

# CITY OF PRINCE ALBERT

## SPECIAL CITY COUNCIL MEETING

### AGENDA



**MONDAY,**  
**MARCH 31, 2008**

**4:00 P.M.**

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

1. **CALL TO ORDER:**

Mayor J. Scarrow will call the meeting to Order.

2. **PRAYER:**

The City Clerk will offer the prayer.

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

Page No.

- 3.1 **Ratification of the Confidential Issues related to Legal, Land, Labour and Advice from Administration matters that may be considered at an Incamera Budget Committee Meeting held during the Budget Committee Meetings on Friday, March 28, 2008 and Saturday, March 29, 2008.**

**3.2 Adoption of Recommendations from Budget Committee Meetings with respect to the 2008 Operating and Capital Budgets.**

Details of the 2008 City of Prince Albert Operating and Capital Budgets and related reference material are available for viewing at the City Clerk's Office, Room 208, City Hall, 1084 Central Avenue, or on The City of Prince Albert website at [www.citypa.ca](http://www.citypa.ca).

***Recommendations:***

- 1. That the Issues Detail List of the 2008 City of Prince Albert Operating Budget and the recommendations contained therein be approved.***
- 2. That The City of Prince Albert 2008 Operating Budget in the amount of \$\_\_\_\_\_, including the Police Service Operating Budget, be approved.***
- 3. That the Projects Detail List of the 2008 City of Prince Albert Capital Budget and the recommendations contained therein be approved.***
- 4. That The City of Prince Albert 2008 Capital Budget in the amount of \$\_\_\_\_\_, including the Police Service Capital Budget, be approved.***
- 5. That the 2008 Prince Albert Police Service Operating Budget in the amount of \$\_\_\_\_\_, be approved.***
- 6. That the 2008 Prince Albert Police Service Capital Budget in the amount of \$\_\_\_\_\_, be approved.***
- 7. That any motions relative to the 2008 Budget Committee deliberations be hereby ratified and that Administration proceed as authorized.***

- 3.3 Report from City Assessor dated March 18, 2008, with respect to **The Municipal Tax Bylaw (BYLAW NO. 11 OF 2008)** 1

**Recommendations:**

1. ***That City Council, upon finalizing the 2008 Operating Budget, set the mill rate at a number necessary to raise the required tax revenue from the taxable assessment of \$19,593,960, as outlined in the proposed Bylaw No. 11 of 2008; and,***
2. ***That Bylaw No. 11 of 2008 be laid on the table and brought up under the Order of Business "Introduction and Consideration of Bylaws".***

- 3.4 Report from City Assessor dated March 18, 2008, with respect to **Mill Rate Factors. (BYLAW NO. 13 OF 2008)** 5

**Recommendations:**

1. ***That City Council set mill rate factors as outlined in the proposed Bylaw No. 13 of 2008, which remain unchanged from 2007; and,***
2. ***That Bylaw No. 13 of 2008 be laid on the table and brought up under the Order of Business "Introduction and Consideration of Bylaws".***

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



- 4.1 **Bylaw No. 11 of 2008, A Bylaw to raise the amount of Taxes required for General Municipal and Debt Elimination purposes in the City of Prince Albert for 2008. (3 Readings)** 3
- 4.2 **Bylaw No. 13 of 2008, A Bylaw to establish Mill Rate Factors. (3 Readings)** 7

**5. ADJOURNMENT:**



# City of Prince Albert

## REPORT APPROVAL FORM

<b>Report Title:</b>	Bylaw 11 of 2008 - The 2008 Property Tax Bylaw	<b>Date:</b>	March 18, 2007
<b>Prepared By:</b>	Joe Day, City Assessor		
<b>Prepared For:</b>	<b>Other - Define Below</b>		
	Budget Committee		
<b>Approval Required By:</b>		<b>Report Type:</b>	
		<i>Routine</i>	<input type="checkbox"/>
		<i>Substantive</i>	<input checked="" type="checkbox"/>
		<i>Financial</i>	<input checked="" type="checkbox"/>
<b>City Manager</b>	<input checked="" type="checkbox"/>		
<b>Director of Financial Services</b>	<input checked="" type="checkbox"/>		
<b>Director of Public Works</b>	<input type="checkbox"/>	_____	
<b>Director of Community Services</b>	<input type="checkbox"/>	_____	
<b>Director of Ec.Dev&amp; Planning</b>	<input type="checkbox"/>	_____	
<b>Fire Chief &amp; Dir. of Emerg. Services</b>	<input type="checkbox"/>	_____	
<b>Chief of Police</b>	<input type="checkbox"/>	_____	
<b>City Solicitor</b>	<input type="checkbox"/>	_____	
<b>Human Resources Manager</b>	<input type="checkbox"/>	_____	

### Report Type ~ Definitions:

<b>Routine</b>	<i>Matters that are routine in nature and/or follow existing Council policy require Department Head approval only</i>
<b>Substantive</b>	<i>Matters that require the concurrence of more than one department and/or are complex in nature and require the approval of the City Manager prior to being provided to elected officials</i>
<b>Financial</b>	<i>Matters that have substantial or unusual financial implications require the approval of the Director of Financial Services</i>



# City of Prince Albert

## REPORT

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**Report Title:** Bylaw 11 of 2008 – The Municipal Tax Bylaw

**Date:** March 18, 2008

**Prepared By:** Joe Day, City Assessor

**Prepared For:** Budget Committee

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### **RECOMMENDATION:**

That City Council give consideration to Bylaw 11 of 2008. If, through the budget deliberations, the amounts to be raised through property taxes changes, then this Bylaw will require consequential amendments.

### **BACKGROUND:**

Each year the City must pass a property tax bylaw to set the mill rates for the City and for the Schools.

### **DISCUSSION:**

Attached is a draft of Bylaw 11 of 2008. At this point representatives from each of the respective School Divisions have advised that they will not be able to provide their mill rates to the City prior to March 31<sup>st</sup>, 2008. The attached draft bylaw therefore only includes the municipal mill rates. Once the school mill rates are received an additional bylaw for the Schools' mill rates will be required.

### **FINANCIAL IMPLICATIONS:**

The mill rate is the calculation of dollars of revenue required from taxes divided by the total taxable assessment. The draft bylaw contains the mill rates necessary to raise the tax revenue pursuant to the budget documents of this date.

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### **ATTACHMENTS:**

Draft of Bylaw 11 of 2008

### **CONCLUSION:**

Council will determine during its budget deliberations to increase, decrease, or maintain the budgeted tax revenue requirements. The attached bylaw will need to be amended if Council requires more or less than the amounts shown within the attached draft bylaw.

Respectfully Submitted,

# CITY OF PRINCE ALBERT BYLAW NO. 11 OF 2008

*A Bylaw of The City of Prince Albert to raise the amount of Taxes required for General Municipal and Debt Elimination purposes in the City of Prince Albert for 2008*

WHEREAS pursuant to Section 253 of *The Cities Act* a Council shall pass a Property Tax Bylaw annually;

AND WHEREAS the Property Tax Bylaw authorizes the Council to impose a tax on all taxable assessments in the City:

- a) at a uniform rate considered sufficient to raise the amount of taxes required to meet the estimated expenditures and transfers, having regard to estimated revenues from other sources, set out in the budget of the City; and
- b) at any other rates required by *The Cities Act* or any other Act;

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AND WHEREAS it has been determined that the taxable assessment for the City of Prince Albert for the year 2008 is as follows:

General Municipal Purposes .....	\$ 912,492,340
Municipal Debt Elimination Purposes.....	\$ 912,492,340
Public School Purposes .....	\$ 636,634,700
Separate School Purposes .....	\$ 275,857,640

AND WHEREAS it is deemed necessary to raise **\$19,593,960** from taxable assessments for General Municipal Purposes for the year 2008 with a Mill Rate of **21.473** Mills;

AND WHEREAS it is deemed necessary to raise **\$912,492** from taxable assessments for Municipal Debt Elimination Purposes for the year 2008 with a Mill Rate of **1.00** Mills;

NOW THEREFORE THE COUNCIL OF THE CITY OF PRINCE ALBERT IN OPEN MEETING ASSEMBLED ENACTS AS FOLLOWS:

1. This Bylaw may be cited as "The 2008 Municipal Tax Bylaw".
2. There shall be levied, raised and collected as taxes in respect of the purposes aforesaid upon the taxable assessment as shown in the Preliminary Assessment Roll for the year 2008, insofar as the assessment of lands and improvements are subject thereto, the rates as follows:

(a) General Municipal Purposes	21.473	Mills
(b) Municipal Debt Elimination Purposes	1.000	Mills
	<hr/>	
	22.473	Mills

3. The rates imposed for 2008 are deemed to be imposed and due on and from January 1, 2008.
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INTRODUCED & READ A FIRST TIME THIS	DAY OF MARCH, A.D. 2008.
READ A SECOND TIME THIS	DAY OF MARCH, A.D. 2008.
READ A THIRD TIME AND PASSED THIS	DAY OF MARCH, A.D. 2008.

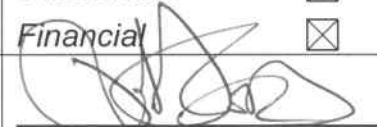

MAYOR

CITY CLERK



# City of Prince Albert

## REPORT APPROVAL FORM

<b>Report Title:</b>	Bylaw 13 of 2008 - Mill Rate Factors	<b>Date:</b>	March 18, 2008
<b>Prepared By:</b>	Joe Day, City Assessor		
<b>Prepared For:</b>	<b>Other - Define Below</b>		
	Budget Committee		
<b>Approval Required By:</b>		<b>Report Type:</b>	
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		<i>Substantive</i>	<input checked="" type="checkbox"/>
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<b>Director of Community Services</b>	<input type="checkbox"/>	_____	
<b>Director of Ec.Dev&amp; Planning</b>	<input type="checkbox"/>	_____	
<b>Fire Chief &amp; Dir. of Emerg. Services</b>	<input type="checkbox"/>	_____	
<b>Chief of Police</b>	<input type="checkbox"/>	_____	
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# City of Prince Albert

## REPORT

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**Report Title:** Bylaw 13 of 2008 – Mill Rate Factors

**Date:** March 18, 2008

**Prepared By:** Joe Day, City Assessor

**Prepared For:** Budget Committee

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### **RECOMMENDATION:**

That City Council give consideration to Bylaw 13 of 2008. Any revisions required as a result of discussions during budget deliberations to shift taxes will need made as amendments to this bylaw.

### **BACKGROUND:**

Each year the City must pass a mill rate factor bylaw to control the shifting of taxes between different classes of property.

### **DISCUSSION:**

Attached is a draft of Bylaw 13 of 2008 with the mill rate factors for each tax class necessary to maintain the same proportion of the tax rates between commercial and residential properties as was used in 2007.

### **FINANCIAL IMPLICATIONS:**

A shift in taxes from one class of property to another does not affect the overall tax revenues received by the City.

The mill rate factors provided in Bylaw 13 of 2008 are unchanged from those used in 2007.

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### **ATTACHMENTS:**

Draft of Bylaw 13 of 2008

### **CONCLUSION:**

Council will determine during its budget deliberations if it wishes to cause any tax shifting between commercial and residential properties. The attached bylaw will need to be amended if Council wishes to shift taxes from the status quo.

**Respectfully Submitted,**



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# CITY OF PRINCE ALBERT BYLAW NO. 13 OF 2008

*A Bylaw of The City of Prince Albert to establish Mill Rate  
Factors.*

WHEREAS Section 255(1) "The Cities Act" authorizes the Council, by Bylaw, to set mill rate factors;

AND WHEREAS, the Council of The City of Prince Albert, in the Province of Saskatchewan, deems it advisable and expedient that mill rate factors be established;

NOW THEREFORE the Council of The City of Prince Albert, in the Province of Saskatchewan, enacts as follows:

1. That The City of Prince Albert, in the Province of Saskatchewan, will establish a mill rate for the purpose of taxation pursuant to Section 255 "The Cities Act" and will apply to the aforementioned mill rate the mill rate factors as set forth in this Bylaw.
2. That the **municipal** mill rate factors shall be as follows:
  - a) That the mill rate factor to be utilized with respect to the land, improvements or both of the **residential** class and **seasonal residential** class shall be 0.8443.
  - b) That the mill rate factor to be utilized with respect to the land, improvements or both of the **non-arable (range)** class and **other agricultural** class shall be 1.0746.
  - c) That the mill rate factor to be utilized with respect to the land, improvements or both of the **condominium** sub-class shall be 0.7599.

- d) That the mill rate factor to be utilized with respect to the land, improvements or both of the **multi-unit residential** class shall be 1.2665.
  - e) That the mill rate factor to be utilized with respect to the land, improvements or both of the **commercial and industrial** class shall be 1.3889.
  - f) That the mill rate factor to be utilized with respect to the land, improvements or both of the **elevators** class shall be 1.8519.
  - g) That the mill rate factor to be utilized with respect to the land, improvements or both of the **railway rights of way and pipeline** shall be 1.8519
3. That the mill rate factors for the Board of Education of the Saskatchewan Rivers School Division No. 119 and the Board of Education of the Prince Albert Roman Catholic Separate School Division No. 6 be established as outlined in Section 2 above.
  4. This Bylaw shall come into force and take effect on, from and after the 1<sup>st</sup> day of January, 2008.
  5. That Bylaw No. 30 of 2007 is hereby repealed.

INTRODUCED & READ A FIRST TIME THIS	DAY OF MARCH, A.D. 2008.
READ A SECOND TIME THIS	DAY OF MARCH, A.D. 2008.
READ A THIRD TIME AND PASSED THIS	DAY OF MARCH, A.D. 2008.

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MAYOR

CITY CLERK