

CITY OF PRINCE ALBERT

COUNCIL AGENDA



MONDAY,
MARCH 26, 2007

7:00 P.M.

COUNCIL CHAMBER
CITY HALL

The Public is hereby advised that at 4:00 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.

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 March 12, 2007, Special Council Meeting held March 12, 2007 and the Committee of the Whole Council Incamera Meeting held March 12, 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 March 19, 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 WORLD WATER DAY – MARCH 22, 2007.

5.2 SOCIAL WORK WEEK – MARCH 18 – 24, 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.

6.1 Report from Planner I dated March 13, 2007, with respect to **Miller’s Hill Subdivision - Proposed Alteration of the Boundaries of The City of Prince Albert.**

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Recommendations:

Option A:

- “1. That the objection from the Carlton Trail Railway with respect to the City’s alteration of its boundaries be received; and,**
- 2. That the City of Prince Albert submit an application for an alteration of boundaries to the Minister of Government Relations, requesting that Prince Albert City Boundaries be altered to include all those portions of :**

Parcel B, Plan AD1445; Highway 302, Plan 79PA19767; Canadian National Railway, Plan G5006; Lying West of the East boundary of The Fractional South East Quarter of Section 24, Township 48, Range 26, West of the 2nd Meridian and all those portions of said property lying North of the South boundary of The Fractional South East Quarter of Section 24, Township 48, Range 26, West of the 2nd Meridian.”

- OR -

Option B:

- “1. That the objection from the Carlton Trail Railway with respect to the City’s alteration of its boundaries be received; and,**
- 2. That City Council amend the proposed boundary alteration by excluding land south of the north border of the highway and proceed with Notice of Intention to alter the boundaries of The City of Prince Albert to include all those portions of: Parcel B, Plan AD1445 Ext 1 and Part of Undeveloped Road Allowance, and direct Administration to re-advertise with the new proposed boundary alteration.”**

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| 6.2 | Report from Planning Technician dated March 13, 2007, along with the following Public Notice and Report, all with respect to 4th Avenue East Road Closure. (BYLAW NO. 13 OF 2007) | 235 |
| | <ul style="list-style-type: none"> • Public Notice dated March 17, 2007. | 390 |
| | <ul style="list-style-type: none"> • Planning Manager dated March 22, 2007. | 391 |

Recommendation:

“That consideration of Bylaw No. 13 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.

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| 7.1 | Report from Planning Technician dated March 6, 2007, along with the following Correspondences, all with respect to Walkway Abutting 3065 Sherman Drive. | 196 |
| | <ul style="list-style-type: none"> • Dr. Rory McIntosh dated March 13, 2007. | 206 |
| | <ul style="list-style-type: none"> • Joel Perreault dated March 17, 2007. | 386 |
| | <ul style="list-style-type: none"> • Kathryn Olthuis dated March 19, 2007. | 387 |

Recommendation:

“That the proposed walkway closure abutting 3065 Sherman Drive be denied.”

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| 7.2 | Correspondence from Chairperson, Multi-Use Trail Committee, dated March 19, 2007, announcing the donation of a Four-Wheel-Drive Off-Road Utility Patrol Vehicle for Law Enforcement Use on Rotary Trail. | 396 |
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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 General Manager, Prince Albert Exhibition Association, dated March 13, 2007, **requesting permission to hold the 124th Annual Summer Fair Parade – Monday, July 30, 2007 – 7:00 p.m.** 1

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

- 8.2 Correspondence from General Manager, Prince Albert Exhibition Association, dated February 27, 2007, **inviting City Council to participate in the 124th Annual Summer Fair Parade – July 30, 2007.** 2

Suggested Disposition: Refer to Mayor’s Office.

- 8.3 Correspondence from General Manager, Prince Albert Exhibition Association, dated February 27, 2007, **requesting use of two 10 tier bleachers for the 124th Annual Summer Fair Parade.** 3

Suggested Disposition: Refer to Community Services.

- 8.4 Correspondence from Director, John M. Cuelenaere Public Library, dated March 1, 2007, **forwarding the 2006 Annual Reports and Financial Statement.** 4

Suggested Disposition: Receive as information and file.

- 8.5 Correspondence from President, Board of Directors, Gateway North Sled Dog Race Association, dated March 2, 2007, **expressing appreciation for support and participation in the 10th Annual Canadian Challenge Sled Dog Race.** **51**
- Suggested Disposition: Receive as information and file.***
- 8.6 Correspondence from Saskatchewan Urban Municipalities Association received March 2, 2007, **forwarding Registration Information for the Planning for Municipal Sustainability Workshop – Saskatoon – April 20 – 21, 2007.** **52**
- Suggested Disposition: Refer to City Manager’s Office.***
- 8.7 Correspondence from Chairperson, Multi-Use Trail Committee, dated March 5, 2007, **requesting clarification regarding future construction in areas near Rotary Trail.** **60**
- Suggested Disposition: Refer to Public Works for review and report.***
- 8.8 Correspondence from Debbie Glass dated March 8, 2007, **requesting the Installation of a Four-Way Stop at the Intersection of 6th Avenue and 22nd Street West.** **61**
- Suggested Disposition: Refer to Public Works for review and report.***
- 8.9 City of Prince Albert Media Release dated March 8, 2007, **entitled “City Advises Residents to Prepare for Spring Runoff”.** **354**
- Suggested Disposition: Receive as information and file.***
- 8.10 Correspondence from Rick Sawa, on behalf of the Prince Albert Chapter, The Council of Canadians, dated March 11, 2007, **requesting that City Council consider a Resolution regarding the Trade, Investment and Labour Mobility Agreement in The City.** **62**
- Executive Committee Recommendation: Refer to Economic Development and Planning for review and report.***

- 8.11 Correspondence from Office Manager, ATC Martial Arts, dated March 12, 2007, **requesting permission for a Community Event Permit for the Annual Kickboxing Event being held on March 31, 2007 at the Exhibition Centre.** **119**

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 Annual Kickboxing Event being held on March 31, 2007, at the Prince Albert Exhibition Centre.”

- 8.12 City of Prince Albert Media Release dated March 13, 2007, entitled **“City Responds to Lead Pipe Inquiry”**. **355**

Suggested Disposition: Receive as information and file.

- 8.13 Correspondence from President, North Saskatchewan River Métis Nation Local #269, dated March 14, 2007, **requesting The City’s support for the Establishment of a Métis Community Justice Committee in the City.** **120**

Suggested Disposition: Refer to Mayor’s Office.

- 8.14 Correspondence from Saskatchewan Minister of Community Resources dated March 13, 2007, **advising of a Plan to Revitalize Saskatchewan Neighbourhoods.** **399**

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

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 March 13, 2007, with respect to **Updated 2007 Committee, Commission and Board Appointments.** **121**

Recommendation: Receive as information and file.

- 9.2 Report from Transportation Project Manager dated March 14, 2007, with respect to **Stations of the Cross Parade – April 6, 2007.** **169**

Recommendation:

“That pursuant to the provisions of Section 40 of City Council’s Traffic Bylaw No. 16 of 2005, as amended, that St. Paul’s Presbyterian Church be granted permission to hold an Outdoor “Stations of The Cross” Parade on Friday, April 6, 2007, from 12:30 p.m. to 2:30 p.m. commencing at 60 – 12th Street East proceeding west to Central Avenue, south to 15th Street, west on 15th Street and north on Bishop McLean Crescent and across the Gateway Mall parking lot and 2nd Avenue West, and continuing west on 14th Street to Sacred Heart Cathedral and then north on 4th Avenue and east on 12th Street to the Soccer Centre and continuing north to River Street and east to McIntosh Mall, and proceeding south on Central Avenue to 9th Street and east to 1st Avenue and south to 12th Street, concluding in front of St. Paul’s Presbyterian Church, subject to the Organizers finalizing arrangements with both the Transportation Project Manager and Chief of Police for whatever barricading or Police supervision may be required in conjunction with the Parade.”

- 9.3 Report from Planner I dated March 5, 2007, with respect to **Extension of Prince Albert Development Plan Review Process.** **190**

Recommendation:

“That City Council approve the extension of the Prince Albert Development Plan review process to September 14, 2007.”

- 9.4 Report from Parks and Open Space Manager dated March 14, 2007, with respect to **5th Annual Fresh Air Experience Winter Triathlon – March 18, 2007 – Little Red River Park.** **328**

Note: Administration provided pre-approval prior to Event because of timing issues.

Recommendations:

- “1. That the Fresh Air Experience Winter Triathlon Organizing Committee be granted permission to use Little Red River Park for its event on March 18, 2007, from 9:00 a.m. to 12:00 Noon.***
- 2. That the Organizing Committee and Fresh Air Experience assume all public liability with respect to site preparation work, the event and related activities, and shall save The City of Prince Albert harmless from any claims which may arise from the event.***
- 3. That the Organizing Committee provide a copy of its Insurance Policy to the Community Services Department, prior to the hosting of the event.***
- 4. That the Organizing Committee be responsible for site restoration and clean-up following the conclusion of the event.***
- 5. That the Winter Triathlon Organizing Committee be required to erect, maintain and remove all traffic control mechanisms as required, as well as being responsible for notifying all the residents along 6th Avenue North East, as to the closure of the road.***
- 6. That the Organizing Committee contact the Transportation Project Manager to arrange for the rental of the necessary barricades.***

7. ***That the Winter Triathlon Organizing Committee obtain permission, in writing, from the Cross Country Ski Club, to utilize the ski trails and make the necessary arrangements for the setting of classic track on the skate loop, and that a copy of the permission letter must be submitted to the Community Services Department prior to the hosting of the event.***
8. ***That the Community Services Department make arrangements with the Contractors at the Cosmo Lodge and Kinsmen Ski Centre to alter the hours of operation as requested, and that the Organizing Committee be responsible for the provision of additional on site services, including washroom facilities and electrical connections.***
9. ***That the Cosmo Lodge remain open to the general public while the event is running during normal operating hours, and in the event any rooms that are required at the Cosmo Lodge to run the event, that the Organizing Committee be responsible for booking these rooms through the Margo Fournier Centre, and, that the availability of the rooms may not be guaranteed if the rooms are not booked for the event.”***

9.5 Report from Chief Clerk dated March 14, 2007, with respect to **Account List No. 4 of 2007 in the amount of \$2,196,905.99.** **136**

Recommendation: Receive as information and file.

9.6 Report from Property Coordinator dated March 1, 2007, with respect to **Sale of Land – 659 River Street East – Habitat for Humanity.** **174**

Recommendations:

- “1. ***That the sale of City owned property at 659 River Street East, legally described as Lot 16, Block 5, Plan A, Extension 36, to Habitat for Humanity (Prince Albert), in the amount of \$11,000 be approved; and,***
2. ***That the Mayor and City Clerk be authorized to execute the Sale Agreement on behalf of The City, once prepared.”***

- 9.7 Report from Development Coordinator dated March 2, 2007, with respect to **Discretionary Use in a C3 Arterial Commercial Zone – 425 – 15th Street East.** **184**

Recommendation:

“That City Council approve the Development Permit, submitted on behalf of RNF Ventures Ltd., to renovate 425 – 15th Street East, for the inclusion of a Coffee 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.***
- 3. The applicant obtaining all health and business licenses and inspections, as required.”***

- 9.8 Report from Planning Manager dated March 13, 2007, with respect to **Development Permit – Hotel – 3580 – 2nd Avenue West.** **228**

Recommendation:

“That City Council approve the Development Permit for a Hotel to be located at 3580 – 2nd Avenue West, legally described as Parcel L, Plan 79PA25636, 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 Developer submitting a full set of building plans to be reviewed and approved by the Building Inspector.”***

- 9.9 Report from Planning Manager dated March 15, 2007, with respect to **Advertising Trailer Sign – Kinsmen Arena – Upcoming Trailer Shows.** **383**

Recommendation:

“That City Council permit the installation of an advertising trailer sign, at the Kinsmen Arena, for the Trailer shows to be held from March 28 to April 1, 2007.”

- 9.10 Report from Special Projects Manager dated March 7, 2007, with respect to **Business Process Review – Taxation Division.** **333**

Recommendations:

“That City Council approve Administration’s recommendations, as detailed in the Report from the Special Projects Manager dated March 7, 2007, and summarized as follows:

- 1. Tax Installment Payment Plan Services Subscriptions – That the City increase its Tax Installment Payment Plan Services marketing efforts as follows:**
 - a. Place the updated Tax Installment Payment Plan Services brochure on the City’s Website.**
 - b. Send a mass mail out of the Tax Installment Payment Plan Services brochure at tax billing time to make everyone, even people who pay through their mortgage company, aware of the payment method.**
 - c. Update the contact information for the Tax Division, including a new e-mail address: www.tax@citypa.com.**
 - d. Post a sign informing property owners of the Tax Installment Payment Plan Services option.**
- 2. Tax Installment Payment Plan Services Withdrawal Dates – That all current Tax Installment Payment Plan Services account withdrawal dates be switched to the 1st banking day of the month.**

- 3. **School Tax Declaration Form – That the Tax Division cease the current mail out and place the forms on The City’s Website and with all Lawyers’ offices.**
- 4. **Website Improvements – That The City’s Website be updated as soon as possible using the information provided in the Report from the Special Projects Manager dated March 7, 2007, and, that the public be made aware of the updates on the City’s Home Page.**
- 5. **Online Banking – That this option not be further considered at this time.**
- 6. **Tax Discount Periods for Prepayments – That the discounts in February, March and April be discontinued.**
- 7. **Implementation Plan – That Administration prepare an Implementation Plan and forward a further report recommending amendments to Bylaw No. 66 of 1997 for consideration by City Council.”**

“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 Manager dated March 9, 2007, with respect to **Neat and Clean Project. (RPT#CM-07-03)**

144

Recommendations:

- “1. That City Council approve the “Neat and Clean” Project for 2007, as outlined in the Report from the City Manager dated March 9, 2007.**

2. ***That Administration be authorized to commence the hiring activity.***
 3. ***That \$1.5 million be allocated from the 2007 Capital Road-Recapping Budget.***
 4. ***That new Provincial Infrastructure Funding be utilized to restore the Road-Recapping Budget prior to consideration of any other use.***
 5. ***That City Council approve the “Sparkle 2007” Program, and, that a Communications Program be developed and a further report be forwarded for consideration by City Council.”***
- 10.2 Report from City Solicitor dated February 12, 2007, with respect to **Periodic Video Surveillance of Walkways.** **156**

Executive Committee Recommendation:

“Refer to the Prince Albert Board of Police Commissioners for review and report on all video surveillance recommended for walkways within the City.”

- 10.3 Report from Communications Manager dated March 14, 2007, with respect to **City Recycling Bin Information and Education Program.** **356**

Recommendation:

“That City Council approve the implementation of a City-Wide Recycling Bin Information and Education Program, as outlined in the Report from the Communications Manager dated March 14, 2007.”

- 10.4 Report from Property Coordinator dated March 7, 2007, with respect to **818 and 826 River Street West.** **210**

Executive Committee Recommendations:

“1. That the house and garage at 826 River Street West be offered through tender for sale and removal, with the successful bidder being responsible for site filling and leveling;

2. ***That Administration forward a further report on the Dent Property at 818 River Street West, including the history of the property, for consideration by City Council; and,***
 3. ***That the decision of City Council be forwarded to the Pehonan Parkway Board for its approval.”***
- 10.5 Report from Recreation Manager dated March 8, 2007, along with the following Report, both with respect to **2007 Community Grant Program.** **269**
- Recreation Manager dated March 20, 2007. **401**

Recommendations:

- “1. ***That City Council review the existing project safeguards and provide any further comments.***
 2. ***That projects C.G.P. 01/07 to C.G.P. 32/07 be approved and included in The City of Prince Albert’s submission for the 2007 Community Grant Program.***
 3. ***That for 2007, Administration be authorized to make amendments to the list of approved projects, if surplus funds become available due to under expenditures in the approved projects.***
 4. ***That the authority to proceed with projects be granted upon the receipt of final approval from Saskatchewan Lotteries Trust Fund for Sports, Culture and Recreation, which will be received in April of 2007.***
 5. ***That the Mayor and City Clerk be authorized to execute the Grant Agreements on behalf of The City of Prince Albert, once prepared.”***
- 10.6 Report from Recreation Coordinator dated March 13, 2007, with respect to **2007 Urban Aboriginal Community Grant Program.** **304**

Recommendations:

- “1. **That the follow-up procedure for successful community organizations as outlined in the**

Report from the Recreation Coordinator dated March 13, 2007, be received as a matter of information; and,

2. That projects UACGP 01/07 to UACGP 21/07 be approved and included in The City of Prince Albert's submission for the 2007 Urban Aboriginal Community Grant Program.
3. 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.
4. That the organizations be authorized to proceed once funds have been received from the Saskatchewan Lotteries Trust Fund for Sport, Culture and Recreation.
5. That once the funds are received, seventy-five percent (75%) of the approved grant be released to the successful organizations and that the balance of the grant be released upon receipt of the completed follow up and copies of supporting documentation for its expenditures.
6. That the Mayor and City Clerk be authorized to execute the Grant Agreements on behalf of The City of Prince Albert, once prepared."

- 10.7 Report from Board of Police Commissioners dated March 6, 2007, with respect to **2007 Police Service Operating Budget**. 409

Suggested Disposition:

1. ***That the Police Service Operating Budget be referred for consideration during City Council's 2007 Budget deliberations.***
 2. ***That City Council concur with the immediate hiring of the fourth Bylaw Enforcement Officer.***
- 10.8 Report from Secretary, Board of Police Commissioners, dated March 22, 2007, with respect to **2007 Police Vehicles Tender**. 467

Recommendation:

“That City Council provide pre-budget approval for the Prince Albert Board of Police Commissioners Capital Budget, in the amount of \$122,664, for the purchase of four (4) police vehicles.”

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:

- 14.1 **Bylaw No. 13 of 2007, to provide for the Closing of a portion of 4th Avenue East as shown on Registered Plan No. 101217697. (3 Readings)**

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1st Reading:

“That Bylaw No. 13 of 2007 be introduced and read a first time.”

2nd Reading:

“That Bylaw No. 13 of 2007 be now read a second time.”

Leave Granted:

“That leave be granted to read Bylaw No. 13 of 2007 a third time.”

3rd Reading:

“That Bylaw No. 13 of 2007 be read a third time and passed; and, that Bylaw No. 13 of 2007, be now adopted, sealed and signed by the Mayor and City Clerk.”

15. UNFINISHED BUSINESS - BYLAWS:

16. GIVING NOTICE:

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

- “1. That the Prince Albert Flood Protection Policy be amended to extend the deadline for application to May 18, 2007.
2. That Administration be instructed to advise all affected residents indicating that the program has been extended to May 18, 2007, as deemed necessary.”

17. MOTIONS:

18. PUBLIC FORUM

18.1 Brian Clavier

19. ADJOURNMENT: