



CITY OF PRINCE ALBERT

CITY COUNCIL REGULAR MEETING

AGENDA

**MONDAY, NOVEMBER 27, 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 November 6, 2023 City Council Meeting Minutes for Approval (MIN 23-99)

7. NOTICE OF PROCLAMATIONS

8. PUBLIC HEARINGS

8.1 Byars Street Annexation - Bylaw Amendments (RPT 23-411)

9. DELEGATIONS

10. COMMUNICATIONS

11. REPORTS OF ADMINISTRATION & COMMITTEES

11.1 Water Main Directional Drilling Project - Utility Fund (RPT 23-415)

11.2 800 - 28th Street East - Payment for Earth Work (RPT 23-404)

11.3 2024 Board & Committee Appointments (RPT 23-409)

11.4 Deputy Mayor Appointment Changes (RPT 23-413)

12. UNFINISHED BUSINESS

13. MAYOR & COUNCILLORS FORUM

14. INQUIRIES

15. INQUIRIES RESPONSES

15.1 November 6, 2023 City Council Meeting Inquiry Responses (INQ 23-11)

16. NOTICE OF MOTION

17. MOTIONS

18. PUBLIC FORUM

19. ADJOURNMENT



City of
Prince Albert

MIN 23-99

MOTION:

That the Minutes for the City Council Regular Meeting held November 6, 2023, be taken as read and adopted.

ATTACHMENTS:

1. Regular Minutes
2. Incamera Portion



CITY OF PRINCE ALBERT

CITY COUNCIL REGULAR MEETING

MINUTES

**MONDAY, NOVEMBER 6, 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
Councillor Darren Solomon

Terri Mercier, City Clerk
Sherry Person, City Manager
Kris Olsen, Fire Chief
Mitchell J. Holash, K.C., City Solicitor
Jeff Da Silva, Director of Public Works
Kiley Bear, Director of Corporate Services
Jody Boulet, Director of Community Services
Savannah Price, Corporate Legislative Manager
Wilna Furstenberg, Communications Coordinator (Excused at 6:32 p.m.)
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. LAND ACKNOWLEDGEMENT & PRAYER

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

3. APPROVAL OF AGENDA

0347. **Moved by:** Councillor Edwards
Seconded by: Councillor Ogrodnick

That the Agenda for this meeting be approved, with the following amendments, and, that the presentations, delegations and speakers listed on the Agenda be heard when called forward by the Mayor:

1. That Council will move to meet Incamera after the Public Forum Section;
2. That the Labour Relations Motion for Item No. 17.1 dealing with Union Contract Negotiations be addressed in the Incamera portion of the meeting; and,
3. That the Correspondence from Mike Henry dated October 26, 2023, be placed on the Agenda for consideration under Item 17.1 and addressed in the Incamera Portion of the meeting.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Ogrodnick, Solomon and Mayor Dionne

Against: Councillors: Lennox-Zepp and Miller

CARRIED (7 to 2)

4. PRESENTATIONS & RECOGNITIONS

5. DECLARATION OF CONFLICT OF INTEREST

- 5.1 Councillor Cody – Item No. 8.2 – Works for Memorial Gardens, River Park and Gray’s Funeral Homes.
- 5.2 Councillor Kilmer – Item No. 8.2 – Husband works for a Funeral Home.
- 5.3 Councillor Miller – Item No. 11.4 – Owner of 1235 – 14th Street West which is currently a vacant lot.
- 5.4 Councillor Lennox-Zepp – Item No. 17.3 – Employment with Saskatchewan Legal Aid

6. ADOPTION OF MINUTES

0348. **Moved by:** Councillor Miller
Seconded by: Councillor Kilmer

That the Minutes of the Council Regular Meeting held October 16, 2023, be taken as read and adopted.

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

CARRIED UNANIMOUSLY

7. NOTICE OF PROCLAMATIONS

- 7.1 Economic Abuse Awareness Day – November 26, 2023
- 7.2 Saskatchewan Multicultural Week – November 18 – 26, 2023
- 7.3 Adoption Awareness Month – November 2023
- 7.4 American and Canadian Lung Cancer Screening Initiative Month – November 2023

8. PUBLIC HEARINGS

- 8.1 Bylaw No. 20 of 2023 – Rezoning Portion of Parcel J from the FUD Zoning District to the R4 Zoning District – 2nd & 3rd Reading (RPT 23-397)

Mayor Dionne declared the Hearing open.

Craig Guidinger, Director of Planning and Development Services presented the matter of the Zoning Bylaw Amendment on behalf of Administration.

Mayor Dionne declared the Hearing closed.

0349. **Moved by:** Councillor Kilmer
Seconded by: Councillor Miller

That Bylaw No. 20 of 2023 be given second and third readings.

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

CARRIED UNANIMOUSLY

0350. **Moved by:** Councillor Kilmer
Seconded by: Councillor Miller

That Bylaw No. 20 of 2023 be read a second time.

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

CARRIED UNANIMOUSLY

0351. **Moved by:** Councillor Kilmer
Seconded by: Councillor Miller

That Bylaw No. 20 of 2023 be read a third time and passed; and, that Bylaw No. 20 of 2023 be now adopted, sealed and signed by the Mayor and City Clerk.

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

CARRIED UNANIMOUSLY

8.2 Bylaw No. 22 of 2023 – Addition of Funeral Homes as a Discretionary – Development Officer Use in the M3 Zoning District (RPT 23-400)

Mayor Dionne declared the Hearing open.

Craig Guidinger, Director of Planning and Development Services presented the matter of the Zoning Bylaw Amendment on behalf of Administration.

Mayor Dionne declared the Hearing closed.

0352. **Moved by:** Councillor Edwards
Seconded by: Councillor Head

That Bylaw No. 22 of 2023 be given second and third readings.

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

Absent – Declared Conflict of Interest: Councillors Cody and Kilmer

CARRIED UNANIMOUSLY

0353. **Moved by:** Councillor Edwards
Seconded by: Councillor Head

That Bylaw No. 22 of 2023 be read a second time.

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

Absent – Declared Conflict of Interest: Councillors Cody and Kilmer

CARRIED UNANIMOUSLY

0354. **Moved by:** Councillor Edwards
Seconded by: Councillor Head

That Bylaw No. 22 of 2023 be read a third time and passed; and, that Bylaw No. 22 of 2023 be now adopted, sealed and signed by the Mayor and City Clerk.

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

Absent – Declared Conflict of Interest: Councillors Cody and Kilmer

CARRIED UNANIMOUSLY

9. DELEGATIONS

10. COMMUNICATIONS

11. REPORTS OF ADMINISTRATION & COMMITTEES

11.1 Byars Street Annexation – Bylaw Amendments (RPT 23-392)

0355. **Moved by:** Councillor Ogrodnick

Seconded by: Councillor Head

1. That the following Bylaws be introduced and given first reading:

- a. Bylaw No. 24 of 2023;
- b. Bylaw No. 25 of 2023; and,
- c. Bylaw No. 26 of 2023; and,

2. That Administration provide notification to hold a Public Hearing.

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

CARRIED UNANIMOUSLY

0356. **Moved by:** Councillor Ogrodnick

Seconded by: Councillor Head

That Bylaw No. 24 of 2023 be introduced and read a first time.

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

CARRIED UNANIMOUSLY

0357. **Moved by:** Councillor Ogrodnick

Seconded by: Councillor Head

That Bylaw No. 25 of 2023 be introduced and read a first time.

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

CARRIED UNANIMOUSLY

0358. **Moved by:** Councillor Ogrodnick
Seconded by: Councillor Head

That Bylaw No. 26 of 2023 be introduced and read a first time.

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

CARRIED UNANIMOUSLY

11.2 Downtown Business Incentive (RPT 23-394)

0359. **Moved by:** Councillor Kilmer
Seconded by: Councillor Ogrodnick

That the Downtown Business Incentive Program, as attached to RPT 23-394, be approved.

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

CARRIED UNANIMOUSLY

11.3 Signature Developments – Development Levy Agreement (RPT 23-396)

Councillor T. Lennox Zepp rose on a Point of Order stating that another Councillor posed questions regarding the cost of nearby land and background information; therefore, Councillor Head’s questions regarding the cost of this development should be considered.

The Chair ruled the question **OUT OF ORDER**, as the subject matter is regarding infrastructure and development rather than the matter of loan payments or financing for the development.

0360. **Moved by:** Councillor Edwards
Seconded by: Councillor Cody

1. That the Development Levy Agreement between The City and Signature Development Corp. for the area known as the “Yard District” be approved; and,

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

In Favour: Councillors: Cody, Edwards, Kilmer, Ogrodnick, Solomon and Mayor Dionne

Against: Councillors: Head, Lennox-Zepp and Miller

CARRIED (6 to 3)

11.4 Vacant Residential Lot Program (RPT 23-398)

0361. **Moved by:** Councillor Cody
Seconded by: Councillor Solomon

That the Vacant Residential Lot Program, as attached to RPT 23-398, be approved.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Ogrodnick, Solomon and Mayor Dionne

Against: Councillor: Lennox-Zepp

Absent – Declared Conflict of Interest: Miller

CARRIED (7 TO 1)

11.5 SaskTel Communication Towers – Support in Principle (RPT 23-401)

0362. **Moved by:** Councillor Cody
Seconded by: Councillor Ogrodnick

That the following three (3) proposed locations for the new Communication Towers, as outlined in Schedule A to RPT 23-401, be supported in principle:

1. Adjacent to Rear Lane near 12th Street West;
2. 28th Street East near the Drainage Channel; and,
3. 7th Avenue East adjacent to Cooke Municipal Golf Course.

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

Against: Councillor: Lennox-Zepp

CARRIED (8 to 1)

11.6 Request for Funding – Habitat for Humanity Saskatchewan (RPT 23-402)

0363. **Moved by:** Councillor Head
Seconded by: Councillor Miller

- 1. That the Funding Request from Habitat for Humanity Saskatchewan in the amount of \$30,000 to assist in the funding of an Affordable Housing Unit to be located at 1315 – 6th Avenue West, be approved; and,
- 2. That the \$30,000 be funded from the Housing Reserve.

In Favour: Councillors: Head, Lennox-Zepp and Miller

Against: Councillors: Cody, Edwards, Kilmer, Ogradnick, Solomon and Mayor Dionne

MOTION DEFEATED (6 to 3)

0364. **Moved by:** Councillor Ogradnick
Seconded by: Councillor Solomon

- 1. That the Funding Request from Habitat for Humanity Saskatchewan in the amount of \$15,000 to assist in the funding of an Affordable Housing Unit to be located at 1315 – 6th Avenue West, be approved; and,
- 2. That the \$15,000 be funded from the Housing Reserve.

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

Against: Councillor: Miller

CARRIED (8 to 1)

12. UNFINISHED BUSINESS

13. MAYOR & COUNCILLORS FORUM

14. INQUIRIES

14.1 Councillor Head – OSB Plant and Mill Operations Update

Update on the OSB Plant and Mill Operations, when will they be open and operating.

14.2 Councillor Head – Homeless Forum Update

What is the outcome and update from the Homeless Forum that was held on November 1, 2023.

14.3 Councillor Head – New Position – Senior Utilities Director

How much is the newly created Senior Utilities Director position costing and what is the financial impacts.

14.4 Councillor Head – Federal Grants

Has The City applied for any Federal Grants, as an example, Rapid Housing Initiative.

14.5 Councillor Miller – Cross Walk Lights – 16th Avenue West

When are the Cross Walk Lights on 16th Avenue West by Sylken’s going to be installed and operating.

15. INQUIRY RESPONSES

16. NOTICE OF MOTION

17. MOTIONS

17.2 Motion – Councillor Edwards – Budget for Transportation of Homeless (MOT 23-14)

0365. **Moved by:** Councillor Edwards
Seconded by: Councillor Cody

- 1. That \$25,000 be allocated to be put towards a Transportation Program that aims to address an unmet need to individuals in the City and unable to return to their home community; and,
- 2. That this Item also be referred to the City Community Safety and Wellbeing Coordinator to pursue additional funding and resource opportunities.

In Favour: Councillors: Cody, Edwards and Mayor Dionne

Against: Councillors: Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, and Solomon

MOTION DEFEATED (6 to 3)

17.3 Motion – Councillor Edwards – Victim Impact Statements (MOT 23-13)

0366. **Moved by:** Councillor Edwards
Seconded by: Councillor Head

That the City prepare and submit Victim Impact Statements for the three (3) people charged in relation to the offenses that resulted in the robbery and shooting of a victim that occurred near St. Mary High School on September 8, 2023.

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

Absent – Declared Conflict of Interest: Councillor Lennox-Zepp

CARRIED UNANIMOUSLY

18. PUBLIC FORUM

City Council went Incamera to discuss the items noted under Approval of Agenda

City Council resumed Public Session.

17.1.1 Questions Concerning Council's Involvement on CUPE Strike Matters (CORR 23-80) (PRESENTED AT MEETING)

0369. **Moved by:** Councillor Kilmer
Seconded by: Councillor Solomon

That CORR 23-80 be referred to the next Executive Committee Incamera meeting for consideration.

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

Absent – Declared Conflict of Interest: Councillor Lennox-Zepp

CARRIED UNANIMOUSLY

17.1 Motion – Councillor Lennox-Zepp – Scheduling Bargaining Meeting with CUPE 882 (MOT 23-12)

That Administration schedule a bargaining meeting date with Canadian Union of Public Employees Local No. 882 to discuss all outstanding issues.

MOTION WITHDRAWN

19. ADJOURNMENT – 7:34 P.M.

0370. **Moved by:** Councillor Kilmer
Seconded by: Councillor Miller

That this Council do now adjourn.

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

CARRIED UNANIMOUSLY

MAYOR GREG DIONNE CITY CLERK

MINUTES ADOPTED THIS 27TH DAY OF NOVEMBER, A.D. 2023.

RPT 23-411

TITLE: Byars Street Annexation - Bylaw Amendments

DATE: **November 16, 2023**

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That 2nd and 3rd reading of Bylaw No. 24 of 2023 be given;
2. That 2nd and 3rd reading of Bylaw No. 25 of 2023 be given; and
3. That 2nd and 3rd reading of Bylaw No. 26 of 2023.

TOPIC & PURPOSE:

The purpose of this report is to amend the following in order to complete the Byars Street Annexation project:

- The District Official Community Plan (DOCP) – Bylaw No. 24 of 23,
- The City of Prince Albert Official Community Plan (OCP) – Bylaw No. 25 of 23, and
- The Zoning Bylaw (ZB) – Bylaw No. 26 of 23.

BACKGROUND:

Since February, 2021, Planning and Development Services has been working to annex the land shown in the attached location plan titled “Byars Street Annexation Area”. See also RPT 21 – 74 and RPT 21 – 552 for more information on the annexation process to date.

On September 19th, 2023, the City was notified that the Ministry of Government Relations had reviewed and approved the proposed annexation. See attached. The only comment provided upon approval was that the effective date of the annexation was to be the date of Ministerial approval, not the date of execution of the annexation agreement.

1st reading of these bylaws was given on November 6th, 2023.

PROPOSED APPROACH AND RATIONALE:

The City and the RM of Prince Albert will now begin the process of transferring the municipal responsibility for the land from the RM of Prince Albert to the City, which includes amending the District Official Community Plan, City Official Community Plan and the Zoning Bylaw.

Prince Albert District Official Community Plan (DOCP)

The City's annexed land is located within the "Future Urban Growth" area. Therefore, Figures 1 – 4 of the DOCP shall be amended to show the new City Limits. Based on the land uses contained in the DOCP that pertain to the City, the land will be designated as "Urban Municipality".

City of Prince Albert Official Community Plan (OCP)

As well, now that the annexed land is a part of the City we need to amend all of the figures (20) attached to the OCP to reflect the new city limits. Because there are no immediate plans for the development of this land, apart from the extension of Byars Street and the construction of the first section of 21st Avenue East, the land will remain designated as "Future Growth". In the future, when the CANP is updated to reflect an anticipated land use, the DOCP, OCP and Zoning Bylaw will be amended to reflect the same change.

Zoning Bylaw

In order to apply development criteria to the annexed land, zoning will be applied. In this case, the land will be zoned FUD – Future Urban Development. In addition to zoning the land, Appendix B – D will be amended to show the new city limits.

Over time, if items are identified as needing to be amended to reflect the annexation, they will be brought forward to City Council for consideration as needed.

Additional Information

In speaking with Jordan Olmstead, Planning Consultant with the Community Planning Branch of the Ministry of Government Relations, he provided further information on how the annexation is finalized,

"Following the signing of the Minister's Order it is forwarded to the Ministry of Justice and ISC who review the Minister's Order and associated schedules, issue any relevant documentation (i.e. including the restructuring in The Saskatchewan Gazette), and update the municipal boundaries."

And, as it would appear that ISC has already updated the city limits, "... the lands themselves would have transferred from the jurisdiction of the RM of Prince Albert No. 461 to the City of Prince Albert on the date of the Minister's Order."

CONSULTATIONS:

The City of Prince Albert consulted with a number of parties throughout this process, primarily the RM of Prince Albert.

Administration has also provided notice to the Prince Albert Police Service and the Prince Albert Fire Department in order to ensure they are aware of the expanded service area. With this, it is important to note that there is no developed property within the newly annexed land. There is one residential property located adjacent to the annexed land, though it is still within the RM of Prince Albert and any emergency services provided previously remain unchanged.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

As the City wraps up this project, we will continue to be in contact with the Prince Albert District Planning Commission and the RM of Prince Albert in order to ensure that all responsibilities have been properly transferred over and that all necessary bylaws, agencies, etc. are all properly notified of the completed annexation.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no Financial, Privacy or Policy Implications for this report and there are no options to the recommendation above to consider.

STRATEGIC PLAN:

One of the goals listed in the Strategic Plan is to build a robust economy. While the annexation of land does not have an immediate or obvious effect on the city's economy, we must continue to plan for growth if we want to proactively support it. Annexation of land in anticipation of development is typical in planning and regulated in both the DOCP and OCP. And, prior to the use of the land for anything other than the construction of the new roadways it was annexed for, considerable public consultation and plan amendments will need to take place.

OFFICIAL COMMUNITY PLAN:

In accordance with Section 9.3 of the DOCP, annexation is to adhere to the following:

"9.3 Boundary Alteration Process

1. The Rural Municipalities prefer incremental alterations of the City's boundary as lands are required to future urban development.
2. An affected Rural Municipality will evaluate boundary alteration proposals by the City of Prince Albert and the Village of Albertville on the following:
 - a. whether the proposed boundary alteration is within designated future urban growth area;
 - b. if the boundary alteration is not within the designated future growth area, the City's rationale for requesting the boundary alteration;
 - c. whether there has been a commitment to the installation of, and investment in, significant infrastructure in the area of the proposed boundary alteration;
 - d. whether public consultation has been completed with the land owners in and adjacent to the area of the proposed boundary alteration;
 - e. the financial implications of the boundary alteration and whether adequate compensation will be provided.
3. Where possible, boundary alterations shall follow legal property boundaries and natural features to avoid creating a fragmented pattern of municipal jurisdiction."

Based on this, the City adhered to the necessary regulations contained in the DOCP.

PUBLIC NOTICE:

Pursuant to the Public Notice Bylaw No. 24 of 2015, the following Public Notice has been given:

- Published in the Prince Albert Daily Herald at least 10 days prior to Council consideration – November 9, 2023;
- Posted on the City's website – November 9, 2023; and
- Posted on the bulletin board at City Hall – November 9, 2023.

PRESENTATION: None**ATTACHMENTS:**

1. DOCP Bylaw Amendment - No. 24 of 2023 (pg 1 of 2)
2. Bylaw No. 24 of 23 - Schedule A (pg 2 of 2)
3. OCP Bylaw Amendment - No. 25 of 2023 (pg 1 of 2)
4. Bylaw No. 25 of 23 - Schedule A (pg 2 of 2)
5. Zoning Bylaw Amendment No. 26 of 2023 (pg 1 of 2)
6. Bylaw No. 26 of 23 - Schedule A (pg 2 of 2)
7. Ministers Order
8. Public Notice – Bylaw No. 24, 25 and 26 of 2023

Written by: Kristina Karpluk, Planning Manager

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

CITY OF PRINCE ALBERT BYLAW NO. 24 OF 2023

*A Bylaw of The City of Prince Albert to amend
the Prince Albert Planning District Official Community Plan, being
Bylaw No. 18 of 2018*

WHEREAS it is desirable to amend the Prince Albert Planning District Official Community Plan, Bylaw No. 18 of 2018;

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

1. That Bylaw No. 18 of 2018 be amended in the manner hereinafter set forth:
 - a) Figure 1 – Prince Albert Planning District map, Figure 2 – Environmental Constraints Map, Figure 3 – Future Land Use Map, and Figure 4 – Future Land Use Map – Future Urban Growth Area shall be amended to show that:
 - i) The corporate boundary of The City of Prince Albert has been amended in accordance with Schedule “A” of this bylaw; and
 - ii) The area identified in Schedule “A” of this bylaw shall be designated as “Urban Municipality”.
2. This bylaw shall come into force on the date of Ministerial approval.

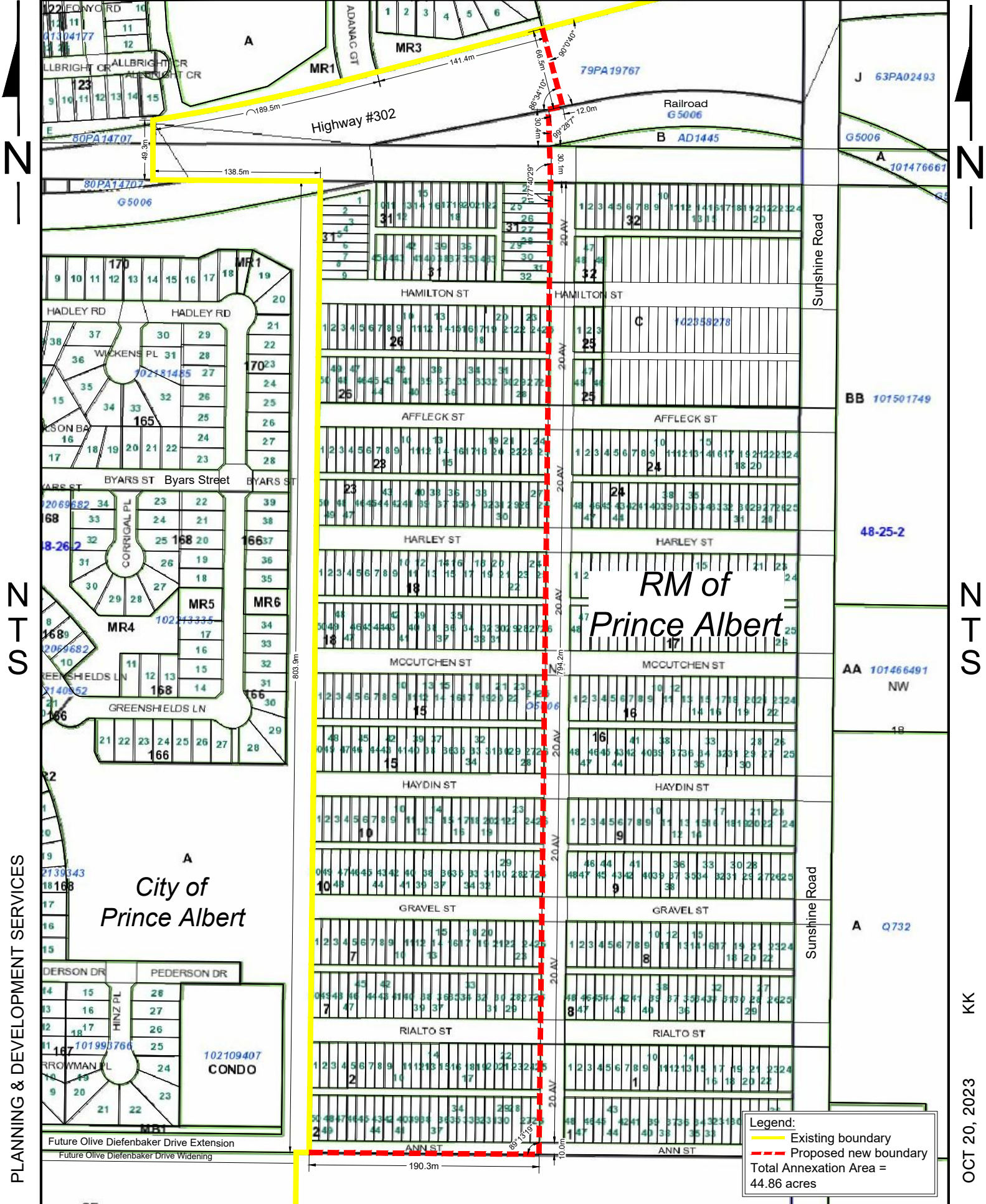
INTRODUCED AND READ A FIRST TIME THIS _____ DAY OF _____, A.D., 20 .

READ A SECOND TIME THIS _____ DAY OF _____, A.D., 20 .

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

MAYOR

CITY CLERK



PLANNING & DEVELOPMENT SERVICES

Legend:

- Existing boundary
- Proposed new boundary
- Total Annexation Area = 44.86 acres

OCT 20, 2023

CITY OF PRINCE ALBERT BYLAW NO. 25 OF 2023

*A Bylaw of The City of Prince Albert to amend
the City of Prince Albert Official Community Plan, being
Bylaw No. 21 of 2015*

WHEREAS it is desirable to amend the City of Prince Albert Official Community Plan, Bylaw No. 21 of 2015;

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

1. That Bylaw No. 21 of 2015 shall be amended in the manner hereinafter set forth:
 - a) That the Schedules 16.1.1 to 16.1.20 be amended to show that the corporate boundary of the City of Prince Albert has been amended in accordance with Schedule "A" of this bylaw; and
 - b) That Schedule 16.1.1 and 16.1.2 be amended to show that the area identified in Schedule "A" of this bylaw be designated as "Future Growth".
2. This bylaw shall come into force on the date of Ministerial approval.

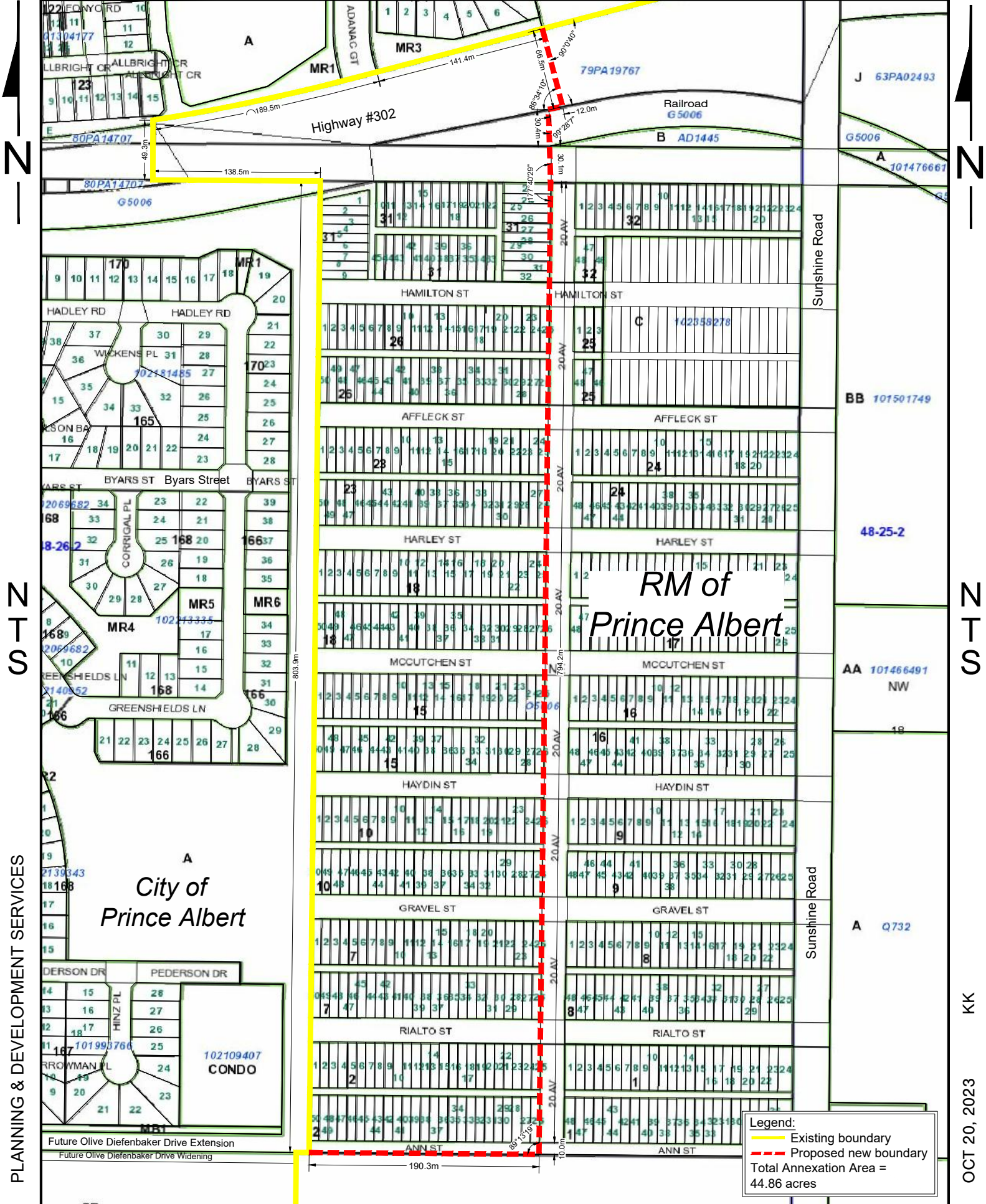
INTRODUCED AND READ A FIRST TIME THIS _____ DAY OF _____, A.D., 20 .

READ A SECOND TIME THIS _____ DAY OF _____, A.D., 20 .

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

MAYOR

CITY CLERK



Legend:
 - Existing boundary (Yellow line)
 - Proposed new boundary (Bold Dashed Red line)
 Total Annexation Area = 44.86 acres

PLANNING & DEVELOPMENT SERVICES

KK OCT 20, 2023

CITY OF PRINCE ALBERT BYLAW NO. 26 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:
 - i) To show that the corporate boundary of the City of Prince Albert has been amended in accordance with Schedule “A” of this bylaw;
 - ii) To show that the area identified in Schedule “A” of this bylaw be designated as FUD – Future Urban Growth; and
2. The City of Prince Albert Airport Overlay, being Appending “C” and the Fire Hazard Overlay, being Appendix “D” be amended to show that the corporate boundary of the City of Prince Albert has been amended in accordance with Schedule “A” of this bylaw;
3. This Bylaw shall come into force and take effect on, from and after the final passing thereof.

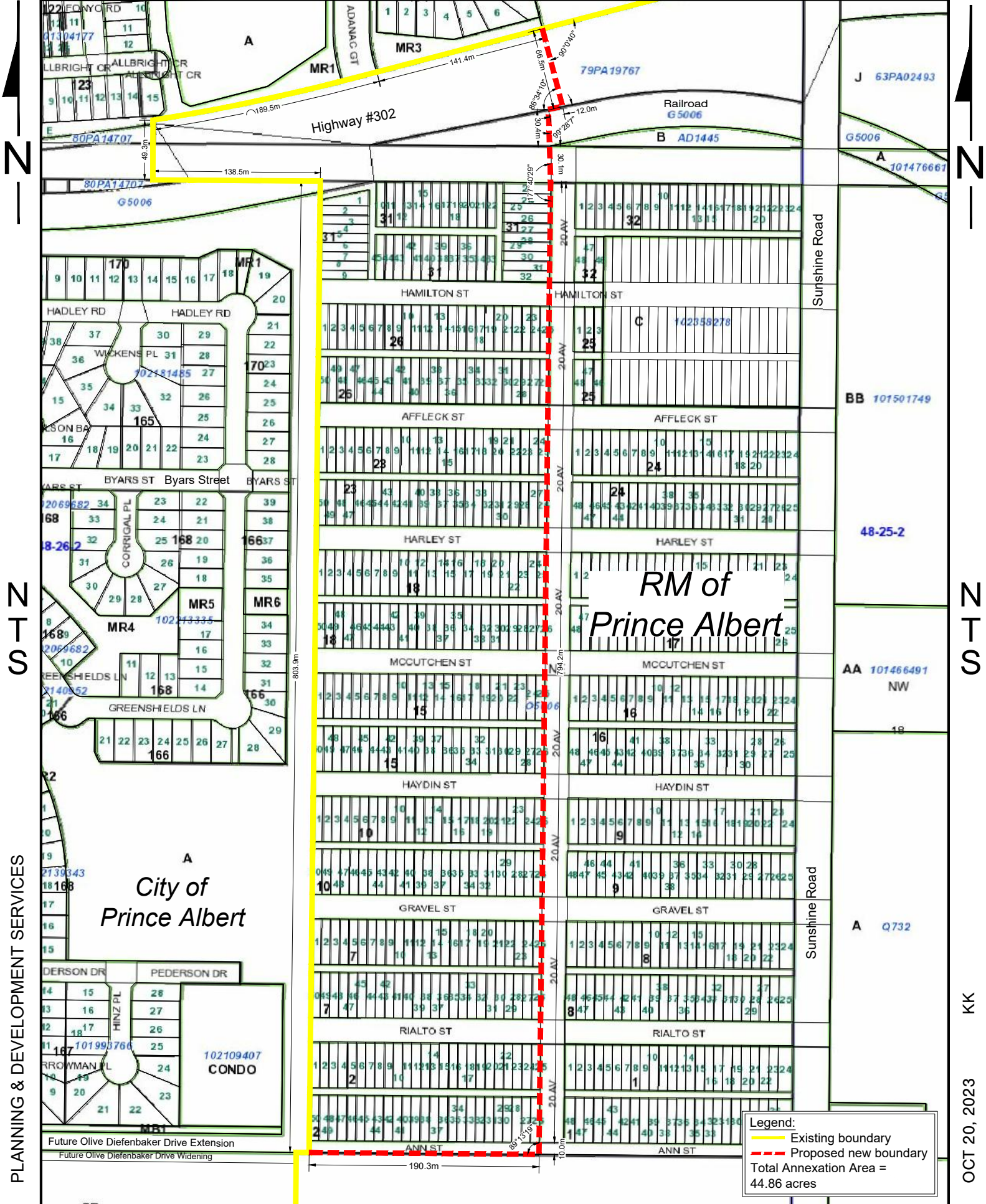
INTRODUCED AND READ A FIRST TIME THIS _____ DAY OF _____, A.D., 2023.

READ A SECOND TIME THIS _____ DAY OF _____, A.D., 2023.

READ A THIRD TIME AND PASSED _____ DAY OF _____, A.D., 2023.

MAYOR

CITY CLERK



PLANNING & DEVELOPMENT SERVICES

K.K. OCT 20, 2023



Government
of
Saskatchewan

Minister of
Government Relations
Legislative Building
Regina, SK Canada S4S 0B3

**MINISTER'S ORDER
ALTERATION OF BOUNDARIES
BETWEEN THE CITY OF PRINCE ALBERT AND
THE RURAL MUNICIPALITY OF PRINCE ALBERT NO. 461**

1. Pursuant to sections 43 and 44 of *The Cities Act*, the Council of the City of Prince Albert has submitted an application to alter its boundaries to the Minister of Government Relations.
2. Upon consideration of the application, the Minister is of the opinion the municipalities affected will be viable entities following the alteration of boundaries. Therefore, the undersigned hereby orders, pursuant to sections 44 and 51 of *The Cities Act*, that:
 - (a) the boundaries of the City of Prince Albert and the Rural Municipality of Prince Albert No. 461 be altered by withdrawing from the Rural Municipality of Prince Albert No. 461 and adding to the City of Prince Albert the territory described in Schedule A;
 - (b) Schedule B is conclusively deemed to be the legal description of the boundary of the City of Prince Albert; and
 - (c) the alteration shall take effect on and from the date of this order.

Dated at Regina, in the Province of Saskatchewan, the 19 day of September, 2023.

A handwritten signature in blue ink that reads "Sheldon Green".

Sheldon Green, Assistant Deputy Minister for and on
behalf of the Minister of Government Relations

SCHEDULE A

The boundaries of the City of Prince Albert are altered by adding to the City of Prince Albert and withdrawing from the Rural Municipality of Prince Albert No. 461 the territory lying within:

Township 48, Range 26, West of the Second Meridian and described as:

1. The following portions of the north-eastern quarter section of Section 13:
 - a. that portion of land within the area commencing at the south-western corner of St/L 27, Plan O5006 Ext 0, thence easterly along the southern boundary of St/L 27, Plan O5006 Ext 0 to the south-eastern corner of St/L 27, Plan O5006 Ext 0, thence northerly along the western boundary of:
 - i. St/L 4, Plan O5006 Ext 0
 - ii. St/L 35, Plan O5006 Ext 0;
 - iii. St/L 15, Plan O5006 Ext 0;
 - iv. St/L 36, Plan O5006 Ext 0;
 - v. St/L 5, Plan O5006 Ext 0;
 - vi. St/L 37, Plan O5006 Ext 0;
 - vii. St/L 7, Plan O5006 Ext 0;
 - viii. St/L 38, Plan O5006 Ext 0;
 - ix. St/L 6, Plan O5006 Ext 0;
 - x. St/L 39, Plan O5006 Ext 0;
 - xi. St/L 26, Plan O5006 Ext 0;
 - xii. St/L 40, Plan O5006 Ext 0;
 - xiii. St/L 3, Plan O5006 Ext 0;
 - xiv. St/L 41, Plan O5006 Ext 0;
 - xv. St/L 25, Plan O5006 Ext 0;
 - xvi. St/L 42, Plan O5006 Ext 0;thence westerly along the southern boundary of ORA 27-48-26-2 Ext 0, to the north-eastern corner NE-13-48-26-2, Plan G5006 Ext 1, thence south-westerly

along the northern boundary of St/L 14, Plan O5006 Ext 0 to the north-western corner of St/L 14-Plan O5006 Ext 0, thence southerly along the eastern boundary of Parcel A, Plan O5006 Ext 8 returning to the point of commencement;

- b. NE-13-48-26-2, Plan G5006 Ext 1;
2. that portion of the south-eastern quarter section of Section 24, commencing at the north-western corner of SE-24-48-26-2, Plan 79PA19767 Ext 1, thence north-easterly along the northern boundary of SE-24-48-26-2, Plan 79PA19767 Ext 1 to the south-eastern corner of Parcel MR3, Plan 102094354 Ext 0, thence south-easterly, perpendicular to the southern boundary of Parcel MR3, Plan 102094354 Ext 0 across the entirety of SE-24-48-26-2, Plan 79PA19767 Ext 1, thence south-westerly for a distance of 12 metres along the northern boundary of SE-24-48-26-2, Plan G5006 Ext 1, thence southerly across SE-24-48-26-2, Plan G5006 Ext 1 to the western corner of Parcel B, Plan AD1445 Ext 4, thence southerly across ORA 27-48-26-2 Ext 0 to the southern boundary of ORA 27-48-26-2 Ext 0, thence westerly for a distance of 328.8 metres along the southern boundary of ORA 27-48-26-2 Ext 0, thence northerly across ORA 27-48-26-2 Ext 0 to the south-western corner of SE-24-48-26-2, Plan 79PA19767 Ext 1, thence northerly along the western boundary of SE-24-48-26-2, Plan 79PA19767 Ext 1 returning to the point of commencement.

SCHEDULE B

The boundaries of the City of Prince Albert shall comprise the territory in the Province of Saskatchewan lying within:

Township 48, Range 25, West of the Second Meridian and described as:

- (1) all that portion of Section 19 lying south of the south bank of the North Saskatchewan River and north of the north boundary of Parcel D, Plan 63PA02493.

Township 49, Range 25, West of the Second Meridian and described as:

- (1) that portion of fractional Sections 7, 17 and 18 lying west and north of the northerly bank of the North Saskatchewan River;
- (2) Section 19;
- (3) that portion of fractional Section 20 lying west and north of the northerly bank of the North Saskatchewan River;
- (4) that portion of fractional Sections 21, 22 and 23 lying north of the northerly bank of the North Saskatchewan River;
- (5) Sections 26 and 27.

Township 48, Range 26, West of the Second Meridian and described as:

- (1) That portion of fractional Section 10 lying north and east of a line commencing at the intersection of the western boundary of fractional Section 10 with the north east corner of Parcel G, Plan 76PA02639, thence southerly, easterly and southerly along the easterly boundary of said Parcel G to the north west corner of Parcel Q, Plan 76PA04244; thence southerly along the west boundary of said Parcel Q and southerly production thereof to the south boundary of said fractional Section 10, INCLUDING adjoining road allowances and widening thereto lying south and east thereof;
- (2) That portion lying westerly of the easterly boundary of Highway 3, road Plan 70PA09480 being north of the north limit of Block 51, Plan 101817154 and easterly projection thereof;
- (3) Lot 1, Block 44 and road, Plan 00PA05141;
- (4) Parcels 49 and 54, Plan 101816939;

- (5) Parcels 43, 44 and 45, Plan AK2420;
- (6) Parcel E, Plan BY2431;
- (7) Parcel 52, Plan 101817165;
- (8) Portion of road, Plan AK2420 lying north west of the northerly limit of railway Plan AC1771;
- (9) Parcel A, Plan Q865 in the north east quarter of fractional Section 12;
- (10) Parcel E, Plan 101288224;
- (11) Parcel F, Plan 101288280;
- (12) the following portions of fractional Section 13:
 - (a) legal subdivisions 2 and 7; and
 - (b) the most westerly 421.234 metres in perpendicular width throughout of the north west quarter;
- (13) all of fractional Section 24 and road allowance to the east, lying northerly of the northerly boundary of road Plans 79PA19767 and 80PA14707, and west of the easterly boundary and southerly production thereof of said road Plan 80PA14707 to the intersection with the northerly limit of railway Parcel G5006;
- (14) the following portions of the original Hudson's Bay Company Reserve and original Prince Albert Settlement:
 - (a) that portion lying between the southerly boundary of 36th Street East, Plan AK2420 and the southerly bank of the North Saskatchewan River; and
 - (b) River Lots 60 to 82;
- (15) the following portions of the north-eastern quarter section of Section 13:
 - (a) that portion of land within the area commencing at the south-western corner of St/L 27, Plan O5006 Ext 0, thence easterly along the southern boundary of St/L 27, Plan O5006 Ext 0 to the south-eastern corner of St/L 27, Plan O5006 Ext 0, thence northerly along the western boundary of:
 - i. St/L 4, Plan O5006 Ext 0
 - ii. St/L 35, Plan O5006 Ext 0;

- iii. St/L 15, Plan O5006 Ext 0;
- iv. St/L 36, Plan O5006 Ext 0;
- v. St/L 5, Plan O5006 Ext 0;
- vi. St/L 37, Plan O5006 Ext 0;
- vii. St/L 7, Plan O5006 Ext 0;
- viii. St/L 38, Plan O5006 Ext 0;
- ix. St/L 6, Plan O5006 Ext 0;
- x. St/L 39, Plan O5006 Ext 0;
- xi. St/L 26, Plan O5006 Ext 0;
- xii. St/L 40, Plan O5006 Ext 0;
- xiii. St/L 3, Plan O5006 Ext 0;
- xiv. St/L 41, Plan O5006 Ext 0;
- xv. St/L 25, Plan O5006 Ext 0;
- xvi. St/L 42, Plan O5006 Ext 0;

thence westerly along the southern boundary of ORA 27-48-26-2 Ext 0, to the north-eastern corner NE-13-48-26-2, Plan G5006 Ext 1, thence south-westerly along the northern boundary of St/L 14, Plan O5006 Ext 0 to the north-western corner of St/L 14-Plan O5006 Ext 0, thence southerly along the eastern boundary of Parcel A, Plan O5006 Ext 8 returning to the point of commencement;

(b) NE-13-48-26-2, Plan G5006 Ext 1;

- (16) that portion of the south-eastern quarter section of Section 24, commencing at the north-western corner of SE-24-48-26-2, Plan 79PA19767 Ext 1, thence north-easterly along the northern boundary of SE-24-48-26-2, Plan 79PA19767 Ext 1 to the south-eastern corner of Parcel MR3, Plan 102094354 Ext 0, thence south-easterly, perpendicular to the southern boundary of Parcel MR3, Plan 102094354 Ext 0 across the entirety of SE-24-48-26-2, Plan 79PA19767 Ext 1, thence south-westerly for a distance of 12 metres along the northern boundary of SE-24-48-26-2, Plan G5006 Ext 1, thence southerly across SE-24-48-26-2, Plan G5006 Ext 1 to the western corner of Parcel B, Plan AD1445 Ext 4, thence southerly across ORA 27-48-26-2 Ext 0 to the southern boundary of ORA 27-48-26-2 Ext 0, thence westerly for a distance of 328.8 metres along the southern boundary of ORA 27-48-26-2 Ext 0, thence northerly across ORA 27-48-26-2 Ext 0 to the south-western corner of SE-24-48-26-2, Plan 79PA19767 Ext 1, thence northerly along the western boundary of SE-24-48-26-2, Plan 79PA19767 Ext 1 returning to the point of commencement.

Township 49, Range 26, West of the Second Meridian and described as:

- (1) fractional Sections 4, 5, and 6 completely covered by the waters of the North Saskatchewan River;

- (2) the south half of Section 7, including that portion covered by the waters of the North Saskatchewan River;
- (3) Section 8, including that portion covered by the waters of the North Saskatchewan River;
- (4) fractional Sections 9 and 10, including each portion covered by the waters of the North Saskatchewan River;
- (5) that portion of fractional Section 11 lying north and west of a line drawn from the intersection of the east boundary of fractional Section 24, Township 48, Range 26, West of the Second Meridian with the southerly bank of the North Saskatchewan River to the intersection of the west boundary of fractional Section 12 with the northerly bank of the North Saskatchewan River, including that portion covered by the waters of the North Saskatchewan River;
- (6) that portion of fractional Section 12 lying north of the northerly bank of the North Saskatchewan River;
- (7) Sections 13, 14 and 15;
- (8) the south east quarter of Section 16;
- (9) that portion of the east half of Section 17 and south road allowance lying east of the westerly boundary of Block D, Plans 59PA12220 and 72PA17190, and easterly of the southerly projection of the said westerly boundary of Block D, Plan 59PA12220; and
- (10) Section 24.

Township 49, Range 27, West of the Second Meridian and described as:

- (1) that portion of fractional Section 1 completely covered by the waters of the North Saskatchewan River lying east of the northerly production of the eastern boundary of River Lot 59 of the original Prince Albert Settlement; and
- (2) the following portions of Section 12:
 - (a) that portion known as Betts Island; and
 - (b) that portion lying south of the southerly bank of Betts Island completely covered by the waters of the North Saskatchewan River and lying east of the northerly production of the east boundary of River Lot 59 of the

original Prince Albert Settlement.

Unless otherwise specified, the sections and portions of sections described in the above schedules include the adjoining south and west road allowances, intersections thereof and widenings thereto by plan of survey.

For description purposes, the land acquired by plan of survey for widening to an adjoining road allowance is deemed to be part of the road allowance.

The said plans of survey are of record with Information Services Corporation of Saskatchewan.



CITY OF PRINCE ALBERT PUBLIC NOTICE

BYLAW AMENDMENTS BYLAW NO. 24, 25 and 26 OF 2023

Public Notice is hereby given that the Council of the City of Prince Albert intends to consider Bylaw No. 24, 25 and 26 of 2023, to amend the following:

- Bylaw No. 18 of 2018, known as the Prince Albert Planning District Official Community Plan,
- Bylaw No. 21 of 2015, known as the City of Prince Albert Official Community Plan, and
- Bylaw No. 1 of 2019, known as the City of Prince Albert Zoning Bylaw.

Reason for the Amendment: At the City Council meeting held November 6th, 2023, first reading of the above noted bylaws was given and Administration was authorized to provide Public Notification for a Public Hearing. Bylaw No. 24 of 2023 proposes to amend Figures 1 – 3 of the District Official Community Plan in order to show the new municipal boundary and identify the land as "Urban Municipality". Bylaw No. 25 of 2023 proposes to amend Schedule 16.1.1 – 16.1.20 of the City of Prince Albert Official Community Plan in order to show the new municipal boundary and identify the land as "Future Growth". Bylaw No. 26 of 2023 proposes to amend "Appendix B" of the City of Prince Albert Zoning Bylaw in order to show the new municipal boundary and identify the land as "FUD – Future Urban Development", and to amend Appending "C" and "D" to show the new municipal boundary.

Therefore, City Council, at its meeting to be held on November 27th, 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, November 21st, 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 9th day of November, 2023
Terri Mercier, City Clerk

Nov 9 / 23
KH

TITLE: Water Main Directional Drilling Project - Utility Fund

DATE: **November 22, 2023**

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That the reallocation of funds from savings that will be recognized within the 2023 Water Utility Fund Capital Program be approved to fund the costs for clearing and directional drilling a water line in Hazeldell.
2. That the Mayor and City Clerk be authorized to execute the necessary documents, on behalf of the City, if required.

TOPIC & PURPOSE:

To reallocate funds within the Water Utility Fund to complete a water main directional drilling project in Hazeldell in 2023.

BACKGROUND:

In the late fall of 2022 a water main leak was identified in the area east of Hazeldell and west of Highway 2. The location of the leak could not be identified due to the wetland conditions that existed in the area. The water main valve was turned off so a plan could be established to determine the location and fix the leak.

The water main, where the leak occurred is 1961 250mm Cast Iron which is prone to breaking due to the type and age of the material. City administration has reviewed the best course of action to mitigate the repair and determined that replacement of the main is the best course of action. As the water main is located in an area that is not easily accessible by equipment, future repairs, if the main is left as cast iron, any future breaks would be difficult and costly to repair and could require dewatering, and material to stabilize the ground to access. The frozen ground conditions that currently exist present the ideal time to complete the project.

To reinforce the decision to replace this year, it has been identified that the break has resulted in low water pressure in the North Industrial area. This has affected low fire hydrant pressure and the water pressure at Pine Grove Correctional Facility and snow making for the ski hill at the Little Red requiring the ski hill to schedule their peak water uses.

PROPOSED APPROACH AND RATIONALE:

Administration has reviewed the projects within the 2023 Water Utility Fund and the Sanitary and Storm Sewer Replacement program will not be fully expensed in 2023 due to scheduling of the contractor and their not being able to complete the complete list of relining projects in 2023. This project account currently sits with \$280,000 unspent.

The full extents of the project includes ground clearing, excavation to the existing main, directionally drilling in 285 meters of new 300mm water line and tying the new water main to the existing AC water main.

**CONSULTATIONS:**

The Capital Projects Manager, Senior Utilities Manager, Utilities Manager and the Water and Sewer Manager reviewed the project options to develop the recommended plan. Financial Services was consulted relating to Financial Implications.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Once approved by City Council, the City will add the project to the Watermain Replacement project list.

FINANCIAL IMPLICATIONS:

The total estimated cost for the water main directional drilling is;

Directional Drilling -	\$175,000
Clearing & Main Tie In's -	<u>\$ 50,000</u>
Total -	\$225,000

Within the 2023 Utility Fund Capital Projects, there is currently over \$350,000 unspent within the approved projects. The current unspent budget would allow the project to be funded \$175,000 from the Sanitary and Storm Replacement Program and \$50,000 from the River Street Reservoir Repairs.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no policy, privacy, official community plan implications, or options to recommendation at this time.

STRATEGIC PLAN:

The water main replacement aligns with the strategic priority of Infrastructure Management by ensuring that the distribution infrastructure is built, maintained, and replaced as necessary.

PUBLIC NOTICE:

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

Written by: Nykol Miller, Capital Projects Manager

Approved by: Public Works Director, Director of Finance, & City Manager

RPT 23-404

TITLE: 800 - 28th Street East - Payment for Earth Work

DATE: **November 21, 2023**

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That payment in the amount of \$150,000 be issued to B&B Asphalt for the earth work completed at 800 – 28th Street West

TOPIC & PURPOSE:

To approve a \$150,000 payment to B&B Asphalt for earth work completed at 800-28th Street West.

BACKGROUND:

On February 13, 2023 City Council approved the following motion:

“1. That the Offer to Purchase from BRAR Investment Group for the City owned property, located at 800 28th Street West, legally described as Parcel H, Plan 102132199 be approved for the offered price of One Million Dollars (\$1,000,000.00), subject to the City Solicitor reviewing and making revisions to the Offer as necessary; and,

2. That the Mayor and City Clerk are authorized to execute on behalf of the City, in a form finalized and recommended in consultation with the City Solicitor, a sale agreement with BRAR Investment Group”

PROPOSED APPROACH AND RATIONALE:

Work started at the site immediately following the land sale, and upon the commencement of excavation work, it was found that a portion of the site contained unsuitable fill material that would need to be removed and disposed of.

In April 2023, Administration received a request from PGBRAR Investments Inc. to assist in the removal of this material. The total cost to have this work completed was \$225,000. Considering this was an unexpected expenditure, after discussions with Administration, it was agreed that the City was prepared to recommend to City Council financial assistance of up to

\$150,000 to be funded from the sale of the land with the remainder to be paid for by the developer.

PGBRAR Investments Inc. hired B&B Asphalt to complete this work and all 3 of the Apartment buildings planned for the site are now under construction.

CONSULTATIONS:

PGBRAR Investments Inc., the Mayor, City Manager and Director of Planning and Development Services were all consulted through this process.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

PGBRAR Investments Inc. will be notified of Council's decision

FINANCIAL IMPLICATIONS:

After the \$150,000 payment, the City will net \$850,000 from the sale of this property. More importantly, once fully constructed, the 3 apartment buildings (totalling 174 units), will generate significant taxation revenue for the City. As an example, one 72 unit apartment building in the City currently pays over \$88,000 in taxes.

OTHER CONSIDERATIONS/IMPLICATIONS:

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

STRATEGIC PLAN:

An area of focus of the City of Prince Albert Strategic Plan 2023-2025 speaks to Population Growth, where we want 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 11.3 of the City of Prince Albert's Official Community Plan, the subject property is considered a surplus of land that can increase the economic feasibility of the neighborhood: "Rehabilitation of functionally obsolete or vacant residential, commercial, industrial and institutional land and buildings where economically feasible and where compatible with prescribed existing land uses." Section 15.8 Planning and Development Services Planning and Development Services manages land sales, assembly and development, and has a portfolio of surplus land that could be considered for development under a number of policy scenarios."

PUBLIC NOTICE:

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

ATTACHMENTS:

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



RPT 23-409

TITLE: 2024 Board & Committee Appointments

DATE: November 15, 2023

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the appointments to City Council’s Boards & Committees be approved, as outlined in the attached Appendix “A” to RPT 23-409.

TOPIC & PURPOSE:

The purpose of the report is to approve appointments to the various City Boards & Committees that are required due to current vacancies or as a result of the expired appointment term.

BACKGROUND:

Appointments to various Boards and Committees are reviewed annually to appoint individuals for any expiring appointment or vacancy to ensure that Boards & Committees can continue to conduct the necessary mandate of their respective Board or Committee.

In accordance with Section 74 of the Procedure Bylaw No. 23 of 2021, the Mayor is responsible to make recommendations for Council Committee appointments, along with recommendations for the Chair and Vice-Chair, to City Council for consideration.

PROPOSED APPROACH AND RATIONALE:

As a result of the appointment term ending on December 31, 2023 for various individuals and the recent resignation of Rishi Sankhla from the Planning Advisory Committee, it is necessary to fill the vacancies in order to ensure continuity of each of the Boards & Committees. The attached Appendix “A” outlines the Mayor’s recommendations for the appointments to various City Boards & Committees.

For your reference, Appendix “A” also outlines the previously appointed members, and the expiry of those appointments.

CONSULTATIONS:

A Call for Applications for Board & Committee appointments was undertaken with the deadline date of October 27, 2023. Following that deadline, our office received 23 applications from new and existing individuals to serve on one of the City's Boards or Committees. In addition, previous members of Boards & Committees were encouraged to re-apply if they were still interested in serving, and those applications were considered among all other new applications.

Any applicants who are not selected for a position on the Board or Committee at this time will be included in a listing for consideration of future vacancies in the coming year.

In accordance with Section 74 of the Procedure Bylaw, a meeting with the Mayor was held to review the applications received for consideration of the upcoming vacancies. The confidential applications are available for review by members of Council upon request.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Correspondence will be forwarded to all applicants following City Council's approval. Also, orientation and/or training sessions will be held with any new members.

The names of all appointees will be included in the Board & Committee listing, which is posted on The City's website.

Our office will continue to accept new applications throughout the year and those applicants are added to the list of potential appointees to fill various vacancies that may occur on City Council's Boards & Committees throughout the year.

POLICY IMPLICATIONS:

City Council's Procedure Bylaw No. 23 of 2021 outlines the process for Council to appoint individuals to various Boards & Committees.

PRIVACY IMPLICATIONS:

The Board & Committee applications received by various individuals are considered confidential as they contain personal information. These confidential applications are available for review by members of Council only in consideration of the recommended appointees.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no options to the recommendations or financial implications.

STRATEGIC PLAN:

The information within the report aligns with the following Strategic Priority:

Delivering Professional Governance:

“Engaged Government – Create an environment where residents and other stakeholders can engage with the City and know that their voices are heard. Also, to strengthen relationships with external organizations to share information and collaborate on projects and services.”

OFFICIAL COMMUNITY PLAN:

Section 4 – Decision Making outlines the following relevant goals:

1. Develop a public engagement strategy to guide the public consultation process and create consistency across the organization.
2. Improve the quality of the City’s key stakeholder relationship and increase awareness of City programs and initiatives.

In addition, Section 5 – Sustainability outlines the following relevant goal:

1. 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. Appendix A – Board & Committee Recommendations

Written by: Savannah Price, Corporate Legislative Manager

Approved by: City Clerk & City Manager

APPENDIX "A"
THE CITY OF PRINCE ALBERT
BOARD AND COMMITTEE APPOINTMENTS

• * Denotes Chairperson; ** Denotes Vice-Chairperson, if approved by Council.

PLEASE NOTE THAT ONLY THE BOARDS & COMMITTEES THAT REQUIRE APPOINTMENTS ARE INDICATED BELOW.

Boards and Committees	Appointed Members	Mayor Recommended Appointees	Expiry
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ADVISORY COMMITTEES OF COUNCIL

All appointments to Advisory Committees are for a 2 year term or as otherwise noted.

Planning Advisory Committee	*Councillor D. Kilmer (Mbr of Council) **Councillor T. Lennox-Zepp (Mbr of Council) Sherry Bates (Mbr at Large) Hannah Buckie (Mbr at Large) Marcel Halle (Mbr at Large) Sharon Grywacheski (Mbr at Large) Danielle Makari (Mbr at Large) Carmen Plaunt (Mbr at Large) Vacant (Mbr at Large)	Peter Friedrichsen	November 13, 2024 (for members of Council) December 31, 2024 (for members at large)
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BOARDS OF COUNCIL

**All Appointments to Boards are as noted until a successor is appointed, except where a member of Council is not re-elected.*

**Board Chair and Vice-Chair are selected by the Board.*

Board of Police Commissioners	**Mayor G. Dionne (Mayor) Councillor C. Miller (Mbr of Council) Councillor B. Edwards (Mbr of Council) Blaine Broker (Mbr at Large) Janet Carriere (Mbr at Large) Sheryl Kimbley (Mbr at Large) Marlo Pritchard (Mbr at Large)	**Mayor G. Dionne (Mayor) Councillor T. Head (Mbr of Council) Councillor B. Edwards (Mbr of Council) Blaine Broker (Mbr at Large) Janet Carriere (Mbr at Large) Linda Greyeyes-Highway (Mbr at Large) Marlo Pritchard (Mbr at Large)	November 13, 2024 (for members of Council) December 31, 2024 (for members at large)
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Boards and Committees	Appointed Members	Mayor Recommended Appointees	Expiry
Board of Revision	Cherise Arnesen (alternate) Ralph Boychuk (Mbr at Large) Dan Christakos (Mbr at Large) Jackie Packet (Mbr at Large)	Cherise Arnesen (alternate) Ralph Boychuk (Mbr at Large) Dan Christakos (Mbr at Large) Jackie Packet (Mbr at Large)	December 31, 2025
Development Appeals Board	Marcel Halle (Mbr at Large) - 2023 Melissa Isbister (Mbr at Large) - 2023 Martin Kiffiak (Mbr at Large) - 2023 Jean-Laurent Fournier (Mbr at Large) - 2024 Marilyn Peterson (Mbr at Large) - 2024	Marcel Halle (Mbr at Large) - 2025 Melissa Isbister (Mbr at Large) - 2025 Martin Kiffiak (Mbr at Large) - 2025	Staggered ending December 31, 2024 and 2025 or until a successor is appointed, as indicated.
Prince Albert Public Library Board	Mayor G. Dionne (Mayor) Councillor D. Ogrodnick (Mbr of Council) - 2024 Anant Brahmhatt (Mbr at Large) - 2023 Glenda Casavant (Mbr at Large) - 2024 Benjamin Johnston (Mbr at Large) - 2023 Denise Jones (Mbr at Large) - 2024 Cenedella Lee (Mbr at Large) - 2023 Tracey Smith (Mbr at Large) - 2023 Amy Webb (Mbr at Large) - 2024	Anant Brahmhatt (Mbr at Large) - 2025 Benjamin Johnston (Mbr at Large) - 2025 Cenedella Lee (Mbr at Large) - 2025 Tracey Smith (Mbr at Large) - 2025	Staggered ending December 31, 2024 and 2025 or until a successor is appointed, as indicated. Mayor's appointment is a requirement of the Act. November 13, 2024 (for members of Council)
Property Maintenance Appeal Board	Dave Mulhall (Mbr at Large) - 2023 Marilyn Peterson (Mbr at Large) - 2023 Matthew Roberts (Mbr at Large) - 2023 Theodore Merasty (Mbr at Large) - 2024 Dave Mooney (Mbr at Large) - 2024	Wanda Rusk - 2025 Cherise Arnesen - 2025 Ryley Hawkeswood - 2025	Staggered ending December 31, 2024 and 2025 or until a successor is appointed, as indicated.

TITLE: Deputy Mayor Appointment Changes

DATE: **November 21, 2023**

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the Deputy Mayor Appointment Schedule be amended as follows:

Councillor D. Kilmer	November 16, 2023 – February 15, 2024;
Councillor T. Head	February 16, 2024 – May 15, 2024;
Councillor D. Ogrodnick	May 16, 2024 – August 15, 2024; and,
Councillor D. Solomon	August 16, 2024 – November 13, 2024.

TOPIC & PURPOSE:

The purpose of this report is to approve an amendment to the Deputy Mayor Appointment Schedule from November 16, 2023 to November 13, 2024.

BACKGROUND:

In accordance with Section 40 of the Procedure Bylaw No. 23 of 2021, City Council shall appoint from the Councillors a Deputy Mayor for a three (3) month term. The appointments are alphabetic by last name, starting with the most current consecutive terms in office, followed by the Councillor(s) having the next most current consecutive terms in office, and so on, until all Councillors, including newly elected, have been designated.

The Bylaw also states that Council may, by resolution, allow members to change places with another member, but only with the mutual consent of each member.

The Deputy Mayor performs the duties of the Chair during Executive Committee meetings and the Mayor, if the Mayor is unable to perform the duties of his office.

PROPOSED APPROACH AND RATIONALE:

City Council, at its meeting on February 13, 2023, approved the Deputy Mayor Appointment Schedule 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.

Councillor Ogrodnick has requested to the Mayor the possibility of changing places with Councillor Kilmer, in order to accommodate his schedule due to personal reasons.

As you are aware, Councillor D. Solomon was inducted on June 12, 2023, filling the vacancy that was left in Ward 8. Both Councillor Head and Councillor Solomon's schedule for Deputy Mayor duties will remain unchanged at this time.

CONSULTATIONS:

Councillor Ogrodnick discussed this matter with the Mayor. Councillor Kilmer has agreed to move up her assigned duties as Deputy Mayor in order to accommodate Councillor Ogrodnick's request.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

The City Clerk's Office will ensure that the revised schedule of Deputy Mayor Appointments is communicated to the necessary Departments to ensure payment for Deputy Mayor duties and for the scheduling Deputy Mayor Appointments, upon approval of City Council.

POLICY IMPLICATIONS:

The Procedure Bylaw No. 23 of 2021 sets out the Deputy Mayor Appointments, as indicated within the Background Section of this report. The Bylaw allows for City Council by resolution to alter scheduling for Deputy Mayor Appointments, with the mutual consent of the affected Councillors.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no other options to the recommendation, financial, or privacy implications, Official Community Plan implementation strategies, or other considerations.

STRATEGIC PLAN:

The information within the report aligns with the following Strategic Priority:

Delivering Professional Governance:

“Engaged Government – 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.

Written by: Terri Mercier, City Clerk

Approved by: City Manager



City of
Prince Albert

INQ 23-11

MOTION:

Be received as information and filed.

ATTACHMENTS:

1. November 6, 2023 City Council Inquiry Responses

Written by: Sherry Person, City Manager

To: City Council
 From: City Manager

November 6, 2023 - City Council Inquiries

Councillor	Inquiry #	Inquiry	Dep't Sent to	Date Responded	Response
Councillor Head	INQ#23-23	Update on the OSB Plant and Mill Operations, when will they be open and operating?	Mayor's Office	N/A	A response will be provided for the December 11, 2023 City Council meeting.
Councillor Head	INQ#23-24	What is the outcome and update from the Homeless Forum that was held on November 1, 2023?	Mayor's Office	N/A	A response will be provided for the December 11, 2023 City Council meeting.
Councillor Head	INQ#23-25	How much is the newly created Senior Utilities Director position costing and what are the financial impacts?	City Manager's Office	14-Nov	The City Manager: One of the areas that Administration has been looking at over the last year are the structures within our departments. Many areas have not had a review within the last several years and it is important to conduct regular reviews of our operational areas to reaffirm alignment to their tasks and responsibilities. Public Works is one department that is currently undergoing a review and, due to vacancies within the Water Treatment Plant and Waste Water Treatment Plant, these areas were prioritized prior to any positions being filled to ensure they met the needs of the City operationally. Public Works is a large department covering a wide variety of services and responsibilities; therefore, it would be premature to evaluate and present financial impacts until all areas within the department have been reviewed and/or restructured. I would also like to take this opportunity to clarify that it is a Senior Utilities Manager and not a Director position.
Councillor Head	INQ#23-26	Has The City applied for any Federal Grants, as an example, Rapid Housing Initiative.	All Departments	N/A	A response will be provided for the December 11, 2023 City Council meeting.
Councillor Miller	INQ#23-27	When are the Cross Walk Lights on 16th Avenue West by Sylken's going to be installed and operating?	Public Works	22-Nov	The Director of Public Works: The replacement lights for the crossing at Sylkens are on order. We anticipate that they should arrive the week of December 11th – 15th and that they will be installed the same week that they are delivered.