

# CITY OF PRINCE ALBERT

## COUNCIL AGENDA



**MONDAY,**  
**FEBRUARY 26, 2007**

**7:00 P.M.**

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

The Public is hereby advised that at 4:10 p.m. (or later), 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 February 15, 2007, Supplementary Agenda No. 1 of February 21, 2007 and Supplementary Agenda No. 2 of February 22, 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. O'CANADA & PRAYER:**

Chelsea Herman will sing O'Canada.

The City Clerk will offer the prayer.

**2.1 PRESENTATION OF TERRY FOX AWARD.**

**3. ADOPTION OF MINUTES:**

Minutes of the Council Meeting held January 29, 2007, Special Council Meeting held January 29, 2007 and the Committee of the Whole Council Incamera Meeting held January 29, 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 February 21, 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.”***

**5. NOTICE OF PROCLAMATIONS:**

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

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

**5.2 INTERNATIONAL DEVELOPMENT WEEK – FEBRUARY 4 – 10, 2007.**

**5.3 RED CROSS MONTH – MARCH, 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.*

**Page No.**

- 6.1 Report from Planning Technician dated February 12, 2007, with respect to **Rezone – 589 – 8<sup>th</sup> Avenue East. (BYLAW NO. 4 OF 2007)** **96**

***Recommendation:***

***That the Report from Planning Technician dated February 12, 2007, with respect to Rezone – 589 – 8<sup>th</sup> Avenue East be received; and, that consideration of Bylaw No. 4 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.*

- 7.1 Correspondence from Communication Chair, Prince Albert Crime Stoppers Board, dated February 13, 2007, **requesting permission to place a Crime Stoppers decal on all City Vehicles, Trailers and Facilities.** **66**

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

- 7.2 Correspondence from Chairperson, Prince Albert Multi-Use Trail Committee, dated January 22, 2007, along with the following Correspondence, **both requesting a Matching Grant for the Rotary Trail of up to \$100,000 in 2007.** **13**

- ▶ Chairperson, Prince Albert Multi-Use Trail Committee, dated January 22, 2007. **295**

***Suggested Disposition: Refer to Community Services 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.*

***“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 and Treasurer, South Hill Child Care Co-operative Association Limited, dated January 3, 2007, **requesting an Abatement of Property Taxes for 2805 – 1<sup>st</sup> Avenue West.** 1

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

- 8.2 Correspondence from Saskatchewan Minister of Community Resources dated January 8, 2007, **inviting Nominations for the 2007 Spirit Award for Community Based Organizations.** 3

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

- 8.3 Correspondence from Margie Louison dated January 8, 2007, **requesting a Review of the Back Lane at 270 – 28<sup>th</sup> Street East due to ongoing damage by Delivery Trucks.** 9

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

- 8.4 Correspondence from Chairman, Art Hauser Centre Board Inc., dated January 24, 2007, **forwarding the 2007 Operating Budget for the Art Hauser Centre.** 25

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

- 8.5 Correspondence from President and Vice President, Summit Run for Fitness Committee, dated January 26, 2007, **requesting permission for a Parade Permit and support for the 3<sup>rd</sup> Annual Summit Run for Fitness to be held on August 19, 2007.** **46**
- Suggested Disposition: Refer to Public Works and Community Services for review and report.***
- 8.6 Correspondence from Health Educator, The Lung Association of Saskatchewan, dated February 6, 2007, **requesting that the City initiate discussions regarding Smoke Free Multi-Unit Dwellings.** **50**
- Suggested Disposition: Receive as information and file.***
- 8.7 Correspondence from Chief Executive Officer, Communities in Bloom, dated February 8, 2007, **requesting participation in the 2007 Provincial Communities in Bloom Program.** **52**
- Suggested Disposition: Refer to Community Services for review and report.***
- 8.8 Correspondence from Rod Thomson dated February 11, 2007, **forwarding concerns regarding Proposed River Bank Development and Proposals for the Properties located at 818 and 826 River Street West.** **63**
- Suggested Disposition: Refer to Economic Development and Planning for review and report.***
- 8.9 Correspondence from 1<sup>st</sup> Vice President, VESELKA Prince Albert & District Ukrainian Culture & Heritage Club, dated February 13, 2007, **forwarding a Proposal for a VESELKA Ukrainian Culture and Heritage Museum Park in the City.** **68**
- Suggested Disposition: Refer to Economic Development and Planning for review and report.***
- 8.10 Correspondence from Coordinator, Prince Albert & Area Community Against Family Violence, dated January 30, 2007, **requesting that a Framed City Proclamation recognizing Prince Albert as a Violence Free City be displayed in the City Hall Foyer and that Signs recognizing this proclamation be displayed throughout the City.** **272**

Note:

*Given the timing of the Grant, this matter has been referred to Administration to finalize.*

**Suggested Disposition:**

1. ***Approval be granted for signs to be posted at the main entrances to the City, subject to the Organization being responsible for the cost of the signs and any related installation costs.***
2. ***That the request for a Proclamation be handled in accordance with Section 19 of City Council's Procedure Bylaw No. 10 of 2005.***

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 Communications Manager dated February 14, 2007, with respect to **Citizen Newsletter 2007 Publication and Distribution Schedule.** **262**

**Recommendation:**

***“That City Council approve the 2007 Production and Distribution Schedule for “The Citizen” Newsletter, as outlined in the Report from the Communications Manager dated February 14, 2007.”***

- 9.2 Report from Operations Coordinator dated November 20, 2006, with respect to **Saskatchewan Power – Easement Agreement – Little Red River Park.** **73**

***Recommendation:***

***“That the Mayor and City Clerk be authorized to execute the Easement Agreement between Saskatchewan Power and The City of Prince Albert for the locations legally described as Parcel K, Plan No. 03372, Parcel U, Plan 95PA02235 and SE 15-49-26W2, within Little Red River Park.”***

- 9.3 Report from Acting Transportation Project Manager dated January 24, 2007, with respect to **Stop Sign – 5<sup>th</sup> Avenue and 10<sup>th</sup> Street East.** **79**

***Recommendation:***

***“That the Yield signs at the intersection of 5<sup>th</sup> Avenue and 10<sup>th</sup> Street East, facing Northbound and Southbound traffic be replaced with Stop signs.”***

- 9.4 Report from Acting Transportation Project Manager dated January 29, 2007, with respect to **Installation of a Passenger Unloading Zone – Tudor Manor Apartments – 3450 – 4<sup>th</sup> Avenue West.** **83**

***Recommendation:***

***“That a Passenger Unloading Zone be installed at the sidewalk entrance to Tudor Manor Apartments at 3450 - 4<sup>th</sup> Avenue West.”***

- 9.5 Report from Sanitation Manager dated February 14, 2007, with respect to **Garbage Containers – 500 Block of 10<sup>th</sup> Street East.** **88**

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

- 9.6 Report from Development Coordinator dated February 6, 2007, with respect to **Discretionary Use in a C1 Service Commercial Zone – 1218 Central Avenue.** **92**

**Recommendation:**

***“That City Council approve the Development Permit submitted on behalf of Paul Moser to change the use of 1218 Central Avenue from a Watch Repair Business to an Interior Design Shop 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.”***

- 9.7 Report from Planning Technician dated February 13, 2007, with respect to **Plan of Subdivision – Saskatchewan Housing Corporation.** **103**

**Recommendations:**

- “1. That City Council approve the Subdivision Plan for the Saskatchewan Housing Corporation properties, as outlined in the Plan attached to the Report from Planning Technician dated February 13, 2007; and, authorize the Mayor and City Clerk to execute the Plan of Survey and all necessary documents on behalf of The City.***
- 2. That City Council deny the request to reduce the Subdivision Fees for the Saskatchewan Housing Corporation properties.”***

- 9.8 Report from Property Coordinator dated February 13, 2007, with respect to **Sale of Property – 316 – 10<sup>th</sup> Street East.** **110**

**Recommendations:**

- “1. That Tender No. 10 of 2007 – Sale of Property – 316 – 10<sup>th</sup> Street East be awarded to Habitat for Humanity Inc. in the amount of \$5,000, plus Goods and Service Tax; and,***

**2. That the Mayor and City Clerk be authorized to execute the Sale Agreement on behalf of The City, once prepared.”**

9.9 Report from Recreation Manager dated December 11, 2006, with respect to **2007 Community Grant Program.** **114**

***Executive Committee Recommendations:***

**“1. That The City of Prince Albert make application for funds through the Community Grant Program for Sport, Culture and Recreation from Saskatchewan Lotteries.**

**2. That the Mayor and City Clerk be authorized to execute the 2007 Application Form on behalf of The City of Prince Albert.**

**3. That the Community Services Department be instructed to forward a report to amend the Community Grant Program Policy to include a procedure to evaluate how funds that have been allocated were utilized in the previous year and what benefit the project provided to the Community, for consideration by the Executive Committee, along with the Community Grant Allocations.”**

9.10 Report from Recreation Manager dated February 6, 2007, with respect to **Annual Report – Museums.** **121**

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

9.11 Report from City Assessor dated January 18, 2007, with respect to **Quarterly Assessment Report – 2006Q4.** **127**

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

9.12 Report from Chief Clerk dated January 30, 2007, with respect to **Account List No. 1 of 2007 in the amount of \$1,886,896.75.** **134**

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

9.13 Report from Chief Clerk dated February 13, 2007, with respect to **Account List No. 2 of 2007 in the amount of \$4,616,539.69.** **143**

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

- 9.14 Report from Fire Chief dated February 8, 2007, with respect to **Fire Mentoring Program.** **151**

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

- 9.15 Report from Board of Police Commissioners dated January 25, 2007, with respect to **Carlton Comprehensive High School.** **154**

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

- 9.16 Report from City Solicitor dated February 12, 2007, with respect to **Government of Saskatchewan Guidelines for Consultation with First Nations and Métis People: A Guide for Decision Makers.** **176**

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

- 9.17 Report from Transportation Project Manager dated February 15, 2007, along with the following Report and Correspondence, all with respect to **Winter Festival Torchlight Parade – February 23, 2007.** **266**

- Office Manager, Prince Albert Winter Festival, dated February 14, 2007. **72**
- Transportation Project Manager dated February 15, 2007. **269**

***Executive Committee Recommendations:***

- “1. That Administration be authorized to pre-approve the temporary No Parking Zones on the north side and south side of Marquis Road, from the Recycling Building at 911 Marquis Road to the Winter Festival Site on 13<sup>th</sup> Avenue East, from Friday, February 23, 2007 at 5:00 p.m. to Sunday, February 25, 2007 at 5:00 p.m..***
- 2. That the City provide the necessary barricading to the Organizing Committee, with the Organizing Committee being responsible for the set up and take down of the barricades***

3. ***That the City install the “No Parking” signs as required.***

4. ***That City Council waive the fee for the barricading and “No Parking” signs required by the Organizing Committee for the 2007 Event.”***

9.18 Report from Planner 1 dated February 1, 2007, with respect to **Plan Prince Albert Stakeholder Consultation Report.** **180**

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

9.19 Report from Board of Police Commissioners dated January 25, 2007, with respect to **Safe Injection Site.** **233**

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

9.20 Report from North Saskatchewan River Watershed Advisory Committee dated February 13, 2007, with respect to **Interim Report – Source Water Protection Plan.** **254**

***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:**

10.1 Report from City Solicitor dated February 12, 2007, with respect to **Seizure of Motorized Vehicles Operating Unlawfully on the Rotary Trail and other City Property.** **171**

***Executive Committee Recommendation:***

***“That the City Solicitor be instructed to provide a further Report and necessary Bylaw to provide for the ability to seize all motorized vehicles operating unlawfully in all City parks, trails, and properties.”***

- 10.2 Report from Parks and Open Space Manager dated January 30, 2007, with respect to **Contract Extension for Park Maintenance and Operation of the Cosmo Lodge in Little Red River Park - Prince Albert Métis Women's Association.** 221

**Recommendations:**

- "1. That City Council approve a two (2) year Contract Extension for Park Maintenance and Operation of the Cosmo Lodge in Little Red River Park between The City of Prince Albert and the Prince Albert Métis Women's Association, for the period from April 1, 2007 to March 31, 2009.***
- 2. That the Mayor and City Clerk be authorized to execute the Agreement on behalf of The City of Prince Albert, once prepared."***

- 10.3 Report from Special Projects Manager dated January 9, 2007, with respect to **Property Tax System – Request for Proposal No. 2 of 2006.** 224

**Recommendations:**

- "1. That the Request for Proposal No. 2 of 2006 for Property Tax Software be awarded to Diamond Municipal Solutions for up to a maximum total cost of \$129,588.***
- 2. That the Mayor and City Clerk be authorized to execute the Contract on behalf of The City of Prince Albert, once prepared."***

- 10.4 Report from Art Hauser Centre Building Committee dated February 13, 2007, with respect to **Completion Report – Art Hauser Centre Renovations.** 248

**Recommendations:**

- "1. That the residual fund remaining from the Art Hauser Centre Renovations Budget of \$5,042.65, be transferred to the Art Hauser Centre Reserve.***

2. ***That The City send letters of appreciation to the following:***
    - a. ***Art Hauser Centre Building Committee and Advisors;***
    - b. ***Construction Manager, RNF Ventures Ltd.;***
    - c. ***Leslie Blacklock, AODBT Architects; and,***
    - d. ***The Civic Facilities Association.”***
- 10.5 Report from City Clerk dated February 21, 2007, with respect to **Cooke Municipal Golf Course Fees.** 275
- Recommendation:***
- “That the Communications Manager be instructed to issue an appropriate Press Release advising the General Public that the current Participation Fees at Cooke Municipal Golf Course are effective until March 31, 2007.”***
- 10.6 Report from Acting Transportation Project Manager dated February 13, 2007, with respect to **Federal Public Transit Capital Trust Funds.** 278
- Recommendations:***
1. ***That the Mayor and City Clerk be authorized to execute the Government of Saskatchewan Public Transit Capital Trust Guidelines on behalf of The City of Prince Albert.***
  2. ***That the Public Works Department be instructed to evaluate potential projects and forward a further report with recommendations as part of the 2007 Budget process.”***
- 10.7 Report from Transportation Project Manager dated February 21, 2007, along with the following Correspondence, both with respect to **Vimy Ridge Memorial Parade – April 9, 2007.** 291
- Chairman, 90<sup>th</sup> Anniversary Committee, Branch No. 2, Saskatchewan Command, The Royal Canadian Legion, dated February 20, 2007. 294

**Recommendations:**

- “1. That pursuant to Section 40 of City Council’s Traffic Bylaw, being Bylaw No. 16 of 2005, that the Royal Canadian Legion be granted permission to hold its Vimy Ridge Memorial Parade on April 9, 2007 commencing at 3:00 p.m. from the Royal Canadian Legion Parking Lot at 133 – 8<sup>th</sup> Street East, proceeding west on 8<sup>th</sup> Street East to 1<sup>st</sup> Avenue, turning south on 1<sup>st</sup> Avenue to 10<sup>th</sup> Street and west on 10<sup>th</sup> Street to Memorial Square at City Hall, proceeding north on Central Avenue from Memorial Square at City Hall to River Street, turning east on River Street to 1<sup>st</sup> Avenue East, east on 1<sup>st</sup> Avenue and concluding at the Royal Canadian Legion Parking Lot, subject to the Organizers finalizing any necessary arrangements with the Public Works Department, and, the Chief of Police for whatever Police Supervision may be required in conjunction with the Parade.**
- 2. That the City provide and install eighteen (18) barricades along the parade route as required.**
- 3. That City Council waive the fees associated with rental and installation of the barricades for this parade.”**

**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 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.*

*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. 4 of 2007, to amend Zoning Bylaw No. 1 of 1987, as amended, to rezone Lot 2, Block 7, Plan 63PA01748, Extension 4 and Lot 3, Block 7, Plan 63PA01748, Extension 0 from C5 – Neighborhood Commercial to R3 – Two Unit Dwelling. (3 Readings)**

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1<sup>st</sup> Reading:

***“That Bylaw No. 4 of 2007 be introduced and read a first time.”***

2<sup>nd</sup> Reading:

***“That Bylaw No. 4 of 2007 be now read a second time.”***

Leave Granted:

***“That leave be granted to read Bylaw No. 4 of 2007 a third time.”***

3<sup>rd</sup> Reading:

***“That Bylaw No. 4 of 2007 be read a third time and passed; and, that Bylaw No. 4 of 2007, be now adopted, sealed and signed by the Mayor and City Clerk.”***

15. **UNFINISHED BUSINESS - BYLAWS:**

16. **GIVING NOTICE:**

17. **MOTIONS:**

18. **PUBLIC FORUM:**

- 18.1 Correspondence from Brian Clavier dated January 28, 2007, **48**  
requesting an opportunity to address City Council  
during Public Forum regarding concerns with City  
Council's Procedure Bylaw No. 10 of 2005.

*Suggested Disposition: Receive as information and file.*

19. **ADJOURNMENT:**