

CITY OF PRINCE ALBERT

SPECIAL CITY COUNCIL

AGENDA



MONDAY,
APRIL 7, 2008

4:00P.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 Report from City Assessor dated April 1, 2008, with respect to **Renaming of the Debt Elimination Levy.**

1

Recommendations:

"That City Council amend Bylaw No. 11 of 2008 to

consolidate the revenue requirements from the Debt Elimination Levy into the General Municipal Purposes Levy. Amendment required, as follows:

Paragraph 3 – Delete Municipal Debt Elimination Purposes.... \$912,492,340.

Paragraph 4 – Delete \$19,610,950 and Insert \$20,523,442.

Paragraph 5 – Delete in its entirety.

Section 2(a) - Delete 21.493 and Insert 22.493.

Section 2(b) - Delete in its entirety.”

OR

“That City Council amend Bylaw No. 11 of 2008 to rename the Debt Elimination Levy to Capital Projects Levy.

**Paragraph 3 – Delete Municipal Debt Elimination Purposes and Insert _____ Purposes.
New Name**

**Paragraph 5 – Delete Municipal Debt Elimination Purposes and Insert _____ Purposes.
New Name**

**2(b) - Delete Municipal Debt Elimination Purposes and Insert _____ Purposes.”
New Name**

- 3.2 Report from City Clerk dated April 2, 2008, with respect to **Municipal Tax Bylaw – Third Reading. (BYLAW NO. 11 OF 2008)**

4

Recommendations:

- “1. That Bylaw No. 11 of 2008 be amended as outlined in Item 3.1.**
- 2. That Bylaw No. 11 of 2008 be laid on the table and brought up under the Order of Business “Unfinished Business – Bylaws”.”**

- 3.3 Report from City Clerk dated April 2, 2008, with respect to **City of Prince Albert Mill Rate Factors – Third Reading. (BYLAW NO. 13 OF 2008)** **8**

Recommendation:

“That Bylaw No. 13 of 2008 be laid on the table and brought up under the Order of Business “Unfinished Business – Bylaws”.”

4. UNFINISHED BUSINESS - BYLAWS:

- 4.1 **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. (3rd Reading)** **6**

Amendment:

“That Bylaw No. 11 of 2008 be amended, as outlined in the report from the City Clerk dated April 2, 2008, as follows:

Paragraph 3 – Delete Municipal Debt Elimination Purposes.... \$912,492,340.

Paragraph 4 – Delete \$19,610,950 and Insert \$20,523,442.

Paragraph 5 – Delete in its entirety.

Section 2(a) - Delete 21.493 and Insert 22.493.

Section 2(b) - Delete in its entirety.”

OR

***Paragraph 3 – Delete Municipal Debt Elimination Purposes and Insert _____ Purposes.
New Name***

***Paragraph 5 – Delete Municipal Debt Elimination Purposes and Insert _____ Purposes.
New Name***

***2(b) - Delete Municipal Debt Elimination Purposes and Insert _____ Purposes.”
New Name***

3rd Reading:

“That Bylaw No. 11 of 2008, as amended, be read a third time and passed; and, that Bylaw No. 11 of 2008, be now adopted, sealed and signed by the Mayor and City Clerk.”

- 4.2 **Bylaw No. 13 of 2008, A Bylaw of the City of Prince Albert to establish Mill Rate Factors. (3rd Reading)** **10**

3rd Reading:



“That Bylaw No. 13 of 2008 be read a third time and passed; and, that Bylaw No. 13 of 2008, be now adopted, sealed and signed by the Mayor and City Clerk.”

5. ADJOURNMENT:



City of Prince Albert

REPORT APPROVAL FORM

Report Title:	Renaming of the Debt Elimination Levy	Date:	April 1, 2008
Prepared By:	Joe Day, City Assessor		
Prepared For:	CITY COUNCIL		
Approval Required By:		Report Type:	
		Routine <input checked="" type="checkbox"/> Substantive <input type="checkbox"/> Financial <input type="checkbox"/>	
City Manager	<input checked="" type="checkbox"/>		
Director of Financial Services	<input checked="" type="checkbox"/>		
Director of Public Works	<input type="checkbox"/>	_____	
Director of Community Services	<input type="checkbox"/>	_____	
Director of Ec.Dev& Planning	<input type="checkbox"/>	_____	
Fire Chief & Dir. of Emerg. Services	<input type="checkbox"/>	_____	
Chief of Police	<input type="checkbox"/>	_____	
City Solicitor	<input type="checkbox"/>	_____	
Human Resources Manager	<input type="checkbox"/>	_____	
Bylaw Enforcement Manager	<input type="checkbox"/>	_____	

Report Type ~ Definitions:

Routine	Matters that are routine in nature and/or follow existing Council policy require Department Head approval only
Substantive	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
Financial	Matters that have substantial or unusual financial implications require the approval of the Director of Financial Services



City of Prince Albert

REPORT

Report Title: Renaming of the Debt Elimination Levy

Date: April 1, 2008

Prepared By: Joe Day, City Assessor

Prepared For: CITY COUNCIL

RECOMMENDATION:

- That Council amend Bylaw #11 to consolidate the revenue requirements from the Debt Elimination Levy into the General Municipal Purposes Levy.

Or

- That Council amend Bylaw #11 to rename the Debt Elimination Levy to Capital Projects Levy

JUSTIFICATION FOR INCAMERA:

BACKGROUND:

The Debt Elimination Levy was first implemented in 1998. The 1998 report that spoke about the debt elimination initiative stated in part:

It is my understanding that Mayor Cody and members of Council feel that steps need to be taken immediately to address the ongoing burden of debt servicing which consumes 9.5% or \$2.4 Million of the 1998 Operation Budget. In this regard the proposed 1998 Mill Rate Bylaw contains a special levy of 1.25 Mills which will be used directly to support our annual Capital Project spending.

With the debt projections identified as a result of the 1.25 Mill special levy initiative the City has the potential to be debt free by 2007. The City of Prince Albert will continue to maintain an aggressive Capital Program, while at the same time, incurring no additional debt for our taxpayers as a result of the debt elimination initiative.

DISCUSSION:

The levy was contemplated as enabling the City to continue with its capital programs while at the same time being able to pay down its long-term debt. Continuing to use the

revenue generated from this levy to pay for capital projects would seem to be consistent with its original intent.

It has been suggested that renaming the levy to something similar to "Capital Projects Levy" would be more reflective of its use. Renaming the levy would likely eliminate questions respecting the perceived inconsistency between the name of the levy and its use. Obviously, the more specific the name becomes the less flexibility Council and Administration will have to utilize the revenue for other (non-capital) projects that may be necessary or desired.

The name of the levy can be anything that Council chooses. The name however must be consistent between the Mill Rate Bylaw and what is printed on the tax notices and should be reflective of its use.

As an alternative to renaming the levy, Council could decide to simply consolidate the revenue generated from the Debt Elimination Levy into the revenue required from the General Municipal Levy, and completely eliminate the special levy. This action would then allow all municipal tax revenue to be treated as General Municipal revenue.

OPTIONS:

- Amend Bylaw #11 to rename the Debt Elimination Levy to Capital Projects Levy
- Amend Bylaw #11 to consolidate the revenue requirements from the Debt Elimination Levy into the General Municipal Purposes Levy.
- Leave the name of the Debt Elimination Levy unchanged.
- Suggest a different name for the levy.

FINANCIAL IMPLICATIONS:

The renaming of the Debt Elimination Levy to some other name will have no impact on taxes collected.

Combining the two levies into a single mill rate will have no impact upon taxes collected.


COMMUNICATIONS:

ATTACHMENTS:

CONCLUSION:

The re-naming of the Debt Elimination Levy or the consolidating of the two municipal levies would need to be approved by Council as an amendment to Bylaw #11 of 2008 at its third reading.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "A. B.", is written over a horizontal line.



City of Prince Albert

REPORT APPROVAL FORM

Report Title:	Bylaw No. 11 of 2008 - Municipal Tax Bylaw - Third Reading	Date:	April 2, 2008
Prepared By:	Cliff Skauge, City Clerk		
Prepared For:	Other - Define Below		
	Special City Council		
Approval Required By:		Report Type:	
		<i>Routine</i>	<input checked="" type="checkbox"/>
		<i>Substantive</i>	<input type="checkbox"/>
		<i>Financial</i>	<input type="checkbox"/>
City Manager	<input type="checkbox"/>	_____	
Director of Financial Services	<input type="checkbox"/>	_____	
Director of Public Works	<input type="checkbox"/>	_____	
Director of Community Services	<input type="checkbox"/>	_____	
Director of Ec.Dev & Planning	<input type="checkbox"/>	_____	
Director of Fire & Emerg. Services	<input type="checkbox"/>	_____	
Director of Corporate Services	<input checked="" type="checkbox"/>	_____ <i>Cliff Skauge</i>	
City Solicitor	<input type="checkbox"/>	_____	
Chief of Police	<input type="checkbox"/>	_____	
	<input type="checkbox"/>	_____	

Report Type ~ Definitions:

Routine	<i>Matters that are routine in nature and/or follow existing Council policy require Department Head approval only</i>
Substantive	<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>
Financial	<i>Matters that have substantial or unusual financial implications require the approval of the Director of Financial Services</i>



City of Prince Albert

REPORT

Report Title: Bylaw No. 11 of 2008 – Municipal Tax Bylaw – Third Reading

Date: April 2, 2008

Prepared By: Cliff Skauge, City Clerk

Prepared For: Special City Council

RECOMMENDATION:

That Bylaw No. 11 of 2008 be laid on the table and brought up under the Order of Business "Unfinished Business – Bylaws".

JUSTIFICATION FOR INCAMERA: N/A

BACKGROUND:

City Council at its Special meeting of March 31, 2008, introduced and gave two (2) readings to Bylaw No. 11 of 2008, The Municipal Tax Bylaw, to establish the amount of taxes required for General Municipal and Debt Elimination purposes in The City of Prince Albert for 2008.

DISCUSSION:

In order to complete the 2008 Budget process it is necessary to have this Bylaw again placed before City Council for consideration of third and final reading.


ATTACHMENT:

Bylaw No. 11 of 2008

CONCLUSION:

I would therefore forward the above noted recommendation for approval.

Respectfully Submitted,



Cliff Skauge
CITY CLERK
CS/bw

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;

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 **\$19,610,950** from taxable assessments for General Municipal Purposes for the year 2008 with a Mill Rate of **21.493 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	21.493	Mills
(b) Municipal Debt Elimination Purposes	1.000	Mills
	<hr/>	
	22.493	Mills

3. The rates imposed for 2008 are deemed to be imposed and due on and from January 1, 2008.

INTRODUCED & READ A FIRST TIME THIS 31 DAY OF MARCH, A.D. 2008.

READ A SECOND TIME THIS 31 DAY OF MARCH, A.D. 2008.

READ A THIRD TIME AND PASSED THIS DAY OF , A.D. 2008.

MAYOR

CITY CLERK



City of Prince Albert

REPORT APPROVAL FORM

Report Title:	Bylaw No. 13 of 2008 - City of Prince Albert Mill Rate Factors - Third Reading	Date:	April 2, 2008
Prepared By:	Cliff Skauge, City Clerk		
Prepared For:	Other - Define Below		
	Special City Council		
Approval Required By:		Report Type:	
		Routine <input checked="" type="checkbox"/>	
		Substantive <input type="checkbox"/>	
		Financial <input type="checkbox"/>	
City Manager	<input type="checkbox"/>	_____	
Director of Financial Services	<input type="checkbox"/>	_____	
Director of Public Works	<input type="checkbox"/>	_____	
Director of Community Services	<input type="checkbox"/>	_____	
Director of Ec.Dev & Planning	<input type="checkbox"/>	_____	
Director of Fire & Emerg. Services	<input type="checkbox"/>	_____	
Director of Corporate Services	<input checked="" type="checkbox"/>	_____ <i>Cliff Skauge</i>	
City Solicitor	<input type="checkbox"/>	_____	
Chief of Police	<input type="checkbox"/>	_____	
	<input type="checkbox"/>	_____	

Report Type ~ Definitions:

Routine	Matters that are routine in nature and/or follow existing Council policy require Department Head approval only
Substantive	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
Financial	Matters that have substantial or unusual financial implications require the approval of the Director of Financial Services



City of Prince Albert

REPORT

Report Title: Bylaw No. 13 of 2008 – City of Prince Albert Mill Rate Factors – Third Reading

Date: April 2, 2008

Prepared By: Cliff Skauge, City Clerk

Prepared For: Special City Council

RECOMMENDATION:

That Bylaw No. 13 of 2008 be laid on the table and brought up under the Order of Business “Unfinished Business – Bylaws”.

JUSTIFICATION FOR INCAMERA: N/A

BACKGROUND:

City Council at its Special meeting of March 31, 2008, introduced and gave two (2) readings to Bylaw No. 13 of 2008, to establish the Mill Rate Factors for 2008.

DISCUSSION:

In order to finalize the Mill Rate Factors in preparation for the 2008 Tax Notices it is necessary to have the Bylaw again placed before City Council for consideration of third and final reading.


ATTACHMENT:

Bylaw No. 13 of 2008

CONCLUSION:

I would therefore forward the above noted recommendation for approval.

Respectfully Submitted,



Cliff Skauge
CITY CLERK
CS/bw

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 1st day of January, 2008.
 5. That Bylaw No. 30 of 2007 is hereby repealed.

INTRODUCED & READ A FIRST TIME THIS 31 DAY OF MARCH, A.D. 2008.
 READ A SECOND TIME THIS 31 DAY OF MARCH, A.D. 2008.
 READ A THIRD TIME AND PASSED THIS DAY OF . . . A.D. 2008.

MAYOR

CITY CLERK