to temperature
- Whichever process is selected Phosphorus removal is the driver
- AECOM is working with Operations staff to monitor phosphorus removal ability
- Biological mechanism of phosphorus removal in Nereda is the same as the Westbank system, which is proven under cold water temperatures in Canada
- Rockford Illinois plant can consistently achieve TP below 1.0 with similar influent concentrations as Prince Albert WWTP



Rockford Illinois Plant TP Influent and Effluent Oct-Dec 2022

## Communication with WSA

- September 2021 – Engaged WSA to establish piloting requirements
- November 2021 – WSA approved Pilot (Phase 2) proposal
  - This date was too late to capture the 2022 cold weather operation as there was no longer a pilot unit available
- January 2022 – WSA approved Aqua Nereda Phase 1 pilot, a modified SBR to test the site-specific nitrification rate in 2022 cold water season
  - As this unit did not have the design depth to meet phosphorus removal, it was agreed a deficient phosphorus removal performance would not eliminate the technology as a viable option
- June 2022 – pilot summary results were sent to WSA showing good nitrogen **and** phosphorus removal for the duration of the Phase 1 pilot



## WSA Approval

- AquaNereda has a pilot unit which was proposed at the Prince Albert WWTP from January-May 2022
- At the time of approval there was no unit with CSA approval or suitable provisions for cold weather operation available
- To move the project forward, nitrification only could be tested through Phase 1
  - Phase 1 performed better than the Prince Albert WWTP during Phase 1
  - Phase 1 established:
    - appropriate reaction rates for nitrification at low water temperatures
    - sufficient carbon is available for nitrification and phosphorus removal
- Phase 2 pilot unit proposed plan includes testing:
  - Hydraulic fluctuations in the feed (established through existing installations and biological model)
  - Nitrogen removal (established in Phase 1 pilot)
  - Phosphorus removal (observed in Phase 1 testing and established through existing installations)

## Phase 1 Pilot Summary

- Determined appropriate nitrification rate under site specific conditions
- Phosphorus limits were met
- Performance exceeded the design model prediction

Pilot Performance Parameters	Average Pilot Influent	Average Pilot Effluent	Current Permit Limits
BOD <sub>5</sub> (mg/L)	262	12	25
Total Suspended Solids (mg/L)	269	7.0	25
NH <sub>4</sub> (mg/L)	34	1.0	3.0 / 8.0
TP (mg/L)	5.8	1.0	1.0

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## WSA Phase 2 Pilot Dialogue

Concern	Resolution
Process does not have a Canadian installation. Full scale pilot would determine if treatment is appropriate for site-specific conditions.	Phase 1 established site-specific conditions. Although full treatment to effluent criteria was not the goal, it was achieved.
Limited operating and design information provided from the Phase 1 pilot to determine if the DUIS would be met.	Effluent from the pilot was tested at a greater frequency than the plant permit requirements. Pilot out-performed the plant for the duration of the pilot.
No site-specific information is available for the waste sludge characteristics.	Sludge production is based on the influent loading. The contaminant loading will not change from the existing sludge. Variation in sludge volume will be accounted for in the thickening and dewatering design.
Site-specific full-scale engineering design parameters which are influenced by temperature variations, peak weather/wet flow conditions have not been tested with confidence.	Phase 2 will not provide full-scale information. Nitrification rate information collected in Phase 1 will be used to update the biological model to design the full-scale conditions.



## Phase 2 Pilot Impact

Pros	Cons
Will have additional data to support the validity of the technology	Additional cost to the City (\$700K+)
	Will not provide absolute certainty for a full-scale application
	WWTP aged headworks will likely cause interruptions to pilot testing
	Design delayed by 12+ months

## Summary

- AECOM staff has conducted studies with AquaNereda evaluating the technology
  - Shallow depth, 4.8m (16ft) trial in San Francisco Bay Area 2017
  - Operation of plant, Hong Kong 2018
  - Commissioning of plant in Truro, United Kingdom 2020
- Prince Albert WWTP staff operated the Phase 1 pilot
- Nereda is an acceptable technology for the Prince Albert WWTP



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Delivering a better world



City of  
**Prince Albert**

**CORR 23-11**

**TITLE:** Proposed Treatment Technology - Prince Albert Wastewater Treatment Plant Upgrade

**DATE:** February 17, 2023

**TO:** Executive Committee

**PUBLIC:** X

**INCAMERA:**

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**Suggested disposition:**

That the Correspondence be received and referred to the Public Works Department.

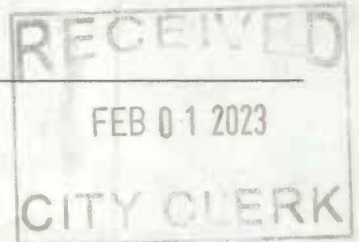
**PRESENTATION: NONE**

**ATTACHMENTS:**

1. Letter dated January 30, 2023

Written by: O.S. (Arasu) Thirunavukkarasu, Manager, Standards Sections, Science and Licensing Division, Water Security Agency





Executive Committee

January 30, 2023

File: 21050-50/WWW/Con/Mun/Prince Albert

Mayor and Council  
City of Prince Albert  
1084 Central Avenue  
PRINCE ALBERT SK S6V 7P3

**Recommended  
Disposition:**

Refer to  
Public Works

Dear Mayor and Council:

**Re: Proposed Treatment Technology - Prince Albert WWTP Upgrade**

This letter contains the Water Security Agency's (WSA) observations and recommendations of the proposed Wastewater Treatment Plant (WWTP) upgrade at City of Prince Albert.

In October 2021, the City of Prince Albert and AECOM submitted a proposal to pilot AASI's AquaNereda technology as a potential stand-alone secondary treatment method at the Prince Albert WWTP. A two-phase piloting program was proposed:

**Phase 1:** Pilot-scale feasibility study to verify if the nitrification (ammonia-N removal) can be achieved at low temperatures (less than 5 °C) with AquaNereda technology; and

**Phase 2:** Full-scale pilot study with AquaNereda technology to demonstrate if the downstream use and impact study limits (wastewater quality limits approved by the WSA) can be achieved at full-scale design conditions.

WSA accepted the proposal for the two-phase pilot study, providing an acceptance letter in January 2022 to conduct the Phase 1 study. In October 2022, the pilot-scale feasibility study report was submitted for review. The Phase 1 pilot-scale feasibility study was deemed to meet its objective.

The Phase 1 study was not a performance demonstration study at the Prince Albert WWTP and was not designed to demonstrate if the downstream use and impact study (DUIS) limits can be achieved at full-scale design conditions. The Phase 2 study was proposed to demonstrate this. Through discussions with the City of Prince Albert and AECOM, it is WSA's understanding that the City of Prince Albert would like to move forward with the AquaNereda technology without conducting the Phase 2 full-scale pilot study.

WSA strongly recommends the City of Prince Albert conduct a Phase 2 full-scale pilot study with the AquaNereda technology for the following reasons:

- The AASI's AquaNereda technology for wastewater treatment is a new treatment technology to Canada, and first-of-a-kind to Saskatchewan. No design, operational or performance data for regulatory compliance in Saskatchewan or Canada has been provided nor is available for this technology. A full-scale pilot study would provide the opportunity to evaluate the performance of the AquaNereda Technology under site-specific conditions. A full-scale pilot study offers more complete

10-3904 Millar Avenue Saskatoon SK S7P 0B1 Canada ph: 306.536.5123 fax:  
306.933.6820

wsask.ca



design understanding, a refined cost estimate, and an accurate understanding of the applicability of the AquaNereda technology.

- There is limited operational and design information from the Phase 1 pilot-scale feasibility study to validate if the DUIS limits will be achieved using the AquaNereda technology.
- No site-specific information relevant to Prince Albert WWTP is available for the waste sludge characteristics produced through this technology. Sludge characteristics determine how the sludge will be handled and any environmental concerns; and
- Site-specific full-scale engineering design parameters (hydraulic retention time, batch sequence times etc.), which are influenced by temperature variations, and peak weather/wet flow conditions, have not been tested to achieve confidence with the technology.

WSA encourages the City of Prince Albert to reach out to the City of Calgary to discuss the applicability of the AquaNereda technology as Calgary is currently considering this technology at its Fish Creek WWTP. In discussions with Alberta Environment and the City of Calgary regarding the Fish Creek WWTP, WSA understands that a full-scale pilot study is still being considered for the AquaNereda technology. To achieve redundancy, and withstand unforeseen conditions, the City of Calgary's Fish Creek WWTP's current status of the treatment design is to incorporate tertiary treatment/clarification process after the AquaNereda technology, if chosen.

A Phase 2 full-scale pilot study at City of Prince Albert WWTP would demonstrate if the proposed Nereda technology can meet the DUIS limits, identify any design or operational risks, and provide decision makers and downstream users greater confidence in the technology. Should Prince Albert choose to conduct a Phase 2 pilot study, WSA will work with the city and AECOM to establish the requirements for the study.

Should the City of Prince Albert choose not to conduct a Phase 2 study, WSA will work with the City of Prince Albert on implementing the following action plan, along with permit to operate compliance requirements for the proposed upgrade, as part of the approval process:

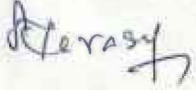
- The proposed technology is a critical component of the wastewater treatment process at the Prince Albert WWTP and is new to Saskatchewan. WSA recommends the City of Prince Albert request a process warranty and performance guarantee for the Nereda technology as a stand-alone process to consistently achieve the DUIS limits for a time that is mutually agreed upon by the parties;
- Increased monitoring frequency and compliance inspections for the first two years after commissioning, or as deemed necessary;
- Quarterly report submission, for the first two years after commissioning, on the performance of the Prince Albert WWTP; and,
- If the proposed WWTP fails to meet the effluent limits, the City of Prince Albert will be responsible for process optimization or system upgrades depending on the reason of non-compliance. WSA will establish a precise timeline for achieving compliance with effluent limits and may issue an environmental protection order if deemed necessary.

January 30, 2023

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Thank you for the opportunity to review and comment on the pilot study. WSA is willing to discuss and explain in further detail, if required. If you have any questions, please feel free to call me at 306.536.5123 or [o.tarasu@wsask.ca](mailto:o.tarasu@wsask.ca)

Yours Sincerely,



O.S. (Arasu) Thirunavukkarasu, Ph.D., FEC, P.Eng.,  
Manager  
Standards Section, Science and Licensing Division  
Water Security Agency

cc: Ryan King, AECOM Ltd., Saskatoon  
Thon Phommavong, Water Security Agency, Regina  
Jeff Paterson, Water Security Agency, Regina  
Lindsay Freistadt, Water Security Agency, Regina  
Greg Holovach, Water Security Agency, Saskatoon  
Justin Hay, Water Security Agency, Regina  
Sandeep Raja Dangeti, Water Security Agency, Regina  
Kerry Desjarlais, Water Security Agency, Prince Albert



***RPT 23-90***

**TITLE:** Midtown Community Centre Playground and Spray Park Replacement

**DATE:** **March 2, 2023**

**TO:** City Council

**PUBLIC:** X

**INCAMERA:**

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**RECOMMENDATION:**

1. That \$250,000 in matching funding in support of the Midtown Community Centre Playground and Spray Park Replacement be funded through the Future Infrastructure Reserve; and,
2. That the Community Services Department proceed with providing a deposit in the amount of \$395,570, plus applicable taxes for the Playground and Spray Park Equipment Components and Blue Rubber Surfacing Product from Playgrounds-R-Us.

**ATTACHMENTS:**

1. Midtown Community Centre Playground and Spray Park Replacement (RPT 23-70)

Written by: Executive Committee

**RPT 23-70**

**TITLE:** Midtown Community Centre Playground and Spray Park Replacement

**DATE:** February 14, 2023

**TO:** Executive Committee

**PUBLIC:** X

**INCAMERA:**

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**RECOMMENDATION:**

1. That \$250,000 in matching funding in support of the Midtown Community Centre Playground and Spray Park Replacement be funded through the Future Infrastructure Reserve.
2. That the Community Services Department proceed with providing a deposit in the amount of \$395,570 plus applicable taxes for the Playground and Spray Park equipment components and Blue Rubber Surfacing Product from Playgrounds-R-Us.

**TOPIC & PURPOSE:**

The purpose of the report is to update Council on the partnership achieved in support of the Midtown Community Centre and Spray Park Replacement Project and outline the funding necessary to proceed with the project.

**BACKGROUND:**

The City had identified Midtown Community Centre on the Playground Replacement Plan for 2023. RPT 22-345 delivered to the 2023 Budget Committee for consideration noted that the City also had a spray park at the Midtown Community Centre that is limited in amenities and deteriorating condition. The report also identified one paddling pool remaining for replacement in the Hazeldell Community Centre with the playground being identified for replacement in the 2024 operating year.

Within the body of that RPT 22-345 under the Financial Implications, Community Services brought forward for consideration during the 2023 budgeting process:

- That the current source of funding of \$130,000 be increased an additional \$20,000 bringing the total Capital playground investment to \$150,000 and that the \$70,000 in Operating remain the same. This would provide opportunity to continue with creating a single new play structure along with lighting improvements, furniture (garbage can, bench, bike rack, picnic table), and a security camera if required; and,



- That new capital investment from the City into spray pad & paddling pool replacement of \$200,000 be considered with a commitment from the Department to seek out matching dollars through partnerships, grant dollars and other funding opportunities to help make these projects a reality.

Community Services is committed to seeking out external funding opportunities to assist with future playground and spray park opportunities whether that be refurbishment or replacement strategies. As a result of the budgeting process, City Council approved and increased the playground capital investment from \$130,000 to \$150,000.

The Department is happy to provide Council with an update on this development noting that partnership has been achieved. This report is to provide further insight into the recommendations before you and to also provide some realistic expectations and timelines regarding the Midtown Community Centre project and future projects as we do our best to hone in on supply chain concerns, price increases, construction delays, etc.

The world continues to experience delays and cost increases when it comes to the ordering of materials and equipment. In 2022, Canada exited the pandemic, contractors were eager to take on work, in many cases those contractors had committed to but fell short on delivery of some projects due to ongoing supply chain issues as well as staffing shortages leading to an industry backlog. As a result, projects not delivered in 2022 have now been designated priority in 2023, creating a longer wait for project scheduling and completion.

The changes in the world and the playground industry will impact how we move ahead in 2023. Currently, we are being informed by many suppliers of playground equipment orders that, if received in March of this year, receiving those orders is taking anywhere from 6-8 months and in some extreme cases up to a year to manufacture and deliver. We have also noted that contractors working with those suppliers are seeing backlogs of 8-plus months for installation due to the back log on equipment orders. This is a change from 3-4 years ago where you could order your equipment in February/March and expect delivery and installation of that equipment in June/July of the same year.

The department has as well, reached out to its counterparts throughout the province to hear from them, their experiences and they too are experiencing similar delays.

The industry is changing and as a result of this, the department will need to pivot as well, as it plans projects moving forward to ensure delivery.

### **PROPOSED APPROACH AND RATIONALE:**

We recognize that we are in an ever-changing world and that the need to pivot and ensure that projects committed to are being delivered in a timely and professional manner. As a result of ongoing professional consultation in the industry and noting the current climate of the world in 2023, the department is seeking to clarify timelines for delivery of the Midtown Spray and Play project brought to council for consideration during the 2023 budget process.

The facts are as follows:

- Due to delays within the manufacturing industry related to the Play and Spray Park at Midtown as presented, the project would not see construction and completion until the 2024 season.
- Community Services would work to deconstruct the Midtown site such as the old Spray Park and Playground after the operating season in 2023 has come to a conclusion (late fall) helping to reduce time constraints and costs in 2024.
- The Department would work to find a reasonable solution to donate or provide at a nominal fee any or all of the playground components to a private entity if they can be deemed to be safely used, saving them from the landfill.
- Community Services has worked with the preferred vendor on this project to book construction and installation of the Midtown Spray and Play for first thing in the spring of 2024 with a potential completion date of late July with a focus on striving for the end of June.
- Once approved by Council, the Department would work to place an order for components immediately in March 2023, with the earliest expected delivery of those components for storage by the City in late September/October of 2023. Space at the Old City Yards would be made to store the items over the winter.
- Realizing the situation we are faced with in 2023 with industry delays, consideration for and planning for Hazeldell will take place immediately. The Department would work to re-locate the new playground site closer to the community center and closer to the future site of the new Spray Park. The Department will continue to work on potential partnerships for the replacement of the paddling pool and Community Center Improvements.
- Upon achieving the necessary partnerships, the Department will bring a report to Council to approve the new site layout, playground concepts and project funding recommendations for consideration as part of the 2024 budget.

Being able to thoughtfully budget moving forward will allow the Community Services Department to plan for functional, well maintained Playgrounds and Spray Park options that offer something for everyone.

Public parks are an important place for formal and informal play. Especially amongst children, play is a foundational method for developing a number of skills like socialization, coordination, imagination and cognition that are necessary for later life.

If we want to have play environments we are proud of and that offer children, families, users the opportunity to experience play in a fun, unique and safe environment, we believe steps continue to be taken ensuring that these city spaces are around for the long term. By investing in today we will all reap the benefits of that investment tomorrow and years to come.

Further information is available within the attachments and body of this report including a breakdown of the confirmed costs and renderings of the proposed Midtown Spray and Play Park.

**Project overview (Alfred's Adventurous Island Spray and Play):**

1. Splash Pad Area – 66'-0" Long X 36'-0" Wide
2. Concrete Apron – 5'-0"
3. Components to include: Aim N Spray Bobber, AquaArc with Acrylic, Curvy Jet Manifold, Flora Swirl, Splash Pack Fish, Stream Jet, Triple Arch Jet, Uniflow, Verso Splash, Whirl Pad
4. Domestic ( Drain to Waste) System
5. Supply and Freight (Aqautix)
6. Install (includes excavation, base prep, concrete pad, surfacing and components) Turn Key.
7. System Flow Rate 71.5 GPM
8. Infrastructure work
9. Playground Area – 4,239 Sq Ft.
10. Custom Ship, Ship Bow, Ship Mast, Sail w/Crowsnest, Ship Wheel, Cliff Climber, Porthole, Wave Graphics, Hole Panel, Periscope Panel, Chimney Climber, Zoo Panel, Double Swoosh Slide, Slide Winder, Ship Bow Chain Climber, Custom Flag, 3-Bay Arch Swing, Log Stepper, Symbol Communication Signage, Rubber Paving/Fibar Installation , Welcome Signage.
11. Install (includes excavation, base prep, concrete, ACQ wooden 6X6, surfacing and components) Turn Key.
12. Benches, Picnic Tables, Garbage Bins, Lighting, Security Cameras, Fencing Changes to existing site.

**CONSULTATIONS:**

The Department has consulted with the City Solicitor in the past on similar projects and will work to develop an agreement between the donor and the City.

Upon approval of the project funding the Department would work with the 'funding partner' to confirm the necessary recognition requirements and agreement(s).

The Department will consult with and reach out to the immediate community and the Community Club on the proposed construction, sharing the information on the spray park and the coming development.

**COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

The Department will work the Communication Department to provide updates/announcements on the project and plan for a successful opening of the Spray and Play Park during and upon completion to the community.

The Department will work with the Communication Department to share information and reach out to the Community on the 2023 years delays and how the project is expected to move forward and proceed in the 2024 year.

**FINANCIAL IMPLICATIONS:**

The Future Infrastructure Reserve was established during the 2011 budget deliberations. The intent of the reserve is to allocate annual funds in support of large Capital projects.

Below is a summary of projected costs for the Midtown Community Center for consideration:

Total Project Budget: **\$650,000.00**

The City has committed through the 2023 budgeting process **\$150,000** towards the development of a playground at the Midtown Community Centre as identified in the State of the Playgrounds report RPT 21-392.

### **Partnership**

Mr. Malcom Jenkins has offered his support in development and construction of this Spray and Play Park, pledging \$250,000 with the following conditions:

1. That the City contribute matching funds of \$250,000.00 towards the project
2. That the City agree to the preferred vendor(s) Playgrounds-R-Us (PRU) and MTE Excavating LTD.
3. Agree to the scope and implementation of the project as outlined.

Mr. Jenkins has also expressed his desire to see his financial contribution used in the development and construction of the project in 2024.

The funding breakdown would be as follows:

- Malcom Jenkins funding partner (Spray Park): **\$250,000.00**
- City matching dollars to be funded from The Future Infrastructure Reserve:  
**\$250,000.00**
- City approved 2023 funding (Playground): **\$150,000.00**
- Total Financial Contribution required: **\$650,000.00**

The Future Infrastructure Reserve balance as of December 2023 is projected to be **\$985,759** as of December 31, 2023, therefore sufficient funds are available to support the proposed project.



### Future Infrastructure Reserve

	<b>2022</b>	<b>2023</b>
	<b>(Surplus) Deficit</b>	<b>(Surplus) Deficit</b>
<b>Beginning Balance</b>	<b>(2,347,859)</b>	<b>(729,759)</b>
Budgeted Transfer to Reserve - City Taxation	(75,000)	(320,000)
2021 C/F - Pedestrian Bridge Replacement	1,438,100	
2022 Capital - Pedestrian Bridge Replacement	35,000	
2022 Capital - Crescent Heights Spray Park	120,000	
2022 Capital - James Isbister Park Improvements	100,000	
2023 Capital - Concrete Sidewalk Replacement		65,000
<b>Ending Balance</b>	<b>(729,759)</b>	<b>(984,759)</b>

#### OTHER CONSIDERATIONS/IMPLICATIONS:

There are no policy or privacy implications.

#### STRATEGIC PLAN:

The proposed project(s) align with the Strategic Goal(s) within the City's 2023-2025 Strategic Plan as follows:

Investing in Infrastructure through 'Nature Area Planning' with continued prioritization and support of recommendations identified through the annual reporting of the State of the Parks & Playgrounds Improvement Plan, Little Red River Park Master Plan, and the Urban Forestry Management Plan.

And,

Delivery Professional Governance through 'Engaged Government' by 'Identifying' sensitive issues in advance and implement thorough quality communication as well as 'Strengthen' relationships with external organizations to share information and collaborate on project and services.

#### OFFICIAL COMMUNITY PLAN:

This report supports the Community Services Master Plan initiatives and addresses the goal of contributing to infrastructure and sustainability efforts through proper planning which can help preserve and maintain the natural and built environments. Our connection to the natural works is important and must be, considered in the delivery of community services.

**PUBLIC NOTICE:**

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

**PRESENTATION:**

Verbal - Timothy Yeaman, Parks Manager

**ATTACHMENTS:**

1. RPT 21-392
2. RPT 22-345
3. Playground Quote
4. Quote Spray Park
5. Site Design
6. Spray Park Playout
7. Spray Play One
8. Spray Play Two
9. Spray Play Three
10. Spray Play Four
11. Spray Play Five
12. Spray Play Six

Written by: Timothy Yeaman, Parks and Open Spaces Manager

Approved by: Director of Community Services and City Manager

***RPT 21-392***

**TITLE:** State of the Playgrounds 2021

**DATE:** **August 23, 2021**

**TO:** Community Services Advisory Committee

**PUBLIC:** X **INCAMERA:**

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**RECOMMENDATION:**

That the State of the Playgrounds report be forwarded to the 2022 Budget Committee deliberations for consideration.

**TOPIC & PURPOSE:**

This report is to provide the Budget Committee with an update into the State of the Playgrounds Report and the accomplishments to date within the 2021 year. As well for the Budget Committee to review a proposed funding level increase in the 2022 budget year for playground/amenity replacement.

**BACKGROUND:**

The City of Prince Albert owns and maintains 29 playground structures and these playground structures come in all types throughout the neighborhood parks.

While some playgrounds tend to be elaborate with fully themed playground units, climbers, spring toys and multi-level play houses other, playgrounds are age appropriate, designed and enjoyed by smaller children.

The report to Council is to outline the current state of playgrounds and current investments within the city and continues to look at the ongoing maintenance and possibilities of refurbishment/replacement. Community Services over the past 4 years began this journey by providing Council with a comprehensive State of the Playgrounds Report in 2019 outlining objectives to refurbishment/replacement. Prioritizing those objectives through a systematic inspection process continues to identify priority locations and those that have the ability to wait.

The Parks Department tasked in 2018 with maintaining all twenty nine-playground structures with an annual operational budget investment of \$20,000 or \$645 per playground and no capital investment. This changed in the 2019 budgeting process when Council approved an additional \$50,000 in operational support and an additional \$100,000 in capital Investment. Funding levels thru the 2021 budgeting season remains at total operational dollars of \$70,000 and capital investment dollars of \$130,000 helping us to achieve a brand new playground installation within AC Howard Park and safety improvements to a number of playgrounds.

### **PROPOSED APPROACH AND RATIONALE:**

What has happened since this report was developed helps to provide a window into what is possible when planning is thoughtful and steps taken to see it through to inception.

#### **2019**

1. A total of \$219,782 was reinvested into 19 playgrounds in the form of surfacing material improvements, edging/border, bench(s), picnic table(s), bike rack(s) and garbage can(s).
2. Southwood Playground had seen a total investment of \$49,000 in the way of a new swing set and surfacing material installed.
3. Muzzy Drive Park had seen a total investment \$128,969 thru partnership with the Crescent Acres Community Club and the City into new playground equipment, fencing and trees.
4. Alfred Jenkins Field House saw a total investment of just over a \$1,000,000 dollars into the new inclusive playground through the partnership of Canadian Tire (Malcolm Jenkins), Jumpstart and the City.
5. For a total investment in playgrounds in 2019 of \$1,348,751 dollars.

#### **2020**

1. A total investment of \$17,205 reinvested into 25 of 29 playgrounds to improve upon safety measures on playground equipment.
2. Lions Park Playground had seen a total investment of \$140,884.69 in the way of a new playground equipment, surfacing material, new park pathways, lighting and security camera installation.
3. Lions Park also benefitted from partnership between Canadian Tire (Malcolm Jenkins) and the City to see improvements such as a spray park expansion and new spray features added for total investment of \$166,280.

4. For a total investment in 2020 of \$1,024,370 dollars.

## 2021

- AC Howard Park benefitted from a capital budget Investment in the way of \$130,000 to build out a new playground structure, expand the footprint of the playground and make improvements to the existing playground site. The site will benefit as well with new park lighting, furniture and plans to plant trees in the very near future to help enhance and create some additional natural shaded areas.
- An additional \$70,000 in improvements across a number of playgrounds in 2021 also continues with surfacing material, swing seats, structural defects, hardware, and component replacement. These improvements are made based on observations through monthly playground in-house inspection and third party inspection reports.
- Total investment in playgrounds for 2021 of \$200,000.

In the early days, of the report we had noted that 75% of our playgrounds; were identified as being obsolete, what did that actually mean? Other than the playground supplier was no longer in business it also meant that parts for the playgrounds would be difficult but not impossible to obtain. Over the past five years (2017 – 2021), we have been able to continually review and assess our playground improvement opportunities, prioritizing that work with just over \$2,697,165 reinvested through important partnerships, grants and increased funding provided through council. We continue to recognize that playground replacement priorities do change and will change from year to year and have identified three potential playgrounds that fall into the lowest levels for replacement and ranked at a level 1 moving into 2022. Those playgrounds//amenities are as follows:

- Carlton Community Club – Funding partnership with the Community Club to bring asphalt surfacing improvements to the outdoor rink which will allow for a basketball court and pickle ball court option to be installed for use by the immediate and surrounding community
- James Isbister – Improvements being considered will include the potential conversion of this space to a portable skate park location for the spring and summer months. Consideration to resurfacing of the existing basketball court, replacement of basketball poles, backboards, hoops, lining of the court surface, etc. As well as the addition of lighting/security cameras to make this a useable space. The Department is currently working on securing partnership/grant funding opportunities to make the necessary investment(s) into this space for 2022.

- Little Red River Park – Priority for 2022 with a committed partnership between the Rotary Club and City to build a Little Red Adventure Park. This project is planned to begin construction in the spring of 2022 with anticipated completion expected for July of 2022.

Being able to thoughtfully budget moving forward will allow the Community Services to plan for a functional, well maintained playground system that offers something for everyone.

Public parks are an important place for formal and informal play. Especially amongst children, play is a foundational method for developing a number of skills that are necessary for later life. Through play, children develop skills associated with socialization, coordination, imagination, and cognition.

If we want to have a playground environment, we are proud of, that offers children, families, users the opportunity to experience play in a fun, unique and safe environments we believe steps have been, taken, ensuring that the City playgrounds are around for the long term by investing in today and reaping the benefits of that investment tomorrow.

### **CONSULTATIONS:**

The City is committed to ongoing engagement, with the community in decisions about parks and playgrounds. Documents like the Community Services Master Plan and tools such as 'Let's Talk Prince Albert' can be used to help guide and direct the City on how and when we engage the public for their feedback as well as how we can encourage users to take an active role in planning the future of our parks.

The Community Services Advisory Committee can also provide feedback and direction and be that voice for the community throughout this process.

### **COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

Decisions based on future playground development and funding will flow through our Communication Department.

### **FINACIAL IMPLICATIONS:**

Community Services would like to make the following options available to the Budget Committee for consideration in the 2022 budgeting process.

- That the current source of funding of \$130,000 in Capital and \$70,000 in Operating as provided in the 2021 budget be maintained in the 2022 budget. This would provide opportunity to continue with creating a single new play structure only along with lighting

improvements, furniture (garbage can, bench, bike rack, picnic table), and a security camera if required; or,

- That consideration for an increase in Capital to \$260,000 to fund two (2) playground structure replacements which reflects the cost of equipment replacement, lighting improvements, furniture (garbage can, bench, bike rack, picnic table) and security cameras

Community services is committed to seeking out external funding opportunities to assist with future playground opportunities whether that be refurbishment or replacement strategies.

#### **OTHER CONSIDERATIONS/IMPLICATIONS:**

There is no policy, privacy implications, or other considerations.

#### **STRATEGIC PLAN:**

This report supports the ability to be accountable and transparent while working to ensure all facets of City operations and projects are sustainable, operating with efficiency, mitigating risk, and utilizing transparent and realistic costing.

#### **OFFICIAL COMMUNITY PLAN:**

This report supports the Community Services Master Plan initiatives and addresses the goal of contributing to infrastructure and sustainability efforts through proper planning which can help preserve and maintain natural and built environments. Our connection to the natural world is important and must be, considered in the delivery of community services.

#### **PUBLIC NOTICE:**

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

#### **PRESENTATION:**

Verbal Presentation – Timothy Yeaman, Parks Manager

#### **ATTACHMENTS:**

1. Park Report fully merged
2. 2021 Playground Report Overview Power Point

Written by: Timonty Yeaman, Parks and Open Spaces Manager

Approved by: Director of Community Services and City Manager



**TITLE:** State of the Playgrounds Update 2022

**DATE:** **August 28, 2022**

**TO:** Community Services Advisory Committee

**PUBLIC:** X **INCAMERA:**

---

**RECOMMENDATION:**

That the State of the Playgrounds report be forwarded to the 2023 Budget Committee deliberations for consideration.

**TOPIC & PURPOSE:**

This report is to provide the Budget Committee with an update into the State of the Playgrounds Report and the accomplishments to date within the 2022 year. As well for the Budget Committee to review a proposed funding level increase in the 2023 budget year for playground/amenity replacement.

**BACKGROUND:**

The City of Prince Albert owns and maintains 29 playground structures, 1 paddling pool and 8 Spray Parks, and these structures come in all types throughout the neighborhood parks.

While some tend to be elaborate with fully themed units, climbers, spring toys, multi-level play houses other, playgrounds are age appropriate, designed and enjoyed by smaller children.

Spray parks are as well unique in nature to the area in which they were built allowing for a different experience at each location you visit.

The report to Council is to provide the current state of playgrounds and current investments within the city and continues to look at the ongoing maintenance and possibilities of refurbishment/replacement. Community Services over the past 5 years began this journey by providing Council with a comprehensive State of the Playgrounds Report back in 2019 outlining objectives to refurbishment/replacement. Prioritizing those objectives through a

systematic inspection process continues to identify priority locations and those that have the ability to wait.

Funding levels in the 2022 budgeting season provided for \$70,000 in operational dollars used to help maintain and improve current play space and capital investment dollars of \$130,000 helping us to achieve a brand new development of a basketball court and pickle ball court installation within the Carlton Community Club outdoor ice rink.

Partnerships have also continue to play an important part in seeing projects or enhancements to park space completed in 2022. The City was happy to partner with the Carlton Community Club through fundraising efforts on the Club's side to help raise approximately an additional \$30,000 to put towards the development as noted above.

Other important partnerships in 2022 allowed opportunity for the City to partner with Mr. Jenkins through his Family Foundation to bring an enclosed skate board park and enhanced basketball courts to the James Isbister Park located near West View Public School, and a brand new Water Spray Park in the Crescent Heights area.

Partnership with the Rotary Club of Prince Albert, Mr. Jenkins and the City were also achieved to bring the Rotary Adventure Park to Little Red River Park. The Rotary Adventure Park slated for opening in 2022 and by far one of the largest projects in this operating year is still under construction. The project certainly has presented its challenges and is currently behind schedule for opening in 2022. Do to delays at times beyond the city's control we continue to monitor and reset timelines to ensure we are being as realistic as possible to deliver a great product that will enhance the Little Red River Park system for years to come.

Partnerships and funding opportunities have and continue to be very important to the City in achieve milestones in playground and spray park development. These partnerships give the City of Prince Albert a competitive edge in providing newcomers and those looking for a place to invest and live a reason to look seriously at reasons why Prince Albert is a great investment for business, family and play.

## **PROPOSED APPROACH AND RATIONALE:**

Through Capital funding and partnerships the following was accomplished or in the process of being accomplished in the 2022 budget season.

### **2022**

#### ***Carlton Community Club***

Has benefitted from a City capital budget investment in the amount of \$130,000 and an additional \$30,000 in fundraising/partnership by the Community Club to add to this designated project. These dollars allowed for the conversion of an unpaved outdoor rink surface to a paved surface to accommodate for year round useable space. The surfacing improvements

have allowed for the accommodation of 3 outdoor Pickle Ball Courts as well as two basketball courts, new puck board, new netting above the rink boards, netting to divide the rink in half, garbage/recycle bins, picnic tables, player's benches, basketball poles, backboards, hoops, and basketballs.

This was a unique project as it did not require the need for a playground as space was limited and it was important to consult within the community to discuss ideas that fit with the space to bring a source of play for all ages.

### ***James Isbister Park***

Has benefitted from a City capital budget investment in the amount of \$100,000 and a partnership investment from Mr. Jenkins of \$200,000 to add to this designated project. These dollars allowed for a unique project seeing a first for the City with the introduction of a Musco Mini-Pitch to house a skate park and also the much needed improvement to the existing basketball court taking the space from 2 useable baskets to 6, increasing the playability of the site. Both projects were the recipients of new asphalt work and will see lighting upgrades, picnic tables, garbage/recycle bins, player's benches, new basketball poles, backboards, hoops and basketballs.

This unique project allowed for an out of the box strategy as West View School within close proximity already had a well laid out playground accessible to the community. This one of a kind project will serve as an opportunity to review how we use space moving forward, looking for those one of a kind projects to help in planning practices of how park space can be redesigned to help meet the needs of community.

### ***Crescent Heights Spray Park***

Benefitted from a City capital budget investment in the amount of \$120,000 and a partnership investment from Mr. Jenkins of \$230,000 to add to this designated project. These dollars allowed for a brand new spray park just north of the Crescent Heights Community Hall and West of the old paddling pool. The project has allowed for the install of some new spray park features not seen within the City before such as the Flash Flood, Mini Flash Flood, Aqua Gather Station, Whirl Flex, Tot Wellspring and Acrylic Tot Shower Dome.

These types of projects continue to help the City during the planning process to push the boundaries of water play can and could look like bringing hours of fun and inclusive play in a spray park setting.

### ***Rotary Adventure Park***

Has benefitted from a City capital budget investment in the amount of \$280,000 and partnership investments from the Rotary Club of Prince Albert in the amount of \$520,000 and Mr. Jenkins in the amount of \$400,000 to add to this designated project. These dollars are allowing for a one of a kind project to bring play like we have never seen before to the Little

Red River Park. Once complete this park will see the installation of swings, a parkour area, adult work-out center, children's play area, climbing equipment, accessible swings and zip line, (4) 100' zip lines, GSX challenge equipment, pathways, lighting, and a new camp kitchen.

This project has seen delays pushing back what we had hoped was a completion date within July. We continue to monitor this project working with the installer to ensure projected timelines moving forward are realistic and in-line with bringing a quality legacy building project to the park in which visitors can enjoy for years to come.

In the early days of the report we had noted that 75% of our playgrounds; were identified as being obsolete, what did that actually mean? Other than the playground supplier was no longer in business it also meant that parts for the playgrounds would be difficult to find but not impossible to obtain. Over the past five years (2017- 2022), we continually review and assess our playground improvement opportunities, prioritizing that work with an amazing \$4,357,165 in playground/play space dollars reinvested through important partnerships, grants and increased funding provided through council year-to-date. Through this same process we have seen an amazing investment in our spray parks from (2015-2022) totalling \$1,077,613. We continue to recognize that playground replacement priorities do change and will change from year-to-year and have identified a change in priorities for 2023 with one identified project being moved to the top of the list.

### ***Midtown Park***

After much review and consultation and taking into consideration many safety factors around this particular play space we believe moving Midtown up in the rankings by a year is necessary. Over the last 3-years we have been monitoring the space and have noted several concerning factors that make this play space difficult to access and increasing safety concerns for those that use it. Those concerns are as follows:

- Large poplar trees that line the East side of the park and the roots from those trees invading the play/spray park space, compromising safe play.
- The play space and spray pad sit directly next and within very close proximity (3 meters) to 6<sup>th</sup> Avenue East noting the higher flow and higher speed of traffic that utilizes this stretch of roadway.
- The play/spray park equipment, due to its close proximity to 6<sup>th</sup> Avenue East have been the recipient of overspray of salt and sand products during the winter months for several years. The efforts of snow clearing and products used have been large contributors to wear and tear and breakdown within some areas of the concrete surfacing and play equipment within the area.

- The play and spray park equipment are noted to be declining at a faster rate due to some of the challenges within the current location.

The plan for the 2023 operating year is to look at completing both the Spray Park and Playground development through grant funding and partnership. The department would like to see the play space pulled back to the West of its current development opening the new potential development to a broader range of ideas and considerations on how the space is to be reimaged.

Noting the state of the world we currently operate within and how that has resulted in increases across the board for materials and labor, the department is anticipating in pre-planning conversation with suppliers that we could see pricing for 2023 as follows:

- Removal of old spray pad and playground equipment - \$25,000
- Construction of a new Spray Pad - \$350,000 - \$400,000
- Construction of a new Playground - \$150,000 - \$200,000 (this would include consideration for new garbage cans, bench seating, picnic tables, lighting, security)
- \$20-\$30,000 asphalt pathway consideration

The department is working to obtain a visual concept and estimated pricing involved to bring this project forward during the 2023 budget deliberations. The Department is committed to sourcing additional funding partnerships, grants and funding opportunities to help support this important project.

By replacing the Spray Park at Midtown in 2023 this would leave for consideration the replacement of the paddling pool at Hazeldell Community Club resulting in all Spray Park and paddling pools being replaced by the end of 2024. A review of the status of the main building at the Hazeldell Community Club is required to determine the long term strategy for this site.

Being able to thoughtfully budget moving forward will allow Community Services to plan for a functional, well maintained playground system that offers something for everyone.

Public parks are an important place for formal and informal play. Especially amongst children, play is a foundational method for developing a number of skills that are necessary for later life. Through play, children develop skills associated with socialization, coordination, imagination, and cognition.

If we want to have a playground environment, we are proud of, that offers children, families, users the opportunity to experience play in a fun, unique and safe environments we believe steps have been, taken, ensuring that the City playgrounds are around for the long term by investing in today and reaping the benefits of that investment tomorrow.

### **CONSULTATIONS:**

The City is committed to ongoing engagement with the community in decisions about parks and playgrounds. Documents like the Community Services Master Plan and tools such as 'Let's Talk Prince Albert' can be used to help guide and direct the City on how and when we engage the public for their feedback as well as how we can encourage users to take an active role in planning the future of our parks.

The Community Services Advisory Committee can also provide feedback and direction and be that voice for the community throughout this process.

### **COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

Decisions based on future playground development and funding will flow through our Communication Department.

### **FINANCIAL IMPLICATIONS:**

Community Services would like to make the following options available to the Budget Committee for consideration in the 2023 budgeting process.

- That the current source of funding of \$130,000 be increased an additional \$20,000 bringing the total Capital playground investment to \$150,000 and that the \$70,000 in Operating remain the same. This would provide opportunity to continue with creating a single new play structure along with lighting improvements, furniture (garbage can, bench, bike rack, picnic table), and a security camera if required; and,
- That new capital investment from the City into spray pad & paddling pool replacement of \$200,000 be considered with a commitment from the Department to seek out matching dollars through partnerships, grant dollars and other funding opportunities to help make these projects a reality.

Community services is committed to seeking out external funding opportunities to assist with future playground and spray park opportunities whether that be refurbishment or replacement strategies.

### **OTHER CONSIDERATIONS/IMPLICATIONS:**

There are no policy, privacy implications, or other considerations.

**STRATEGIC PLAN:**

This report supports the ability to be accountable and transparent while working to ensure all facets of City operations and projects are sustainable, operating with efficiency, mitigating risk, and utilizing transparent and realistic costing.

**OFFICIAL COMMUNITY PLAN:**

This report supports the Community Services Master Plan initiatives and addresses the goal of contributing to infrastructure and sustainability efforts through proper planning which can help preserve and maintain natural and built environments. Our connection to the natural world is important and must be, considered in the delivery of community services.

**PUBLIC NOTICE:**

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

**PRESENTATION:**

PowerPoint Presentation – Timothy Yeaman, Parks Manager

**ATTACHMENTS:**

1. Parks Report Fully Merged
2. Playground PowerPoint Overview
3. Midtown Aerial Overview

Written by: Timothy Yeaman, Parks and Open Spaces Manager

Approved by: Director of Community Services and City Manager



250 Transport Road  
 Box 7, Grp 582, RR #5  
 Winnipeg, MB R2C 2Z2  
 Tel: (204) 632-7000 Fax : (204) 632-7421  
 Toll Free: 1-800-889-4305  
 Internet: www.pru.ca

**QUOTATION**

**#230212S**

**Customer:** City of Prince Albert **Date:** February 2, 2023  
 1084 Central Ave **Valid Until:** 30 Days  
 Prince Albert, Sk S6V 7P3 **Phone:** 306-953-4802  
**Attention:** Tim Yeaman **E-Mail:** [tyeaman@citypa.com](mailto:tyeaman@citypa.com)

**Project: New Playground for Midtown Community Centre by LSI.**

**WE HEREBY SUBMIT OUR SPECIFICATIONS AND PRICES AS FOLLOWS:**

TO SUPPLY ONLY AS PER DRAWING #230212S		
1 - Only	Custom Ship, Ship Bow, Ship Mst 2 - Sail w/Crownsnest. Ship wheel post mount above deck custom. Comonents include: Cliff Climber, Deck Link w/Handrails. Vertical Ascent, Vertical Ladder, Wiggle Ladder, Porthole Panel w/Wave Graphics. Hole Panel, Periscope Panel, Chimney Climber, Zoo Panel, Double Swoosh Slide, Slide Winder, Ship Bow Chain Climber, with Custom Canadian Tire Flag	98,965.00
1 - Only	PlayBooster Station connecting to ship. Accessible Panel, Hexagon Deck w/Roof, and accessible ramp.	28,480.00
1 - Only	3 Bay Arch Swing, 5" OD Aluminum Posts, 4 x Belt Seats, Accessible Molded Bucket Seat with Harness, and 1 x Half Bucket Seat.	12,250.00
3 - Only	Model #173907A Log Stepper 8" Height DB Only ( GFRC)	3,270.00
1 - Only	Model #298208A Symbol Communicatin Sign w/2 Posts DB	2,515.00
1 - Only	Model #247179A Curva Spinner DB Only	2,895.00
1 - Only	Model #182503C Welcome Sign Ages 5-12	No Charge
3,210	SQFT of Fibar System 312. c/w Fibar Felt, Fibar Drains. 25 Year Warranty and IPEMA Certificaton.	22,800.00
1,125	SQFT of Prarie Rubbers Playground System. Meets CSA Z614 Standards HIC and G-Max fall height for 8'.	34,670.00
-	Freight of Playground Equipment from Delano, MN to Prince Albert, SK	8,835.00
	<b>Sub Total</b>	<b>214,680.00</b>
	<b>PST 6%</b>	<b>12,880.80</b>
	<b>GST 5%</b>	<b>N/A</b>
	<b>Supply Total</b>	<b>227,560.80</b>
<b>LABOUR:</b>		
-	Excavate/Level/Bring up area to desired height - 4,239 SQFT	7,368.00
-	Install Above Playground equipment to manufacture spec, c/w concrete	25,830.00
-	Supply/Install 2 Tier 264' ACQ wooden 6x6 to (Saskatoon) spec.	6,720.00
3,210	SQFT - Install Fibar Protective surfacing to allow for 12' Fall Height	4,288.00
-	1,200 SQFT of Base Prep compacted @ 6" Min 98% Proctor Testing	3,290.00
-	Mobilization/Demob, site fencing, and cleanup to be included in above	12,673.00
	<b>Landscaping, paths, tree removal - site development By Others</b> <b>Please reach out for quote if needed</b>	<b>By Others</b>
	<b>Sub Total</b>	<b>60,169.00</b>
	<b>PST 6%</b>	<b>3,610.14</b>
	<b>GST 5%</b>	<b>N/A</b>
	<b>Labour Total</b>	<b>63,779.14</b>
	<b>GRAND TOTAL:</b>	<b>\$291,339.94</b>

**Delivery:** As per project schedule **F.O.B:** Prince Albert, Sk  
**Terms:** With Purchase Order, Net 30 Days

" Thank you for this opportunity "

Per: Serge Gette  
 Serge Gette, Playground Consultant



# Proposal

## MTE Excavating Ltd

**Client Name:** PRU  
**Project Name:** Midtown Spray Park  
**Jobsite Address:** 540 9 St East Prince Albert, Saskatchewan S6V 0Y3  
**Estimate ID:** EST3521344  
**Date:** Oct 18, 2022  
**Billing Address:** 250 Transport Rd Springfield, Manitoba R5R 0J5

**Mobilization & Demobilization** **\$12,921.46**

**Demolition Existing Spray Pad** **\$8,583.90**

- Demolition and removal of existing spray park and timber edging around sand area.
- Existing power pole to be removed by others.
- Existing playground removal not included at this stage

**Excavation & Base Preparation 2,376 ft2** **\$20,061.30**

- Excavation 17" to allow for 6" sand and 6" base.
- Rebar tied at 12" O.C
- Forming of concrete slab.

**Concrete Pad** **\$23,017.60**

- Concrete pad to be 5" thick 32MPA medium broom finish.
- Control joints to be every 10' x 10' all joints to be caulked.

**Regrading of Existing Site** **\$12,232.20**

- Regrading of existing landscaping to create positive drainage away from playground and splash pad areas.
- Sod installation not included

**Component Installation** **\$41,243.76**

- Installation of all features.
- Inclusive of electrical and plumbing.

**Product Supply & Shipping**

**\$195,499.50**

- Supply of splash pad features including manifold and controller inclusive of all shipping.

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<b>Subtotal</b>	\$313,559.72
<b>Taxes</b>	\$15,294.11
<b>Estimate Total</b>	<b>\$328,853.83</b>

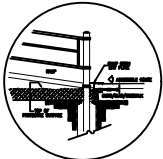
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Estimate authorized by: \_\_\_\_\_  
Company Representative

Estimate approved by: \_\_\_\_\_  
Customer Representative

Signature Date: \_\_\_\_\_

Signature Date: \_\_\_\_\_



SUGGESTED RAMP BEAM EXIT PLATE  
6"x12"/16" DECK TO ENSURE PROPER INSTALLATION  
REFER TO RAMP BEAM EXIT PLATE INSTALLATION SHEET

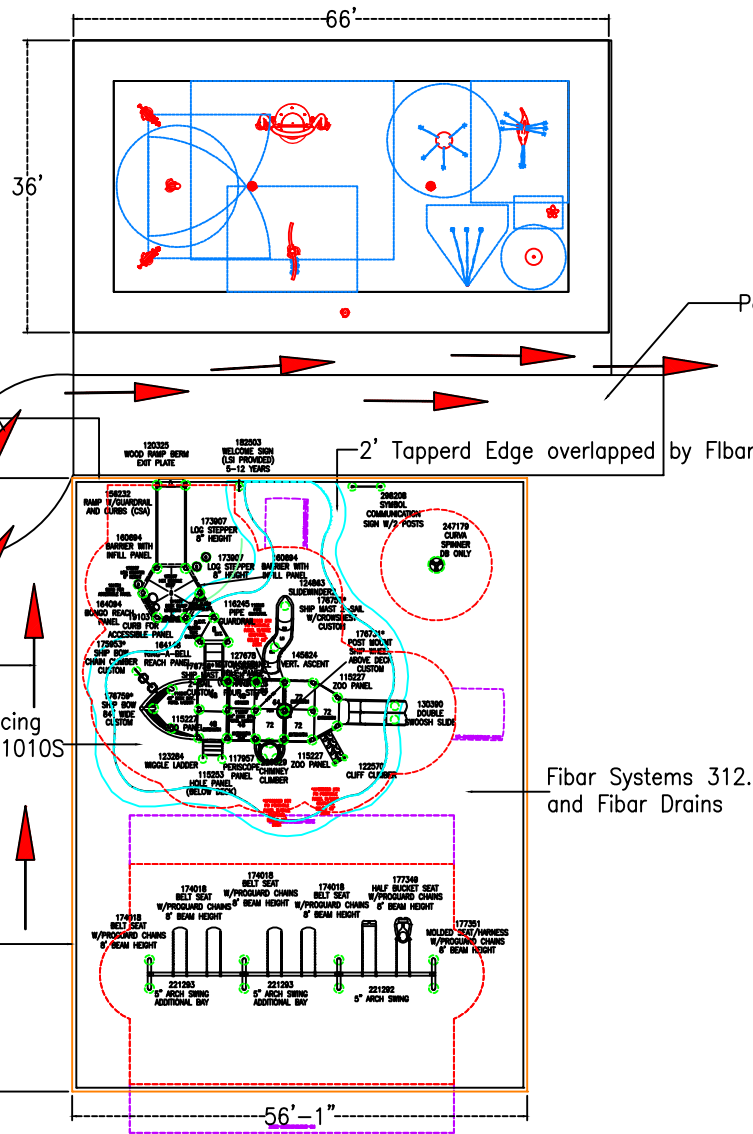
Swale with water flow

Top of Timber flush with path

Swale with water flow

Blue Optional Surfacing  
Priced in Quote 221010S

Swale edge to level off with top of 6 x 6 timber



Pathway By Others

2' Tapered Edge overlapped by Fibar

Fibar Systems 312. Installed over Fibar Felt, and Fibar Drains

slr  
landscape  
structures



The play components identified on this plan are IPMA certified. (Unless otherwise noted) The use and layout of these components conform to the Canadian Standards Association (CSA) Standard CM/CSA-2814. To verify product certification, visit [www.ipma.org](http://www.ipma.org).

THIS PLAY AREA & PLAY EQUIPMENT IS DESIGNED FOR AGES 5-12 UNLESS OTHERWISE NOTED ON PLAN.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US, PRIOR TO CONSTRUCTION. DETAILED SITE INFORMATION INCLUDING SITE DIMENSIONS, TOPOGRAPHY, EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED, & UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT HAS A CRITICAL HEIGHT VALUE TO MEET THE MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF. ASTM F1487 STANDARD CONSUMER SAFETY PERFORMANCE SPECIFICATION FOR PLAYGROUND EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT REVISIONS). THE SUBSURFACE MUST BE WELL DRAINED IF THE SOIL DOES NOT DRAIN NATURALLY IT MUST BE TILED OR SLOPED 1/4" TO 1/2" PER FOOT TO A STORM SEWER OR A "FRENCH DRAIN".

ACCESSIBLE/PROTECTIVE SURFACING TO BE A COMBINATION OF UNITARY AND LOOSE FILL MATERIALS.

DESIGNED BY:  
SLG

COPYRIGHT: 10/17/2022  
LANDSCAPE STRUCTURES, INC.  
601 7th STREET SOUTH - P.O. BOX 106  
DELAND, MINNESOTA 55338  
Ph: 1-855-358-0038 Fax: 1-763-872-8091

Date Previous Drawing # Initials

Total Playground SQFT 4,239

Main Structure  
PlayBooster®  
(5-12 years)  
Max Fall Height: 112 Inches

Midtown Community Centre  
Prince Albert, Saskatchewan

PLAYGROUNDS-R-US  
Serge Gette

SYSTEM TYPE:

DRAWING #:  
230212S

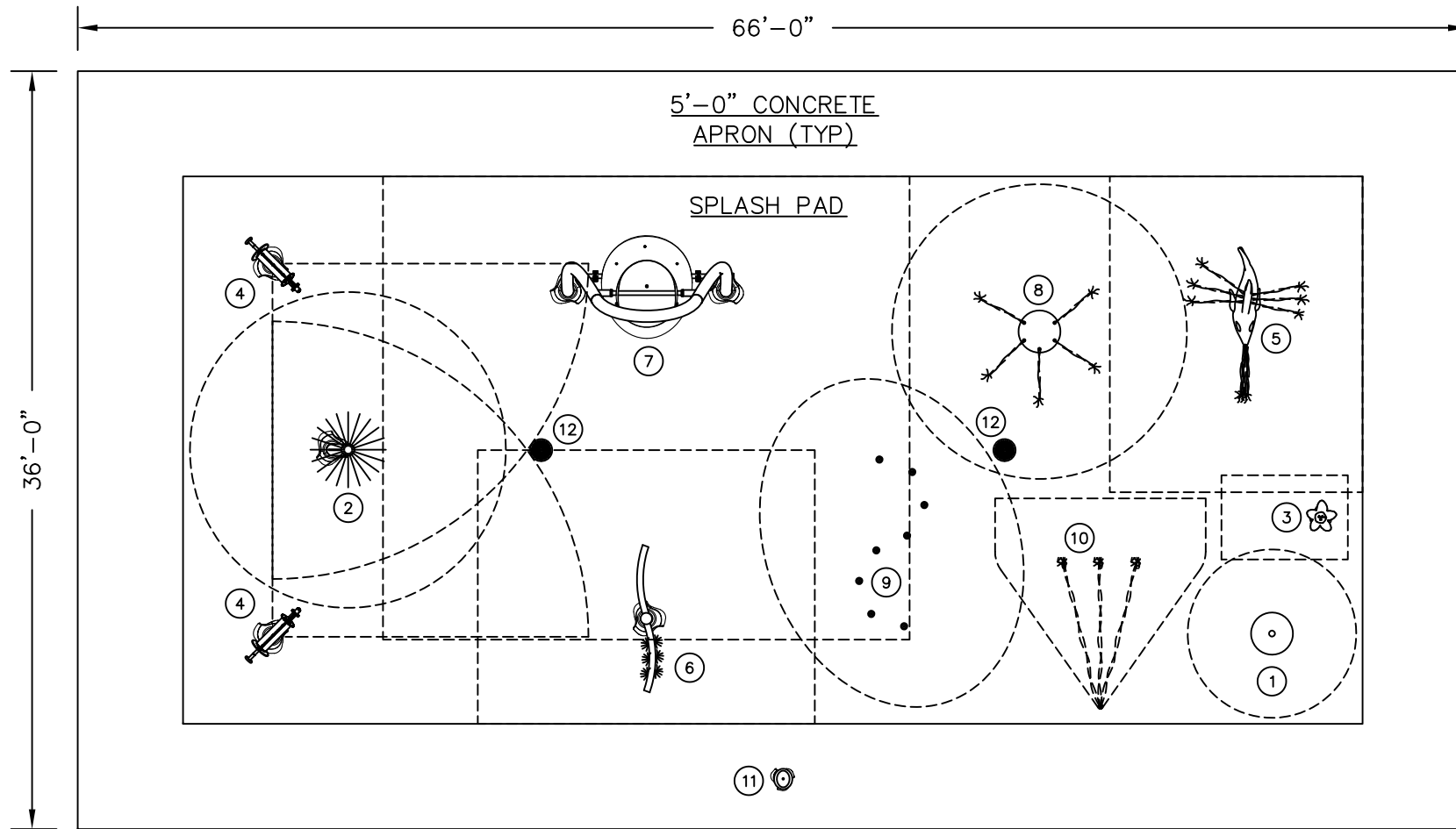
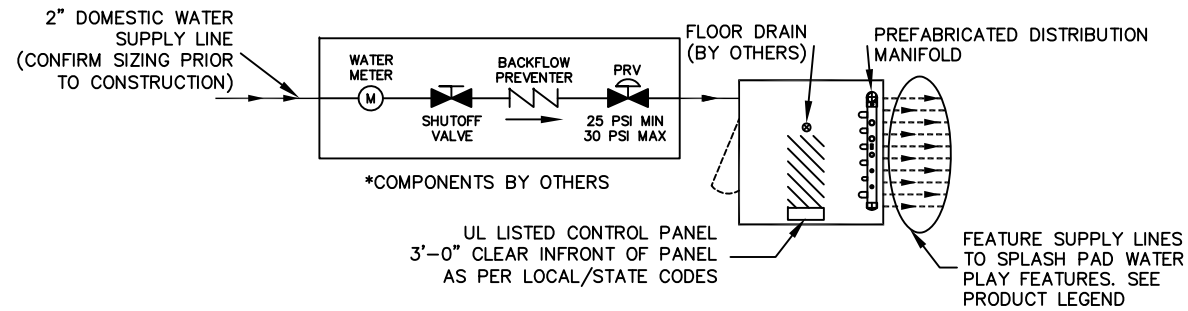


NO	PRODUCT	QTY	GPM	LINE SIZE
1	ACRYLIC TOT SHOWER DOME	1	5	1"
2	AQUAARC W/ACRYLIC	1	5	1"
3	FLORASWRL	1	3	1"
4	JET STREAM	2	5 EA	1" EA
5	SPLASHPACK FISH	1	7	1.5"
6	UNIFLOW	1	5	1"
7	THEMED VERSOSPLASH	1	20	1.5"
8	WHIRLPAD	1	6	1"
9	CURVY JET MANIFOLD	1	8	1"
10	TRIPLE ARCH JET	1	2.5	1"
11	AQUAVATOR	1	-	-
12	DRAIN BOX	2	-	-

PRELIMINARY  
FOR BID ONLY

NOT FOR  
CONSTRUCTION

EQUIPMENT ROOM (BY OTHERS, NTS)  
\*\*LOCATION TO BE DETERMINED\*\*



- NOTE:
- ALL CONCRETE SLOPES TO BE 1/8"/FT MIN. AND 1/4"/FT MAX.
  - SITE ELEVATIONS OF SPLASH PAD AND CONCRETE APRON TO BE VERIFIED BY OTHERS. AQUATIX ELEVATION REFERENCE IS 0'-0" FOR TOP OF DRAIN BOX. ALL OTHER NOTED ELEVATIONS ARE REFERENCED FROM THAT POINT.
  - REFER TO SPEC SHEET AND INSTALLATION DRAWING FOR EACH PRODUCT.
  - ACTUAL SIZE, SHAPE, AND LOCATION OF SPLASH PAD TO BE FIELD DETERMINED BY OTHERS. ALL DIMENSIONS OF SIZE AND SHAPE OF SPLASH PAD FOR REFERENCE ONLY.
  - THE INTENT OF A SPLASH PAD IS TO BE A DRY DECK WITH NO STANDING WATER. THE WATER IS TO BE CONTAINED WITHIN THE PERIMETER OF THE SPLASH PAD AND ALL WATER IS TO DRAIN INTO THE DRAIN BOXES. THE CONCRETE IS TO BE FORMED AND SLOPED TO ACCOMMODATE THIS DRAIN PATTERN.
  - ALL TREATED SPLASH PAD WATER IS INTENDED TO REMAIN WITHIN DESIGNATED SPLASH PAD DECK. UNDER NO CIRCUMSTANCES SHOULD SLOPE OF SPLASH PAD ALLOW WATER TO DRAIN OFF PAD.
  - UNDER NO CIRCUMSTANCES SHALL THE SURROUNDING HARDSCAPE AREA BE SLOPED TO ALLOW WATER TO BE DRAINED INTO THE SPLASH PAD DECK.
  - ALL CONCRETE SURFACES TO HAVE A MEDIUM BROOM FINISH.
  - COORDINATE EXPANSION JOINT AND SAW CUT LOCATIONS WITH PLAY EQUIPMENT LOCATIONS.
  - DRAWINGS ARE FOR DESIGN/LAYOUT PURPOSES ONLY. PLEASE SEE AQUATIX BY LANDSCAPE STRUCTURES FOR INCLUDED STRUCTURES, EQUIPMENT, SERVICES, AND EXCLUSIONS.
  - INDICATES SPLASH ZONE.
  - SPLASH ZONES ARE APPROXIMATE. ACTUAL SPLASH ZONE MAY VARY BASED ON VARIOUS ENVIRONMENTAL CONDITIONS, FLOW RATES, SLOPE OF THE SPLASH PAD, SUBMERGENCE DEPTH AND WIND.
  - DRAWINGS ARE SCHEMATIC ONLY.
  - 18" OF GRANULAR FILL RECOMMENDED, OR AS SOIL CONDITIONS AND/OR LOCAL CODE REQUIRES WITH A MINIMUM OF 2500 PSF SOIL BEARING CAPACITY
  - THERE IS TO BE A MINIMUM OF 6" OF GRANULAR FILL AROUND ALL PIPING
  - CONSTRUCTION OF SPLASH PAD CONCRETE TO BE 5" THICK, 4,000 PSI CONCRETE WITH #4 BARS SPACED 12" O.C. EACH WAY. CONCRETE PAD TO HAVE REQUIRED EXPANSION JOINTS EVERY 20' X 20', SAW-CUT JOINTS EVERY 10' AND THICKEN PROFILES AT EDGE OF PAD AND AT EACH STRUCTURE/EMBED.
  - CONSTRUCTION OF 5' APRON AROUND PERIMETER OF SPLASH PAD TO BE 4" THICK, WIRE MESH REINFORCED, 3500 PSI CONCRETE. APRON TO INCLUDE EXPANSION JOINT AT PERIMETER EDGE OF SPLASH PAD AND NEEDED SAW-CUT JOINTS.
  - SCHEDULE 80 PVC TO BE UTILIZED FOR ALL SPLASH PAD MECHANICAL SYSTEM PIPING.

SPLASH PAD AREA: 1,456 SQ FT.  
TOTAL AREA: 2,376 SQ FT.  
TOTAL FEATURE FLOW RATE: 71.5 GPM

DATE	
REVISION	
NO.	
101 MICHAEL PARKWAY DELMAR, OH 43015 TEL: 614-295-0400 WWW.AQUATIX.COM	
JOB TITLE	MIDTOWN COMMUNITY CENTER
	SPLASH PAD
LOCATION	PRINCE ALBERT, SK
DATE	10/17/22
DWG. FILE	
CHECKED	
DRAWN	GPC
SCALE	NOT TO SCALE
SHEET TITLE	
PROPOSED SPLASH PAD SCHEMATIC LAYOUT	
JOB NO.	1168153-01-03



# Midtown Community Centre



1169433-01-01-01 • 10.25.2022

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*LS*  
landscape  
structures

Midtown Community Centre

**PLAYGROUNDS-R-US**  
A DIVISION OF MFC CONTRACTING LTD.

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Midtown Community Centre

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## Midtown Community Centre

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## Midtown Community Centre

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**TITLE:** Usage of Kinsmen & Steuart Arenas

**DATE:** **March 2, 2023**

**TO:** City Council

**PUBLIC:** X

**INCAMERA:**

---

**RECOMMENDATION:**

That the following be approved upon the opening of the new Twin Pad Arenas:

1. That the Kinsmen Arena remain in operation as an Ice Arena from September to March each season to accommodate Minor Hockey and Private Rental demand;
2. That the Kinsmen Arena be available beginning in April each season to accommodate the Prince Albert Box Lacrosse demand;
3. That the Dave G. Steuart Arena discontinue operations as an Ice Arena; and,
4. That the Community Services Department prepare a follow up report that outlines alternate options for the future utilization of the Dave G. Steuart Arena Facility.

**ATTACHMENTS:**

1. Usage of Kinsmen & Steuart Arenas (RPT 23-74)

Written by: Executive Committee

**TITLE:** Usage of Kinsmen & Steuart Arenas

**DATE:** February 21, 2023

**TO:** Executive Committee

**PUBLIC:** X

**INCAMERA:**

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**RECOMMENDATION:**

That the following be approved upon the opening of the new Twin Pad Arenas:

1. That the Kinsmen Arena remain in operation as an Ice Arena from September – March each season to accommodate Minor Hockey & Private Rental demand.
2. That the Kinsmen Arena be available beginning in April each season to accommodate the Prince Albert Box Lacrosse demand.
3. That the Dave G. Steuart Arena discontinue operations as an Ice Arena.
4. That the Community Services Department prepare a follow up report that outlines alternate options for the future utilization of the Dave G. Steuart Arena Facility.

**TOPIC & PURPOSE:**

The purpose of the report is to outline the usage of the Kinsmen & Steuart Arenas.

**BACKGROUND:**

With the construction of the new Twin Pad Arenas underway, it is necessary to consider the current and future status of the Kinsmen & Steuart Arenas.

This report provides the following for consideration:

- Facility Construction
- Facility Status

- Current Usage
- Operating Budget
- Prime Time Ice Demand in Prince Albert

## **PROPOSED APPROACH AND RATIONALE:**

### Kinsmen Arena

#### 1. Facility Construction

The Kinsmen Arena was originally constructed in 1963. The construction includes a wood truss roof structure complete with wood decking, asphalt shingles, structural steel decking, SBS membrane as well as conventional roofing. The exterior walls are masonry complete with brick veneer exterior.

The original construction was followed by the below additions:

- Construction of the Concession & Lobby areas in 1965.
- Main level Dressing Rooms & Zamboni Room in 1974.
- Ice Plant Room Addition in 2008.
- Main Lobby Multi-purpose Meeting Room & Accessible Washrooms in 2012.

#### 2. Facility Status

The overall structure of the facility and status of the Mechanical Equipment is in good condition. The facility will require regular structural and mechanical equipment maintenance planning in the future. The addition of LED Lighting in 2019 has also served as a major improvement to the facility user environment.

The addition of Air Conditioning remains a future consideration to improve the use of the facility during the Spring and Summer months that could be completed in partnership with the user groups and other external funding partnerships.

Other benefits of the Kinsmen Arena:

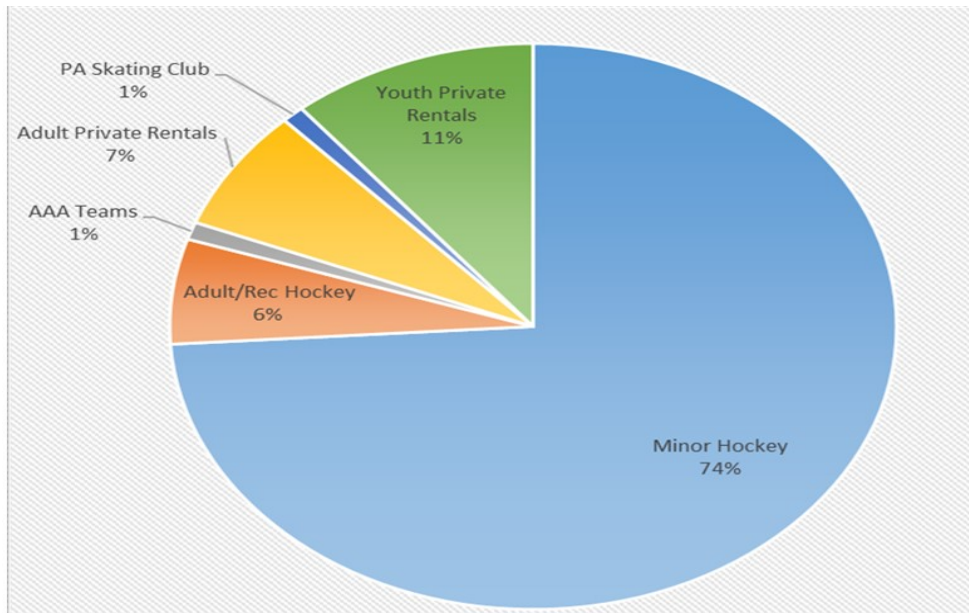
- The facility contains the mechanical equipment controls for the Kinsmen Water Park.
- Sufficient sized dressing rooms
- Lobby Meeting Room & Accessible washrooms.

#### 3. Summary of Current Facility Usage

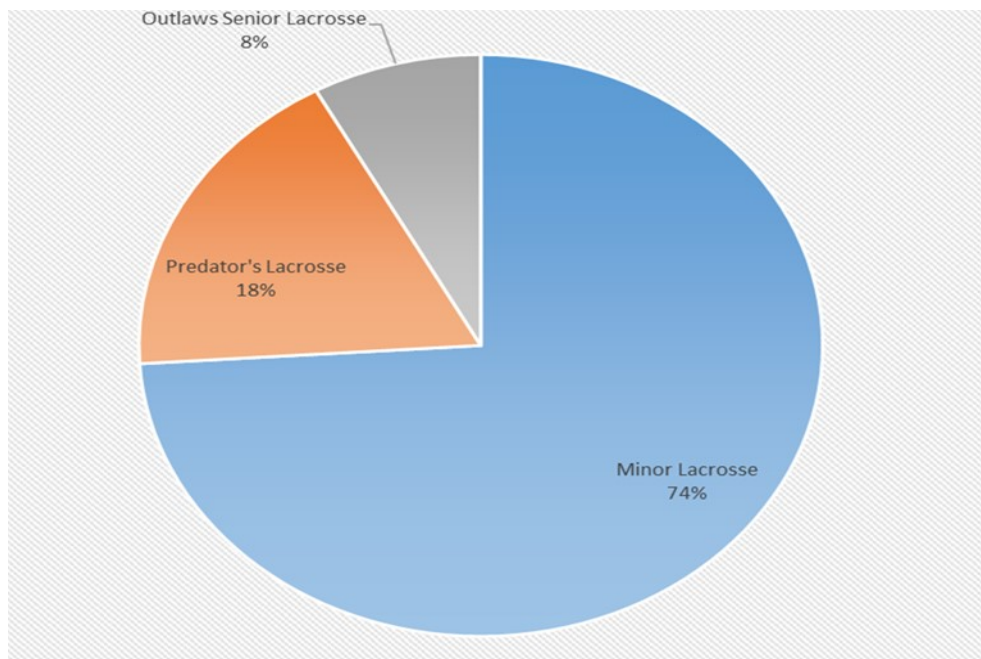
The main users of the Kinsmen Arena from September – March includes Minor Hockey, Adult Recreational Hockey and Private rentals. There is also some limited usage by the AAA teams and the Skating Club on occasion.



A breakdown of the facility usage during the Ice Arena Season is as follows:



Lacrosse serves as the main user of the Kinsmen Arena from April – August. A breakdown of the facility usage during the Spring & Summer Season is as follows:



If the facility were to remain in operation as recommended, it is anticipated that the future usage would resemble the current usage with some minor exceptions from season to season.

#### 4. Operating Budget Review

The 2023 Operating Budget is approved as follows:

##### Revenues:

User Charges & Fees	(\$332,420)
Sundry	(\$6,090)
<b>Total Revenues</b>	<b>(\$338,510)</b>

##### Expenses:

Salaries Wages & Benefits	\$286,300
Contracted & General Services	\$2,700
Financial Charges	\$7,030
Utilities	\$144,160
Fleet	\$26,210
Materials & Supplies	\$66,750
Insurance	\$9,170
<b>Total Expenses</b>	<b>\$542,320</b>
<b>Total (Surplus) Subsidy</b>	<b>\$203,810</b>
<b>Cost Recovery</b>	<b>62%</b>

#### Dave G. Steuart Arena

##### 1. Facility Construction

The Dave G. Steuart Arena was originally constructed in 1977. The Construction includes concrete foundations, concrete slabs, block walls at all locations, bow trusses over the rink portion complete with asphalt shingles, steel trusses on the lower flat roof portion complete with conventional built up roof. No additions have been made to the exterior structure since the original construction.

##### 2. Facility Status

The mechanical equipment components remain in good condition through a regular preventative maintenance and replacement schedule. This ensures annual quality ice conditions for the Ice Arena season.

The exterior wall structures remain in good condition however the roof structure is in need of significant repair. The Community Services Department has remained in consultation with Prakash Engineering regarding the on-going status of the roof structure over the arena portion of the facility. The consultation process commenced in 2011 and has been inspected on an annual basis.

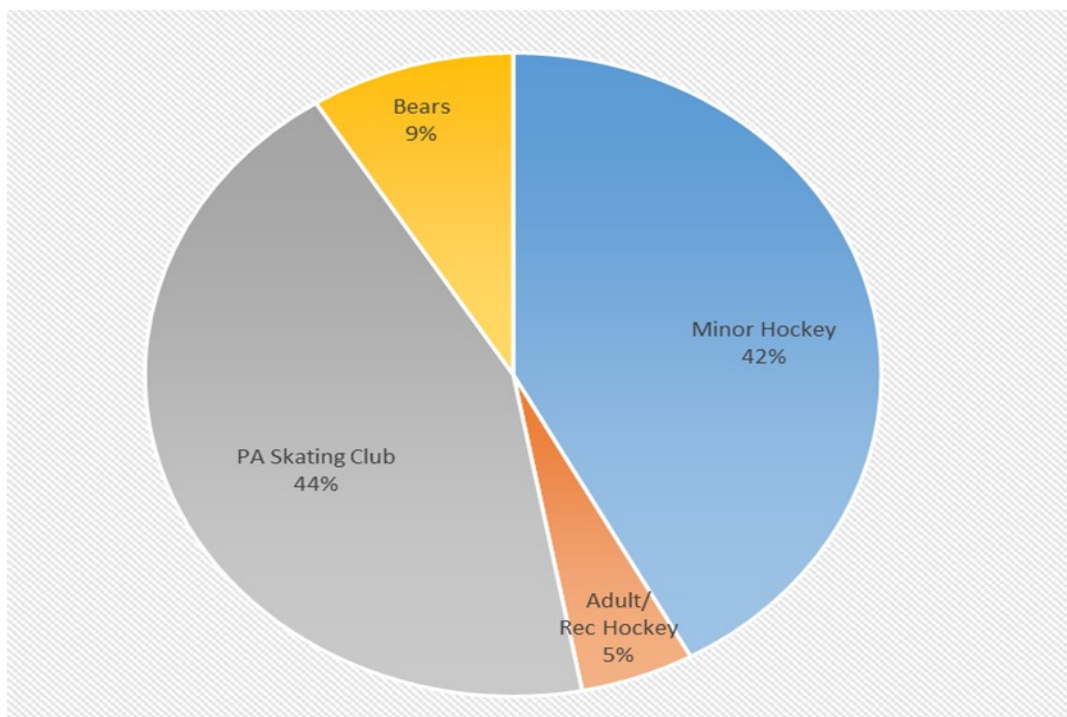
The ridging within the roof structure has become more pronounced over time with numerous areas in the SBS membrane & shingled roof exhibiting degranulation. A number of soft spots have also been encountered. The shingle portion of the roof has deteriorated to a point where shingles are curling and severe loss of granulates are evident. Significant leaking has been experienced with further deterioration progressing on an annual basis.

The roof will require a corrective fix if it continues to serve a purpose for the City. Options to achieve a corrective fix have been considered ranging in cost from approximately \$500,000 - \$600,000. Other limitations of the facility for the purpose of an arena operation include small dressing rooms, lobby and concession areas.

### 3. Summary of Current Usage

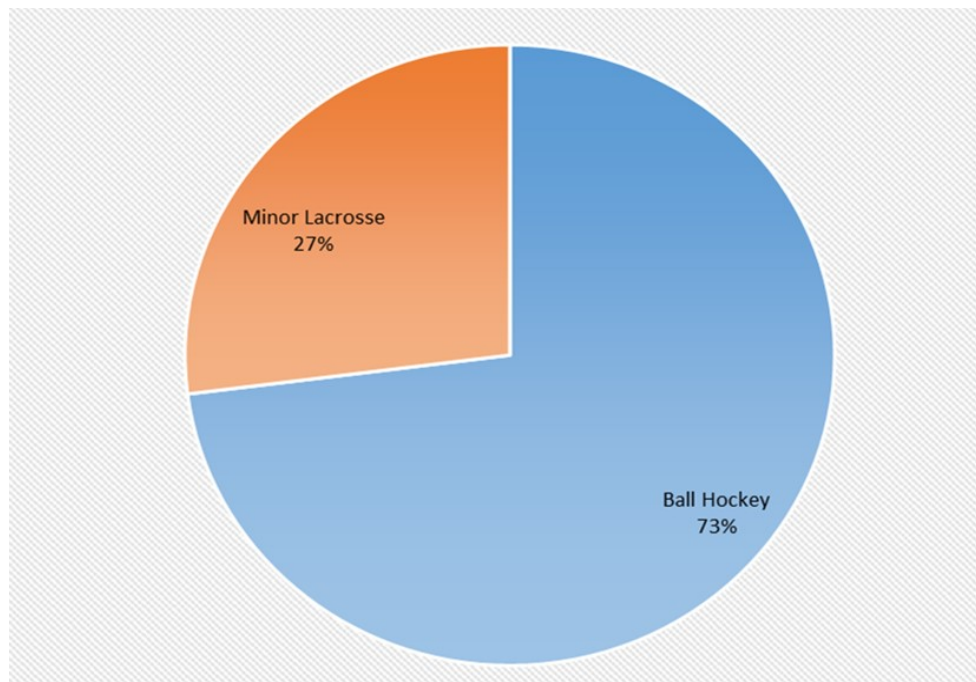
The main users of the Steuart Arena from October - March include the PA Skating Club, Minor Hockey, AAA Bears and Adult Recreational Hockey.

A breakdown of the facility usage during the Arena Ice Season is as follows:



The main users of the Steuart Arena from April – June includes the Prince Albert Ball Hockey League and Minor Lacrosse. A breakdown of the facility usage during the Spring and Summer season is as follows:





It is noted that the Prince Albert Exhibition Association has utilized the Facility on occasion during the annual Summer Exhibition.

#### 4. Operating Budget Review

The 2023 Operating Budget is approved as follows:

##### Revenues:

User Charges & Fees	(\$215,270)
Rental Surcharge	(\$3,530)
<b>Total Revenues</b>	<b>(\$218,800)</b>

##### Expenses:

Salaries Wages & Benefits	\$218,620
Contracted & General Services	\$4,100
Financial Charges	\$5,560
Utilities	\$103,620
Fleet	\$20,000
Materials & Supplies	\$30,560
Insurance	\$4,700
<b>Total Expenses</b>	<b>\$387,160</b>
<b>Total (Surplus) Deficit</b>	<b>\$168,360</b>
<b>Cost Recovery</b>	<b>57%</b>

### Prime Time Ice Requirements in Prince Albert

Utilizing the timeframe from September – March, there is a total of 1,498 hours of Prime Time ice available at each of our 3 artificial ice arenas. Prime Time ice is available from 5-10:30 p.m. on weekdays and 8 a.m.-10:00 p.m. on Saturdays and Sundays.

<u>Location</u>	<u>Hours</u>
Art Hauser Centre	1,498
Kinsmen Arena	1,498
Dave G. Steuart Arena	1,498
<b>Total</b>	<b>4,494</b>

Average Prime Time User Group Usage each season:

Minor Hockey	2,100
PA Skating Club	710
Recreation Hockey	600
Private Rentals	450
Mintos	225
Raiders	180
Bears	160
Speed Skating	60
<b>Total</b>	<b>4,485</b>

Prime Time ice at the City's 3 Artificial Ice Arenas is booked to maximum capacity on an average annual basis. This leads to local teams and organizations booking artificial ice in the surrounding Prince Albert region. Conditions typically allow for the 4 indoor Community Club Natural Ice Arenas to begin taking bookings by mid December until mid March. These 4 Natural Ice Arenas include the East End Community Club, East Hill Community Club, Crescent Heights Community Club and West Hill Community Club. The availability of these four locations for approximately 3 months provides some relief to the demand for Prime Time ice.

Through our review it is estimated that 1,622 hours of ice are booked in the Prince Albert region from September – March. With 1,498 hours of Prime Time Ice available at an artificial ice arena during this same timeframe, there is demand to justify a 4<sup>th</sup> Artificial Ice Arena in Prince Albert.

A combination of factors lead to the recommendation for the Kinsmen Arena to remain in operation as an Ice Arena from September – March each season. The current Facility Status and Condition of the Kinsmen Arena and the local demand for artificial ice makes the Kinsmen Arena a viable option to fulfill this demand for a 4<sup>th</sup> artificial Ice Arena. This will also benefit our local teams and organizations by reducing the requirement to travel out to the region to secure available artificial ice.

Demand for a 5<sup>th</sup> artificial Ice Arena in Prince Albert would need to be justified. The current usage at the Steuart Arena will shift to the new Twin Pad Arenas. Operating a 5<sup>th</sup> artificial ice arena would also create competition for our 4 volunteer driven Community Club Natural Ice Arenas and add to the City's annual Operating Subsidy for Arenas. Therefore it is recommended that the Dave G. Steuart Arena discontinue the operations as an Ice Arena following the construction of the new Twin Pad Arenas.

### Future Options for the Dave G. Steuart Arena

It is recommended that a further report be provided to consider alternate options for the future of the Steuart Arena. As outlined above regarding the facility's status, the roof structure will require significant repair if it is to remain under the City's ownership and utilized for an alternate purpose.

Examples of the options that can be considered include, but are not limited to:

- Re-purpose the Facility for an Alternate Use
- Sale of the Facility
- Asbestos Mitigation, Decommissioning & Demolition

### **CONSULTATIONS:**

Consultation to date was completed in conjunction with the Sport & Recreation Division and Facilities Division. Consultation with Financial Services will be completed in order to provide further information related to the Sale of the Facility.

### **COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

A Communications Plan will be developed upon receiving direction and input from members of Council. It is anticipated that the Plan will involve ongoing communication with the user groups regarding the future booking requirements of the Facilities. The Plan will also include further information related to the option selected for the future of the Steuart Arena. Each option under consideration will have implications that will need to be communicated to the public and interested stakeholders.

### **OTHER CONSIDERATIONS/IMPLICATIONS:**

There are no other options for financial implications for consideration in addition to the preliminary financial implications listed above. Further financial implications will be included in the follow up report that will consider future options for the Steuart Arena. Additionally, there are no policy or privacy implications at this time.

**STRATEGIC PLAN:**

The consideration of the future of the Kinsmen & Steuart Arenas aligns with the Investing in Infrastructure Strategic Priority of the City's Strategic Plan. More specifically, the Infrastructure Management Area of Focus within this Strategic Priority. Cross-departmental planning and consultation will be required in order to prepare the follow up report regarding the future of the Dave G. Steuart Arena.

**OFFICIAL COMMUNITY PLAN:**

The review of the usage of the Kinsmen and Steuart Arenas aligns with Section 9.2 of the Official Community Plan. This section is related to the City's Parks and Recreation Facilities. As the City grows and evolves, the need to assess and evaluate our recreation infrastructure is necessary to prioritize the re-development of our existing facilities to meet the demands of the public.

**PUBLIC NOTICE:**

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

**PRESENTATION:** Verbal – Jody Boulet, Director of Community Services

**ATTACHMENTS:**

1. Dave G. Steuart Arena Roof #1 - Fall 2022
2. Dave G. Steuart Arena Roof #2 - Fall 2022
3. Dave G. Steuart Arena Roof #3 - Fall 2022
4. Leaking in Dave G. Steuart Arena Lobby
5. Leaking in Dave G. Steuart Arena Corridor
6. Leaking in Dave G. Steuart Arena Mechanical Room

Written by: Jody Boulet, Director of Community Services

Approved by: City Manager

























**RPT 23-72**

**TITLE:** Destination Marketing Fund Grant Application Form - 2023 Senator's Cup - Full Contact Hockey Tournament

**DATE:** February 15, 2023

**TO:** City Council

**PUBLIC:** X

**INCAMERA:**

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**RECOMMENDATION:**

1. That the Event Retention Destination Marketing Fund Grant Application from Prince Albert Grand Council Sports & Recreation for funding the 2023 Senator's Cup – Full Contact Hockey Tournament, scheduled for April 14 – 16, 2023, in the amount of \$30,000, be approved;
2. That \$30,000 be funded from the Destination Marketing Levy Reserve; and,
3. That the Mayor and City Clerk be authorized to execute the Funding Agreement on behalf of The City, once prepared.

**ATTACHMENTS:**

1. Destination Marketing Fund Grant Application Form - 2023 Senator's Cup - Full Contact Hockey Tournament (RPT 23-64)

Written by: Destination Marketing Levy Advisory Committee

**RPT 23-64**

**TITLE:** Destination Marketing Fund Grant Application Form - 2023 Senator's Cup - Full Contact Hockey Tournament

**DATE:** February 7, 2023

**TO:** Destination Marketing Levy Advisory Committee

**PUBLIC:** X

**INCAMERA:**

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**RECOMMENDATION:**

That the following recommendation be forwarded to City Council for approval:

1. That the Event Retention Destination Marketing Fund Grant Application from Prince Albert Grand Council Sports & Recreation for funding the 2023 Senator's Cup – Full Contact Hockey Tournament scheduled for April 14 – 16, 2023, in the amount of \$30,000, be approved;
2. That \$30,000 be funded from the Destination Marketing Levy Reserve; and,
3. That the Mayor and City Clerk be authorized to execute the Funding Agreement on behalf of The City, once prepared.

**TOPIC & PURPOSE:**

To obtain approval for funding in the amount of \$30,000 for the 2023 Senator's Cup – Full Contact Hockey Tournament scheduled for April 14 – 16, 2023.

**BACKGROUND:**

City Council, at its meeting of June 13, 2022, considered an updated Destination Marketing Levy Policy – Amended as Per Executive Committee.

Council approved the following motion:

*“That the Destination Marketing Levy Policy No. 89.3, as attached to RPT 22-242, be approved.”*

The updated Destination Marketing Levy Policy updated the approval of DMF Funding Grants and Final Reports.

The attached DMF Application is requesting approval for grant funding in the amount of \$30,000.

The Application states: *“This event brings in a lot of individuals province wide, including Alberta & Manitoba. We open the doors for Prince Albert to be seen. The access to everything in a small community with a lot of resources to have a prestigious event in Prince Albert Saskatchewan.”*

The Application also states: **Funding to cover some cost of hosting this event. All proceeds goes back to PAGC First Nation Communities.**

As per the Destination Marketing Levy Policy, this Application needs to be approved by the Destination Marketing Levy Advisory Committee **and forwarded to City Council for final approval:**

#### 4.05 City Council

- a) *Consider recommendations submitted by the Destination Marketing Levy Advisory Committee regarding applications for request of funding over the amount of \$10,000.*
- b) Approve applications over the amount of \$10,000.**
- c) *Authorize the Mayor and City Clerk to sign all Funding Agreements with the Applicant once a decision has been rendered by City Council regarding an approved request over \$10,000.*
- d) *May, as required, instruct that the Administrator attach conditions to the approval of assistance under this policy which will require the recipient to perform certain activities or provide additional information in connection with the event receiving funding.*

The amount of \$30,000 requires City Council approval.

#### Funding Model for Grants

Destination Marketing Levy Funds will be funded as a Grant to Host Committees as per the confirmed hotel accommodations for the Event.

The grant to be funded will be based on the following ratio criteria:

<b>City Council Approval - Grants for Funding over \$10,000.</b>	
<b>Hotel Rooms</b>	<b>Maximum DMF Levy Funding</b>
901-1,000	\$15,000
1,001-1,200	\$25,000
<b>1,201-1,500</b>	<b>\$30,000</b>
1,501-1,999	\$35,000

<b>Events of Significant Economic Impact - City Council Approval</b>
Events of Significant Economic Impact - Must generate a minimum of 2,000 room nights. This includes large or special events that are an important component of the tourism industry, and they attract visitors. These events have a large economic impact and significance in the local host community, since the visitors will spend money during their travel and visit to Prince Albert that bring benefits. Such events include Worlds, Championships, etc. These events are approved by City Council.

**The criteria for hotel rooms for DMF funding in the amount of \$30,000 is 1,201 to 1,500 confirmed hotel rooms.**

The Grant Application illustrates hotel in the range of 300 just for players. That amount does not consider other guests attending the Senator's Hockey Tournament. That amount is not an accurate reflection of hotel rooms for the Senator's Hockey Tournament.

Year 2018

In year 2018, this event received Destination Marketing Levy Funding in the amount of \$4,000 for the tournament.

The Final Report Form states that the actual room night generated totaled 1,763 rooms booked.

#### **CONSULTATIONS:**

The Grant Application has been reviewed internally by Administration.

**COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

Once a decision has been rendered by the Destination Marketing Levy Advisory Committee, the Administrator will report back to the Host Committee.

Once the funding is approved, a Funding Agreement will be forwarded for signing.

**POLICY IMPLICATIONS:**

This Grant Application is from the approved Destination Marketing Levy Policy.

**FINANCIAL IMPLICATIONS:**

As per approved Policy, the Destination Marketing Levy Advisory Committee can approve applications up to \$10,000. Over the funding request amount of \$10,000, a recommendation will go to City Council to approve the application.

A recommendation will need to be forwarded to City Council for approval of grant funding, as the request is over \$10,000.

With the approval of the Destination Marketing Levy Fund Grants to date, including the requests to the Committee at this time, and the 2023 Levy Revenue credited to the Reserve, the projected Reserve Balance is approximately (\$935,612).

**OTHER CONSIDERATIONS/IMPLICATIONS:**

There are no official community plan or privacy implications.

**STRATEGIC PLAN:**

Promoting a progressive community is identified as a Strategic Priority in Prince Albert's Strategic Plan. Events that bring together community and highlight the many cultures of Prince Albert are of significant focus, this is supported by the "Senator's Cup" Hockey Tournament where we align City resources and assist community partners to ensure events that promote Prince Albert as a vibrant diverse City are made to be successful.

The DMF is a great example at how the City can utilize resources to promote community events.

**PUBLIC NOTICE:**

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

**PRESENTATION:**

Craig Guidinger, Director of Planning & Development Services

**ATTACHMENTS:**

1. Destination Marketing Fund Attachments - Senator's Cup - Application, Posters, Budget

Written by: Melodie Boulet, Finance Manager & Nicholas Thomas, Ec. Dev. Coordinator

Approved by: Craig Guidinger, Director of Planning & Development Services

## Event Retention Destination Marketing Fund Grant Application

Application Date: January 24, 2023

Please select the type of application being submitted.

- Event Viability Application (event is struggling)
- Competitive Bid received Application

Amount of Destination Marketing Grant Fund Requested: \$ \$30,000.00

### Organization Information:

Name of Organization requesting funding: Prince Albert Grand Council Sport, Culture & Recreation

Contact Person: Geoff Despins

Phone: (306)961-9926

Email: [gdespins@pagc.net](mailto:gdespins@pagc.net)

Mailing Address including postal code: 1211 1Ave West, Prince Albert, S6V 4Y8

Type of Organization (please select one)

- Private       Not-for-Profit       Other

If Other, explain:

11/20



Name of Organization that the Destination Marketing Fund Grant, if approved, should be made payable to: Prince Albert Grand Council - Sport, Culture & Recreation

Brief description of organization requesting funding: Funding to cover some cost of hosting this event. All proceeds goes back to 12 PAGC First Nation Communities. PAGC Has hosted tournament since 2011 - Except 2020 Due to Covid.

Organization's annual budget: \$ 100,000

**Event Information:**

Name of Event: PAGC Senator's Cup 2023

Duration of event: Start date: April 14, 2023      End date: April 16, 2023

Describe the event: It is a All reserve/metis Community Senior contact hockey tournament. The tournament is a targeted 16 team First Nations Hockey tournament. Teams from Sask, Manitoba and Alberta take part in this annual event. In recent years 20-30 pro/semi hockey players have taken part in this tournament. This year we have increased the prize payouts. With this tournament being moved into April there will be a high number of spectators. We're expecting 2-6 thousand.

**Accommodations:**

Estimated number of room nights generated from event: Approximately 300 Rooms, Based on Players. (Room nights limited to hotel/motel rooms, B&B rooms) This number does not include families and spectators.

What method did you use to estimate the number of room nights generated for this event:  
16 teams, 20 players per team including coaches, assistants & trainers.

What local facilities other than accommodations will be used:

Art Hauser Arena, local stores, and Restaurants.

11731

**Event Attendance:**

Estimated participants, officials and staff: 450 per day

Estimated spectators – non-residents 6,000 per day  
(80 km or more away from Prince Albert)

Estimated spectators – City residents 1000 per day

Total estimated spectators 7050 per day

**This event is (please select one)**

Local     Provincial     Regional     National     International

**Media exposure (please select one)**

Local     Provincial     Regional     National     International

**Event History:**

How long has this event been held in Prince Albert?

Every year for the past 8 years. Except 2020 Due to covid. We're expecting for this year to be the best event - due to the dates being changed from March - April.

Frequency of the event being hosted in Prince Albert (annually, every second year, etc.)?

Annual Event - Every Year.

Does hosting this event in Prince Albert result in other events being hosted in Prince Albert or could

other events be hosted in Prince Albert as a result of this event?     Yes     No

Please explain:

This event brings in alot of individuals province wide, including Alberta & Manitoba. We open the doors for Prince Albert to be seen. The access to everything in a small community with alot of resources to have a prestigous event in Prince Albert Saskatchewan - Such as Shopping, leisure and entertainment. This event will showcase the new arena development currently being created for Prince Albert.

**Event Attendance:**

Estimated participants, officials and staff: 450 per day

Estimated spectators – non-residents 6,000 per day  
(80 km or more away from Prince Albert)

Estimated spectators – City residents 1000 per day

Total estimated spectators 7050 per day

**This event is (please select one)**

Local     Provincial     Regional     National     International

**Media exposure (please select one)**

Local     Provincial     Regional     National     International

**Event History:**

How long has this event been held in Prince Albert?

Every year for the past 8 years. Except 2020 Due to covid. We're expecting for this year to be the best event - due to the dates being changed from March - April.

Frequency of the event being hosted in Prince Albert (annually, every second year, etc.)?

Annual Event - Every Year.

Does hosting this event in Prince Albert result in other events being hosted in Prince Albert or could

other events be hosted in Prince Albert as a result of this event?     Yes     No

Please explain:

This event brings in a lot of individuals province wide, including Alberta & Manitoba. We open the doors for Prince Albert to be seen. The access to everything in a small community with a lot of resources to have a prestigious event in Prince Albert Saskatchewan - Such as Shopping, leisure and entertainment. This event will showcase the new arena development currently being created for Prince Albert.

Briefly summarize the experience of your organization related to hosting this or other events:

First and foremost, this event brings alot of people together. A hockey family that is nurtured by this event. It's huge and it's alot of people to see in a weekend alone. It's very easy to host this event because there's alot of people who want to be apart it. Every year the event was on, it's been a success and contiues to grow with it's staff and volunteer's.

**Assessing Need:**

Please provide as much supporting information as possible to aid in assessing your application. The strength of information provided is the basis from which funding recommendations will be made. Please pay special attention to describing the items outlined below to the best of your ability.

Why is the event in jeopardy of not being held in Prince Albert or of its duration being reduced? How crucial is the Event Retention Destination Marketing Fund Grant?

This event is not in Jeopardy of being held in Prince Albert. It's always been in Prince Albert, it's the relationship we keep with the city of Prince Albert. The 3 day event brings a high revenue to local businesses in the City, as spectators and participants travel in from all over SK, MB, AB. The same day we released poster, the 16 team limit has filled all 16 in just 1 day.

Please describe efforts made by the organizing committee to retain this event in Prince Albert:

- Meetings
- Organize Volunteers
- Advertising

Should an Event Retention Destination Marketing Fund Gant be approved, what plans have been put in place to ensure the event is sustainable moving forward?

(Possible information to include is your business plan including marketing plans and a demonstration of what is planned to ensure ongoing sustainability of the event)

- Strong community relationship.
- Booking Facility(s).
- Advertisement planning.
- Community Partnerships.
- Organization Financial Support.
- Annual reporting & Past success.

If a competitive bid from another community to host the event in their community has been received please include details with your funding application.

(These details should include items such as: was the bid solicited by your organization or unsolicited, have the appropriate decision makers indicated a willingness to relocate the event, how does the organization benefit from moving the event, etc.)

Prince Albert's Geographical Location makes it the ideal location as it is a hub community to serve our 12 First Nation Bands.

**Please ensure the following items accompany your application:**

- Budget for the event.
- Supporting information if applicable.

*\* Please provide the most current year-end financial statements or best equivalency if available.*

**Privacy Policy Statement and Application Certification**

The City of Prince Albert is governed by *The Cities Act* and designated as a Local Authority pursuant to *The Local Authority Freedom of Information and Protection of Privacy Act (LAFOIP)*. Therefore, all information collected for the Destination Marketing Fund Grant Application process, including final executed Contracts and Agreements will be subject to public disclosure either through a Freedom of Information and Access Request in accordance with those regulations or Public Agenda.

Section 91(1)(a) of the Cities Act states the following:

***“91(1) Any person is entitled at any time during regular business hours to inspect and obtain copies of:***

***(a) Any contract approved by the council, any bylaw or resolution and any account paid by the Council relating to the City”***

This Grant Application with all supporting documents can be saved and emailed to [destinationlevy@citypa.com](mailto:destinationlevy@citypa.com) or printed and mailed or dropped off to City Hall, City Manager's Office, 2<sup>nd</sup> Floor, 1084 Central Avenue, Prince Albert, SK S6V 7P3.



# PRINCE ALBERT GRAND COUNCIL



# SENATOR'S CUP

April 14, 15, 16, 2023

ART HAUSER CENTRE - PRINCE ALBERT, SK

ADMISSION: \$10 per day

65+ FREE 5 & Under FREE

## PRIZE PAYOUTS

1st - \$30,000

3rd - \$10,000

2nd - \$15,000

4th - \$7,500

Individual Awards to be Presented

All Reserve/Metis Community Senior  
Contact Hockey Tournament

Indigenous Import Rule: 3 Players & 1 Goalie import  
All teams must have 2 set of jerseys. NO Exceptions.



Ron Michel



Angus Tsannie



Bernice Waditaka



Simon Robillard



Gerald Bear



John Morin



Pierre Settee

Must show proof of Metis/Status before Tournament Starts

Tournament Contact: Geoff Despins (306)961-9926 or  
Robynn Dorion (306)960-8115



# PRINCE ALBERT GRAND COUNCIL



# SENATOR'S CUP

**April 14, 15, 16, 2023**

**Entry fee: \$1500 per team  
16 team limit**

**Please make cheque payable to  
PAGC Sport, Culture and  
Recreation or  
Email Transfer: [robynn.dorion@pagc.net](mailto:robynn.dorion@pagc.net)**

**Must show proof of Metis/Status before Tournament Starts**

**Tournament Contact: Geoff Despins (306)961-9926 or  
Robynn Dorion (306)960-8115**





# Annual Senator's Cup Hockey Tournament

April 14-16, 2023

EXPENSES	\$78,000.00	\$0.00	-\$92,729.50
<i>Item</i>	<i>Amount</i>	<i>Actual</i>	<i>Variance</i>
Prize Payout	\$ 62,500.00	\$	(62,500.00)
Rink Rental	\$ 9,229.50	\$	(9,229.50)
Officials	\$ 7,000.00	\$	(7,000.00)
Advertising (including clock)	\$ 4,500.00	\$	(4,500.00)
Staffing	\$ 7,000.00	\$	(7,000.00)
Incidentals	\$ 2,500.00	\$	(2,500.00)

# Permit



Art Hauser Centre  
 690(B) - 32nd Street East  
 Prince Albert, SK, CA S6V 2W8

PHONE:(306) 953-4848  
 FAX:(306) 953-4855  
 EMAIL:ahc@citypa.com

**Permit # R11920**

Status Approved  
 Date Jun 16, 2022 1:34 PM

<b>Organization Name</b>	Prince Albert Grand Council - 289		
<b>Customer Type</b>	General Public		
<b>Organization Address</b>	Box 2350 Prince Albert, SK S6V 6Z1		
<b>Agent Name</b>	Robynn Dorion	<b>Home Phone Number</b>	(306) 960-8115
		<b>Email Address</b>	robynn.dorion@pagc.net
<b>System User</b>	Shaun Pikaluk		

120

Rental Fee	\$8,790.00
GST (Tax # 1)	\$439.50
Discounts	\$0.00
<b>Subtotal</b>	<b>\$9,229.50</b>
Deposits	\$0.00
Deposit Discounts	\$0.00
<b>Total Permit Fee</b>	<b>\$9,229.50</b>
Total Payment	\$0.00
Refunds	\$0.00
<b>Balance</b>	<b>\$9,229.50</b>

Senator's Cup		1 resource(s)	3 booking(s)	Subtotal: \$8,790.00
Booking Summary				
AHC Ice Rink (Ice Rental)			Center: Art Hauser Centre	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Apr 14, 2023 8:00 AM	Apr 15, 2023 12:00 AM	1	\$2,572.86	
Adult Prime Time (Regular Season) - AHC, KIN, STE \$202.00 / Hour x 8.5 \$1,635.24				
Non-Prime Time (Regular Season) -AHC,KIN,STE \$127.00 / Hour x 7.5 \$907.14				
Surcharge - AHC Arena \$2.00 / Hour x 16 \$30.48				
Apr 15, 2023 8:00 AM	Apr 16, 2023 12:00 AM	1	\$3,108.57	
Adult Prime Time (Regular Season) - AHC, KIN, STE \$202.00 / Hour x 16 \$3,078.09				
Surcharge - AHC Arena \$2.00 / Hour x 16 \$30.48				
Apr 16, 2023 8:00 AM	Apr 17, 2023 12:00 AM	1	\$3,108.57	
Adult Prime Time (Regular Season) - AHC, KIN, STE \$202.00 / Hour x 16 \$3,078.09				
Surcharge - AHC Arena \$2.00 / Hour x 16 \$30.48				

Custom Questions	
QUESTION	ANSWER
Youth Booking?	No
• <i>Prime Time?</i>	Yes

Payment Schedules					Original Balance: \$9,229.50	Current Balance: \$9,229.50
DUE DATE	AMOUNT DUE	AMOUNT PAID	WITHDRAWAL ADJUSTMENT	BALANCE		
Jan 11, 2023	\$9,165.50	\$0.00	\$0.00	\$9,165.50		
Mar 17, 2023	\$64.00	\$0.00	\$0.00	\$64.00		

1280

X: \_\_\_\_\_

X: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Art Hauser Centre**  
Mailing Address: 690(B) - 32nd Street East, Prince Albert, SK  
S6V 2W8  
Phone Number: (306) 953-4848  
Fax Number: (306) 953-4855  
Email Address: ahc@citypa.com

**Prince Albert Grand Council**  
Customer Type: General Public  
Customer ID: 31565  
Mailing Address: Box 2350, Prince Albert, SK  
S6V 6Z1  
Authorized Agent Name: Robynn Dorion  
Home Phone Number: (306) 960-8115  
Email Address: robynn.dorion@pagc.net

**RPT 23-76**

**TITLE:** Bylaw No. 10 of 2023 – Rezoning Portion of Parcel AA from the FUD Zoning District to the I1 Zoning District

**DATE:** February 24, 2023

**TO:** City Council

**PUBLIC:** X

**INCAMERA:**

---

**RECOMMENDATION:**

1. That Bylaw No. 10 of 2023, to amend Zoning Bylaw No. 1 of 2019, as amended, to rezone a portion of Parcel AA, Plan 62PA10512 Ext 1 from FUD – Future Urban Development to R4 – High Density Residential Zoning District, receive 1<sup>st</sup> reading; and
2. That Administration be authorized to proceed with Public Notice.

**TOPIC & PURPOSE:**

The purpose of this report is to rezone the 1.54 hectare northeast corner of Parcel AA, Plan 62PA10512 Ext 1, from FUD – Future Urban Development to I1 – Institutional General, as per the attached report from Catterall & Wright.

**BACKGROUND:**

On February 13, 2023, City Council granted approval in principle to Métis Nation Saskatchewan (MN-S) for the development of an office and child care centre on this parcel of land, subject to receiving an application for bylaw amendments and a development permit application.

The Department of Planning and Development Services is now in receipt of a Zoning Bylaw Amendment Application to rezone the northeast corner of Parcel AA from FUD – Future Urban Development to I1 – Institutional General.

The purpose of the I1 – Institutional General Zoning District is to:

*“provide large parcels of land throughout the city to accommodate a diverse mixture of regional scale Institutional uses. Located along arterial and collector corridors, the intention of the I1 – Institutional General Zoning District is to ensure that larger scale uses such as schools and care facilities are appropriately accommodated within residential neighbourhoods and within the city”.*

### **PROPOSED APPROACH AND RATIONALE:**

While the original MN-S proposal that City Council approved in principle indicated the anticipated zoning district for this parcel would be CMU – Commercial Mixed Use, the zoning designation has changed to better reflect current and future plans for the area. With the development of the new campus for the First Nations University of Canada directly to the north of this site, it was determined that an institutional node could be created that accommodated all of the uses in the area. However, only the MN-S site is being rezoned at this time.

As the nature of the project is still the same with the creation of an office development and child care centre, this project will provide services for residents as well as employment opportunities in a location that is accessible by vehicle, transit, and pedestrian routes. For these reasons, Administration supports the amendment to the Zoning Bylaw.

If the rezoning is approved, MN-S will then be able to apply for their development permit. While an amendment to the Official Community Plan is also required, Administration will be re-evaluating the West Hill area as a whole to determine if additional changes to the OCP are also warranted at this time.

### **CONSULTATIONS:**

The Department of Planning and Development Services has been in contact with the applicant throughout the Zoning Bylaw Amendment process.

### **COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

Subject to approval of the 3<sup>rd</sup> reading, the applicant will be notified in writing of City Council's decision and the Zoning Bylaw and City website will be updated.

### **OTHER CONSIDERATIONS/IMPLICATIONS:**

There are no other options to the recommendation or any policy, financial or privacy implications to consider with this report.

### **STRATEGIC PLAN:**

The future development proposed in the rezoning application supports the City's area of focus for Economic Diversity and Stability by accommodating the needs of new and existing

organizations in Prince Albert.

**OFFICIAL COMMUNITY PLAN:**

As per the City of Prince Albert Official Community Plan Land Use Map, the subject lands are currently considered Low and Medium Density Residential. However, Administration will be reviewing the OCP and making amendments to the West Hill area that better reflect current and future development. In addition, Section 6.6 of the OCP indicates that public and institutional uses should be encouraged in locations that are well-integrated with the surrounding neighbourhood. The proposed development is situated on 10<sup>th</sup> Avenue West and is near multiple modes of transportation, which is aligned with the OCP policy.

**PUBLIC NOTICE:**

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required at this time.

However, upon approval of 1<sup>st</sup> reading of this bylaw, Administration will proceed with issuing public notice regarding the public hearing in the Prince Albert Daily Herald, as well as posting the public notice on the City's website and on the bulletin board at City Hall in accordance with the Public Notice Bylaw.

**ATTACHMENTS:**

1. Metis Nation Saskatchewan - Parcel AA (Catterall & Wright Report)
2. Location Plan - Portion of Parcel AA to be Rezoned
3. Location Plan - Existing Parcel AA
4. Bylaw No. 10 of 2023

Written by: Ellen Pearson, Planner

Approved by: Director of Planning and Development Services & City Manager



**CATTERALL  
& WRIGHT**  
CONSULTING ENGINEERS

**CATTERALL & WRIGHT | CONSULTING ENGINEERS**

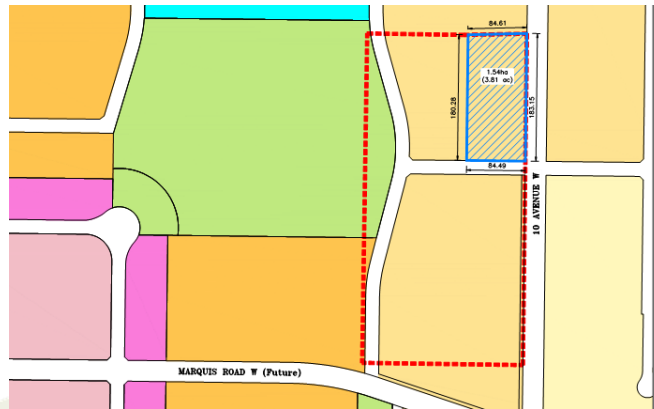
1231 – 8th STREET EAST | SASKATOON, SK S7H 0S5

TEL: (306) 343-7280 | [www.cwce.ca](http://www.cwce.ca) | FAX: (306) 956-3199

**February 15, 2023**

## Parcel AA Proposed Development

West Hill Masterplan, Official  
Community Plan & Zoning  
Bylaw Amendment



**Prepared For:  
The City of Prince Albert**



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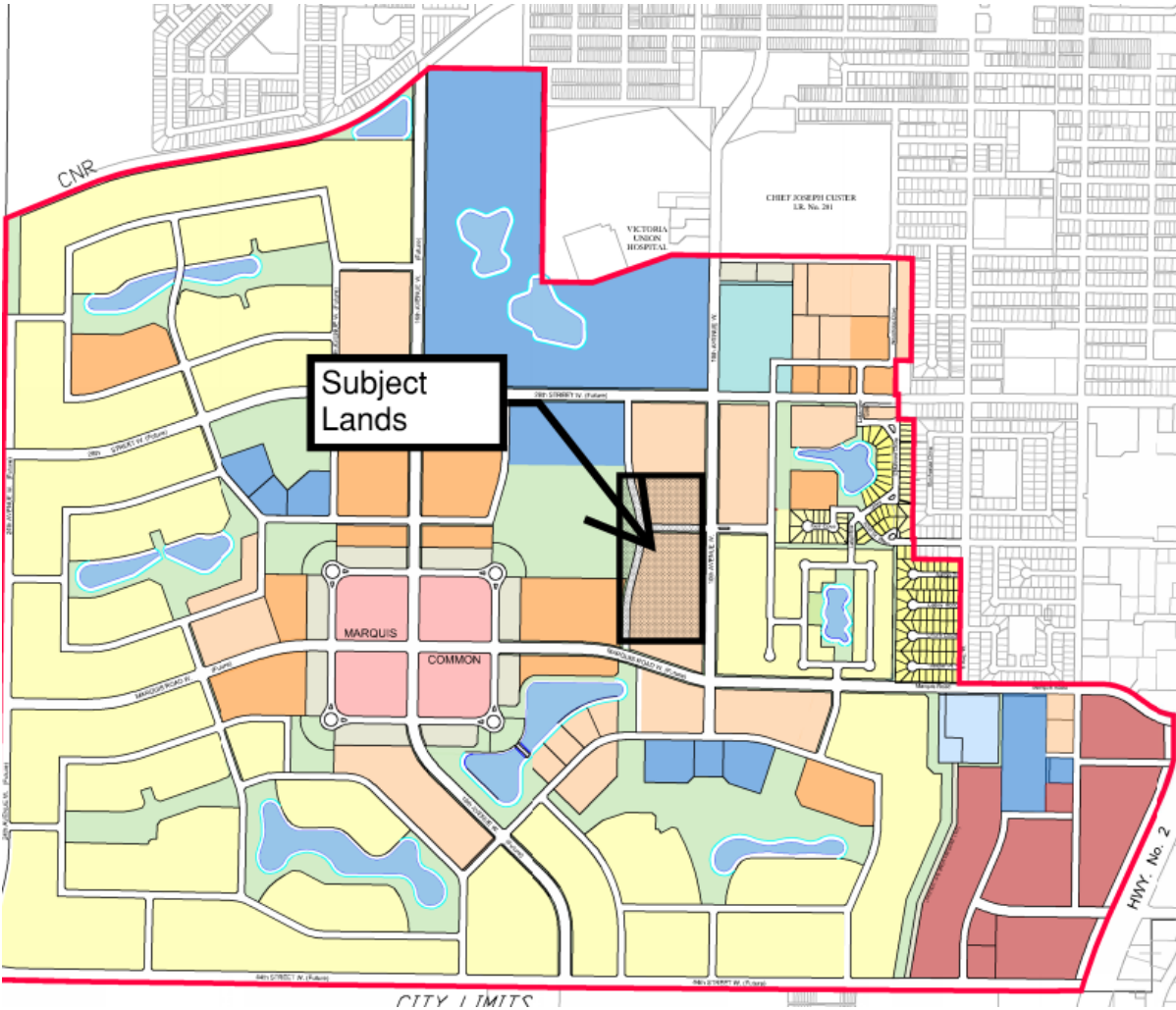
West Hill Masterplan (displaying Parcel AA & Proposed Institutional Parcel)

1.0 Introduction

This report was prepared by Catterall & Wright on behalf of Metis Nation Saskatchewan. The report outlines the background of a proposed development on Parcel AA, Plan 62PA10512, in the City of Prince Albert. Parcel AA is 10.59 ha (26.16 ac) and is situated within the West Hills Masterplan (WHM). Several bylaw amendments are required such that development can proceed. These amendments are outlined in the following sections.

The applicant received a letter of support from City administration on October 14, 2022, subject to a complete application of the necessary bylaw amendments.

1.1 Location Plan



## 2.0 Background

### 2.1 Ownership & Jurisdiction

The subject lands are currently owned entirely by Mark and Rita Geiger. The applicant, Metis Nation of Saskatchewan (MN-S) has the option to purchase these lands, with the terms including City Council approval of the necessary bylaw amendments. Parcel AA is within the urban boundary of the City of Prince Albert.

### 2.2 Existing Land Use

The subject lands are currently vacant and have no structures present.

### 2.3 Adjacent Land Use

There are currently no developments immediately adjacent to the subject lands.

To the east of the property includes the development area of West Hill. This development includes low and medium density residential. Future development plans on the east side of 10<sup>th</sup> Ave, according to the WHM include low and medium density residential.

To the north of the property includes the Alfred Jenkins Field House and the Victoria Hospital. Future development plans between Alfred Jenkins Field House and the subject lands, according to the WHM, includes medium density residential.

To the south of the property, future development plans include medium density residential.

To the west of the property, future development plans include institutional, park space, and high density residential.

### 2.4 Utilities & Easements

There is a SaskPower easement in an east-west orientation located approximately 80 m south of 30<sup>th</sup> St West. No other easements were present based on an ISC Map Search.

Existing utilities include the following:

- 300mm Water Main (10<sup>th</sup> Ave West)
- 300mm Sanitary Sewer (10<sup>th</sup> Ave West)
- 900mm Storm Sewer (10<sup>th</sup> Ave West)

SaskPower Easement



### 3.0 Land Use Plan

#### 3.1 Institutional

A 1.54 ha (3.81 ac) institutional parcel is proposed in the northeast part of the subject lands. Site planning has not been finalized; however, at a minimum the parcel is expected to include the following:

- A 10,000 sq. ft. single story Office building, also known as the MA Faamii Centre. The Ma Faamii Centre (“my family” in Michif) which will be a physical space that Métis citizens and families can go to receive guidance and supports focused on enhancing their lives and improving their well-being. Ma Faamii is a place that will benefit all Métis citizens. When Métis clients enter the Ma Faamii Service Centre they will be greeted by a receptionist that pairs them with a Ma Faamii Navigator. The Ma Faamii Navigator will function as the client’s primary support partner and will work with the client to assess client needs and develop a personalized support team. The personalized support team will include Ma Faamii Navigator, MN-S service professionals, government service professionals, and private sector professionals that offer services and programs that address the clients’ specific needs. The Ma Faamii project will utilize a core team of staff members to operate the facility and coordinate the delivery of client supports. The Ma Faamii Centre will also incorporate an Early Learning and Child Care centre (See Proposed Building B) complete with dedicated green space.

The Ma Faamii is a regional pilot project focused on providing supports to the citizens and families of MN-S Region WR2A. The City of Prince Albert houses a large proportion of Métis citizens within the Region and acts as a commerce/service hub for other communities throughout WR2A. The city has the added benefit of being a primary service centre for many of the potential pilot project partners. This will enhance MN-S’s ability to persuade project partners to co-locate at the Ma Faamii site, reducing barriers to access and enhancing service delivery efficiency and efficacy.

- A 12,000 sq.ft. single story Early Learning Child Care building. This Centre, which is an extension of the Ma Faamii building, is intended to be a full service child care centre.

#### 3.2 Medium Density Residential

The remainder of developable lands within the subject parcel will remain proposed as medium density residential, as outlined in the WHM.

#### 3.3 Municipal Reserve

The WHM displays Municipal Reserve (MR) on the west side of the subject lands. The applicant will work with the City and other land owners to ensure that adequate MR dedication is achieved throughout the entirety of the proposed development.

#### 4.0 Bylaw Amendments

##### 4.1 Official Community Plan

The subject lands are currently designated as Low Density Residential and Medium Density Residential in the Official Community Plan (OCP). An amendment to the OCP Land Use Map is required to designate the subject lands as Institutional and Medium Density Residential.

##### 4.2 West Hill Masterplan

The subject lands are currently designated as Medium Density Residential in the WHM Land Use Concept. An amendment to the WHM Land Use Concept is required to designate a portion of the subject lands to Institutional.

##### 4.3 Zoning Bylaw

The subject lands are currently designated as FUD – Future Urban Development in the Zoning Bylaw. An amendment to the Zoning Map is required to designate a portion of the lands as I1 – Institutional General. The applicant does not require the remaining lands to be rezoned as of this time.

**5.0 Regulatory Framework**

**5.1 Official Community Plan**

The Prince Albert Official Community Plan (OCP), ‘Kistapinanihk-2035’, outlines various policies for new institutional development in the City. The following table displays policies from the OCP, accompanied by the rationale of how the proposed development addresses the goal or policy.

Policy	Rationale
6.6(iii) - Encourage public and institutional uses to be located where they will best service the needs of area residents and in a manner which is well-integrated with the surrounding neighbourhood.  AND  6.6(viii) – Create better walking, cycling and transit connection to city wide institutional/public areas.	The proposed development is situated on 10 <sup>th</sup> Avenue which is an arterial roadway. It is also close to 28 <sup>th</sup> Street which is a future arterial roadway. This area is ideal for an institutional development as it is near multiple modes of transportation and will provide both child care and employment opportunities for residents of Prince Albert.
6.6(iv) – Support the expansion of health facilities to meet the changing needs of the community.	The proposed Ma Faamii development will include many physical well-being offerings.

**5.2 West Hill Masterplan**

The West Hill Masterplan is an overall development framework for the southwest quadrant of the City of Prince Albert. The following discussion addresses the four primary components of the WHM; Land Use, Transportation, Infrastructure, and Phasing.

**Land Use**

The WHM identifies the subject lands as medium density. Considering the location in proximity to two arterial roadways, as well as proposed medium density to the north, east, and south, the location for the proposed institutional development does not present any land use conflicts.

**Transportation**

The proposed institutional parcel is located on 10<sup>th</sup> Avenue, and just south of 28<sup>th</sup> Street, both arterial roadways. The parcel is also abutting a future local roadway that intersects 10<sup>th</sup> Avenue.



**Infrastructure**

The 2020 construction of 10<sup>th</sup> Avenue included the installation of deep utilities including water, sanitary sewer, and storm sewer. This provides immediate availability of services to the proposed institutional parcel.

**Phasing**

The proposed development is within the E3 development phase. The phasing section of the WHM references ‘optimal phasing for this plan area will depend on access to key infrastructure’. As mentioned above, the deep utilities in 10<sup>th</sup> Avenue provide the opportunity to develop the proposed institutional parcel in the short term. Considering the scale of the development, it is highly likely that it will attract investment in adjacent areas such that the WHM will begin taking shape as it builds-out from east to west.

**6.0 Summary**

The proposed development is in alignment with policies in the City’s OCP. As such, we request the City’s support as the applications begins the approval process. In closing, we provide the following statements which capture the benefits and key points of compliance for development in the City of Prince Albert:

- Utilizes existing services ..... ✓
- Utilizes existing roadways..... ✓
- Provides child care..... ✓
- Provides employment opportunities..... ✓
- Complementary to nearby land uses ..... ✓
- Opportunity for the City to work with Metis Nation Saskatchewan ..... ✓
- Catalyst for further investment on west side of City..... ✓

February/2023

7.0 Next Steps

We look forward to working with the City of Prince Albert on the approval of the aforementioned bylaw amendments and discretionary use application. Please contact the undersigned if you have any questions.

Respectfully submitted,

**Catterall & Wright**

Per:



Devin Clarke, RPP, MCIP

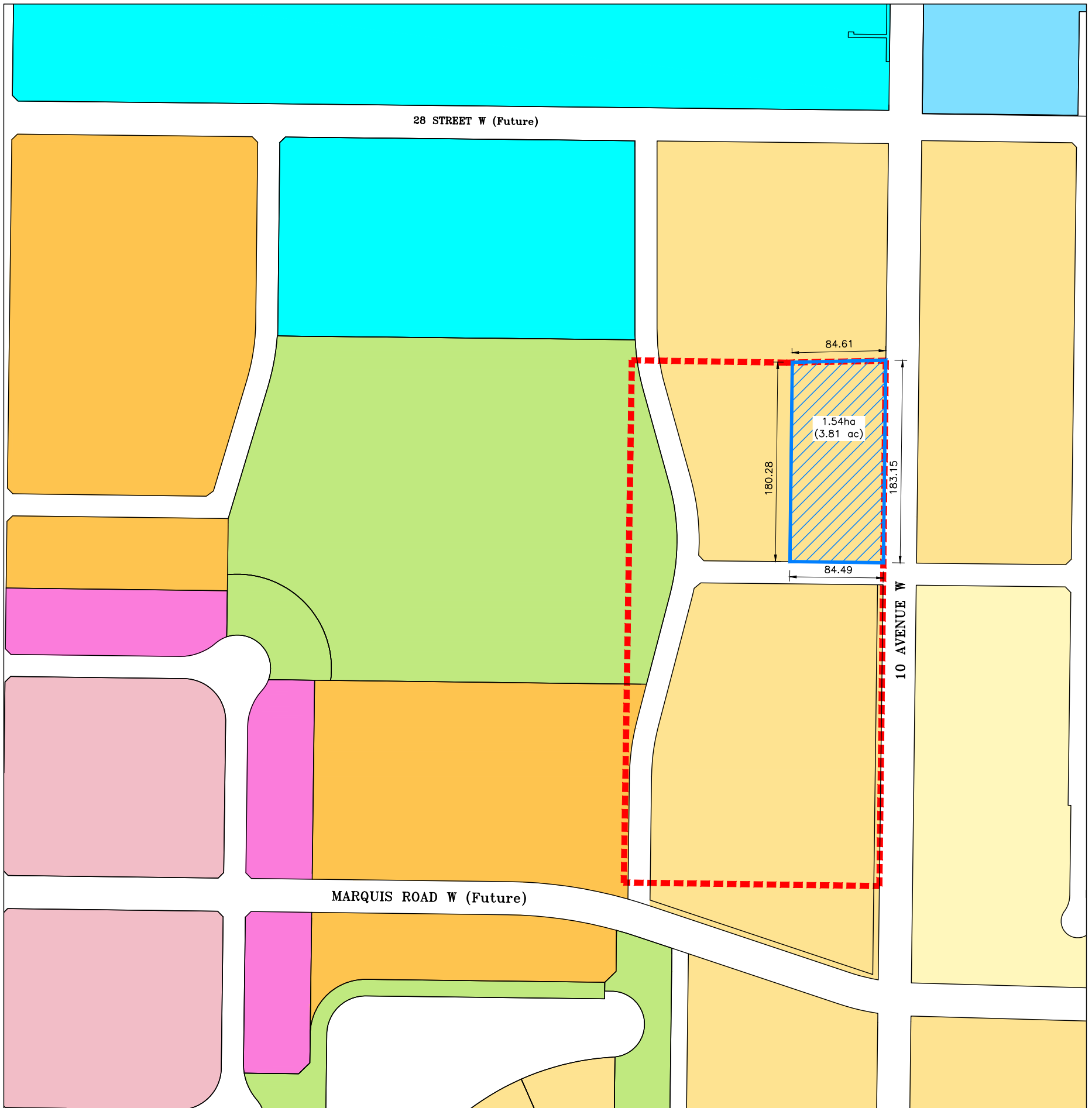
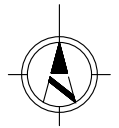
[d.clarke@cwce.ca](mailto:d.clarke@cwce.ca)

(306) 343-7280

Reviewed:

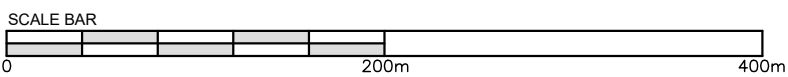


Ryan Rogal, P.Eng



**LEGEND:**

- - - PARCEL AA
- LOW DENSITY RESIDENTIAL
- MEDIUM DENSITY MULTIPLE UNIT DWELLINGS
- HIGH DENSITY MULTIPLE UNIT DWELLINGS
- COMMERCIAL
- INSTITUTIONAL
- NEIGHBOURHOOD MIXED USE
- PROPOSED INSTITUTIONAL PARCEL
- PUBLIC UTILITY
- MUNICIPAL RESERVE



**PRELIMINARY**  
NOT FOR CONSTRUCTION

SCALE VERIFICATION	
WHEN DRAWING IS PLOTTED FULL SIZE THIS LINE IS 30mm IN LENGTH	
SCALE 1:4000	DESIGNED
DRAWN DL	CHECKED
DATE 22/11/07	SHEET 1 of 1
DRAWING NUMBER	<b>FIGURE 1</b>

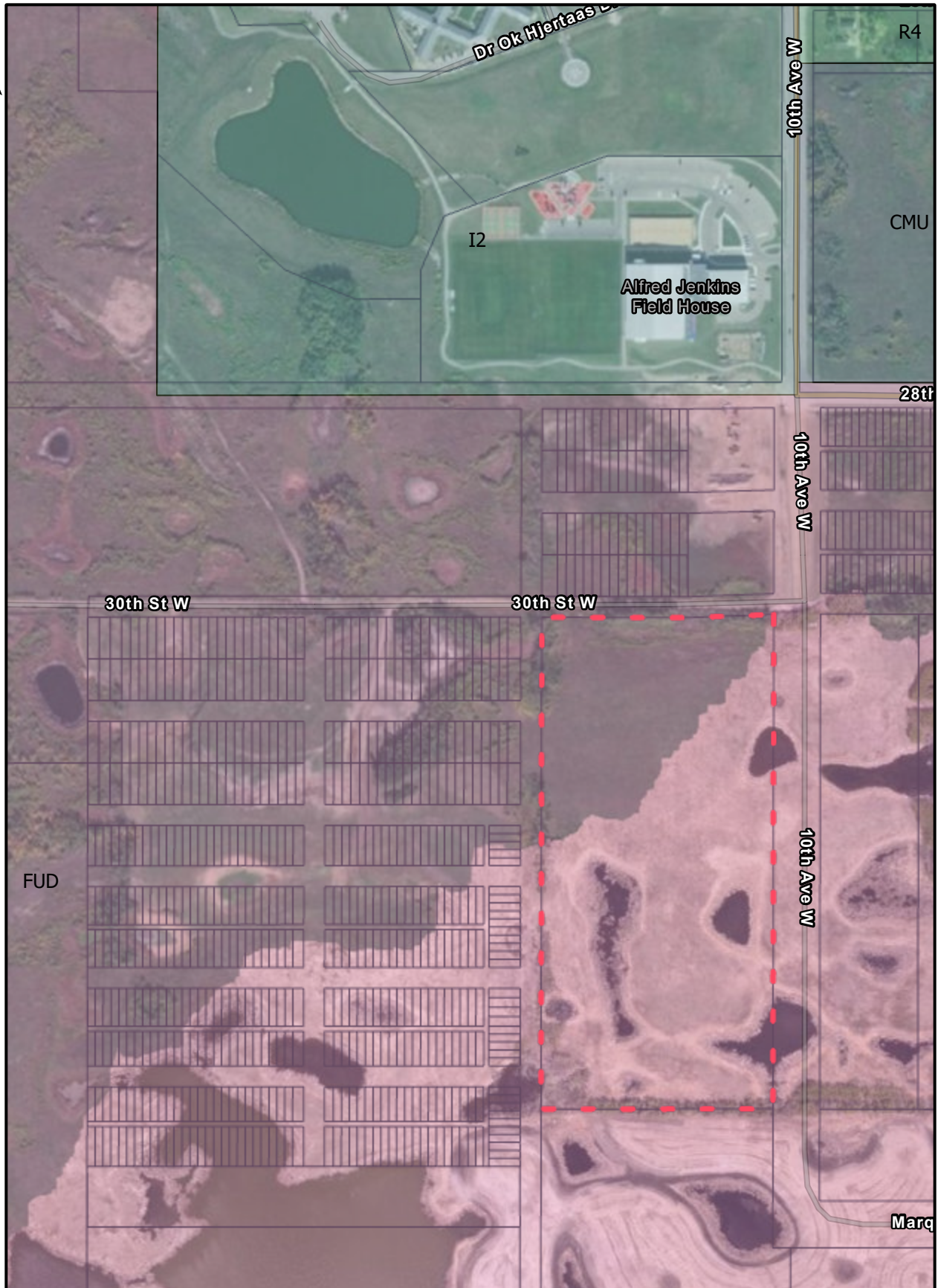
DATE	REVISION


**CATTERALL & WRIGHT**  
 CONSULTING ENGINEERS  
 1231 - 8th STREET EAST | SASKATOON, SK S7H 0S5  
 TEL: (306) 343-7280 | FAX: (306) 956-3199 | www.cwce.ca

OWNER/CLIENT  
**METIS NATION SASKATCHEWAN**  
 LOCATION  
 PRINCE ALBERT, SK

PROJECT  
**PARCEL AA**  
 SHEET TITLE





S-HZ

S-HZ

PLANNING & DEVELOPMENT

Subject Property Identified With A Bold Dashed Line

January 4, 2023

# CITY OF PRINCE ALBERT BYLAW NO. 10 OF 2023

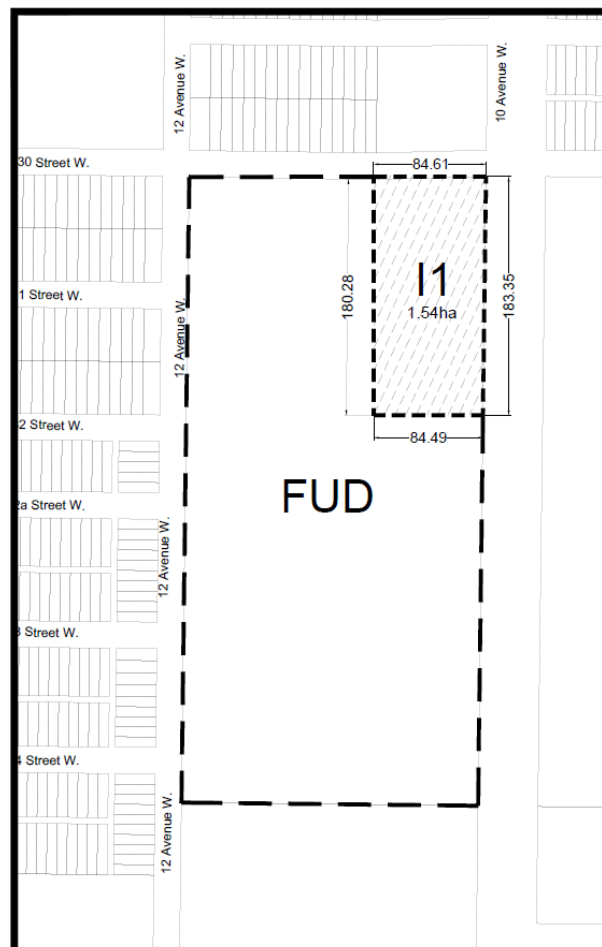
*A Bylaw of The City of Prince Albert to amend  
the Zoning Bylaw, being Bylaw No. 1 of 2019*

**WHEREAS** it is desirable to amend the City of Prince Albert Zoning Bylaw No. 1 of 2019;

NOW, THEREFORE, THE COUNCIL OF THE CITY OF PRINCE ALBERT IN OPEN MEETING ASSEMBLED ENACTS AS FOLLOWS:

1. The City of Prince Albert Zoning District Map, being “Appendix B” Zoning Map and Amendments is hereby amended as follows:

A portion of Parcel AA, Plan 62PA10512, Ext 1  
Prince Albert, Saskatchewan, as described below:



Shall be rezoned from FUD – Future Urban Development to I1 – Institutional General.

2. This Bylaw shall come into force and take effect on, from and after the final passing thereof.

INTRODUCED AND READ A FIRST TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D., 2023.

READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D., 2023.

READ A THIRD TIME AND PASSED \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D., 2023.

\_\_\_\_\_

MAYOR

\_\_\_\_\_

CITY CLERK





# City of Prince Albert

## **RPT 23-82**

**TITLE:** Bylaw No. 11 of 2023 - Rezoning 800 28th Street West from the FUD Zoning District to the R4 Zoning District

**DATE:** February 23, 2023

**TO:** City Council

**PUBLIC:** X

**INCAMERA:**

---

### **RECOMMENDATION:**

1. That Bylaw No. 11 of 2023, to amend Zoning Bylaw No. 1 of 2019, as amended, to rezone the property at 800 28<sup>th</sup> Street West, legally described as Parcel H, Plan 102132199 from FUD – Future Urban Development to R4 – High Density Residential Zoning District, receive 1<sup>st</sup> reading; and
2. That Administration is authorized to proceed with Public Notice.

### **TOPIC & PURPOSE:**

The purpose of this report is to approve a Zoning Bylaw Amendment to rezone the property at 800 28<sup>th</sup> Street West, legally described as Parcel H, Plan No. 102132199, from FUD – Future Urban Development to the R4 – High Density Residential Zoning District.

### **BACKGROUND:**

City Council approved the BRAR Investment Group Project intending to sell the land for high density residential development. As per City Council Resolution No. 0045, dated February 13, 2023:

1. *That the Offer to Purchase from BRAR Investment Group located at 800 28<sup>th</sup> Street West, legally described as Parcel H, Plan No. 102132199 be approved in the amount of \$1, 000, 000, subject to the City Solicitor reviewing and making revisions to the offer as necessary;*

**PROPOSED APPROACH AND RATIONALE:**

Since the sale of the subject property has already been approved by City Council, it is necessary to rezone the land from the current FUD – Future Urban Development Zoning District to a Zoning District that will allow this type of development.

Administration is proposing the property be rezoned to R4 – High Density Residential Zoning District, which will allow for the development of multi-unit dwellings, specifically apartment buildings. Since the surrounding properties are already zoned R4 - High Density Residential Zoning District, rezoning the subject property to R4 will complement the surrounding area.

Overall, changing the zoning district from FUD – Future Urban Development to R4 - High Density Residential Zoning District will give the property sale purpose, while promoting economic and social prosperity for the future of Prince Albert.

If approved, BRAR Investment Group will provide Planning and Development Services with detailed site plans for development and building permits. BRAR Investment Group will be seeking to get permits for two buildings this year, while attaining permits for the third building in the future.

Since the proposed rezoning conforms to the regulations contained in both the Zoning Bylaw and the Official Community Plan; Administration recommends that this bylaw be approved.

**CONSULTATIONS:**

The proposed Zoning Bylaw Amendment has been reviewed by Planning and Development Services. No concerns were raised.

**COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

Subject to completion of the public notice and approval of the 2<sup>nd</sup> and 3<sup>rd</sup> reading of Bylaw No. 11 of 2023, the affected property owners will be notified in writing of the City Council's decision. The Zoning Bylaw and City website will be updated accordingly.

**OTHER CONSIDERATIONS/IMPLICATIONS:**

There are no options for recommendations or any other policy, financial, or privacy implications to consider with this report.

**STRATEGIC PLAN:**

A strategic priority as outlined in the City of Prince Albert Strategic Plan, 2023-2025 is to build a robust economy. A specific area of focus which is supported by this property sale is "Population Growth" which is further supported by the direction of City Council to "create a wide range of property and housing options to accommodate people who choose to relocate to

Prince Albert.”

**OFFICIAL COMMUNITY PLAN:**

As per Section 6.4.2 of the City of Prince Albert’s Official Community Plan, the subject property supports the given policies in terms of diversifying housing types and is also the ideal location for the proposed multi-dwelling units:

“Encourage the distribution of a range of housing types throughout the neighbourhood to foster a more varied social composition;” . . . “ be located adjacent to and with direct access to the municipal roadway system to minimize infiltration of high volumes of traffic through low density residential developments;”

Overall, this Zoning Bylaw Amendment would allow the proposed development to diversify the housing market with multi-unit dwellings, while also reducing vehicular congestion with its close proximity to a main arterial road.

**PUBLIC NOTICE:**

Upon approval of 1<sup>st</sup> reading of this bylaw, Administration will proceed with issuing a public notice regarding the public hearing in the Prince Albert Daily Herald, as well as posting the public notice on the City’s website and the bulletin board at City Hall in accordance with the Public Notice Bylaw.

**ATTACHMENTS:**

1. Zoning Proximity Map
2. Schedule 'A'
3. Bylaw No. 11 of 2023

Written by: Darien Frantik, Planner

Approved by: Director of Planning and Development Services & City Manager



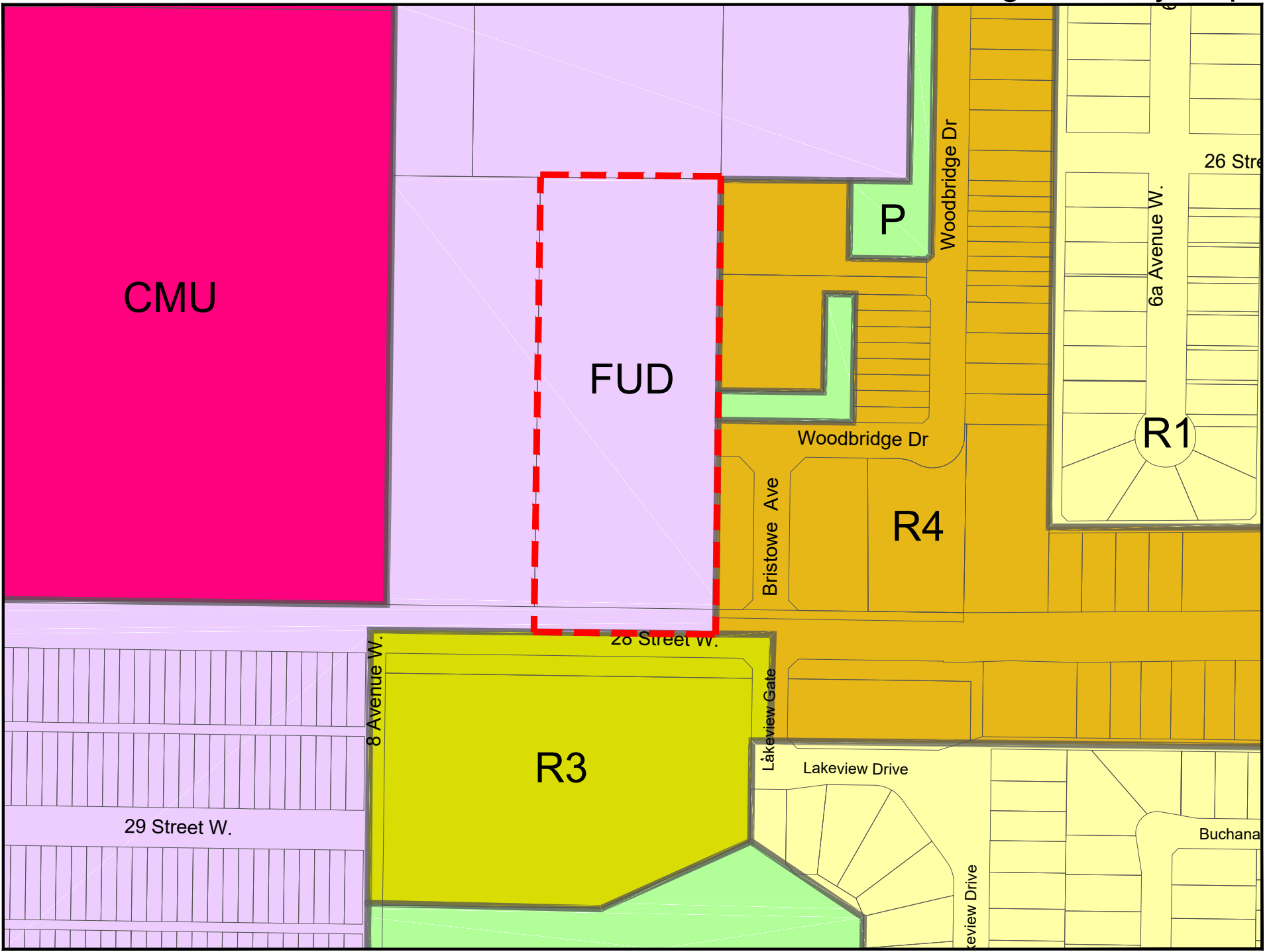
S - H - Z

S - H - Z

PLANNING & DEVELOPMENT SERVICES

DF

March 2023



Rezoning FUD to R4 - 800 28th Street West

Subject Property Identified With A Bold Dashed Line



S - N

S - N

PLANNING & DEVELOPMENT SERVICES



**FUD - Future Urban  
Development  
to  
R4 - High Density  
Residential**

2621

2641

2661

2665

2681

2685

2701

2705

2721

2741

Woodbridge Dr

Bristowe Ave

2781

2761

28 Street W.

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# CITY OF PRINCE ALBERT BYLAW NO. 11 OF 2023

*A Bylaw of The City of Prince Albert to amend  
the Zoning Bylaw, being Bylaw No. 1 of 2019*

**WHEREAS** it is desirable to amend the City of Prince Albert Zoning Bylaw No. 1 of 2019;

NOW, THEREFORE, THE COUNCIL OF THE CITY OF PRINCE ALBERT IN OPEN MEETING ASSEMBLED ENACTS AS FOLLOWS:

1. The City of Prince Albert Zoning District Map, being "Appendix B" Zoning Map and Amendments is hereby amended as follows:

Parcel H, Plan 102132199  
Prince Albert, Saskatchewan

Shall be rezoned from FUD – Future Urban Development to R4 – High Density Residential as shown in bold outline on the map, which is attached to and forms part of this bylaw and marked Schedule "A"

2. This Bylaw shall come into force and take effect on, from and after the final passing thereof.

INTRODUCED AND READ A FIRST TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D., 20 .

READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D., 20 .

READ A THIRD TIME AND PASSED \_\_\_\_\_ DAY OF \_\_\_\_\_, A.D., 20 .

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK



**TITLE:** First Time Home Buyers Program Application - Quinton Dunbar

**DATE:** **March 6, 2023**

**TO:** City Council

**PUBLIC:** X

**INCAMERA:**

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**RECOMMENDATION:**

1. That the First Time Home Buyer Program Application submitted by Quinton Dunbar be approved for funding up to \$5,000.

**TOPIC & PURPOSE:**

The purpose of this report is to approve a First Time Home Buyer Program Application submitted by Quinton Dunbar for funds up to \$5,000.

**BACKGROUND:**

At the City Council meeting held on January 24, 2022, City Council approved the First Time Home Buyer Program, funded by the Housing Reserve. The intent of the program is to provide grants of up to \$5,000 to form part of the required down payment and closing costs; cover the cost of an immediate, significant home repair; or a combination of the two for a first time home buyer. The details of the program are provided in the attached Schedule 'A'. To date, no applications have been approved under the program due to strict timelines that applicants face regarding closing dates.

**PROPOSED APPROACH AND RATIONALE:**

The applicant is intending to purchase a property for \$140, 000 and is contributing \$5,000 of their own funds for the down payment. As the First Time Home Buyer Program can cover half of the minimum required down payment and all required closing costs (to a maximum of 5% of the total value of the home or \$5,000, whichever is lesser), the applicant is applying for a grant of up to \$5,000 to cover the rest of the down payment and all closing costs.



Since the First Time Home Buyer Program Application meets all conditions and provides all documents required in the Application Submission Check-List, Administration recommends that this application be approved.

**CONSULTATIONS:**

The First Time Home Buyer Program Application has been reviewed by Planning and Development Services. No concerns were raised.

**COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

Administration will notify the applicant if the First Time Home Buyers Program Application is approved or denied. If approved, the total grant amount will be determined by Administration and provided to the Applicant's financial institution or lawyer.

**FINANCIAL IMPLICATIONS:**

The First Time Home Buyer Program is funded through the Housing Reserve. Five grants of up to \$5,000 can be approved annually, and this is the first application that the City has received this year. As of February 23, 2023 the current balance of the Housing Reserve is \$563,674.67.

**OTHER CONSIDERATIONS/IMPLICATIONS:**

There are no options for recommendations or any other policy or privacy implications to consider with this report.

**STRATEGIC PLAN:**

A strategic priority as outlined in the City of Prince Albert Strategic Plan, 2023-2025 is to build a robust economy. A specific area of focus which is supported by the approval of this First Time Home Buyers Program Application is "Population Growth" which is further supported by the direction of City Council to "promote the positive economic development outcomes generated through this plan so new residents will be attracted to Prince Albert."

**OFFICIAL COMMUNITY PLAN:**

As per Section 6.4.1 of the City of Prince Albert's Official Community Plan, this First Time Home Buyers Program Application can be considered as a collaborative approach to aid the financial constraints of housing access.

**PUBLIC NOTICE:**

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

**ATTACHMENTS:**

1. Schedule 'A' - First Time Home Buyers Program

Written by: Darien Frantik, Planner

Approved by: Director of Planning and Development Services & City Manager

## **First Time Home Buyer Program Application Schedule “A”**

### **Application Submission Check-list**

Before submitting your application, please review, complete and ensure you have included all the documents listed below. These documents are required as part of the application. Incomplete applications will not be accepted. Depending on what you are applying for, further information may be requested.

1. Application Form.
2. Letter from a financial institution or lawyer detailing:
  - a. The total amount of the mortgage, the required down payment and closing costs; and
  - b. The funds being contributed by the applicant.
3. If the application is for funding for a significant, immediate home repair, a copy of a quote provided by the contractor that provides details of the work to be completed and the price.
  - a. Photos may also be requested.

### **Program Information and Conditions and General Procedure**

The purpose of the First Time Home Buyer Program is to provide up to \$5,000 in funding to help pay for either the minimum required down payment and closing costs; an immediate, significant home repair; or a combination of both.

Please note, any immediate, significant home repair must be identified at the time of the purchase and is required in order to meet minimum life safety standards or to secure the structural integrity of the home. This may include the repair or replacement of:

- Furnace, boiler or other primary heat source,
- Water heater,
- Windows and doors,
- Roof or shingles,
- Electrical work or wiring,
- Installation of barrier free equipment, or
- Renovation of an existing Secondary Suite.

Renovations that do not represent an immediate life safety issue or that do not represent a risk to the structural integrity of the home will not be considered. This may include the repair or replacement of existing cabinetry or other similar fixtures, appliances, fixed or picture windows, flooring, or painting.

The First Time Home Buyer Program is an initiative that originates from the Housing Reserve Policy and is funded by the Housing Reserve. This program came into effect on March 29, 2022, and is not retroactive.

### **Conditions and Information**

1. This program is available to a person who:
  - a. Has never owned a home, or has not owned a home in the past four (4) years; and

- b. Has a maximum household income, either individual or multiple income earners, of \$80,000 annually.
2. Applicants who intend to rely on additional, alternative financial means in order to support their purchase or renovation will not be eligible for this program. Alternative financial means refers to financial sources apart from the applicant's own income, and may include contributions or gifts from family or support from other, similar programs.
3. The maximum purchase price of a qualifying home is \$200,000.
4. Properties that are currently in tax arrears will not be eligible for this program.
5. The funding provided may go towards one of the following:
  - a. To cover half of the minimum required down payment and all required closing costs, to a maximum of 5% of the total value of the home or \$5,000, whichever is lesser; and the total down payment for the purchase shall not exceed 5% of the value of the home; or
  - b. To help cover the cost of an immediate, significant home repair, to a maximum of 50% of the cost of the repair or \$5,000, whichever is lesser; or
  - c. To cover a combination of the down payment, closing costs, and an immediate, significant home repair, the calculation of each is described above and has a combined value of \$5,000.
6. If the City approves the application, the funds will be distributed to one of the following parties:
  - a. To the Applicant's financial institution or lawyer for the down payment and closing costs, or
  - b. To the home owner upon submission of proof that the repair work is underway.
7. Applicants who are approved under this program are not eligible to apply for other City of Prince Albert housing programs for the subject property.
8. The Applicant is responsible for all costs associated with purchasing their home and for obtaining any required permits.
9. Only five (5) grants will be approved annually and applications will be processed in the order they are received.

### General Procedure

Applicants are advised to apply once they have made a formal offer on a home, subject to financing, whether they are pre-approved for a mortgage or not. Should the offer fall through or the applicant is found not to qualify for the program, the application will be canceled. A new application will need to be completed for any future purchase attempts.

Completed applications will be reviewed by Administration prior to being forwarded to the City Manager for approval, in principle. If approved by the City Manager, the application will be forwarded to City Council for consideration.

**TITLE:** Tourism Coordinator Posting

**DATE:** February 27, 2023

**TO:** City Council

**PUBLIC:** X

**INCAMERA:**

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**RECOMMENDATION:**

1. That the vacant Tourism Coordinator position be filled, once a suitable candidate is found.

**TOPIC & PURPOSE:**

To provide Council with the Tourism Coordinator posting, to be filled once a suitable candidate is found.

**BACKGROUND:**

At a cost to the City of \$140,000 per year, an agreement between the City and PAREDA was signed in 2020, for PAREDA to take over the operation and management of the Tourism Centre and related facilities for the promotion of tourism in the City of Prince Albert and surrounding area from July 10, 2020 to July 9, 2025.

Some of the highlights under this structure were as follows:

- Tourism Strategic Plan (presented to and approved by Council)
- Took part in the December 2020 #ShopLocalYPA campaign along with The City of Prince Albert, Prince Albert Downtown and Business Improvement District and Prince Albert and District Chamber of Commerce.
- Tourism Prince Albert logo developed
- Destination Canada Tourism Recovery Grants - \$20,000
  - Development of four themed promotional videos for the Prince Albert region

- Coordinated with Phoenix Group and Tourism Saskatchewan on themes, storyline and video development
  - Preparing video launch and promotion upon completion
- Tourism Centre Operations
- Hired staff
- Opened summer 2021
- New POS system installed
- Tourism Gift Shop – new stock
- New tourism website is currently nearing completion

However, in December 2022, Council approved the following motion:

1. That the proposed PAREDA model as described in report 22-473 be approved;

**This proposed PAREDA model includes the hiring of our own “in house” Economic Development Manager and Tourism Coordinator.**

#### **PROPOSED APPROACH AND RATIONALE:**

City Council has approved the hiring of an Economic Development Manager, once a suitable candidate is found. This position currently exists within the City of Prince Albert Corporate Structure and therefore may be filled as soon we are able.

The Tourism Coordinator, however, is a new position and requires further consideration. Being proposed as an Out of Scope Management position, the Union has been consulted and have agreed to the position to be posted. We are quite pleased with this positive collaboration with the Union and looking forward to working together in order to grow our tourism operations.

In addition to being responsible to the management of the Tourism Centre, this position also adds significant value to the City.

The core purpose of the position is to market the Prince Albert area, build our advertising and tourism programs, enhance visitor center operations and to manage employees, contractors and venues related to those programs.

As per the attached job description, some of the more key duties and responsibilities are as follows:

- Supervise, schedule and manage the performance of employees carrying out tourism related programs.
- Manage, supervise and coordinate the scheduling of events and/or programs.
- Negotiate sponsorship proposals for tourism marketing materials.
- Responsible to develop and maintain a database and filing system to track inventory

- Develop and maintain relationships with a network of stakeholder contacts
- Consult with community organizations and user groups to plan desired programs.
- Prepare grant applications and attend to follow up work relating to grant applications.
- Develop and recommend budget requirements for tourism programs.
- Responsible for the daily operation of the Visitor Centre which may include evening/weekend work.
- Welcome and respond to Visitor inquires thru telephone, email and in person means.
- Provide efficient and knowledgeable service while processing transactions within the Gift Shop.
- Compile and record daily and high/low season visitor statistics.
- Seek out and handle relations regarding all gift shop content and consignment contracts.
- Develop and implement programs in response to public needs and in keeping with innovations in the industry.
- Research new tourism options to best promote the tourism industry, services and opportunities throughout the Prince Albert Region.

The “in-house” synergies that will be created by the hiring of this position will be immediately realized as there are already a whole host of events and programs that can be advertised and promoted through this position. Growth of the tourism industry through partnerships with organizations such as the Historical Society, etc. will also be a benefit realized through having this dedicated resource. This has already been discussed with the Historical Society and they are very much in favor of working further with the City.

In integral consideration of ensuring a positive 2023 Tourism season is to hiring an individual as soon as we are able.

**CONSULTATIONS:**

This approach has been discussed with the City Manager, Directors of Community Services and Corporate Services, the Mayor and the Historical Society.

**COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

Upon approval by City Council, the Director will work with the Director of Corporate Services to continue to promote this posting through various social media, and employment outlets.

**FINANCIAL IMPLICATIONS:**

The City of Prince Albert and PAREDA had previously had an agreement where the City provides an annual \$140,000 grant to PAREDA for the operation and management of the Tourism Centre and related facilities for the promotion of tourism in the City of Prince Albert and surrounding area.

These monies will not only fund the Tourism Coordinator, but will also provide funds for operational



costs, summer students, and other specific projects as approved by City Council.

**OTHER CONSIDERATIONS/IMPLICATIONS:**

There are no policy implications or privacy implications, or options to the recommendation.

**STRATEGIC PLAN:**

A Strategic Priority of the City of Prince Albert Strategic Plan 2023-2025, is focused on “Building a Robust Economy”. Although there are multiple references to Economic Development throughout the plan, there are two specific areas of focus which are supported by the hiring of a Tourism Coordinator. Also highlighted in the plan are detailed directions from City Council which are being met in making this decision:

**Economic Diversity and Stability**

- Create an equitable taxation structure that promotes community growth
- Create flexible incentive programs to attract new business
- Create new, and support existing partnerships to leverage the strengths of Prince Albert
- Develop and maintain new and existing amenities and infrastructure
- Identify and accommodate the needs of new and existing industries, businesses and professionals in Prince Albert

**Economic Growth**

- Diversify the types of businesses that call Prince Albert home
- Strengthen relationships with surrounding RM's and First Nations to promote Economic Development
- Work closely with PAREDA to support economic growth in the region
- Partner with Prince Albert Tourism to develop ways to promote Prince Albert

**OFFICIAL COMMUNITY PLAN:**

Section 11.2 of the OCP discusses Economic Development. Among others, the following policy supports the continued evolution of a PAREDA model:

*Continue to work with the Prince Albert Regional Economic Action Committee, Prince Albert Chamber of Commerce, PA Tourism, and any other stakeholders in promoting business and tourism development in Prince Albert.*

**PUBLIC NOTICE:**

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

**ATTACHMENTS:**

1. Job Description

Written by: Craig Guidinger, Director of Planning and Development

Approved by: City Manager

# TOURISM COORDINATOR

Competition #J0223-0988

Located in the heartland of northern Saskatchewan, the City of Prince Albert is a vibrant and innovative municipality that prides itself on being a family focused community. Situated just minutes from lake country the City of Prince Albert is a recreational paradise that offers all the benefits of big city amenities including access to arts, entertainment and unique cultural experiences. The City is leading the way in creating an active, prosperous and healthy City of opportunity for our 36,000 residents. We are in search of ambitious, passionate and talented individuals who are looking for a rewarding career that supports work life balance. If you are interested in contributing to this vision, we welcome you to apply at [www.citypa.ca](http://www.citypa.ca). Come enjoy a balanced way of living at the City of Prince Albert.

The City of Prince Albert is currently seeking an innovative and responsible professional to fill the permanent, full-time position of **Tourism Coordinator**.

The Tourism Coordinator be responsible to market the Prince Albert area, build our advertising and tourism programs, enhance visitor center operations and to manage employees, contractors and venues related to those programs.

## Principle Duties & Responsibilities:

- Supervise, schedule and manage the performance of employees carrying out tourism related programs.
- Manage, supervise and coordinate the scheduling of events and/or programs.
- Negotiate sponsorship proposals for tourism marketing materials.
- Develop and maintain relationships with a network of stakeholder contacts.
- Consult with community organizations and user groups to plan desired programs.
- Prepare grant applications and attend to follow up work relating to grant applications.
- Develop and recommend budget requirements for tourism programs.
- Responsible for the daily operation of the Visitor Centre which may include evening/weekend work.
- Compile and report on statistical tourism data.
- Seek out and handle relations regarding all gift shop content and consignment contracts.
- Develop and implement programs in response to public needs and in keeping with innovations in the industry.
- Research new tourism options to best promote the tourism industry, services and opportunities throughout the Prince Albert Region.

## Required Qualifications:

Typically, the knowledge and skills required for this position would be obtained through:

- A four year degree in Tourism, Economic Development or Business related field, or;
- A two year diploma plus 2 years' experience working with community groups in the development, coordination and evaluation of economic development, marketing or tourism programs.

To explore this opportunity in complete confidence, please apply online with a resume and cover letter by the end of the day on **Wednesday, March 15, 2023** at <https://www.citypa.ca/jobs>



**RPT 23-79**

**TITLE:** 2023 Advisory Committee Work Plans

**DATE:** February 27, 2023

**TO:** City Council

**PUBLIC:** X

**INCAMERA:**

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**RECOMMENDATION:**

That the 2023 Work Plans for the Advisory Committees, as attached, be approved.

**TOPIC & PURPOSE:**

The purpose of this report is to outline the 2023 initiatives for the various Advisory Committees.

**BACKGROUND:**

City Council, at its meeting held November 28, 2022, appointed members to serve on the various Advisory Committees until November 13, 2024 for Council and December 31, 2024 for the members-at-large.

As per Section 78(39) of the City's Procedure Bylaw No. 23 of 2021, every Advisory Committee must submit a Work Plan for approval to Council by April 1<sup>st</sup> of each year.

**PROPOSED APPROACH AND RATIONALE:**

Work Plans provide actions, resources, team leads and timeline information. Additional resources may be required from time to time to include key stakeholders and public consultations in specific areas of interest.

The attached Work Plans provide an outline of the main areas of consideration for the various Committees as follows:

Community Services Advisory Committee:

- Community Grant Program
- Twining Project – Thorey En Plaine, France
- Beautification Initiatives
- Off Leash Dog Parks
- Urban Forestry Master Plan
- Truth & Reconciliation – Calls to Action
- Public Art Plan
- Culture Plan
- Little Red River Park Master Plan
- Improvement Plan for Playgrounds & Park Amenities
- Rates & Fees

Planning Advisory Committee:

- Development of a user friendly GIS Snow Clearing Application
- Amendments to the Property Amenities Bylaw
- Introduction to Planning

Golf Course Advisory Committee:

- Golf Course Improvements
- Rates & Fees
- Year in Review

Airport Advisory Committee:

Due to the lack of provincial funding, there has been no Work Plan established in 2023 for the Airport Advisory Committee. As such, meetings will be called by the Chair as needed.

**CONSULTATIONS:**

The Work Plans have been reviewed by the various Committees prior to City Council reviewing for final consideration.

**COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

The Work Plans will be reviewed with the Chair and Advisory Officials at each Agenda Review meeting for the Committees to ensure all items are considered as outlined within the Plans.

**POLICY IMPLICATIONS:**

City Council's Procedure Bylaw No. 23 of 2021 outlines the process for Advisory Committee Work Plans.

**OTHER CONSIDERATIONS/IMPLICATIONS:**

There are no privacy and financial implications or options to the recommendation.

**STRATEGIC PLAN:**

Establishing the 2023 Work Plans aligns with the Strategic Priority of Delivering Professional Governance. Specifically, the Organizational Effectiveness Area of Focus where the focus is to ensure that Council Committees assist in achieving our corporate goals.

**OFFICIAL COMMUNITY PLAN:**

The Decision Making Section of the Official Community Plan highlights the importance of a community based advisory group and support initiatives outlined in the Plan.

In addition, Section 5 Sustainability outlines the goal to embrace a collaborative planning process that involves all stakeholders.

**PUBLIC NOTICE:**

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

**ATTACHMENTS:**

1. 2023 Community Services Advisory Committee Work Plan
2. 2023 Planning Advisory Committee Work Plan
3. 2023 Golf Course Advisory Committee Work Plan

Written by: Savannah Price, Records Coordinator

Approved by: City Clerk & City Manager

**City of Prince Albert**  
**Community Services Advisory Committee (CSAC) 2023 Work Plan**

<i>Deliverable (What)</i>	<i>Action (How)</i>	<i>Resources (Who)</i>	<i>Lead</i>	<i>Estimated Completion Date (When)</i>	<i>Update on Status of Project/Tasks</i>
Community Grant Program	1. Recommendations for the 2023 Community Grant Program recipients.	CSAC Sport & Recreation Manager	CS Dept.	1. March 8, 2023	1.
Twining Project Thorey En Plaine, France	1. Update regarding next steps & initiatives.	CSAC Arts & Culture Coordinator Historical Society	CS Dept.	1. March 8, 2023	
Beautification Initiatives	1. Presentation regarding proposed initiatives for 2023.	CSAC Parks Manager	CS Dept.	1. April 5, 2023	1.
Off Leash Dog Parks	1. Presentation regarding recommendations for 2024.	CSAC Parks Manager Public Works	CS Dept.	1. April 5, 2023	1.
Forestry Management Plan	1. Review of Implementation Phases.	CSAC Parks Manager	CS Dept.	1. April 5, 2023	1.
Truth & Reconciliation – Calls to Action	1. Annual reporting framework regarding the implementation of the Call to Action for Municipalities.	CSAC Arts & Culture Coordinator All Departments	CS Dept.	1. May 17, 2023	
Public Art Plan	1. Update on initiatives for 2023 & proposed priorities for 2024.	CSAC Arts & Culture Coordinator Public Art Working Group	CS Dept.	1. May 17, 2023	1.
Culture Plan	1. Update on initiatives for 2023 & proposed priorities for 2024.	CSAC MCAP Working Group Arts & Culture Coordinator	CS Dept.	1. May 17, 2023	1.



**City of Prince Albert  
Community Services Advisory Committee (CSAC) 2023 Work Plan**

<i>Deliverable (What)</i>	<i>Action (How)</i>	<i>Resources (Who)</i>	<i>Lead</i>	<i>Estimated Completion Date (When)</i>	<i>Update on Status of Project/Tasks</i>
Little Red River Park Master Plan	1. Recommendations for the next stage of development in 2024.	CSAC Parks Manager	CS Dept.	1. September 6, 2023	1.
Improvement Plan for Playgrounds & Park Amenities	1. Presentation on the status of the Improvement Plan & recommendations for 2024.	CSAC Parks Manager	CS Dept.	1. September 6, 2023	1.
Rates & Fees	1. Review and Approval of the Rates & Fees for City Parks, Recreation, Arts & Culture Facilities.	CSAC Sport & Recreation Manager	CS Dept.	1. September 6, 2023	1.

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**City of Prince Albert  
Planning Advisory Committee (PAC) 2023 Work Plan**

<b>Deliverable (What)</b>	<b>Action (How)</b>	<b>Resources (Who)</b>	<b>Lead</b>	<b>Estimated Start/Completion Date (When)</b>	<b>Update on Status of Project/Tasks</b>
<b>Work Plan Approval (meeting 1)</b>	1. Review and approve work plan	PDS PW	PDS	Start Q1 Complete Q1	
<b>Snow Clearing GIS Application (meeting 2)</b>	1. PDS (GIS) to present concept of a new GIS Application that is intended to notify people of Road Closures and snow clearing. 2. Public Works will also attend to discuss current procedure and work flow. 3. PAC will provide feedback on current procedures and make suggestions on what they would like to see in the App.	PDS (GIS) PW	PDS PW	Start Q1 Complete Q1	
<b>Property Amenities Bylaw Boarded Buildings (meeting 3)</b>	1. PDS (Bylaw) will present on current state of Bylaw enforcement, specifically related to property amenities and Boarded Buildings. Bylaw will review pictures, examples etc. 2. PAC will provide feedback on what they think needs to change in the Bylaw, areas that need to be clarified, etc.	PDS (Bylaw)	PDS	Start Q2 Complete Q2	
<b>Property Amenities Bylaw Human Habitation (meeting 4)</b>	1. PDS (Bylaw) will present on current state of Bylaw enforcement, specifically related to the habitation of tents, campers, cars, etc. on private property. 2. PAC will provide feedback on what they think needs to change in the Bylaw, areas that need to be clarified, etc.	PDS (Bylaw)	PDS	Start Q2 Complete Q2	

**City of Prince Albert  
Planning Advisory Committee (PAC) 2023 Work Plan**

<p><b>Snow Clearing GIS Application (meeting 5)</b></p>	<ol style="list-style-type: none"> <li>1. PDS (Bylaw) will present the first iteration of the Road Closure GIS Application</li> <li>2. PAC will provide feedback on the Application to be incorporated into the final iteration</li> </ol>	<p>PDS (GIS) PW</p>	<p>PDS</p>	<p>Start Q3 Complete Q3</p>	
<p><b>Property Amenities Bylaw Boarded Buildings &amp; Human Habitation (meeting 6)</b></p>	<ol style="list-style-type: none"> <li>1. DRAFT Amendments will be presented to PAC, based on discussions from meetings 3 and 4</li> <li>2. Final feedback from PAC will be incorporated into final draft of Bylaw Amendments</li> </ol>	<p>PDS (Bylaw) PW</p>	<p>PDS</p>	<p>Start Q3 Complete Q3</p>	
<p><b>Introduction to Planning (Meeting 7)</b></p>	<ol style="list-style-type: none"> <li>1. This will be an informational meeting where the Director will walk through some standard planning processes such as Subdivision, Zoning, and Land Use</li> </ol>	<p>PDS (Planning)</p>	<p>PDS</p>	<p>Start Q4 Complete Q4</p>	

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**City of Prince Albert  
Golf Course Advisory Committee (GCAC) 2023 Work Plan**

<i>Deliverable (What)</i>	<i>Action (How)</i>	<i>Resources (Who)</i>	<i>Lead</i>	<i>Estimated Completion Date (When)</i>	<i>Update on Status of Project/Tasks</i>
Golf Course Improvements	1. Review of Proposed Golf Course Improvements.  a. Cart Path Improvements b. Bunker Renovations c. Forestry Priorities	Head Professional Superintendent	CS Dept	1. April 6, 2023	1.
Rates & Fees	1. Revised Fee Structure Options.  2. Recommendation for the 2024 Rates & Fees Schedule.	Head Professional Superintendent	CS Dept.	1. April 6, 2023  2. August 31, 2023	1.  2.
Year In Review	1. Review of 2023 Season & Outlook for 2024 Season	Head Professional Superintendent	CS Dept	1. October 19, 2023	1.



City of  
**Prince Albert**

**RPT 23-88**

**TITLE:** Update from Communications Subcommittee December 5, 2022 Meeting

**DATE:** February 28, 2023

**TO:** City Council

**PUBLIC:** X

**INCAMERA:**

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**RECOMMENDATION:**

That members of Council be encouraged to follow Subsection 30(5) of The Procedure Bylaw as much as possible so that members of Administration can respond promptly and accurately to Council Inquiries at meetings for the benefit of the public that are watching the meetings and for the media reporting.

**ATTACHMENTS:**

1. Update from Communications Subcommittee December 5, 2022 Meeting (RPT 23-3)

Written by: Management Committee



**RPT 23-3**

**TITLE:** Update from Communications Subcommittee December 5, 2022 Meeting

**DATE:** January 5, 2023

**TO:** Management Committee

**PUBLIC:** X

**INCAMERA:**

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**RECOMMENDATION:**

1. That members of Council be encouraged to follow Subsection 30(5) of The Procedure Bylaw as much as possible so that members of Administration can respond promptly and accurately to Council Inquiries at meetings for the benefit of the public that are watching the meetings and for the media reporting.

**TOPIC & PURPOSE:**

To report the communication improvement opportunities discussed at the December 5, 2022 Communications Subcommittee of the Management Committee meeting to the Management Committee for review and consideration.

**BACKGROUND:**

The Communications Subcommittee was established in 2021 to consider, investigate and report to the Management Committee regarding communication deficiencies within the City.

**PROPOSED APPROACH AND RATIONALE:**

Effective communication between City Council, Administration, and the community is key to establishing strong relationships and trust.

It is helpful for Administration to anticipate possible questions before they are asked and specifically everyone benefits when members of Council provide Administration notice in advance of making an inquiry at a Council meeting. This practice allows Administration the time to investigate and review the question and develop a thorough answer so as to avoid misunderstandings.

Council builds confidence with the public by ensuring the public then receives an efficient and accurate response at that time.

Well thought out answers are a more effective way to interact, and strengthens rapport and trust between the City and the community.

**CONSULTATIONS:**

The Communications Subcommittee invited the Director of Financial Services to participate in its December 5, 2022 meeting.

**COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

Recommendations of Management Committee will then proceed to Council for final consideration.

**OTHER CONSIDERATIONS/IMPLICATIONS:**

There are no Financial, Policy, or Privacy implications, Official Community Plan implementation strategies, Options to the Recommendation or other considerations.

**STRATEGIC PLAN:**

This report supports the Council Direction to increase teamwork, trust and communication between and amongst City Council and Administration.

**PUBLIC NOTICE:**

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

**PRESENTATION:**

Councillor Dawn Kilmer, Communications Subcommittee Chair, will be at the meeting to answer any questions the Management Committee may have in regards to the review of Financial Services Communication.

**ATTACHMENTS:**

1. The Procedure Bylaw Inquiries Section – pages 24 & 25

Written by: Renee Horn, Executive Assistant

Approved by: Director of Financial Services & City Manager



- (3) When the Clerk refers a delegation's request to speak to the Executive Committee, the following procedure shall be followed:
  - (a) the brief shall be deemed to be referred to the Executive Committee; and,
  - (b) the delegation shall be advised of the referral of their request to speak and the time and place of the Executive Committee meeting and shall have the right to attend that meeting and make their presentation.

#### Mayor and Councillors Forum

29. (1) Statements shall include the sharing of the following information:
  - (a) events, activities or community functions attended; and,
  - (b) general work of members on behalf of Council colleagues, constituents and the Community.
- (2) All comments will be verbal only and shall not be recorded in the minutes of the meeting.

#### Inquiries

30. (1) A member may make an inquiry at any Council meeting in regards to a general municipal concern.
- (2) Each inquiry shall be specific, brief and in the form of a question and shall be answerable by a brief statement and no preamble or introduction shall be permitted to explain the reason for such inquiry.
- (3) Inquiries shall be provided in writing to the Clerk immediately following the conclusion of the meeting with the exact wording of the inquiry to be entered in the minutes, or the matter shall be excluded from the minutes and further action by administration shall not be required.
- (4) All inquiries included in the minutes pursuant to Subsection (3), unless the Clerk has determined the inquiries to be answered sufficiently by

Administration at that Council meeting, shall be referred to the City Manager's office.

- (5) That where practical, the member may advise the City Manager and respective Department Director the day of the meeting, where the inquiry may be raised, to allow administration an opportunity to investigate the matter and report the details at the meeting where the inquiry is made.
- (6) When the cost to respond to an inquiry, incurred by reason of:
  - (a) the time of City employees which must be taken away from performance of their regular duties or overtime which must be worked;
  - (b) the need to hire additional employees; or,
  - (c) the necessity of obtaining and paying for the information required to answer the inquiry,is likely to be more than \$500 and no appropriation has been made for such expenditure in the budget, the City Manager shall report the anticipated cost to Council before undertaking a response to the inquiry.
- (7) When the City Manager has reported pursuant to Subsection (6), Council may, by a majority vote of the members present:
  - (a) direct that administration proceed with the investigation necessary to answer the inquiry; and,
  - (b) shall provide for the payment of costs.
- (8) An inquiry is not debatable.
- (9) A member who made an inquiry may instruct administration to abandon an inquiry.

#### Inquiry Responses

31. (1) Responses to inquiries shall be brief and factual, and shall not provoke debate.



City of  
**Prince Albert**

**INQ 23-3**

**TITLE:** February 13, 2023 City Council Meeting Inquiry Responses

**DATE:** February 28, 2023

**TO:** City Council

**PUBLIC:** X

**INCAMERA:**

---

**MOTION:**

Be received as information and filed.

**ATTACHMENTS:**

1. February 13, 2023 Inquiry Responses

Written by: Sherry Person, City Manager

To: City Council  
From: City Manager

February 13, 2023 - City Council Inquiries

Councillor	Inquiry #	Inquiry	Dep't Sent to	Date Responded	Response
Councillor Edwards	INQ#23-02	Who do residents call if they see a potential dangerous wild animal in the City during business and after hours?	Planning & Development Services	22-Feb	Please see the attached response from the Bylaw Services Manager.
Councillor Edwards	INQ#23-03	Are there any recreational or competitive adult basketball leagues or teams in Prince Albert?	Community Services	22-Feb	Director of Community Services: We are currently not aware of any recreational or competitive adult basketball leagues or teams in Prince Albert.

## **RESPONSE TO INQUIRY #23-02**

***Who do residents call if they see a potential dangerous wild animal in the City during business and after hours?***

Response:

***Information with respect to who to call for dangerous animals within the City can be found on the City's website at the following link:***

***<https://www.citypa.ca/en/living-in-our-community/animal-services.aspx#Wild-Animals-and-Insects>***

***The information is as follows:***

### **Wild Animals and Insects**

For large animals such as a bear, moose, deer, wolves, owls, eagles, falcons, grouse, or ducks, you can contact **Saskatchewan Conservation Officers** at [306-953-2322](tel:306-953-2322) or [306-953-2897](tel:306-953-2897).

For small animals and insects on your property such as coyotes, badgers, porcupines, raccoons, beavers, muskrats, gophers, mice, rats, rabbits, bats, black birds, pigeons, bees, or wasps, you can contact a local extermination:

Tyrone Pest Control: [306-764-4800](tel:306-764-4800)

For ravens, you can contact **Saskatchewan Conservation Officers** at [306-953-2322](tel:306-953-2322) or [306-953-2897](tel:306-953-2897).

For injured wildlife, you can contact **Wildlife Rescue Society of Saskatchewan** at [306-242-7177](tel:306-242-7177).



City of  
**Prince Albert**

*MOT 23-1*

**MOTION:**

“That Administration install a yellow flashing pedestrian signal on the corner of 1<sup>st</sup> Avenue East and 8<sup>th</sup> Street, where The City previously removed the controlled signals. “

Written by: Mayor G. Dionne



City of  
**Prince Albert**

**CORR 23-16**

**TITLE:** Letters of Support - Install Yellow Flashing Pedestrian System - Corner of 1st Avenue East and 8th Street

**DATE:** **March 1, 2023**

**TO:** City Council

**PUBLIC:** X

**INCAMERA:**

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That the Correspondences be received and referred to the Planning and Development Services Department.

**PRESENTATION: NONE**

**ATTACHMENTS:**

1. Alma Primeau Letter Dated June 17, 2022
2. Janine Van Nes Email Dated February 27, 2023
3. Janine Van Nes Letter Dated June 24, 2022
4. Joyce Paradis Letter Dated June 17, 2022
5. Maxine Bear Letter Dated June 24, 2022
6. Shirley Bessette Letter Received June 24, 2022

Written by: Various Residents

RECEIVED  
JUN 24 2022  
CITY CLERK  
CITY COUNCIL

June 17/2022

Mayor & Council

I would like to have The traffic  
lights to remain at 7<sup>th</sup> Ave and 8<sup>th</sup> St  
due to seniors - Thank you

Alma Prineau  
301-888 1st Ave East  
Prince Albert SK S6V 6G2



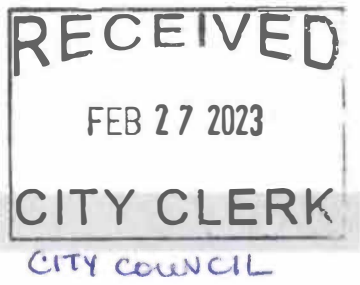
**Terri Mercier**

---

**From:** Councillor Terra Lennox-Zepp  
**Sent:** Monday, February 27, 2023 12:15 PM  
**To:** City Clerk; Mayor  
**Subject:** Fwd: request: Flasher crosswalk at 8th St. E and 1 st Ave E

*[Faded text, likely a forwarded message header]*

**From:** Janine Van Nes <dreamincaribbean@gmail.com>  
**Date:** February 27, 2023 at 12:02:38 PM CST  
**To:** Councillor Terra Lennox-Zepp <ward2@citypa.com>  
**Subject: request: Flasher crosswalk at 8th St. E and 1 st Ave E**



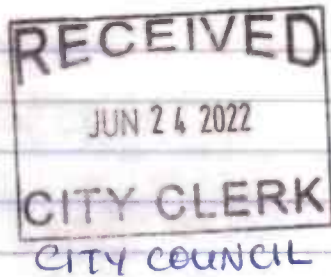
You don't often get email from dreamincaribbean@gmail.com. [Learn why this is important](#)

Hello,  
This is Janine Van Nes #1006-795-1st Ave E, P.A. SK S6V 7R8  
I would like to update a letter I previously sent about our intersection here and the need for a lighted crosswalk. I understand that a vote is happening Mar. 6/23 and I would like to request that we are considered for the flashing crosswalk at the intersection here at 8th st. E and 1st Ave E. There are many elderly and people with mobility issues with a walker or in wheelchairs that need a safe way to cross the street to the clinic, etc. This is a relatively busy street during the week, especially at rush hour morning and evening and cars do not want to stop for people in the crosswalk. Someone is going to get hit if something isn't done.  
Thank you for your consideration.

--  
Janine Van Nes

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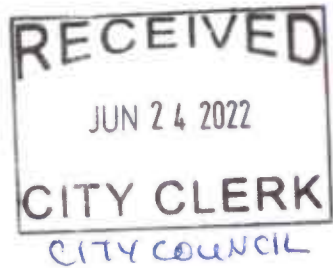


June 24/22

I just moved to Northcote Manor with my elderly mother in March. It is actually dangerous on 1st Ave E & 8th St E without any light or crosswalk. Cars speed by and won't let pedestrians cross. There are many elderly people & people with various mobility issues trying to get to the clinic, or Coop gas bar. There are also several day cares here that cross 1st Ave E to go on fieldtrips, etc. Someone is going to get hurt. We need a 3 or even 4 way stop, or at the very least a crosswalk with a light to actually shape the vehicles stop. It is very busy and chaotic with the traffic heading east, especially at morning & evening rush hour. Will it take a bad accident or death for such a simple solution to be implemented? Please hear us and our request. Your neighborhoods are safe to walk in, we deserve the same safety. Thank you.

Janine Van Nes  
1006-7915 - 1st Ave E  
Northcote Manor

June 17/2022

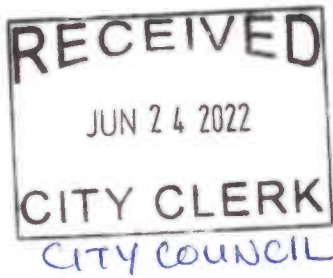


To The Mayor and City Council.

My name is Joyce Paradis. I live at Sherman Towers. I don't want the lights removed on 1st Ave East and 8th St. East. I walk down ~~to~~ 1st Ave at least 4 to 5 times a week to the river. With nothing there a person could get killed. I don't want to be the first person to be hit.

Signed Joyce Paradis.

888-1 Ave E  
Sherman Towers



#1005

795 – 1<sup>st</sup> Avenue East

July 24, 2022

City of Prince Albert City Council

To Whom it May Concern:

I am writing in reference to the removal the crossing light at the corner of 1<sup>st</sup> Avenue and 8<sup>th</sup> Street East in Prince Albert. Several Seniors Residences are in this area and the residents of these buildings use that intersection to cross over to the Co-Operative Medical Building where they utilize the services of doctors and also the Pharmacy located in the building. Many of the Seniors who must cross this intersection are in wheelchairs, use walkers, or are sight and hearing impaired and taking away the crossing light has made it far more dangerous to cross this intersection. I feel at this time, the best choice for this intersection which, by the way, is also used by many people who are employed at the MacIntosh Mall Building, would be the installation of a push button, overhead flashing crossing light, such as the one which crosses from Carlton High School, across 6<sup>th</sup> Avenue to the Carlton Court Shopping Center. It would also be an excellent choice to have an audible crossing signal to help the hearing and sight disabled Seniors who would be using this crossing. This is an urgent matter and is needed to provide safe crossing for our Seniors and Workers alike.

Thank you.

Yours truly,

Maxine Bear

*Maxine Bear*



I am writing on the topic  
of the 1<sup>st</sup> Ave and 8<sup>th</sup> St E

intersection. The traffic light has

been removed and I would

really like to see a Rapid

Flashing Beacon at this intersection

to improve crossing safety. I

myself am partially visually

impaired. I cross at this

intersection and I really rely

on intersection lights to help stop

traffic for me to cross safely.

I live at Northcote Manor and

I cross this intersection for

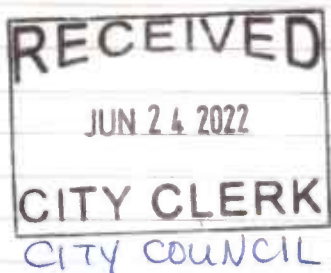
the purpose of walking to my

doctor's office at the PA

Co-operative Health Centre and also

to walk to visit friends at

Carment Court.



*Shirley Bessette*

Shirley Bessette  
Northcote Manor

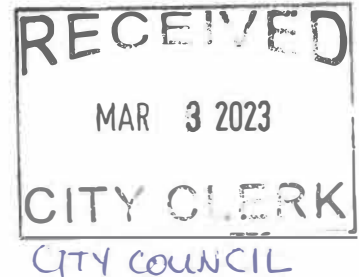
795-1 Ave E

**Terri Mercier**

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**From:** [Faint text]  
**Sent:** [Faint text]  
**To:** [Faint text]  
**Subject:** [Faint text]

[Faint, mostly illegible text, possibly a header or routing information]



[You don't often get email from wildabear1@sasktel.net. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

I am requesting the City of Prince Albert to install a solar powered crosswalk amber light on 1st Avenue and 8th Street East so that vehicles will slow down for pedestrians in that area.

I am also requesting the City of Prince Albert to lower the speed limit on 1st Avenue East to 30 km/hr.

My address is #1002 795 1st Avenue East, Prince Albert, SK S6V 7R8.

Thank you for considering my requests.

Wilda Bear

Sent from my iPad

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