

# CITY OF PRINCE ALBERT

## COUNCIL AGENDA



**WEDNESDAY,**  
**MARCH 12, 2008**

**7:00 P.M.**

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

The Public is hereby advised that at 5:00 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 5:15 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 March 3, 2008 and Supplementary Agenda No. 1 of March 6, 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. RECOGNITION AND PRESENTATIONS:**

3.1 2007 Terry Fox Award.

**4. ADOPTION OF MINUTES:**

Minutes of the Council Meeting held February 25, 2008, Special Council Meeting held February 25, 2008 and the Committee of the Whole Council Incamera Meeting held February 25, 2008 be taken as read and adopted.

**5. APPROVAL OF AGENDA:**

The Executive Committee having considered the items on the Executive Committee Agenda at its March 3, 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.”*

**6. NOTICE OF PROCLAMATIONS:**

6.1 RED CROSS MONTH – MARCH, 2008.

6.2 INTERNATIONAL DAY FOR THE ELIMINATION OF RACIAL DISCRIMINATION – MARCH 21, 2008.

**7. 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.

7.1 Report from Development Coordinator dated February 25, 2008, along with the following, both with respect to **Condo Conversion – 913 - 3<sup>rd</sup> Avenue East.**

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**113**

Report from Development Coordinator dated March 6, 2008, with respect to **CMHC Rental Market Report.** **193**

**Recommendations:**

***“That City Council approve the Condominium Application for 913 – 3<sup>rd</sup> Avenue East, legally described as Lots 10 – 14, Block 30, Plan B765, Extension 0, and authorize the Mayor and City Clerk to execute the Condominium Certificate, and all documents related to the Condominium Conversion, subject to:***

- 1. City Council authorizing the Director of Economic Development and Planning to make a note on the Condominium Certificate that the building is legal non-conforming as to parking requirements;***
- 2. The Owner/Developer complying with the inspection compliance letters from the Fire and Building Inspectors.”***

7.2 Report from Planner 1 dated February 25, 2008, with respect to **The Prince Albert Planning District Development Plan Amendment – Report 2. (BYLAW NO. 5 OF 2008)** **124**

**Recommendations:**

***“1. That City Council approve the amendment to Bylaw No. 5 of 2008, to amend heading of the Bylaw as follows:***

- a. Delete the heading in its entirety.***
- b. Insert a new heading as follows:***

***“A Bylaw of The City of Prince Albert to amend the Prince Albert Planning District Development Plan being Bylaw No. 17 of 1991.”***

***2. That consideration of Bylaw No. 5 of 2008 be laid on the table and brought under the Order of Business “Unfinished Business – Bylaws”.”***

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

The Mayor will invite individuals by name to come forward and be heard.

- 8.1 Report from Transportation Project Manager dated February 21, 2008, along with the following, both with respect to **Traffic Calming – Speed Bumps.** **21**

Correspondence from Sam Turner dated February 21, 2008, **requesting permission to address members of Council.** **215**

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

- 8.2 Report from Director of Financial Services dated February 27, 2008, with respect to **Unveiling of the 2008 General Fund Operating Budgets.** **183**

The Director of Financial Services will provide a brief PowerPoint presentation with respect to this matter.

***Recommendation: Refer to the 2008 Budget Committee for review.***

- 8.3 Report from Planning Manager dated March 6, 2008, along with the following, all with respect to **Development Permit Application – Daycare Centre – 1819 – 14<sup>th</sup> Avenue West.** **222**

▶ Correspondence from Alain Larocque received March 10, 2008, **requesting permission to address members of Council.** **234**

▶ Renovation Floor Plans for Wesmor Community School. **235**

***Recommendations:***

***“That City Council approve the Development Permit for a Daycare Centre for more than ten (10) children at 1819 – 14<sup>th</sup> Avenue West, legally described as Parcel 11, Plan CD1759, and authorize the Director of Economic Development and Planning to execute the Development Permit on behalf of the City, subject to:***

1. ***The Centre being licensed and approved under Provincial Statutes;***
2. ***The Centre receiving a municipal fire and building safety inspection, and meet the necessary fire and building safety requirements;***
3. ***The Centre receiving a Provincial Health Inspection and meeting the necessary health requirements;***
4. ***The Development Permit being issued provided that no other daycare home or day care centre is located on the same side of the street, within the same block, or on the opposite block face."***

**9. 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."***

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| 9.1 | Correspondence from President, Mitchell Place Tenants Association dated January 31, 2008, <b>requesting that The City reconsider the change to the Transit Routes at 700 River Street East.</b> | 1 |
|-----|---|---|

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

- 9.2 Correspondence from Project Manager, SaskTel Centennial dated February 4, 2008, **requesting permission for a Community Event Permit for an Outdoor Event to be held on June 26, 2008.** 2

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

- 9.3 Correspondence from Recreation Consultant, Facilities, Saskatchewan Parks and Recreation Association Inc. dated February 5, 2008, **inviting recreation and park personnel to attend the Saskatchewan Parks and Recreation Association 2008 Spring Education and Training Symposium – April 13 – 17, 2008.** 4

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

- 9.4 Correspondence from Mayor, Quebec City dated February 14, 2008, **requesting that Cities and Communities participate in a symbolic gesture of “Ring the bells in unison” on July 3, 2008 at 11:00 a.m. Eastern Time.** 10

***Suggested Disposition: That The City ring the bells at the Arts Centre at 11:00 a.m., Eastern Time on July 3, 2008, and invite the local churches to participate.***

- 9.5 Media Release dated February 21, 2008 – **Society for the Prevention of Cruelty to Animals Opens Doors to Animals.** 13

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

- 9.6 Correspondence from Chief Executive Officer and Medical Health Officer, Prince Albert Parkland Health Region dated February 26, 2008, **providing notice of Revised Tobacco Policy effective July 1, 2008.** 14

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

- 9.7 Media Release dated February 27, 2008 – **Council Approves Pollution Prevention Plan.** 16

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

- 9.8 Media Release dated February 27, 2008 – **Winner of SnowBlower Announced.** 17  
*Suggested Disposition: Receive as information and file.*
- 9.9 Media Release dated February 28, 2008 – **Theft in Financial Services.** 219  
*Suggested Disposition: Receive as information and file.*
- 9.10 Media Release dated March 3, 2008 – **Holy Family Hospital Deadline.** 220  
*Suggested Disposition: Receive as information and file.*
- 9.11 Media Release dated March 4, 2008 – **City Advises Residents to Prepare for Spring Runoff.** 221  
*Suggested Disposition: Receive as information and file.*
- ▶ 9.12 Correspondence from Organizer and Concerned Citizen dated March 6, 2008, **requesting permission to hold a Rally and March on March 15, 2008, to recognize International Day Against Police Brutality.** 237  
*Suggested Disposition: Refer to Public Works for consideration.*

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.

## **10. 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.*

- 10.1 Report from Public Works Special Projects Manager dated February 7, 2008, with respect to **West Hill Flood Protection Program Inquiry.** **18**

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

- 10.2 Report from Fire Chief dated February 12, 2008, with respect to **Fire & Emergency Services Annual Report.** **27**

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

- 10.3 Report from Chief Clerk dated February 12, 2008, with respect to **Account List No. 2 of 2008 in the amount of \$4,323,744.08.** **49**

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

- 10.4 Report from Chief Clerk dated February 26, 2008, with respect to **Account List No. 3 of 2008 in the amount of \$2,335,002.15.** **57**

***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.*

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

- 11.1 Report from Special Projects Manager, City Manager’s Office dated February 21, 2008, with respect to **Strategic Plan Work Plan Quarterly Report.** **65**

***Recommendation:***

***“That City Council approve the revised Strategic Plan Work Plan dated February 21, 2008, as attached to the***

**report from Special Projects Manager, City Manager's Office dated February 21, 2008."**

- 11.2 Report from Director of Corporate Services dated February 14, 2008, with respect to **Report on Theft in Financial Services.** 81

**Recommendations:**

- "1. That City Council approve the Cash Controls Audit to be undertaken by Deloitte & Touche LLP, up to the maximum of \$7,000, with the costs to be funded by the Fiscal Stabilization Reserve.**
- 2. That the Mayor and City Clerk be authorized to execute any necessary Agreement, once prepared."**

- 11.3 Report from City Clerk dated February 27, 2008, with respect to **Appointment of Secretary of the Board of Revision.** 85

**Recommendations:**

- "1. That Terri Mercier, Records and Research Officer, be appointed Secretary of the Board of Revision pursuant to the provisions of Section 193(1)(a) of The Cities Act.**
- 2. That the term of the appointment be valid as long as Ms. Mercier is the Records and Research Officer, or as otherwise approved by City Council.**
- 3. That the duties of the Secretary of the Board of Revision be as outlined in The Cities Act, and as may be directed by the City Clerk."**

- 11.4 Report from Transportation Project Manager dated February 25, 2008, with respect to **No Parking Zones along 28<sup>th</sup> Street.** 88

**Recommendations:**

**"That "No Parking" zones be installed along 28<sup>th</sup> Street as follows:**

- a. A "No Parking" zone be established from 2<sup>nd</sup> Avenue West to Central Avenue on the**

**North and South side of the roadway along 28<sup>th</sup> Street.**

- b. A “No Parking” zone be established from Central Avenue to 100 metres east of**

**Central Avenue, along the north side of 28<sup>th</sup> Street.**

- c. A “No Parking” zone be established from Central Avenue to 15 metres east of Central Avenue, along the south side of 28<sup>th</sup> Street.”**

- 11.5 Report from Planning Manager dated February 26, 2008, with respect to **Development Permit Application - Retail Store – 1550 6<sup>th</sup> Avenue East and 715 – 15<sup>th</sup> Street East.**

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**Recommendations:**

**“That City Council approve the Development Permit for a Retail Store at 1550 – 6<sup>th</sup> Avenue East and 715 – 15<sup>th</sup> Street East, legally described as Part of Parcels H, J and K, Plan 74PA20483 Extension 0; Parcel 0, Plan 79PA16185 Extension 0; Lot 1, Block 102, Plan 101841881 Extension 0, and authorize the Director of Economic Development and Planning to execute the Development Permit on behalf of The City, subject to:**

- 1. Approval of third reading of Bylaw No. 2 of 2007 to rezone the land from Light Industrial High Density (M2) to Arterial Commercial (C3);**
- 2. Obtaining authorization for the Development Permit from the registration owners of Parcel 0, Plan 79PA161185, Extension 0 and Lot 1, Block 102, Plan 101841881 Extension 0, as shown on Schedule “A”, attached to the Report from the Planning Manager dated February 26, 2008;**
- 3. Obtaining design approval from Public Works Department for the access along 6<sup>th</sup> Avenue East;**
- 4. Successfully registering the proposed Plan of Subdivision attached, as Schedule “B”, to the Report from the Planning Manger dated February 26, 2008 at Information Service Corporation;**

5. ***Providing a Landscaping Plan to be reviewed and approved by the Director of Economic Development and Planning;***
6. ***The building meeting all requirements as requested by the Building Inspector, as related to fire and building safety.”***

- 11.6 Report from Planner 1 dated February 21, 2008, with respect to **Development Permit Application for Retail Stores – 1235 Central Avenue.** **103**

***Recommendations:***

***“That City Council approve the Development Permit Application for the proposed use of Retail Stores at 1235 Central Avenue, legally described as Lot 9, Extension 0 and Lot 10, Extension 159, Block K, Plan E, and authorize the Director of Economic Development and Planning to execute the Development Permit on behalf of The City, subject to:***

1. ***Final Building Plans being submitted and approved by the Chief Building Official;***
2. ***Final Site Plans meeting the requirements of City Council’s Zoning Bylaw No. 1 of 1987, as amended and being approved by the Director of Economic Development and Planning Department;***
3. ***The Applicant obtaining a City of Prince Albert building permit; and***
4. ***The Applicant completing all required health, fire and building inspections.”***

- 11.7 Report from Recreation Manager dated February 20, 2008, with respect to **2008 Community Grant Program.** **135**

***Recommendations:***

1. ***That City Council review the existing project safeguards and provide any further comments.***
2. ***That Community Grant Program Projects No. 01/08 to No. 27/08 be approved and included in The City of Prince Albert’s submission for the***

**2008 Community Grant Program.**

3. ***That for 2008 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 2008.***
5. ***That the Mayor and City Clerk be authorized to execute the Grant Agreements on behalf of The City of Prince Albert, once prepared.”***

- 11.8 Report from City Assessor dated February 25, 2008, with respect to **Taxicab License Transfers.** **161**

***Recommendations:***

- “1. ***That City Council grant approval to Tariq Maqsood and Atta Ahmed to operate taxicabs under The Taxicab Bylaw No. 29 of 2002.***
2. ***That Taxicab Licenses be issued to Tariq Maqsood and Atta Ahmed by the License Inspector.”***

- 11.9 Report from City Assessor dated February 27, 2008, with respect to **Catholic Family Services – Request for Tax Relief.** **173**

***Recommendation:***

***“That Council approve a 2008 property tax abatement for 1008 – 1<sup>st</sup> Avenue West, Roll Number 100-002-750, only to the portion of the taxes attributable to the Prince Albert Catholic School Division.”***

- 11.10 Report from City Comptroller dated February 27, 2008, with respect to **Natural Gas Supplier – Renewal Option.** **186**

***Recommendations:***

- “1. ***That a contract extension be entered into with CEG Energy Options Inc. for the supply of Natural***

*Gas for an additional period of three (3) years, commencing November 1, 2009.*

- 2. *That the Mayor and City Clerk be authorized to execute the Agreement between The City and CEG Energy Options Inc., on behalf of The City."*

11.11 Report from Director of Fire and Emergency Services dated February 14, 2008, with respect to **Station Wear Tender.** **228**

**Recommendation:**

*"That Tender No. 16 of 2008 – Fire and Emergency Station Wear be awarded to Sunset Alpine as the 2008 to 2010 supplier for the Fire & Emergency Services Station Wear, at a total cost of \$43,357.11, plus applicable taxes for three (3) years."*

**12. 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.*

**13. MAYOR & COUNCILLORS FORUM:**

**14. INQUIRIES:**

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

**16. UNFINISHED BUSINESS - BYLAWS:**

- 16.1 Bylaw No. 5 of 2008, a Bylaw of The City of Prince Albert to amend The Prince Albert District Development Plan, being Bylaw No. 17 of 1991, to amend the Policy Map by removing the AR – Agricultural Resource designation for the Southeast Quarter of Section 3, Township 48, Range 26, West of the Second Meridian and designating as M - Industrial. (2<sup>nd</sup> and 3<sup>rd</sup> Reading) 131

Amendment:

*“That Bylaw No. 5 of 2008 be amended as follows:*

- 1. Delete the heading in its entirety.*
- 2. Insert a new heading as follows:*

*“A Bylaw of the City of Prince Albert Planning District Development Plan being Bylaw No. 17 of 1991.” “*

2<sup>nd</sup> Reading:

*“That Bylaw No. 5 of 2008, as amended, be now read a second time.”*

3<sup>rd</sup> Reading:

*“That Bylaw No. 5 of 2008, as amended, be read a third time and passed; and, that Bylaw No. 5 of 2008, be now adopted, sealed and signed by the Mayor and City Clerk.”*

**17. GIVING NOTICE:**

**18. MOTIONS:**

**19. ADJOURNMENT:**