

# CITY OF PRINCE ALBERT

## COUNCIL AGENDA



**MONDAY,**  
**NOVEMBER 20, 2006**

**7:00 P.M.**

**COUNCIL CHAMBER**  
**CITY HALL**

The Public is hereby advised that at 3:30 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 November 9, 2006, Supplementary Agenda No. 1 of November 14, 2006, and Supplementary Agenda No. 2 of November 16, 2006, are indicated with a symbol (▶) at the beginning of each number.

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

Mayor J. Scarrow 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 November 6, 2006, Special Council Meeting held November 9, 2006 and the Committee of the Whole Council Incamera Meeting held November 9, 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 November 14, 2006 meeting, approved a motion to forward the Agenda, along with the noted amendments, to City Council for approval.

**Approval of Agenda & Supplemental Package:**

*“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.”*

**Approval of Agenda & Supplemental Package, along with any Walk-In Items (Items not indicated on the Consolidated Agenda and time sensitive for consideration during this meeting):**

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

- *(Example): Add a Report from City Manager dated November 5, 2005, with respect to City Fleet at the end of the Reports of Administration & Committees Section.”*

**Moving Items (No motion required):**

A request to move an item is provided for in Section 15(2) of City Council's Procedure Bylaw, whereby the Mayor or Chair is allowed to move items of public interest forward to be dealt with promptly.

Therefore, a member of Council at any time could simply request that the Mayor or Chair move an item forward to be dealt with and the Mayor or Chair may move the item without a motion being put forward.

**Adding Items (Not permitted):**

The process for adding items by members of Council is provided for through the procedure stated in Section 29 of City Council's Procedure Bylaw for "Notice of Motion", whereby a member of Council shall:

- Introduce a motion during the "Notice of Motion" Section of the Council meeting and setting out the exact motion proposed and the date in which the motion is to be considered.
- Submit the motion in writing and signed to the Clerk.
- The Council may by a  $\frac{2}{3}$  vote of all members present dispense with the notice and allow any motion to be introduced without such notice being given.

**Deleting/Removing Items (Motion required when item is considered):**

The process for deleting/removing items from the Agenda will be provided through other provisions of the Bylaw, which are **postponing** (to a future date), **referring** (for a further report, to another Committee, etc.), **withdrawing** (upon request by Administration because more information has come forward) or to **postponing sine die** (postpone indefinitely) when the item comes up during the meeting.

**PLEASE BE AWARE**, that referrals for further reports by Administration from the Executive Committee means that Administration has commenced the research prior to Council's formal decision during the Consent Agenda at the Council meeting.

**5. NOTICE OF PROCLAMATIONS:**

*No motion is required, this is only an advisement for members of Council and Public.*

***No Motion required for Proclamations.***

- ▶ 5.1 **CHILD DAY – NOVEMBER 20, 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.

*There is no longer a need to make separate motions for individuals to speak because this approval was provided during the Approval of Agenda, unless someone comes to speak that the Clerk did not place on Agenda to speak.*

*Items will be debated and dealt with normally.*

**Page No.**

- 6.1 Report from Planning Technician dated November 1, 2006, with respect to **Zoning Bylaw Amendment – 299 – 24<sup>th</sup> Street East. (BYLAW NO. 35 OF 2006)**

**176**

***Recommendation:***

***“The consideration of Bylaw No. 35 of 2006 be laid on the table and brought up under the Order of Business “Introduction and Consideration of Bylaws”.”***

**7. PRESENTATIONS, DELEGATIONS & RELATED REPORTS:**

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

*There is no longer a need to make separate motions for individuals to speak because this approval was provided during the Approval of Agenda, unless someone comes to speak that the Clerk did not place on Agenda to speak.*

*Items will be debated and dealt with normally.*

- 7.1 Correspondence from Assistant Dean, College of Nursing, University of Saskatchewan, dated October 30, 2006, along with the following Speaking Notes, both **requesting that a Safe Injection Site be located in the City.** **24**
- ▶ Nursing Student, College of Nursing, University of Saskatchewan, received November 17, 2006. **269**

***Executive Committee Recommendation: Refer to the Prince Albert Parkland Health Region, Prince Albert and Area Uniting to Heal Inc. Board and the Police and Fire Departments for review and report.***

## **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.

### **Procedural Example:**

*Motion placed on the floor by member to adopt referrals:*

*“That the Communications/Petitions Package Items be referred, as indicated.” (no vote required)*

*Chair:*

*“Does anyone wish to speak to a Communications Item.”*

*Member:*

*“I would like to speak to Item No. 4.2.”*

*Normal Debate and alternate motion for item debated, if desired.*

*Motion:*

*“That Item No. 4.2 be referred to Public Works for a report.”*

*Motion:*

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

***“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, Gateway North Sled Dog Race Association, dated September 27, 2006, **requesting permission to use Central Avenue and Memorial Square to hold the 10<sup>th</sup> Annual Canadian Challenge and the installation of the necessary snow base and support for the event being held on February 1, 2007.** 1

***Suggested Disposition: Refer to Public Works for review and report.***

- 8.2 Correspondence from President, Prince Albert Winter Festival, dated October 3, 2006, **requesting an Annual Financial Grant of \$2,500.** 2

***Suggested Disposition: Refer to Financial Services for review.***

- 8.3 Correspondence from Chairperson, Prince Albert Montessori Preschool, Daycare, Kindergarten Board, dated October 27, 2006, **requesting that the Crescent Heights Arena Recycling Depot be relocated.** 3

***Executive Committee Recommendation:***

***“That the Director of Public Works be instructed to investigate concerns regarding excess garbage and debris at the Recycling Depot at the Crescent Heights Arena, South Hill Mall and any other locations in the City, and provide a report outlining solutions to the problem.”***

- 8.4 Correspondence from President, Federation of Canadian Municipalities, dated November, 2006, **forwarding Sustainable Community Awards Update.** 252

***Suggested Disposition: Receive as information and file.***

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 Executive Assistant dated October 23, 2006, with respect to **Saskatchewan Urban Agenda Launch.** **25**

***Recommendation: Receive as information and file.***

- 9.2 Report from Acting Transportation Project Manager dated September 15, 2006, with respect to **30<sup>th</sup> Street between 1<sup>st</sup> and 2<sup>nd</sup> Avenue West and 23<sup>rd</sup> Street, west of 6<sup>th</sup> Avenue West.** **43**

***Recommendation: Receive as information and file.***

- 9.3 Report from Sanitation Manager dated September 20, 2006, with respect to **North side of 300 Block of 12<sup>th</sup> Street West – Garbage Cans.** **47**

***Executive Committee Recommendation:***

***“That Administration continue to monitor this area and take any necessary action to ensure the garbage is emptied in accordance with the Sanitation Bylaw.”***

- 9.4 Report from Acting Transportation Project Manager dated October 10, 2006, with respect to **Site Lines at 11<sup>th</sup> Street and 1<sup>st</sup> Avenue West.** **50**

***Recommendation: Receive as information and file.***

- 9.5 Report from Economic Development Coordinator dated October 2, 2006, with respect to **Purification of Water as a Home-Based Business.** **54**

***Recommendation: Receive as information and file.***

- 9.6 Report from Director of Economic Development and Planning dated October 24, 2006, with respect to **Appeal No. 2 of 2006 – 780 - 14<sup>th</sup> Street Northwest.** **61**

***Recommendation: Receive as information and file.***

- 9.7 Report from Parks and Open Space Manager dated November 8, 2006, with respect to **Grass Cutting – Schools.** **67**

***Recommendation: Receive as information and file.***

- 9.8 Report from Chief Clerk dated October 10, 2006, with respect to **Account List No. 16 of 2006 in the amount of \$2,413,255.34.** **75**

***Recommendation: Receive as information and file.***

- 9.9 Report from Chief Clerk dated November 7, 2006, with respect to **Account List No. 17 of 2006 in the amount of \$3,826,498.89.** **86**

***Recommendation: Receive as information and file.***

- 9.10 Report from Special Projects Manager, City Manager's Office, dated October 31, 2006, with respect to **Approval of Implementation Plan – Strategic Plan Review.** **102**

***Recommendation:***

***“That the Implementation Plan outlining the process to review and update The City of Prince Albert’s Strategic Plan, as included in the Report from the Special Projects Manager, City Manager’s Office dated October 31, 2006, be approved.”***

- 9.11 Report from Special Projects Manager, City Manager's Office, dated November 6, 2006, with respect to **Public Opinion Survey.** **133**

***Recommendations:***

***“1. That the Public Opinion Survey, as part of The City of Prince Albert’s communication strategy, be undertaken in January 2007.***

2. ***That the \$10,000 estimated cost for the Public Opinion Survey be pre-approved as part of the 2007 Operating Budget.***
  3. ***That the \$10,000 previously allocated in the 2006 Operating Budget for the Public Opinion Survey be reallocated for expenses which will be incurred during the process of reviewing The City of Prince Albert Strategic Plan.”***
- 9.12 Report from Acting Transportation Project Manager dated November 6, 2006, with respect to **Parking Stall Removal at 15 – 15<sup>th</sup> Street West.** **166**
- Recommendation:***
- “That the parking stall in front of Pandila and Co. Law Office at 15 – 15<sup>th</sup> Street West be removed due to sight line problems and safe access to 15<sup>th</sup> Street from the firm’s parking lot.”***
- 9.13 Report from Planning Manager dated November 6, 2006, with respect to **Request for Zoning Bylaw Amendment – 588 – 8<sup>th</sup> Street East.** **182**
- Recommendation:***
- “That Administration be instructed to undertake the necessary procedures to rezone the property at 588 – 8<sup>th</sup> Street East, legally described as Lots 27 to 29, Block 8, Plan B400, from C5 – Neighbourhood Commercial to Contract Zone.”***
- 9.14 Report from Property Sales Coordinator dated November 6, 2006, with respect to **Farmland Leases.** **189**
- Recommendations:***
1. ***That Hay Land Lease Part A of Tender No. 142 of 2006 for lease of 53.61 hectares of hay crop at the Prince Albert Municipal Airport for the period from January 1, 2007 to December 31, 2011, be awarded to Bryn Morgan for the total tendered price of \$2,497.05, plus Goods and Services Tax;***
  2. ***That Farm Land Lease Part B of Tender No. 142 of 2006 for lease of 153.42 hectares of farm land at the Prince Albert Municipal Airport for the period***

**from January 1, 2007 to December 31, 2011, be awarded to Cay Grain & Cattle Company Ltd. for the total tendered price of \$58,817.35, plus Goods and Services Tax;**

- 3. That Farm Land Lease Part C of Tender No. 142 of 2006 for lease of 82.58 hectares of farm land in the West Hill area of The City for the period from January 1, 2007 to December 31, 2011, be awarded to Futureland Enterprises Corporation for the total tendered price of \$5,850, plus Goods and Services Tax;**
- 4. That Farm Land Lease Part D of Tender No. 142 of 2006 for lease of 51.69 hectares of farm land in the Crescent Acres area of The City for the period of January 1, 2007 to December 31, 2011, be awarded to Futureland Enterprises Corporation for the total tendered price of \$6,462.63, plus Goods and Services Tax; and,**
- 5. That the Mayor and City Clerk be hereby authorized to execute the Fixed Rental Farm Lease Agreements – Parts A to D inclusive, for the period from January 1, 2007 to December 31, 2011, on behalf of the City, once prepared.”**

- 9.15 Report from Property Sales Coordinator dated November 6, 2006, with respect to **Lease Agreement - Norsask Bus Repair and Leasing Ltd.** **197**

**Recommendations:**

- “1. That the Lease Agreement with Norsask Bus Repair & Leasing Ltd. covering the lease of 151 – 15<sup>th</sup> Street Northwest be approved; and,**
- 2. That the Mayor and City Clerk be hereby authorized to execute the Agreement on behalf of the City.”**

- 9.16 Report from License Inspector dated September 22, 2006, with respect to **Taxicab License Transfer.** **212**

**Recommendations:**

- “1. That City Council grant approval to Elmer Mauthe to operate a taxicab under The Taxicab Bylaw.**

**2. That a Taxicab License be issued to Elmer Mauthe by the License Inspector.”**

- 9.17 Report from Parks and Open Space Manager dated November 9, 2006, with respect to **Jingle Bell Walk and Run for Arthritis – November 26, 2006.** **247**

***Recommendation:***

***“That the request for snow removal, if required, be approved with the understanding that such procedures would be completed on or before Friday, November 24, 2006.”***

**Procedural Example:**

*Chair:*

*“Does anyone wish to remove a Consent Item?”*

*Member:*

*“Please remove item 5.2 and 5.3.”*

*Chair:*

*“Does anyone wish to add any items?”*

*Member:*

*“I believe Item 6.3 is straight forward.”*

*Chair:*

*“Any objections? ... seeing none, then it is added.”*

*(If no objections, item automatically added. If any objection, item remains where it is on the Agenda.)*

*Motion by member (no seconder required):*

***“That the Consent Agenda and the recommendations contained in the Administrative and Committee Reports be approved, excluding Item Nos. 5.2 and 5.3 and adding Item No. 6.3.”***

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

**10. REPORTS OF ADMINISTRATION & COMMITTEES:**

**Removed Items from Consent Agenda:**

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

*Items will be debated and dealt with normally. (No seconder necessary).*

- 10.1 Report from City Clerk dated November 8, 2006, with respect to **Amendment to City Council’s Administration Bylaw No. 42 of 2003. (BYLAW NO. 37 OF 2006)** **137**

***Recommendations:***

- “1. That the proposed changes to Bylaw No. 42 of 2003 be approved.***
- 2. That Bylaw No. 37 of 2006, A Bylaw to amend City Council’s Administration Bylaw No. 42 of 2003, be laid on the table and brought up under the Order of Business “Introduction and Consideration of Bylaws”.”***

- 10.2 Report from Acting Transportation Project Manager dated October 25, 2006, with respect to **2006 Budget – Sanitation.** **154**

***Recommendation:***

***“That City Council approve the 2006 Sanitation Operating Budget in the amount of \$2,310,500.”***

- 10.3 Report from Property Sales Coordinator dated October 30, 2006, with respect to **Tax Enforcement – 2436 – 6A Avenue West.** **170**

**Recommendations:**

- “1. That 2436 – 6A Avenue West be offered for sale by public tender with an upset price of \$8,500, which will provide for reimbursement of tax arrears, advertising, registration fees at Information Services Corporation, and any costs incurred to secure and ready the property for sale; and,**
- 2. That in the event that no suitable tenders are received the property be transferred to the Tax Title Lands Inventory for sale.”**

- 10.4 Report from Property Sales Coordinator dated November 7, 2006, with respect to **Billboard Signs – 151 – 15<sup>th</sup> Street Northwest.** **207**

**Recommendation:**

**“That the request from Thompson Signs Ltd. to erect two (2) billboard signs on City owned property at 151 – 15<sup>th</sup> Street Northwest be denied.”**

- 10.5 Report from Director of Financial Services dated November 2, 2006, with respect to **Budget Process.** **217**

**Recommendation:**

**“That a Budget Committee be established comprised of all Members of Council with the Mayor to be appointed as the Chairperson and that the Deputy Mayor act as Chairperson in the Mayor’s absence.”**

- 10.6 Report from City Assessor dated November 6, 2006, with respect to **Tax Exemption Requests.** **222**

**Recommendation:**

**“That City Council direct Administration to continue to forward tax exemption requests to City Council, along with information relevant to each request.”**

- 10.7 Report from City Assessor dated November 7, 2006, with respect to **Food Bank – Request for Tax Exemption – 64 – 11<sup>th</sup> Street East.** **229**

**Recommendation:**

***“That City Council deny the tax exemption request submitted by the Food Bank, and re-send a request to the Public School Board requesting to approve the partial tax abatement that City Council previously authorized.”***

10.8 Report from City Assessor dated November 7, 2006, along with the following Correspondence, both with respect to **Catholic Family Services – Request for Tax Exemption – 1008 – 1<sup>st</sup> Avenue West.** **243**

- Treasurer and Chairperson, Catholic Family Services of Prince Albert Inc., dated November 6, 2006. **246**

**Recommendation:**

***“That City Council deny the tax exemption request received from Catholic Family Services of Prince Albert Inc. for the property located at 1008 – 1<sup>st</sup> Avenue West.”***

▶ 10.9 Report from Director of Public Works dated November 17, 2006, with respect to **Plow Truck/Snow Removal.** **277**

**Recommendation: Receive as information and file.**

**11. UNFINISHED BUSINESS:**

*The City Clerk will state if no items are to be considered.*

*Motion for Committee to rise and report (no seconder required):*

***“That this Committee rise and report.”***

*The Mayor will assume the Chair.*

*The Deputy Mayor will make the motion that the Report of Committee of the Whole be adopted (seconder required):*

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

**12. MAYOR & COUNCILLORS FORUM:**

**13. INQUIRIES:**

**14. INTRODUCTION & CONSIDERATION OF BYLAWS:**

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

14.1 **Bylaw No. 35 of 2006, to amend Zoning Bylaw No. 1 of 1987, to Rezone Lot 56, Block 21, Plan 99PA04125 from R3 – Two Unit Dwelling to R5 – Multiple Unit Dwelling. (3 Readings)** 179

14.2 **Bylaw No. 37 of 2006, to amend Bylaw No. 42 of 2003 to include the Assistant Director of Financial Services as one of the employees that are permitted to sign cheques. (3 Readings)** 153

1<sup>st</sup> Reading

***“That Bylaw Nos. 35 and 37 of 2006 be introduced and read a first time.”***

2<sup>nd</sup> Reading

***“That Bylaw Nos. 35 and 37 of 2006 be now read a second time.”***

Leave Granted

***“That leave be granted to read Bylaw Nos. 35 and 37 of 2006 a third time.”***

*Mayor will request if leave is granted by a vote of the members.*

3<sup>rd</sup> Reading

***“That Bylaw Nos. 35 and 37 of 2006 be read a third time and passed; and, that Bylaw Nos. 35 and 37 of 2006, be now adopted, sealed and signed by the Mayor and City Clerk.”***

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

**Motion (Example):**

1. *“That Bylaw Nos. 5, 19, 22 and 26 – 28 of 2005 be introduced and read a first time.”*
2. *“That Bylaw No. 5 of 2005 be removed and considered separately.”*
3. *“That Bylaw Nos. 19, 22 and 26 – 28 of 2005 be now read a second time.”*
4. *“That leave be granted to read Bylaw Nos. 19, 22 and 26 – 28 of 2005 a third time.”*
5. *“That Bylaw Nos. 19, 22 and 26 – 28 of 2005 be read a third time and passed; and, that Bylaw Nos. 19, 22 and 26 – 29 of 2005, be now adopted, sealed and signed by the Mayor and City Clerk.*
6. *“That Bylaw No. 5 of 2005 be amended as follows ....”*
7. *“That Bylaw No. 5 of 2005, as amended, be now read a second time.”*
8. *“That leave be granted to read Bylaw No. 5 of 2005, as amended, a third time.”*
9. *“That Bylaw No. 5 of 2005, as amended be read a third time and passed; and, that Bylaw No. 5 of 2005, be now adopted, sealed and signed by the Mayor and City Clerk.”*

**15. UNFINISHED BUSINESS - BYLAWS:**

**16. GIVING NOTICE:**

17. **MOTIONS:**

18. **PUBLIC FORUM:**

No individuals have registered at this time.

19. **ADJOURNMENT:**