

CITY OF PRINCE ALBERT

COUNCIL AGENDA



MONDAY,
SEPTEMBER 11, 2006

7:00 P.M.

COUNCIL CHAMBER
CITY HALL

The Public is hereby advised that at 4:00 p.m., Committee of the Whole Council Incamera will convene in a closed session Meeting, where the following confidential items will be considered:

- Land;
- Legal;
- Labour; and,
- Advice from Administration.

Following the Incamera session, Council will convene in a Special Council meeting at approximately 4:30 p.m. or later (public session) to ratify the Committee of the Whole Council's recommendations.

Items that were not forwarded in the Agenda Package of August 31, 2006 and Supplementary Agenda No. 1 of September 7, 2006, are indicated with a symbol (▶) at the beginning of each number.

1. CALL TO ORDER:

Mayor J. Stiglitz will call the meeting to Order.

2. PRAYER:

The City Clerk will offer the prayer.

3. ADOPTION OF MINUTES:

Minutes of the Council Meeting held August 14, 2006, Special Council Meeting held August 14, 2006 and the Committee of the Whole Council Incamera Meeting held August 14, 2006 be taken as read and adopted.

4. APPROVAL OF AGENDA:

The Executive Committee having considered the items on the Executive Committee Agenda at its September 5, 2006 meeting, approved a motion to forward the Agenda, along with the noted amendments, to City Council for approval.

“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.”

5. NOTICE OF PROCLAMATIONS:

No Motion required for Proclamations.

- 5.1 SASKATCHEWAN LIBRARY WEEK – OCTOBER 16 – 23, 2006.
- 5.2 BIG BROTHER/BIG SISTER MONTH – SEPTEMBER, 2006.

6. PUBLIC HEARINGS & APPEALS:

The Mayor will invite anyone wishing to address City Council respecting each item for Public Hearing or Appeal to come forward and be heard as each item is presented.

Page No.

- 6.1 Report from Planning Technician dated August 22, 2006, with respect to **40th Street Road Closure. (BYLAW NO. 19 OF 2006)**

25

Recommendation:

“The consideration of Bylaw No. 19 of 2006 be laid on the table and brought up under the Order of Business “Introduction and Consideration of Bylaws”.”

- | | | |
|-----|---|------------|
| 6.2 | Report from Building/Fire Inspector dated August 29, 2006, along with the following Correspondence, both with respect to Order for Demolition – 902 – 14th Street West. | 165 |
| | • Gary Olson dated August 28, 2006. | 175 |
| | ▶ Gary Olson received September 8, 2006 | 455 |

Recommendation:

“That City Council confirm the Order for Demolition for the building located at 902 – 14th Street West, legally described as Lot 31 and 32, except 0, Block 30 and authorize City Administration to proceed with demolition of the building.”

7. PRESENTATIONS, DELEGATIONS & RELATED REPORTS:

The Mayor will invite individuals by name to come forward and be heard.

- | | | |
|-----|---|------------|
| 7.1 | Correspondence from Coordinator, Prince Albert & Area Community Against Family Violence, dated August 21, 2006, along with the following Correspondence, both requesting that the City of Prince Albert be proclaimed as a “Violence Free City”, that signage be erected throughout the City indicating the proclamation and that flags in Memorial Square fly at half mast on September 22, 2006. | 6 |
| | ▶ Coordinator, Prince Albert & Area Community Against Family Violence, received September 11, 2006. | 456 |

Executive Committee Recommendations:

- “1. That the request to proclaim the City of Prince Albert as a Violence Free City be referred to the Mayor’s Office.***
- 2. That the Flags in Memorial Square be flown at half mast on September 22, 2006, in Memorial Square.***
- 3. That the balance of the requests be referred to the Public Works Department and the Community Services Department for consideration.”***

- 7.2 Correspondence from Patricia Connelly received August 22, 2006, along with the following Correspondence, **both requesting that the Centenary Affordable Housing Projects on Weir Road and 3rd Avenue East be discontinued.** 8

▶ Patricia Connelly dated September 11, 2006. 459

Suggested Disposition: Receive as information and file.

8. COMMUNICATIONS/PETITIONS PACKAGE:

The Communications/Petitions Package is a listing of all correspondence directed to the Mayor and City Council. The City Clerk has indicated the suggested disposition, however, any item can be removed and dealt with separately.

“That the Communications/Petitions Package Items be referred, as indicated.” (no vote at this point.)

Matters will be debated and referred.

“That the Communications/Petitions Package Items be referred, as indicated.”

- 8.1 Correspondence from President, Federation of Canadian Municipalities, dated August 10, 2006, **forwarding information with respect to New Funding Opportunity for Water and Transportation Projects.** 1

Suggested Disposition: Receive as information and file.

- 8.2 Correspondence from John Emo dated August 14, 2006, **requesting that Council members state the recommendations being voted on during City Council Meetings.** 2

Suggested Disposition: Receive as information and file.

- 8.3 Correspondence from Federation of Canadian Municipalities dated August 15, 2006, **forwarding an invitation to comment regarding Federal Infrastructure Investments.** 3

Suggested Disposition: Refer to Public Works for response to questions.

- 8.4 Correspondence from Executive Director, Big Sisters/Big Brothers of Prince Albert & District, dated August 15, 2006, **requesting that September 2006 be proclaimed as “Big Brother/Big Sister” Month and inviting City Council to participate in a Special Day/Evening for a Challenge.** 4

Suggested Disposition: Refer to Mayor’s Office.

- 8.5 Correspondence from President, Prince Albert Metis Fall Festival Inc., dated August 16, 2006, **inviting members of City Council to a Flag Raising Ceremony for the 2006 Prince Albert Metis Fall Festival to be held on September 11, 2006 and the Opening Ceremonies to be held at the Prince Albert Exhibition Grounds on September 15, 2006.** 5

Suggested Disposition: Receive as information and file.

- 8.6 Correspondence from Mayor J. Stiglitz dated August 30, 2006, **requesting that City Council approve a Motion to pass a Bylaw to establish a Tow Away Zone and Local Resident Exempt Permit in the 200 Block of 14th Street West.** 10

Executive Committee Recommendations:

“1. That Administration be instructed to prepare a Bylaw to establish the following:

a. Tow Away Zone in the 200 Block of 14th Street West;

b. That the Tow Away Zone be in effect daily from 10:00 p.m. – 3:00 a.m.; and,

c. That local residents be exempt by Permit.

2. That a report and Bylaw outlining an implementation plan be prepared for consideration by the Executive Committee at its September 18, 2006 meeting.”

- 8.7 Correspondence from Reverend Vern Temple, Prince Albert Full Gospel Outreach Center, dated August 30, 2006, **requesting permission to leave their tent erected in Memorial Square until September 7, 2006.** 11

Suggested Disposition: Approval recommended.

Council will resolve into Committee of the Whole Council.

“That this Council resolve into Committee of the Whole to consider the Consent Agenda, Reports of Administration & Committees and Unfinished Business.”

The Deputy Mayor will assume the Chair.

9. CONSENT AGENDA:

The Consent Agenda is a listing of routine reports which are normally items for information purposes or matters for approval that are included in the current budgets.

- 9.1 Report from City Clerk dated August 30, 2006, with respect to **Establishing Two (2) Additional Polling Places in the Out-of-City Ward for the Prince Albert Roman Catholic Separate School Board Election – October 25, 2006.** 12

Recommendations:

- “1. That two (2) additional polling places be established in the Out-of-City Ward for the Prince Albert Roman Catholic Separate School Division No. 6 for the October 25, 2006 Civic and School Board Elections, as follows:***
- a. Polling Place No. 35 - Red Wing School***
 - b. Polling Place No. 36 - Buckland Fire Hall***
- 2. That the polling map for the Prince Albert Separate School Division Out-of-City Ward dated June 26, 2006, be amended accordingly.”***

- 9.2 Report from Operations Coordinator dated August 9, 2006, with respect to **Bliss Crescent – Pavement Condition.** 16

Recommendation:

“That City Council authorize the Public Works Department to reallocate \$193,000 of funding from other roadways work, in the 2006 Capital Works Budget, in order to address the pavement issues on Bliss Crescent.”

- 9.3 Report from Sanitation Manager dated August 29, 2006, with respect to **Free Week at the Landfill.** 19

Recommendations:

- “1. That the Public Works Department continue with Free Week at the Landfill commencing Monday, September 25, 2006 to Saturday, September 30, 2006, inclusive.***
- 2. That the appropriate advertising be undertaken to notify residents of Free Week at the Landfill and that the advertising include the limit on the number of tires at four (4) per resident.”***

- 9.4 Report from Development Coordinator dated July 12, 2006, with respect to **Policy Development – Sidewalks, Decks and Patios.** 22

Recommendation: Receive as information and file.

- 9.5 Report from Development Coordinator dated August 23, 2006, with respect to **Discretionary Use in C5 Neighbourhood Commercial Zone – 590 - 22nd Street East.** 32

Recommendation:

“That City Council approve the Development Permit submitted on behalf of Curtis Walling to Demolish and rebuild the existing building at 590 - 22nd Street East, and authorize the Director of Economic Development and Planning to execute the Development Permit, on behalf of The City of Prince Albert, subject to:

- 1. The applicant supplying and obtaining all required Building Plans and/or Permits.***

2. The building meeting all requirements as requested by the Building Inspector, as related to fire and building safety.”

- 9.6 Report from Planner 1 dated August 24, 2006, with respect to **Zoning Contract Agreement – 585 – 19th Street East.** **39**

Recommendation:

“That City Council approve the Zoning Contract Agreement between The City of Prince Albert and Katherine Borysiuk for the property located at 585 – 19th Street East; and, that the Mayor and City Clerk be authorized to execute the Zoning Contract, on behalf of the City.”

- 9.7 Report from Director of Community Services dated August 25, 2006, with respect to **Delayed Opening for the Kinsmen and Steuart Arenas Inquiry.** **54**

Recommendation: Received as information and file.

- 9.8 Report from Parks and Open Space Manager dated August 29, 2006, with respect to **Society for the Prevention of Cruelty to Animals 17th Annual Walk-A-Pet-A-Thon.** **57**

Recommendations:

“1. That City Council approve the Society for the Prevention of Cruelty to Animals request to use Kinsmen Park for hosting its event on Sunday, September 17, 2006 from 10:00 a.m. to 4:00 p.m.

2. That the Society for the Prevention of Cruelty to Animals assume all liabilities that pertain to the event and save the City harmless of any occurrences.”

- 9.9 Report from City Comptroller dated August 22, 2006, with respect to **2005 Municipal Public Accounts.** **61**

Recommendation: Receive as information and file.

- 9.10 Report from Chief Clerk dated August 29, 2006, with respect to **Account List No. 13 of 2006, in the amount of \$6,129,563.99.** **89**

Recommendation: Receive as information and file.

- 9.11 Report from Transportation Project Manager dated August 16, 2006, with respect to **Department of Community Resources Discounted Monthly Bus Pass Program.** 101

Recommendations:

- “1. That City Council Resolution No. 0167 of March 27, 2006, be rescinded.**
- 2. That City Council approve the Department of Community Resources Discounted Bus Pass Program for a pilot period of twelve (12) months, as outlined in the report from the Transportation Project Manager dated August 16, 2006, at a rate of \$15 per month.**
- 3. That the tentative implementation date of the pilot program be October 2, 2006.**
- 4. That Administration re-evaluate the program in eight (8) months from implementation to ensure that the Prince Albert Transit does not incur any revenue losses due to the program implementation.**
- 5. That The City implement the Department of Community Resources Discounted Bus Pass Program, subject to Administration completing negotiations with the Province of Saskatchewan to ensure participation in the program will not further increase the City’s subsidy of the public transit system.**
- 6. That the Mayor and City Clerk be authorized to execute any necessary Agreement(s) with the Department of Community Resources after completion of negotiations.**
- 7. That Administration provide a further report on the financial status of the pilot program six (6) months following the implementation date.”**

- 9.12 Report from Acting Airport Manager dated August 28, 2006, with respect to **Proposed Parking Lot Addition and Rate Increase for Car Parking - Prince Albert Municipal Airport.** 113

Recommendations:

- “1. That The City of Prince Albert use the Airport Reserve to cover the estimated cost of \$60,000 to construct an electrified 112 stall parking lot, with 70 parking stalls to be installed in 2006, and the remaining 42 parking stalls to be installed in 2007;**
- 2. That The City of Prince Albert increase car-parking rates at the Prince Albert Municipal Airport starting October 1, 2006, as follows:**
 - a. Daily Rate shall be increased from \$2.50 to \$4 per day;**
 - b. Monthly Rate shall be increased from \$30 to \$48 per month; and,**
 - c. Annual Rate shall be increased to \$500; and,**
- 3. That the Prince Albert Municipal Airport Budget for 2007 and 2008 allow for repayment of the capital cost to the Airport Reserve.”**

- 9.13 Report from Prince Albert Municipal Transportation Project Manager dated August 29, 2006, with respect to **Bus Bench and Shelter Agreements – Change in Contractor.** 117

Recommendation:

“That the Mayor and City Clerk be authorized to execute the Letter of Understanding between The City of Prince Albert and D & W Advertising, regarding the transfer of responsibility of the bus bench and shelter Agreements to D & W Advertising.”

- 9.14 Report from Planning Technician dated July 20, 2006, with respect to **Residual Lands - 6th Street East – Update.** 122

Recommendations:

- “1. That City Council reduce the price for a one time sale of residual City lands to \$0.50 per square foot in the 6th Street East area; as shown on the**

location map attached to the Report from the Planning Technician dated July 20, 2006; and,

2. *That the Mayor and City Clerk be authorized to execute any necessary Agreements pertaining to the Lease or Sale of the land in the 6th Street East area.”*

- 9.15 Report from Acting Recreation Manager, on behalf of the Urban Aboriginal Community Grant Program Sub-Committee, dated August 24, 2006, with respect to **2006 B Urban Aboriginal Community Grant Program.** 176

Recommendations:

- “1. *That projects Urban Aboriginal Community Grant Program 16/06 to Urban Aboriginal Community Grant Program 35/06 be approved and included in The City of Prince Albert’s submission for the 2006 B Urban Aboriginal Community Grant Program.*
2. *That the Urban Aboriginal Community Grant Program Subcommittee be authorized to make amendments to the list of approved projects if surplus funds become available due to under expenditures in the approved projects.*
3. *That the Organizations be authorized to proceed once funds have been received from the Saskatchewan Lotteries Trust Fund for Sport, Culture and Recreation.*
4. *That once the funds are received, Seventy-Five percent (75%) of the approved grant will be released to the successful Organizations, and, that the balance of the grant will be released upon receipt of the completed follow up and copies of supporting documentation for their expenditures.*
5. *That the Mayor and City Clerk be authorized to execute the Grant Agreements on behalf of The City of Prince Albert, once approved.”*

- 9.16 Report from Director of Financial Services dated August 24, 2006, with respect to **Bylaw to Extend Deadline for Report to Minister – Financial Statements. (BYLAW NO. 28 OF 2006)** 234

Recommendation:

“The consideration of Bylaw No. 28 of 2006 be laid on the table and brought up under the Order of Business “Introduction and Consideration of Bylaws”.”

“That the Consent Agenda and the recommendations contained therein be approved, as indicated.”

Items removed from the Consent Agenda will be dealt with at the beginning of the Reports of Administration & Committees.

10. REPORTS OF ADMINISTRATION & COMMITTEES:

- 10.1 Report from Development Coordinator dated August 23, 2006, with respect to **Discretionary Sign Permit in a C1 Downtown Commercial Zone – 5 – 15th Street East.** **134**

Recommendations:

“That City Council approve the proposed freestanding sign at 5 – 15th Street East and authorize the Building Inspector to execute the Development Permit, on behalf of The City of Prince Albert, subject to:

- 1. The applicant supplying and obtaining all required Building Plans and/or Permits.***
- 2. The sign, as depicted in the Plans attached to the Report from the Development Coordinator dated August 23, 2006, be amended to eliminate the animated “Message Center”.”***

- 10.2 Report from Planning Technician dated August 23, 2006, with respect to **Explore Mitigation Options for Walkways.** **143**

Recommendations:

- “1. That City Council instruct Administration to hold a general Open House meeting on Walkways.***

- 2. That City Council approve a pilot project on one (1) or two (2) of the problematic Walkways.”**
- 10.3 Report from Planning Manager dated August 28, 2006, along with the following Report, both with respect to **South Hill Estates – Subdivision Development and Servicing Agreement.** **154**
- Planning Manager dated September 6, 2006. **422**

Executive Committee Recommendation:

“That City Council deny the request from South Hill Estates to remove Section H of the Subdivision Development and Servicing Agreement dated December 31, 1997, and require the Contractor to fulfill the obligations under the Agreement.”

- 10.4 Report from Director of Community Services dated August 25, 2006, with respect to **Multi-Use Trail Committee Request.** **196**

Recommendations:

- “1. That City Council approve the request from the Multi-Use Trail Committee to erect a permanent rest station/kiosk near the boat launch on River Street, with the final design to be approved by The City of Prince Albert.***
- 2. That City Council approve the request from the Multi-Use Trail Committee to install lighting and a power post near the rest station/kiosk on River Street.***
- 3. That City Council approve, in principle, the request from the Multi-Use Trail Committee to erect five (5) smaller rest areas along the trail, with the location of each rest area to be approved by The City of Prince Albert.”***

- 10.5 Report from Mechanical and Building Maintenance Manager dated August 29, 2006, with respect to **Art Hauser Centre – Barrel Roof Recommendations.** **204**

Recommendations:

- “1. That the Barrel Roof Tender No. 97 of 2006 be awarded to Thermo Plus Coatings Ltd., for a value of \$166,553, which includes the Base Bid, for the complete removal of the existing roof and replacement of the north side with 2” (50mm) of spray applied polyurethane foam, primer and a 40 mils topcoat, primer and roof vents only to the south side.**
- 2. That a value of \$17,649.35 be re-allocated to fund the shortfall in the upgrade of Gary Anderson Way due to poor as-found ground conditions.**
- 3. That other monies available from the \$200,000 budget, less consultant fees and other as-found conditions related to the deck for this project, be re-allocated to upgrade the south parking lot.**
- 4. That the Mayor and City Clerk be authorized to execute the Contract between The City of Prince Albert and Thermo Plus Coatings Ltd.”**

10.6 Report from Director of Financial Services dated August 9, 2006, with respect to **Reserve and Debt Analysis.** **224**

Recommendation: Receive as information and file.

10.7 Report from Finance Manager dated August 25, 2006, with respect to **Water Review Results.** **238**

Executive Committee Recommendations:

- “1. That customers be allowed to apply for water over the telephone or online through an in-house online Application Form.**
- 2. That utility deposits be charged to renters.**
- 3. That utility deposits not be charged to homeowners.**
- 4. That Administration be instructed to develop a plan to refund homeowners' utility deposits within a practical timeframe.**

5. ***That the installation of remote readers be included within the 2007 Capital Budget, and, that a detailed review of the contracting out option be undertaken.***
 6. ***That utility billing remain quarterly.***
 7. ***That electronic utility billing be implemented.***
 8. ***That pre-authorized utility payments be implemented, and, that the Electronic Funds Transfer Software needed for this be ordered, as this is included in the 2006 Budget.***
 9. ***That Utility Budget Billing be implemented to allow for monthly utility bill payments.***
 10. ***That the Director of Financial Services be authorized to use discretion to write off penalty charges on utility water bills based on an internal Policy to be developed and reviewed by City Council.***
 11. ***That Administration prepare an Implementation Plan and forward a Report updating the current Bylaw for consideration by City Council.”***
- 10.8 Report from Finance Manager dated August 28, 2006, with respect to **Financial Activities for the Year Ended December 31, 2005.** **276**
- Recommendations:**
- “1. ***That The City of Prince Albert Financial Statements for the year ended December 31, 2005 be approved.***
 2. ***That the Statement of Allowable Expenses incurred operating the Prince Albert Municipal Airport for the year ended December 31, 2005 be approved.”***
- 10.9 Report from Chairperson, Art Hauser Centre Board, dated August 28, 2006, with respect to **Electrical Savings – Art Hauser Centre.** **409**

Executive Committee Recommendation:

“That City Council approve Capital Funding in the amount of \$19,826.98, to be funded from the Capital Works Uncommitted Reserve, to the Art Hauser Centre Board Inc., to proceed with the Electrical Savings Project, as outlined in the Report from Chairperson, Art Hauser Centre Board Inc., dated August 28, 2006.”

11. UNFINISHED BUSINESS:

“That this Committee rise and report.”

“That the Report of Committee of the Whole be adopted.”

The Mayor will assume the Chair.

12. MAYOR & COUNCILLORS FORUM:

13. INQUIRIES:

14. INTRODUCTION & CONSIDERATION OF BYLAWS:

Bylaws will be condensed to 1 motion for 1st, 2nd and 3rd readings, as long as there are no amendments for 2nd and 3rd reading.

Bylaws for amendment or separate discussion are to be removed and then will be dealt with separately for each subsequent reading.

- | | | |
|------|---|------------|
| 14.1 | Bylaw No. 19 of 2006, to Provide for the Closing of a Portion of 40th Street East, as shown on Registered Plan No. S1506 and a Portion of 6th Avenue East, a Government Road Allowance in Section 56, Township 48, Range 26, West of the 2nd Meridian. (3 Readings) | 28 |
| 14.2 | Bylaw No. 28 of 2006, to extend the deadline for the Annual Financial Statements and Public Accounts for 2005 to November 30, 2006. (3 Readings) | 237 |

1st Reading

“That Bylaw Nos. 19 and 28 of 2006 be introduced and read a first time.”

2nd Reading

“That Bylaw Nos. 19 and 28 of 2006 be now read a second time.”

Leave Granted

“That leave be granted to read Bylaw Nos. 19 and 28 of 2006 a third time.”

3rd Reading

“That Bylaw Nos. 19 and 28 of 2006 be read a third time and passed; and, that Bylaw Nos. 19 and 28 of 2006, be now adopted, sealed and signed by the Mayor and City Clerk.”

15. UNFINISHED BUSINESS - BYLAWS:

16. GIVING NOTICE:

17. MOTIONS:

- 17.1 Councillor F. Harris’ Motion requesting that in accordance with Section 62 (2) of The Cities Act, Administration be instructed to bring forward a Bylaw to rescind Bylaw No. 62 of 1993, which Bylaw established the number of wards in The City of Prince Albert.

454

18. ADJOURNMENT: