

CITY OF PRINCE ALBERT

COUNCIL AGENDA



MONDAY,
JANUARY 29, 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 18, 2007, Supplementary Agenda No. 1 of January 22, 2007 and Supplementary Agenda No. 2 of January 25, 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 January 15, 2007, Special Council Meeting held January 15, 2007, Quasi-Judicial Appeal Body Meeting held January 15, 2007, Incamera Quasi-Judicial Appeal Body Meeting held January 15, 2007 and the Committee of the Whole Council Incamera Meeting held January 15, 2007 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 22, 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:

- ▶ 5.1 **NATIONAL FAMILY LITERACY DAY – JANUARY 27, 2007.**

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.

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| 6.1 | Report from Planning Manager dated January 15, 2007, along with the following Correspondence, both with respect to Request for Zoning Bylaw Amendment – 1550 – 6th Avenue East and 715 – 15th Street East. (BYLAW NO. 2 OF 2007) | 177 |
| ▶ | Brian Clavier dated January 28, 2007. | 253 |

Recommendations:

- “1. That City Council approve the Plan of Survey to consolidate and subdivide the land, legally described as Parcels H, J and K, Plan 74PA20483, Extension 0; Parcel O, Plan 79PA16185, Extension 0; Lot 1, Block 102, Plan 101841881, Extension 0; and, that the Mayor and City Clerk be authorized to execute the Plan of Survey and all necessary documents, on behalf of the City;***
- 2. That City Council approve the Development Permit application for a Retail Store at 1550 – 6th Avenue East, legally described as Part Parcels H, J and K, Plan 74PA20483, Extension 0; and Part Parcel O, Plan 74PA16185, Extension 0, and authorize the Director of Economic Development and Planning to execute the Development Permit***

on behalf of The City of Prince Albert subject to:

- a. *A Landscape Plan being submitted and approved by the Director of Community Services; and, that the Mayor and City Clerk be authorized to execute the Landscaping Agreement on behalf of the City; and,*
- b. *The building meeting all requirements as requested by the Building Inspector as related to fire and building safety; and,*
- 3. *That consideration of Bylaw No. 2 of 2007 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 the Agenda to speak.

Items will be debated and dealt with normally.

- 7.1 Correspondence from Community Development Officer, on behalf of the Prince Albert Food Coalition, dated January 16, 2007, **requesting permission to make a presentation regarding the Food Charter.** **75**

Suggested Disposition: Receive as information and file.

- 7.2 Correspondence from Brian Clavier dated January 6, 2007, along with the following Correspondence, **forwarding concerns regarding the need to update the Clean Sidewalk Bylaw No. 9 of 1992.** **68**

- Brian Clavier dated January 28, 2007. **254**

Suggested Disposition: Refer to Public Works 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 Minister of First Nations and Métis Relations and Minister of Government Relations dated December 28, 2006, **forwarding information with respect**

1

to Government of Saskatchewan Guidelines for Consultation with First Nations and Métis People: A Guide for Decision Makers.

Suggested Disposition: Refer to City Solicitor for review and report.

- 8.2 Correspondence from Saskatchewan Urban Municipalities Association received January 2, 2007, **forwarding 2007 Convention Resolutions – February 4 – 7, 2007 and Notice of Special Membership Levy for 2007.** 15

Executive Committee Recommendation: Receive as information and file.

- 8.3 Correspondence from President, Woodland Students' Association, dated January 8, 2007, **forwarding support for the proposed Sidewalk Paving from 15th Avenue East and 15th Street to SIAST Woodland Campus.** 70

Suggested Disposition: Refer to Public Works for review and report for consideration during City Council's 2007 Capital Budget deliberations.

- 8.4 Correspondence from Minister of Government Relations dated January 8, 2007, **advising that Correspondences will be provided regarding the Government's Equalization Position.** 71

Suggested Disposition: Receive as information and file.

- 8.5 Correspondence from Office Coordinator, Prince Albert Winter Festival, dated January 12, 2007, **requesting permission for Community Event Permits for the various Prince Albert Winter Festival Events being held from February 10 – 25, 2007.** 72

Suggested Disposition:

"That City Council support the Organization's Application to the Saskatchewan Liquor and Gaming Authority for Community Event Permits to be used in conjunction with 12th Street Station, Prince Albert Exhibition Centre – February 10, 2007; Country North Show, Prince Albert Exhibition Centre – February 20 and 24, 2007; Outdoor Site Events – February 24 and 25, 2007; Voices of the North, Prince Albert Exhibition Centre – February 15 - 17, 2007; North Sask Red River

Jig Competition, Army and Navy – February 22, 2007; Molson Beard Derby, Royal Canadian Legion – February 9, 2007; Queen Pageant, Prince Albert Inn – February 8, 2007; and, Anavets Harmonica and Accordion Event, Army and Navy – February 21, 2007.

- 8.6 Correspondence from Shauna Sayese, on behalf of the Musqua Entertainment/ “Voices of The North” Organizing Committee, dated January 15, 2007, **requesting permission for a Community Event Permit in conjunction with the 16th Annual “Voices of The North” Aboriginal Talent Showcase - February 15 – 17, 2007.** 74

Suggested Disposition:

“That City Council support the Organization’s Application to the Saskatchewan Liquor and Gaming Authority for a Community Event Permit to be used in conjunction with the 16th Annual “Voices of The North” Aboriginal Talent Showcase being held February 15 – 17, 2007, at the Prince Albert Exhibition Centre.”

- 8.7 Correspondence from Co-Chair, 2007 Saskatchewan Public Works Association Conference, dated January 25, 2007, **requesting permission for a Community Event Permit in conjunction with a Conference and Trade Show – February 27 – March 1, 2007.** 255

Suggested Disposition:

“That City Council support the Organization’s Application to the Saskatchewan Liquor and Gaming Authority for a Community Event Permit to be used in conjunction with the Conference and Trade Show being held February 27 – March 1, 2007, at the Art Hauser Centre.”

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 Acting Transportation Project Manager dated January 15, 2007, with respect to **4th Street and 10th Avenue East Traffic Light Warrant.**

83

Recommendation: Receive as information and file.

- 9.2 Report from Acting Transportation Project Manager dated January 17, 2007, with respect to **Funding Agreement – Canada Saskatchewan Agreement on the Transfer of Funds for Public Transit – 2005 - 2010.** **86**

Recommendations:

- “1. That the Public Works Department be instructed to evaluate potential projects and forward a recommendation to be considered during City Council’s 2007 Budget deliberations; and,***
- 2. That the Mayor and City Clerk be authorized to execute the Agreement between the Province of Saskatchewan and The City of Prince Albert.”***

- 9.3 Report from Property Sales Coordinator dated October 30, 2006, with respect to **City Hall Leases – Prince Albert Regional Economic Development Authority and the Prince Albert Chamber of Commerce.** **104**

Recommendations:

- “1. That the Lease Agreement between The City and the Prince Albert Regional Economic Development Authority be approved;***
- 2. That the Lease Agreement between The City and the Prince Albert Chamber of Commerce be approved; and,***
- 3. That the Mayor and City Clerk be authorized to execute the Agreements on behalf of the City.”***

- 9.4 Report from Development Coordinator dated January 3, 2007, with respect to **Nuisance Abatement Order – 526 – 19th Street East.** **137**

Recommendation: Receive as information and file.

- 9.5 Report from Chief Clerk dated January 16, 2007, with respect to **Account List No. 21 of 2006 in the amount of \$6,257,179.07.** **150**

Recommendation: Receive as information and file.

“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 Acting Transportation Project Manager dated January 12, 2007, with respect to **Installation of No Parking Zones at the Alley North of Good Shepherd Villa.** **157**

Executive Committee Recommendations:

- “1. That No Parking Zones be installed at the north side of the alley adjacent to the Good Shepherd Villa;***
- 2. That the proper road allowance be maintained to ensure the Public is aware of the No Parking Zone; and,***
- 3. That the approximate cost of \$300 for labour and materials to install the signs indicating the No Parking Zone be the responsibility of the property owner.”***

- 10.2 Report from Operations Coordinator dated January 17, 2007, with respect to **South Industrial – Phase II and III – Sanitary and Storm Sewer Servicing Design – Request for Proposal No. 190 of 2006.** **161**

Recommendations:

- “1. That the Request for Proposal No. 190 of 2006, South Industrial Phase II and III Sanitary and Storm Sewer Servicing Design be awarded to***

Bullee Consulting Ltd. for the total amount of \$30,450, and, that an additional \$8,000 be allocated towards geotechnical investigation, if required;

- 2. That the Request for Proposal be funded through the Land Fund, and, that pre-Budget approval be given to the Request for Proposal prior to the finalization of the Land Fund Budget; and,**
- 3. That the Mayor and City Clerk be authorized to execute any necessary Agreement(s), once prepared.”**

10.3 Report from Planning Technician dated December 13, 2006, with respect to **Walkways – Recommendations after Public Meetings.**

165

Recommendation:

“That the following recommendations be referred for consideration during City Council’s 2007 Budget deliberations:

- 1. Periodic video and physical surveillance be provided for the walkways abutting 3056 Bliss Crescent, 3058 Eagle Crescent, 3303 Grey Owl Crescent, 3131 Grey Owl Crescent and 107 McLellan Crescent;**
- 2. The brush be cleared and periodic physical surveillance be provided for the area behind 30 Carment Place;**
- 3. Periodic physical surveillance be provided for the area beside 1034 Woodman Crescent;**
- 4. The walkway abutting 25 Telfer Bay have posts installed to stop vehicle/recreational traffic and a Pedestrian Only sign be installed; and,**
- 5. Administration be instructed to commence the walkway closure procedure for the walkway abutting 3065 Sherman Drive.”**

10.4 Report from Economic Development Coordinator dated January 16, 2007, along with the following Report, both with respect to **Downtown Business Improvement District Levy. (BYLAW NO. 3 OF 2007)** **187**

- Economic Development Coordinator dated January 16, 2007. **225**

Recommendations:

“1. That City Council approve the Downtown Business Improvement District’s Budget for 2007, as attached to the Report from the Economic Development Coordinator dated January 16, 2007;

2. That City Council approve contributing \$10,144 to the Downtown Business Improvement District for 2007, as a grant in lieu of taxes for City owned property in the District; and,

3. That consideration of Bylaw No. 3 of 2007 be laid on the table and brought up under the Order of Business “Introduction and Consideration of Bylaws”.”

10.5 Report from Chief Clerk - Taxation dated December 28, 2006, with respect to **Tax Enforcement Administration Fees. (BYLAW NO. 1 OF 2007)** **202**

Recommendation:

“That consideration of Bylaw No. 1 of 2007 be laid on the table and brought up under the Order of Business “Introduction and Consideration of Bylaws”.”

10.6 Report from Director of Financial Services dated January 4, 2007, with respect to **West Flat Citizens Group Lease Payment Agreement.** **213**

Recommendation:

“That City Council deny the request to cancel the rent payments for the West Flat Citizens Group for 2007.”

10.7 Report from Special Projects Manager dated January 15, 2007, with respect to **Reporting Tangible Capital Assets by 2009.** **222**

Recommendation: Receive as information and file.

- 10.8 Report from Mechanical and Building Maintenance Manager dated January 24, 2007, with respect to **Rink Specific Component Tender.** **238**

Recommendations:

- “1. That Tender No. 109 of 2006 for Heating and Mechanical Installation at City Arenas be awarded as follows:**
- a. Part C – Art Hauser Centre Boiler Room Tubing, Part G – Kinsmen Arena Boiler Room Tubing, Part H – Kinsmen Arena Boiler Room Tank System and Part L – Kinsmen Arena Dressing Room Exhaust Fans be awarded to Kenmac Mechanical Inc., Prince Albert, SK for the total tendered amount of \$13,275.**
 - b. Part J – Kinsmen Arena Boiler Room Expansion Tank Piping and Part K – Kinsmen Arena Spectator Area Heating be awarded to Thorpe Brothers Ltd., Prince Albert, SK for the total tendered amount of \$22,677.**
- 2. That Administration be authorized to procure other components for Part A – Art Hauser Centre West Fan and Part B – Art Hauser Centre East Fan of Tender No. 109 of 2006 from various other suppliers in the amount of \$1,970.55; and,**
- 3. That the City Manager be authorized to execute the Tender Authorization Form for Tender No. 109 of 2006.”**

- 10.9 Report from Parks and Open Space Manager dated January 24, 2007, along with the following Correspondence, both with respect to **2007 Canadian Sled Dog Challenge – February 1, 2007.** **249**

- President, Gateway North Sled Dog Race Association, received January 24, 2007. **252**

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:

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.

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| 14.1 | Bylaw No. 1 of 2007, to amend Schedule A of the Financial Services Fees and Charges Bylaw No. 5 of 2006. (3 Readings) | 212 |
| 14.2 | Bylaw No. 2 of 2007, to amend Zoning Bylaw No. 1 of 1987, as amended, to rezone Parcels H, J and K, Plan 74PA20483, Extension 0; Parcel O, Plan 79PA16185, Extension 0; and, Lot 1, Block 102, Plan 101841881, Extension 0 from M2 – Light Industrial High Density to C3 – Arterial Commercial. (2 Readings) | 186 |
| 14.3 | Bylaw No. 3 of 2007, to establish a Downtown Business Improvement District Levy. (3 Readings) | 200 |

1st Reading

“That Bylaw Nos. 1, 2 and 3 of 2007 be introduced and read a first time.”

2nd Reading

“That Bylaw Nos. 1, 2 and 3 of 2007 be now read a second time.”

Leave Granted

“That leave be granted to read Bylaw Nos. 1 and 3 of 2007 a third time.”

3rd Reading

“That Bylaw Nos. 1 and 3 of 2007 be read a third time and passed; and, that Bylaw Nos. 1 and 3 of 2007, be now adopted, sealed and signed by the Mayor and City Clerk.”

15. UNFINISHED BUSINESS - BYLAWS:

16. GIVING NOTICE:

Councillor T. Zurakowski serves the following Notice of Motion upon members of Council for consideration:

- “1. That the deadline for the Prince Albert Flood Protection Policy be extended to February 28, 2007.
2. That Administration be instructed to mail a final notice to all affected residents indicating that the program has been extended to February 28, 2007.
3. That an appropriate advertisement be published in the City Page to advise the public.”

17. MOTIONS:

18. ADJOURNMENT: