

# CITY OF PRINCE ALBERT

## COUNCIL AGENDA



**MONDAY,**  
**JANUARY 15, 2007**

**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 January 4, 2007, and Supplementary Agenda No. 1 of January 11, 2007, 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 December 18, 2006, Special Council Meeting held December 18, 2006, 2006 and the Committee of the Whole Council Incamera Meeting held December 18, 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 January 8, 2007 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.*

5.1 **PSYCHOLOGY MONTH – FEBRUARY, 2007.**

5.2 **CHILDREN’S WEEK – MAY 14 – 18, 2007.**

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

**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.*

*Motion to Recess to Assemble as a Quasi-Judicial Board with Respect to Appeals Pursuant to Section 329 of the Cities Act and the Nuisance Abatement Bylaw No. 12 of 2003.*

**Page No.**

- 6.1 Report from Development Coordinator dated November 28, 2006, along with the following Correspondences, all with respect to **Appeal Nuisance Abatement Order – 1696 – 14<sup>th</sup> Street West.** **81**
- Charlene Berard dated December 1, 2006. **94**
- Charlene Berard received January 9, 2007. **193**

**Consideration of this matter was postponed to the next meeting at the December 18, 2006 City Council meeting.**

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

**No presentations or delegations have been registered at this time.**

*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 the Agenda to speak.*

*Items will be debated and dealt with normally.*

**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 Saskatchewan Provincial Secretary, Office of Protocol and Honours, dated November 22, 2006, **requesting Nominations for the Saskatchewan Youth Award.** 3

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

- 8.2 Correspondence from National President, Kin Canada, dated December 1, 2006, **requesting that The City place a “Message-of-Support” in the KIN Magazine.** 7

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

- 8.3 Correspondence from Garry Tarnowski dated December 5, 2006, **requesting an Opportunity to Appeal an Order to Clean Up the Property located at 526 – 19<sup>th</sup> Street East.** 12

***Suggested Disposition: Refer to Economic Development and Planning for review and report.***

- 8.4 Correspondence from Quentin Rowland, on behalf of the Prince Albert Fire Fighters Charity Fund, received December 7, 2006, **requesting that the User Fees for the 3<sup>rd</sup> Annual Police/Fire Hockey Challenge, held at the Art Hauser Centre, be Waived.** 17

***Executive Committee Recommendation: Refer to Art Hauser Centre Board Inc.***

- 8.5 Correspondence from Acting Director General, Community Development and Partnerships Directorate, Human Resources and Social Development Canada, received December 7, 2006, **requesting Nominations for the 2007 Thérèse Casgrain Volunteer Award.** 18

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

- 8.6 Correspondence from Raymond Guillet dated December 14, 2006, **forwarding concerns regarding the need for a Pedestrian Crosswalk – Flashing Orange Signals at the Intersections of Central Avenue and 14<sup>th</sup> Street and 1<sup>st</sup> Avenue and 14<sup>th</sup> Street East.** **23**

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

- 8.7 Correspondence from Federation of Canada Municipalities received December 21, 2006, **forwarding an invitation to a Land Management Workshop on January 30, 2007, in Prince Albert.** **24**

***Suggested Disposition: Refer to Economic Development and Planning for review.***

- 8.8 Correspondence from Chairman, Art Hauser Centre Board Inc., dated December 27, 2006, **requesting an Extension to January 31, 2007, to submit the Art Hauser Centre Board’s 2007 Budget and Subsidy Request.** **25**

***Suggested Disposition: Approval Recommended.***

- 8.9 Correspondence from Acting Regional Director, Wapiti Regional Library, dated December 28, 2006, **forwarding information regarding City Representatives attending the Wapiti Regional Library Board meeting to be held on April 21, 2007.** **26**

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

- 8.10 Correspondence from Chairperson, John M. Cuelenaere Public Library Board, dated December 28, 2006, **forwarding Appreciation for allowing the Director of Corporate Services to conduct Contract Negotiations.** **27**

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

- 8.11 Correspondence from Brian R. Clavier dated January 2, 2007, **requesting that City Council consider Live Webcasts of City Council Meetings.** **28**

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

- 8.12 Correspondence from Chairperson, Multi-Use Trail Committee, dated December 7, 2006, **requesting an opportunity to update City Council on the Multi-Use Trail Committee's Objectives and Trail Status.** 1

***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.*

### **Procedural Example:**

*Chair:*

*"Does anyone wish to remove a Consent Item?"*

*Member:*

*"Please remove item 5.2 and 5.3 as I have a number of questions."*

*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.”*

- 9.1 Report from City Clerk dated December 29, 2006, with respect to **Council Record of Attendance During 2006.** 30

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

- 9.2 Report from Acting Transportation Project Manager dated December 15, 2006, with respect to **Bus Bench and Shelter Agreements – Change in Contractor.** 34

***Recommendation:***

***“That the Mayor and City Clerk be authorized to execute the Letter of Understanding between The City of Prince Albert and P.A.S.S. Advertising, regarding the transfer of responsibility of the Bus Bench and Shelter Agreement to P.A.S.S. Advertising.”***

- 9.3 Report from Operations Coordinator dated December 15, 2006, with respect to **Saskatchewan Power Corporation, Saskatchewan Telecommunications and Shaw Cablesystems Limited – Easement Agreement – Muir Drive.** 39

***Recommendation:***

***“That the Mayor and City Clerk be authorized to execute the Easement Agreement between Saskatchewan Power Corporation, Saskatchewan Telecommunications, Shaw Cablesystems Limited and The City of Prince Albert for the lot located at Lot 16, Block 111, Plan No. 96PA14803, Muir Drive.”***

- 9.4 Report from Planning Technician dated December 28, 2006, with respect to **Knox Place Easement.** 45

***Recommendations:***

***“1. That the Easement Agreement for a 15’ City***

**Easement located at Lot 8A, Block 121, Plan 67PA01695, Extension 0 be approved; and,**

- 2. That the Mayor and City Clerk be authorized to execute the Easement Agreement, on behalf of the City.”**

- 9.5 Report from Chief Clerk dated December 28, 2006, with respect to **Account List No. 20 of 2006 in the amount of \$3,441,263.35.** **54**

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

- 9.6 Report from Acting Transportation Project Manager dated December 6, 2006, with respect to **4<sup>th</sup> Avenue and 15<sup>th</sup> Street West - Pedestrian Crossing.** **71**

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

- 9.7 Report from Acting Transportation Project Manager dated December 20, 2006, with respect to **Installation of “No Parking” Zone at the CO-OP Cardlock at Marquis Road and 5<sup>th</sup> Avenue East.** **74**

**Recommendation:**

**“That “No Parking” Zones be installed at the CO-OP Cardlock access onto 5<sup>th</sup> Avenue East.”**

- 9.8 Report from Property Sales Coordinator dated December 21, 2006, with respect to **Tender of Property – 2436 – 6A Avenue West.** **100**

**Recommendations:**

- “1. That Tender No. 179 of 2006 for the Sale of Property at 2436 – 6A Avenue West, legally described as Lot 16, Block 23, Plan CY3073, Extension 0, be awarded to Joy and Dale Zuk in the amount of \$58,888.88; and,**
- 2. That the Mayor and City Clerk be hereby authorized to execute the Sale Agreement on behalf of the City, once prepared.”**

- 9.9 Report from Property Sales Coordinator dated December 22, 2006, with respect to **Tender for Property Appraisal Services.** **104**

**Recommendations:**

- “1. That Request for Proposal No. 182 of 2006 for Appraisal Services for 1112 and 1118 North Industrial Drive and 1159 – 1<sup>st</sup> Avenue Northwest and 151 – 15<sup>th</sup> Street Northwest be awarded to Suncorp Valuations Ltd. in the amount of \$3,500;**
- 2. That the Mayor and City Clerk be authorized to enter into any contractual Agreements that may be necessary for this service; and,**
- 3. That Suncorp Valuations Ltd. be required to obtain any necessary licenses to perform work in the City of Prince Albert.”**

- 9.10 Report from Property Sales Coordinator dated December 22, 2006, with respect to **Lease of Property – 1112 and 1118 North Industrial Drive.** **108**

**Recommendations:**

- “1. That the request to lease City owned property located at 1112 and 1118 North Industrial Drive by Don Brenner for \$1,400 per month be approved;**
- 2. That the Mayor and City Clerk be authorized to execute the Agreement, once prepared;**
- 3. That the Lessee be allowed to sublet the property provided that the name of the person subletting is disclosed to The City;**
- 4. That all Lessees be required to carry Tenant Liability Insurance; and,**
- 5. That the request for The City to supply a garbage receptacle for clean up of the site be denied.”**

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

**Removed Items from Consent Agenda:**

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

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

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

- 10.1 Report from Director of Corporate Services dated December 2, 2006, with respect to **Job Evaluation Project.** **64**

**Consideration of this matter was postponed to the next meeting at the December 18, 2006 City Council meeting.**

***Executive Committee Recommendations:***

- 1. That the Request for Proposal No. 134 of 2006 for a Consulting Firm to lead the Out-of-Scope Job Evaluation Project be awarded to Koenig and Associates Inc. at an estimated cost of \$97,804.**
- 2. That the Mayor and City Clerk be authorized to execute any necessary Agreement (s), once prepared.**

- 10.2 Report from Secretary, Public Works Department, dated January 3, 2007, with respect to **Public Advisement Not to Shovel Snow on the Street.** **78**

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

- 10.3 Report from Property Sales Coordinator dated December 20, 2006, with respect to **Tax Enforcement – 316 – 10<sup>th</sup> Street East.** **95**

***Executive Committee Recommendation:***

***That the property located at 316 – 10<sup>th</sup> Street East, legally described as Lots 8 and 11, Block 29, Plan B765, Extension 0, be offered for sale to Habitat for Humanity, subject to a review of all technical details related to the proposed sale, and, that Administration be instructed to***

**forward a further report for consideration by City Council.**

- 10.4 Report from Parks and Open Space Manager dated November 20, 2006, with respect to **Rationale for Pruning Trees.** 113

**Recommendations:**

**“1. That City Council approve Option No. 3, as outlined in the Report from the Parks and Open Space Manager, dated November 20, 2006, in principle as follows:**

- a. Complete Tree Inventory - two (2) years and two (2) students at a total cost of \$40,000; and,**
- b. A seven (7) year Pruning Cycle will require a \$40,000 per year commitment as follows:**

<u>YEAR</u>	<u>INVENTORY</u>	<u>PRUNING CYCLE</u>	<u>TOTAL</u>
2007	\$20,000	\$40,000	\$60,000
2008	\$20,000	\$40,000	\$60,000
2009 - 2013	\$40,000 per Pruning Cycle; and,		

**2. That consideration of the matter be referred to City Council’s 2007 Capital Budget deliberations for consideration.”**

- 10.5 Report from Director of Financial Service dated December 4, 2006, with respect to **2007 Pre Budget Report.** 169

Consideration of this matter was postponed to the next meeting at the December 18, 2006 City Council meeting.

**Executive Committee Recommendations:**

- “1. That External agencies be instructed to provide budget requests with increases between zero and 2% of the 2006 approved Budgets, with the effect on service levels to be clearly outlined.**
- 2. That Budget Option No. 2, as outlined in the Report from the Director of Financial Services, dated December 4, 2006, be accepted, and, that**

**Administration be authorized to proceed with the 2007 Budget based on these instructions.**

3. **That the following Budget Committee meetings be set:**
  - a. **Public Consultation meeting: April 25, 2007 from 7:00 to 9:00 p.m.**
  - b. **Capital and Operating Budget review: April 27 and 28, 2007 from 9:00 a.m. to 4:00 p.m.**
4. **That City Council identify other items to be reviewed and investigated as part of the 2007 Budget.”**

- 10.6 Report from Board of Police Commissioners dated December 14, 2006, with respect to **Update on Carlton School Liaison.** 185

**Executive Committee Recommendation:**

**Refer to Administration for a further report regarding statistical information from previous years.**

- ▶ 10.7 Report from Director of Economic Development and Planning dated January 12, 2007, along with the following correspondence, both with respect to **Thomas Porter Photographics requesting permission to Photograph inside City Facilities for an Interactive Internet Project to Showcase the City.** 195

- Thomas Porter dated December 12, 2006. 21

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

## **11. UNFINISHED BUSINESS:**

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

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

*Chair 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.”***

*The Mayor will assume the Chair.*

**12. MAYOR & COUNCILLORS FORUM:**

**13. INQUIRIES:**

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

**15. UNFINISHED BUSINESS - BYLAWS:**

**16. GIVING NOTICE:**

**17. MOTIONS:**

17.1 Councillor S. Williams' Motion that Appointments to The Various City of Prince Albert Committees, Commissions and Boards Shall be Restricted to Residents of the City of Prince Albert only.

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**18. ADJOURNMENT:**