

CITY OF PRINCE ALBERT

COUNCIL AGENDA



MONDAY,
JANUARY 14, 2008

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 3, 2008 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 17, 2007, Special Council Meeting held November 19, 2007 and December 17 and 31, 2007 and the Committee of the Whole Council Incamera Meeting held December 17, 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 7, 2008 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:

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 Development Coordinator dated December 24, 2007, with respect to **Development Permit – 102 15th Street East.**

118

Recommendations:

“That City Council approve the Development Permit for an additional warehouse attached to the existing building at 102 – 15th Street East, legally described as Parcel D, Plan 02PA06598, Extension 1, and authorize the Director of Economic Development and Planning to execute the permit on behalf of the City, subject to:

- 1. ***The applicant providing all necessary site and***

building plans.

2. *The applicant obtaining a City of Prince Albert building permit.*

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| 6.2 | Report from Planner 1 dated December 31, 2007, along with correspondences from Nicole Stefanowski received October 22, 2007, Joseph and Cecilia Kissel received October 24, 2007 and Area Service Manager, Ministry of Social Services dated January 2, 2008, all with respect to Development Permit for a Group Home – 947 - 949 – 7th Street East. | 123 |
| | <ul style="list-style-type: none"> • Correspondence from Joseph and Cecilia Kissel received January 7, 2008. | 278 |

Recommendations:

“That City Council approve the Development Permit Application for a Group Home at 947 – 949 – 7th Street East, legally described as Lots 8 and 9, Block 12, Plan 77PA19510 Extension 0, and authorize the Director of Economic Development and Planning to execute the Development Permit on behalf of The City, subject to:

- a) ***The proposed group home being licensed or approved under Provincial Statutes;***
- b) ***The proposed group home receiving a municipal fire and building safety inspection and meeting the necessary fire and building safety requirements;***
- c) ***The proposed group home receiving a provincial health inspection and meeting the necessary health requirements;***
- d) ***The total number of residents for all group homes located on the same side of the street within the same block and opposite block face shall not exceed 25, as outlined in City Council’s Bylaw No. 19 of 1997.”***

7. PRESENTATIONS, DELEGATIONS & RELATED REPORTS:

- | | | |
|-----|---|------------|
| 7.1 | Correspondence from Charlene Tebbutt, Program Coordinator, Smart Families Food Co-op dated November 16, 2007, along with the following, both requesting support in promoting the Good Food Box Program in Prince Albert. | 1 |
| | <ul style="list-style-type: none"> • Correspondence from Charlene Cyr dated January 9, 2008. | 279 |

Suggested Disposition: Receive as information and file.

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|-----|--|------------|
| 7.2 | Correspondence from President, Communications, Energy and Paperworkers Union of Canada dated December 20, 2007, and Speaking Notes dated January 14, 2008, both requesting that a Motion/Resolution be introduced and supported by City Council to actively work to re-open the Prince Albert Pulp and Paper Mill. | 9 |
| | <ul style="list-style-type: none"> ▶ Speaking Notes from Ron Rucks dated January 14, 2008. | 316 |

Executive Committee Recommendations:

WHEREAS, Forestry is a sustainable and renewable resource that has proven potential for future development; and,

WHEREAS, the Forest Industry contributes significantly to Prince Albert and Central and Northern Saskatchewan both as an employer and a taxpayer; and,

WHEREAS, the closure of the Prince Albert Pulp and Paper Mill has resulted in the loss of hundreds of direct and indirect jobs in Prince Albert and Northern Saskatchewan; and,

WHEREAS, there is need for the Elected Federal, Provincial, Civic representatives and Community members and Industry to work cohesively to determine a sustainable plan to re-open the Prince Albert Pulp Mill and related Forest operations; and,

THEREFORE BE IT RESOLVED THAT City Council urge the Elected Federal, Provincial and Civic representatives to actively work towards and support the plan to re-open the Prince Albert Pulp Mill and Forest Industry in 2008.

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.”

Page No.

- 8.1 Correspondence from Executive Director, Prince Albert Downtown Improvement District Association dated December 5, 2007, **providing notice of termination of the lease for the property at 5 - 11th Street East.** **2**

Executive Committee Recommendations:

- 1. ***That City Council accept the request to terminate the Lease Agreement between The City and the Prince Albert Downtown Improvement District Association for the property located at 5 – 11th Street East.***
- 2. ***That the Correspondence from Executive Director, Prince Albert Downtown Improvement District Association dated December 5, 2007, be referred to the Economic Development and Planning Department for review and report.***

- 8.2 Media Release dated December 6, 2007 – Snow Removal Continues in Downtown. **4**

Suggested Disposition: Receive as information and file.

- 8.3 Media Release dated December 11, 2007 – Snow Removal Begins in Residential Areas – Chase loader equipment in use to deal with snow ridges. **5**

Suggested Disposition: Receive as information and file.

- 8.4 Media Release dated December 18, 2007 – Media Press Conference – Free Bus Service on New Year’s Eve. **6**

Suggested Disposition: Receive as information and file.

- 8.5 Correspondence from Minister of Municipal Affairs dated December 18, 2007, forwarding details of the New Ministry of Municipal Affairs. **7**

Suggested Disposition: Receive as information and file.

- 8.6 Media Release dated December 20, 2007 – Sidewalk Snow Removal – Effective January 1. **8**

Suggested Disposition: Receive as information and file.

- 8.7 Media Release dated December 20, 2007 – 2nd Avenue West Water Main Break Repaired. **10**

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 City Clerk dated December 20, 2007, with respect to **Council Record of Attendance During 2007.** **11**

Recommendation: Receive as information and file.

- 9.2 Report from Director of Corporate Services dated October 21, 2007, with respect to **Policies.** **44**

Recommendation:

“That City Council approve the Conflict of Interest Policy, the Employment of Relatives Policy, and the Gifts, Favours and Entertainment Policy, all as attached to the report from the Director of Corporate Services dated October 21, 2007.”

- 9.3 Report from Transportation Project Manager dated December 18, 2007, with respect to **Inquiry – Carlton Trail Railway – Horn and Whistle.** **63**

Executive Committee Recommendations:

1. ***That the Chief of Police be requested to look into starting the Operation Lifesaver Program to promote rail safety within the community.***
2. ***That the Chief of Police be requested to increase surveillance of railway crossings in The City and to issue tickets for any violations.***

- 9.4 Report from Transportation Project Manager dated December 21, 2007, with respect to **Inquiry – Semi Trucks, Large Buses, Commercial Trucks – Parking on Residential Streets.** **15**

Recommendation: Receive as information and file.

- 9.5 Report from Planning Manager dated December 21, 2007, with respect to **Appeal No. 4 of 2007 – 267 – 27th Street West.** **18**

Recommendation: Receive as information and file.

- 9.6 Report from Recreation Manager dated November 26, 2007, with respect to **Prince Albert Sharks Swim Club.** **136**

Recommendations:

“1. That City Council approve the proposed Agreement between The City of Prince Albert and the Prince Albert Sharks Swim Club reflecting the recommendations of City Council’s Resolution No. 483. of the June 25, 2007 Special City Council meeting.

2. That City Council, upon approval of the proposed Agreement between The City of Prince Albert and the Prince Albert Sharks Swim Club, authorize the Mayor and City Clerk to execute the Agreement, on behalf of The City.”

- 9.7 Report from Board of Police Commissioners dated December 11, 2007, with respect to **Alarm Registration.** **27**

Recommendation: Receive as information and file.

- 9.8 Report from Acting Director of Financial Services dated January 2, 2008, with respect to **Prince Albert Downtown Improvement District Association – 2008 Payment.** **274**

Recommendation:

“That City Council approve the Financial Services Department’s current practice regarding the City owned property levy and remitting the amount collected with respect to the 3% tax levy, to the Prince Albert Downtown Business Improvement District Association, as the funds are collected from the respective taxpayers.”

- 9.9 Report from Chief Clerk dated December 21, 2007, with respect to **Account List No. 21 of 2007** in the amount of **\$3,238,951.45.** **32**

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 Transportation Project Manager dated December 31, 2007, with respect to **Transit–Secure Contribution Agreement.** **76**

Executive Committee Recommendations:

- 1. That the Public Works Department be authorized to seek proposals for a consultant to complete a Transit Security Risk Assessment and a Security plan, subject to approval by the Police Service and Fire and Emergency Services Department to determine if the expenditure is of value.***
- 2. That the Mayor and City Clerk be authorized to execute the Transit Secure Contribution Program Agreement between the Government of Canada and The City for the period commencing on the date of execution by Transport Canada and expiring on March 31, 2009.***

- 10.2 Report from Development Coordinator dated December 20, 2007, with respect to **Building Bylaw Amendment. (BYLAW NO. 64 OF 2007)** **102**

Recommendation:

“That consideration of Bylaw No. 64 of 2007 be laid on

***the table and brought up under Order of Business
“Unfinished Business – Bylaws”.***

- 10.3 Report from Acting Director of Financial Services dated December 17, 2007, with respect to **2008 Amended Land Fund Budget.** 147

Recommendations:

- “1. That the 2008 Amended Land Fund Budget, in the amount of \$8,375,400 be approved;***
- 2. That the 2009 to 2012 Amended Land Fund Budget, in the amount of \$28,670,200 be approved, in principle; and***
- 3. That Administration conduct a semi-annual review of the real estate market conditions, and amend the Land Fund expenditures and Budget, as required, reflecting the observed market conditions.”***

- 10.4 Report from Acting Director of Financial Services dated December 19, 2007, with respect to **2008 Water Utility Operating and Capital Budgets.** 197

Recommendations:

- “1. That City Council approve the 2008 Water Utility Operating Budget in the amount of \$9,306,390;***
- 2. That City Council approve the 2008 Water Utility Capital Budget in the amount of \$7,209,000;***
- 3. That City Council approve the 2009 to 2012 Water Utility Capital Budget, in principle.”***

- 10.5 Report from Public Works Special Projects Manager dated December 5, 2007, with respect to **Review of Water Crane Rates Verses City Residential Water Rates.** 270

Recommendations:

- “That Bylaw No. 41 of 2007 Schedule “B”, Rate for water from Water Crane, be amended from 150% of current water utility rates to the following:***

- **Effective from and after the approval of the necessary amending Bylaw and approval by the Minister of Health: 235% of current water.**
- **Effective from and after January 1, 2009 = 260% of current water.**
- **Effective from and after January 1, 2010 = 285% of current water.**
- **Effective from and after January 1, 2011 = 320% of current water.**
- **Effective from and after January 1, 2012 = 355% of current water.**
- **Effective from and after January 1, 2013 = 390% of current water.”**

- 10.6 Report from Public Works Special Projects Manager dated January 8, 2008, with respect to **Amendment to Water Crane Rates. (BYLAW NO. 3 OF 2008)** **281**

Recommendation:

“That consideration of Bylaw No. 3 of 2008 be laid on the table and brought up under the Order of Business “Introduction and Consideration of Bylaws”.”

- 10.7 Report from Committee of the Whole Council dated January 9, 2008, with respect to **Appointment of City Manager. (BYLAW NO. 1 OF 2008)** **299**

Recommendations:

- “1. That Robert Cotterill be appointed City Manager of The City of Prince Albert, effective February 22, 2008; and,**
- 2. That the Mayor and City Clerk be authorized to execute the Contract of Employment on behalf of The City;**
- 3. That Bylaw No. 1 of 2008 be laid on the table and brought up under the Order of Business “Introduction and Consideration of Bylaws.”**

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:

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| 14.1 | Bylaw No. 1 of 2008, A Bylaw of The City of Prince Albert to authorize the entering into of a Contract of Employment with Robert Cotterill as City Manager. (3 Readings) | 302 |
| 14.2 | Bylaw No. 3 of 2008, A Bylaw of The City of Prince Albert to amend the Water Services Bylaw No. 30 of 2006, as amended, to change the rates for water from the Water Crane. (3 Readings) | 286 |

1st Reading:

“That Bylaw Nos. 1 and 3 of 2008 be introduced and read a first time.”

2nd Reading:

“That Bylaw Nos. 1 and 3 of 2008 be now read a second time.”

Leave Granted:

“That Leave be granted to read Bylaw Nos. 1 and 3 of 2008 a third time.”

3rd Reading:

“That Bylaw Nos. 1 and 3 of 2008 be read a third time and passed; and, that Bylaw Nos. 1 and 3 of 2008, be now adopted, sealed and signed by the Mayor and City Clerk.”

15. UNFINISHED BUSINESS - BYLAWS:

- 15.1 Bylaw No. 64 of 2007, A Bylaw of The City of Prince Albert to amend the City’s Building Bylaw No. 11 of 2003. (2nd and 3rd Reading)

117

2nd Reading:

“That Bylaw No. 64 of 2007 be now read a second time.”

3rd Reading:

“That Bylaw No. 64 of 2007 be read a third time and passed; and, that Bylaw No. 64 of 2007, be now adopted, sealed and signed by the Mayor and City Clerk.”

16. GIVING NOTICE:

17. MOTIONS:

18. ADJOURNMENT: