

# CITY OF PRINCE ALBERT

## COUNCIL AGENDA



**MONDAY,**  
**SEPTEMBER 22, 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 September 11, 2008, and Supplementary Agenda of September 18, 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. SUBMISSION OF PECUNIARY INTEREST FORMS:**

**4. ADOPTION OF MINUTES:**

Minutes of the Council Meeting held September 8, 2008, Special Council Meetings held September 2 and 8, 2008 and the Committee of the Whole Council Incamera Meetings held August 5 and September 8, 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 September 15, 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 LITERACY DAY – SEPTEMBER 8, 2008.
- 6.2 NATIONAL FAMILY DINNER NIGHT – SEPTEMBER 18, 2008.
- 6.3 SENIORS TRANSPORTATION DAY – SEPTEMBER 26, 2008.
- 6.4 RESPONSIBLE DOG OWNERSHIP DAY – SEPTEMBER 27, 2008, AND RESPONSIBLE DOG OWNERSHIP WEEK – SEPTEMBER 20 – 27, 2008.
- 6.5 LEARN @ WORK WEEK – SEPTEMBER 22 – 26, 2008.
- 6.6 MUSCULAR DYSTROPHY AWARENESS MONTH – SEPTEMBER, 2008.

- 6.7 HOME ENERGY EFFICIENCY PROJECT DAY – OCTOBER 2, 2008.
- 6.8 NATIONAL FAMILY WEEK – OCTOBER 6 – 12, 2008.
- 6.9 HOMELESSNESS ACTION WEEK – OCTOBER 14 – 18, 2008.
- 6.10 WASTE REDUCTION WEEK – OCTOBER 19 – 25, 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.

	<b>Page No.</b>
7.1 Report from Executive Assistant/Manager of Performance Management and Benchmarking dated September 10, 2008, along with the following, all with respect to <b>Amendment to Purchasing Policy – Request for Proposals. (RPT#CM-08-22)</b>	<b>257</b>
<ul style="list-style-type: none"> <li>• Report from City Manager dated July 29, 2008.</li> </ul>	<b>303</b>
<p><i>Note: This Report was considered at the August 11, 2008 City Council meeting and was approved subject to Public Notice.</i></p>	
<ul style="list-style-type: none"> <li>• Public Notice dated September 13, 2008.</li> </ul>	<b>367</b>
<p><b>Recommendation:</b></p> <p><b><i>“That the amended Purchasing Policy, as attached to the Report from the Executive Assistant/Manager of Performance Management and Benchmarking dated September 10, 2008, be approved.”</i></b></p>	
7.2 Report from Planner I dated September 2, 2008, along with the following, all with respect to <b>Development Permit Application - Group Home – 22 Longpre Crescent. (RPT#EDP-08-196)</b>	<b>89</b>
<ul style="list-style-type: none"> <li>• Public Notice dated September 13, 2008.</li> </ul>	<b>368</b>
<ul style="list-style-type: none"> <li>• Correspondence from Kerry and Derek Skrudland</li> </ul>	<b>369</b>

dated September 11, 2008.

- Correspondence from Jared and Camille Cousins dated September 12, 2008. **370**
- Correspondence from Norman Sturby dated September 15, 2008. **371**
- Petition from concerned Citizens received September 15, 2008. **372**
- Correspondence from Ryan and Rhonda Levesque dated September 15, 2008. **375**
- Correspondence from Darren Denysuik received September 15, 2008. **376**
- Correspondence from Executive Director, Prince Albert Group Home Society, dated September 15, 2008. **379**
- Correspondence from Murray Ketzmerick dated September 16, 2008. **391**
- ▶ Correspondence from Executive Director, Prince Albert Group Home Society, received September 22, 2008. **426**

**Recommendation:**

***“That the Development Permit Application for a Group Home in a dwelling located at 22 Longpre Crescent, legally described as Lot 40, Block 193, Plan 101233044, Extension 0, be approved, subject to:***

- 1. The proposed Group Home having the maximum capacity of six (6) residents in addition to staff or receiving family;***
- 2. The proposed Group Home being licensed or approved under Provincial Statutes;***
- 3. The proposed Group Home receiving a Municipal Fire and Building Safety Inspection and meeting the necessary fire and building safety requirements;***

4. ***The proposed Group Home receiving a Provincial Health Inspection and meeting the necessary health requirements; and,***
5. ***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 does not exceed the total allowable number of thirty-five (35)."***

7.3	Report from Planner I dated September 2, 2008, along with the following, all with respect to <b>Development Permit Application – Tire Shop - Automotive Service – 247C River Street West. (RPT#EDP-08-198)</b>	<b>100</b>
	<ul style="list-style-type: none"> <li>• Correspondence from Manager, River Park Memorial Chapel, dated September 9, 2008.</li> </ul>	<b>109</b>
	<ul style="list-style-type: none"> <li>• Correspondence from Wanda Copeland dated September 15, 2008.</li> </ul>	<b>393</b>
	<ul style="list-style-type: none"> <li>• Addendum Report from Planner I dated September 16, 2008.</li> </ul>	<b>394</b>

***Recommendation:***

***That the proposed use of an “Automotive/ Recreational Vehicle Service” - Tire Shop, at 247C River Street West be approved; and, that the Director of Economic Development and Planning be authorized to execute the Development Permit on behalf of The City, subject to:***

1. ***Final Building Plans being submitted and approved by The City of Prince Albert;***
2. ***The Applicant applying for separate Sign Permits for all new signage of the building;***
3. ***The Applicant completing all required Health, Fire and Building Inspections;***
4. ***The Applicant be requested to store all tires within the building;***
5. ***The Applicant applying and obtaining the necessary Business License; and,***

**6. The Applicant being required to screen the back of the lot in accordance with Section 15.8 of City Council's zoning Bylaw No. 1 of 1987, as amended.**

7.4	Report from Planner I dated September 3, 2008, along with the following, all with respect to <b>Development Permit Application - Group Home – 640 – 22<sup>nd</sup> Street West. (RPT#EDP-08-197)</b>	<b>110</b>
	• Public Notice dated September 13, 2008.	<b>397</b>
	• Correspondence from Eloise Varga dated September 9, 2008.	<b>398</b>
	• Correspondence from Margaret Stark dated September 12, 2008.	<b>399</b>
	• Correspondence from the O'Connors dated September 15, 2008.	<b>401</b>
	• Correspondence from Mary Tarnowski received September 15, 2008.	<b>402</b>
	• Correspondence from Executive Director, Prince Albert Group Home Society, dated September 15, 2008.	<b>379</b>
	• Correspondence from Ruth and Lesley Coles dated September 16, 2008.	<b>403</b>
	• Correspondence from James H. W. Sanderson, Q.C., Sanderson Balicki Parchomchuk, dated September 16, 2008.	<b>404</b>
	▶ Correspondence from Executive Director, Prince Albert Group Home Society, received September 22, 2008.	<b>426</b>

***Recommendation:***

***“That the Development Permit Application for a Group Home in a dwelling located at 640 – 22<sup>nd</sup> Street West, legally described as Lot 39, Block 12, Plan 99PA10819, Extension 0, be approved, subject to:***

- 1. The proposed Group Home having the maximum***

**capacity of four (4) residents in addition to staff or receiving family;**

- 2. The proposed Group Home being licensed or approved under Provincial Statutes;**
- 3. The proposed Group Home receiving a Municipal Fire and Building Safety Inspection and meeting the necessary fire and building safety requirements;**
- 4. The proposed Group Home receiving a Provincial Health Inspection and meeting the necessary health requirements; and,**
- 5. 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 does not exceed the total allowable number of thirty-five (35)."**

- 7.5 Report from Planner I dated September 4, 2008, with respect to **Plan Prince Albert – Final Draft. (BYLAW NO. 27 OF 2008) (RPT#EDP-08-200)**

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**Recommendations:**

- "1. That Bylaw No. 27 of 2008 be amended to include the following:**
  - 4. Bylaw No. 2 of 1987 and all amendments, are hereby repealed.**
- 2. That Bylaw No. 27 of 2008, as amended, be given second and third readings to adopt The City of Prince Albert Official Community Plan also known as Plan Prince Albert, subject to:**
  - a. The Minister of Municipal Affairs approving the Final Draft of The City of Prince Albert Official Community Plan – Plan Prince Albert.**
- 3. That consideration of Bylaw No. 27 of 2008 be laid on the table and brought up under the Order of Business "Unfinished Business – Bylaws"."**

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

No presentations or delegations have been registered at this time.

**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.”***

- 9.1 Correspondence from Owner, Las Rocas Enterprises Ltd., dated August 26, 2008, **requesting removal of four (4) Parking Signs in front of 253 and 239 – 14<sup>th</sup> Street West.** 1

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

- 9.2 Correspondence from Provincial Secretary, Saskatchewan Protocol and Honours, received August 28, 2008, **requesting nominations for the Saskatchewan Volunteer Medal.** 2

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

- 9.3 Correspondence from Supervisor, Community Advisory Services, Heritage Resources, Saskatchewan Tourism, Parks, Culture and Sport, dated September 5, 2008, **advising that the Railway Bridge in Prince Albert has been recognized for its Historic significance and suggesting that formal recognition be considered.** 5

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

9.4	<b>Media Releases:</b>	
a.	<b>City's Largest Residential Land Sale Agreement in Recent History</b> dated September 4, 2008.	<b>45</b>
b.	<b>Garbage Collection Disruption Today</b> dated September 4, 2008.	<b>46</b>
c.	<b>City Advises Residents to Prepare for Street Oiling</b> dated September 5, 2008.	<b>47</b>
d.	<b>Road Closure – 1<sup>st</sup> Avenue West (16<sup>th</sup> and 17<sup>th</sup> Street)</b> dated September 5, 2008.	<b>48</b>
e.	<b>Council Approves 2<sup>nd</sup> Avenue West Infrastructure Improvements</b> dated September 8, 2008.	<b>49</b>
f.	<b>Parkland Gala Fundraiser</b> dated September 9, 2008.	<b>50</b>
g.	<b>City and Health Region Agree on Use of \$1.3 million Fund</b> dated September 10, 2008.	<b>51</b>
h.	<b>Parkland Gala Fundraiser – October 17, 2008</b> dated September 10, 2008.	<b>52</b>
i.	<b>Traffic Lights Down on 2<sup>nd</sup> Avenue West</b> dated September 10, 2008.	<b>53</b>
j.	<b>Damour Terrace Water Supply to be Shut Off</b> dated September 11, 2008.	<b>406</b>
k.	<b>Residents Reminded of Free Week at the Landfill</b> dated September 15, 2008.	<b>407</b>
l.	<b>Notice of Call for Separate School Board Nominations</b> dated September 15, 2008.	<b>408</b>
m.	<b>No Access – 10<sup>th</sup> Street West (Central – 1<sup>st</sup> Avenue)</b> dated September 16, 2008.	<b>409</b>
	<b><i>Suggested Disposition: Receive as information and file.</i></b>	
9.5	Correspondence from Chair, Board of Directors, Prince Albert Regional Economic Development Authority, dated September 2, 2008, <b>requesting that members of City Council attend a Multi-Stakeholders Working Group Meeting for the Establishment of the North Central Enterprise Region on October 1, 2008, in Shellbrook.</b>	<b>410</b>

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

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 Transportation Project Manager dated September 9, 2008, with respect to **Rumble Strips – 28<sup>th</sup> Street and 10<sup>th</sup> Avenue West. (RPT#PW-08-101)** **54**

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

- 10.2 Report from Director of Fire and Emergency Services dated September 5, 2008, with respect to **Fire Fighter Turnout Gear – Tender No. 131 of 2008. (RPT#FIRE-08-13)** **64**

***Recommendation:***

***“That Tender No. 131 of 2008 – Fire Fighter Turnout Gear be awarded to the low bidder Wholesale Fire and Rescue Ltd. for a three (3) year term, from 2008 – 2011, in the amount of \$52,915.68, all taxes extra.”***

- 10.3 Report from Chief Clerk dated September 9, 2008, with respect to **Account List No. 15 of 2008 in the amount of \$2,538,322.96. (RPT#FIN-CC-08-16)** **68**

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

- 10.4 Report from City Clerk dated September 9, 2008, with respect to **Rescheduling of the October 14, 2008 City Council Meeting to Wednesday, October 15, 2008.** (RPT#CORP-CLK-08-26) 75

**Recommendations:**

- “1. That pursuant to the provisions of City Council’s Procedure Bylaw No. 10 of 2005, as amended, that the meeting schedule for October be altered to meet at 7:00 p.m. on Wednesday, October 15, 2008; and, that the City Council meeting scheduled for October 14, 2008, be cancelled.**
- 2. That notice of the change to the City Council meeting schedule be posted in accordance with Section 9(2)(a) of City Council’s Procedure Bylaw No. 10 of 2005, as amended.”**

- 10.5 Report from Airport Manager dated September 10, 2008, with respect to **Request for Proposal No. 130 of 2008 – Airports Capital Assistance Program - Application and Engineering Services for Runway Rehabilitation.** (RPT#PW-08-103) 363

**Recommendations:**

- “1. That Request for Proposal No. 130 of 2008 be awarded to Pryde Schropp McComb Inc. Consulting Firm for Engineering Services and preparation of an Airports Capital Assistance Program Application to Transport Canada for Runway Rehabilitation, at the Prince Albert Municipal Airport, for a lump sum price of \$49,000, plus Goods and Service Tax.**
- 2. That this item be pre-approved for inclusion in the 2009 Airport Budget.**
- 3. That the Mayor and City Clerk be authorized to execute any necessary Agreement, if required.”**

- 10.6 Report from Director of Fire and Emergency Services dated September 17, 2008, with respect to **Fire Prevention Week – October 5 – 11, 2008.** (RPT#FIRE-08-15) 412

**Suggested Disposition: Refer to Mayor’s Office.**

***“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 Water Treatment Plant Manager dated September 9, 2008, along with the following, both with respect to **Sponsorship – SaskEnergy’s Home Energy Efficiency Project. (RPT#PW-08-104)** **358**

- Correspondence from Community Involvement Coordinator, Corporate Affairs, SaskEnergy Share the Warmth Home Energy Efficiency Project dated July 14, 2008. **361**

***Recommendations:***

- “1. That The City of Prince Albert participate in SaskEnergy’s Share the Warmth Home Energy Efficiency Project to be held on Thursday, October 2, 2008.***
- 2. That the City sponsor installation of showerhead water efficient devices at a cost of \$340 and Water Wizard flush saver devices at a cost of \$255, in 85 homes within the City of Prince Albert.***
- 3. That the Mayor and City Clerk be authorized to execute any necessary Agreement, once prepared.”***

- 11.2 Report from Economic Development Coordinator and Planning Manager dated August 11, 2008, with respect to **Designation of a Municipal Enterprise Zone. (BYLAW NO. 18 OF 2008 – 1<sup>st</sup> Reading)** (RPT#EDP-08-157) **313**

***Public Hearing: October 15, 2008.***

***Recommendations***

- “1. That the Municipal Enterprise Zone Policy, as attached to the Report from the Economic Development Coordinator and Planning Manager dated August 11, 2008, be approved.***
- 2. That Bylaw No. 18 of 2008, be given First reading.***
- 3. That Administration issue Public Notice, in accordance with the provisions of The Planning and Development Act, 2007.***
- 4. That pursuant to the provisions of Section 55 of The Cities Act the Municipal Enterprise Committee be established.***
- 5. That the matter of appointments to the Municipal Enterprise Committee be referred to Committee of the Whole Council Incamera for consideration.***
- 6. That consideration of Bylaw No. 18 of 2008 be laid on the table and brought up under the Order of Business “Introduction and Consideration of Bylaws”.***

- 11.3 Report from Development Coordinator dated August 29, 2008, with respect to **Amendment to the Front Yard Requirement in C3 – Arterial Commercial Zone - Cornerstone. (BYLAW NO. 39 OF 2008 - 1<sup>st</sup> Reading)** (RPT#EDP-08-195) **79**

***Public Hearing: October 15, 2008.***

***Recommendations:***

- “1. That Bylaw No. 39 of 2008 be given First Reading.***
- 2. That Administration issue Public Notice, in accordance to provisions of The Planning and***

*Development Act, 2007.*

3. ***That consideration of Bylaw No. 39 of 2008 be laid on the table and brought up under the Order of Business “Introduction and Consideration of Bylaws”.***

- 11.4 Report from Recreation Coordinator dated September 5, 2008, with respect to **2008 Year End Report – Summer Playground Program. (RPT#COMM-08-28)** **57**

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

- 11.5 Report from City Comptroller dated September 16, 2008, with respect to **Natural Gas Supplier. (RPT#FIN-08-42)** **416**

***Recommendations:***

- “1. ***That a five (5) year Natural Gas Supply Agreement between The City and Connect Energy Partnership for the period from November 1, 2008 to October 31, 2013, be approved as follows:***

- a. ***November 1, 2008 to October 31, 2009 at 0.3173 cents per cubic meter; and,***
- b. ***November 1, 2009 to October 31, 2013 at 0.3361 cents per cubic meter.***

2. ***That the Mayor and City Clerk be authorized to execute the Agreement, on behalf of The City.”***

- ▶ 11.6 Report from Director of Public Works dated September 19, 2008, with respect to **West Hill Project Update. (RPT#PW-08-108)** **446**

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

- ▶ 11.7 Report from Director of Public Works dated September 19, 2008, with respect to **Paving Program Update. (RPT#PW-08-109)** **450**

***Recommendations:***

- “1. ***That Administration be instructed to make the necessary funding reallocations to allow for other paving works to be conducted in 2008 since it has***

*been identified in the Report from the Director of Public Works dated September 19, 2008, with respect to the West Hill Project Update, that the paving scheduled to occur along 28<sup>th</sup> Street West from 4<sup>th</sup> to 10<sup>th</sup>, will be unable to proceed this year.*

- 2. *That Administration be instructed to rebudget for the paving along 28<sup>th</sup> Street West from 4<sup>th</sup> to 10<sup>th</sup>, as part of the 2009 Paving Program.”*

**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:**

- 15.1 **Bylaw No. 18 of 2008, A Bylaw to amend City Council’s Zoning Bylaw No. 1 of 1987, as amended, to designate a Municipal Enterprise Zone. (1<sup>st</sup> Reading)** **323**
- 15.2 **Bylaw No. 39 of 2008, A Bylaw to amend City Council’s Zoning Bylaw No. 1 of 1987, as amended, to reduce the front yard setback in a C3 - Commercial Zone – Cornerstone for construction on land legally described as Lots 2 and 3, Block 102, Plan 101841881 and Parcel S3, Plan 101954583, Extension 0. (1<sup>st</sup> Reading)** **85**

1<sup>st</sup> Reading:

***“That Bylaw Nos. 18 and 39 of 2008 be introduced and read a first time.”***

**16. UNFINISHED BUSINESS - BYLAWS:**

- 16.1 **Bylaw No. 27 of 2008, A Bylaw to Adopt an Official Community Plan. (Amendment, 2<sup>nd</sup> and 3<sup>rd</sup> Reading)** 151

Amendment:

***“That Bylaw No. 27 of 2008 be amended as follows:***

***Add No. 4 – Bylaw No. 2 of 1987, and all amendments, are hereby repealed.***

2<sup>nd</sup> Reading:

***“That Bylaw No. 27 of 2008, as amended, be now read a second time.”***

3<sup>rd</sup> Reading:

***“That Bylaw No. 27 of 2008, as amended, be read a third time and passed; and, that Bylaw No. 27 of 2008, be now adopted, sealed and signed by the Mayor and City Clerk.”***

**17. GIVING NOTICE:**

**18. MOTIONS:**

**19. PUBLIC FORUM:**

- ▶ 19.1 Brian Clavier
- ▶ 19.2 Mark Warner
- ▶ 19.3 Rick Potratz

**20. ADJOURNMENT:**