

CITY OF PRINCE ALBERT

COUNCIL AGENDA



WEDNESDAY,
OCTOBER 15, 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 October 2, 2008, Supplementary Agenda No. 1 of October 6, 2008, and Supplementary Agenda No. 2 of October 9, 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 22, 2008, Special Council Meetings held September 22 and October 6, 2008 and the Committee of the Whole Council Incamera Meetings held September 22 and October 6, 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 October 6, 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 MENTAL ILLNESS AWARENESS WEEK – OCTOBER 5 – 11, 2008.
- 6.2 FIRE PREVENTION WEEK – OCTOBER 5 – 11, 2008.
- 6.3 SASKATCHEWAN LIBRARY WEEK – OCTOBER 20 – 27, 2008.
- 6.4 COMMUNITY LIVING MONTH – OCTOBER 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.

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- 7.1 Report from Economic Development Coordinator dated September 18, 2008, with respect to **Business License Increase. (BYLAW NO. 40 OF 2008) (RPT#EDP-08-206)** **83**

Suggested Disposition:

Postpone to October 27, 2008 City Council meeting pending receipt of the requested information at the October 6, 2008 Executive Committee meeting.

- 7.2 Report from Planner I dated September 23, 2008, with respect to **Development Permit Application – Fourplexes - 833 – 15th Avenue East. (RPT#EDP-08-208)** **88**

Recommendation:

“That the proposed Planned Groupings of Single attached Dwellings – Fourplexes located at 833 – 15th Avenue East 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. Reducing the length of the crossing to conform with the Crossing Bylaw, as well as providing a clearer indication of its location in relation to McIntosh Drive;***
- 2. Terminating the existing water main;***
- 3. Removing the existing curb returns, extending the sidewalk, and repairing the boulevard;***
- 4. Final Building Plans being submitted and approved by The City;***
- 5. Cost sharing the development of the back lane through a Local Improvement Bylaw;***

6. ***The Applicant completing all required health, fire and building inspections;***
7. ***Landscape Plans being submitted and approved by the Director of Community Services; and,***
8. ***The Applicant applying for a service connection and providing size and location of services.”***

- 7.3 Report from Development Coordinator dated September 23, 2008, with respect to **Development Permit Application – Condominium - 1311 Central Avenue. (RPT#EDP-08-207)** **99**

Recommendation:

“That the proposed Condominium located at 1311 Central Avenue 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:

- a. ***The Applicant receiving any necessary Building Permits and Inspections.***
- b. ***The Applicant providing a copy of the Lease Agreement from the Gateway Mall for the parking requirements, and that the Agreement be registered with Land Titles on both properties, as an interest as per Section 5.1.2 of the Zoning Bylaw No. 1 of 1987, as amended; and,***
- c. ***The Mayor and City Clerk being authorized to execute any necessary documents for the proposed Condominium.”***

- 7.4 Report from Planner I dated September 29, 2008, with respect to **Development Permit Application – Townhouses – 817 – 15th Avenue East. (RPT#EDP-08-204)** **349**

Recommendation:

“That the proposed eighteen (18) unit Townhouse development located at 817 – 15th Avenue East, legally described as Lot 23, Block 200, Plan 82PA17824, Extension 0, 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. ***The Development Appeals Board granting the relaxation of the required parking stalls from 44 to 29 stalls, including two handicap and eight visitor stalls included;***
2. ***Cost sharing the development of the back lane through a Local Improvement Bylaw;***
3. ***The Applicant applying for a service connection and providing size and location of services;***
4. ***The Applicant providing an easement for the sanitary trunk at the northeast corner of the property;***
5. ***Final Building Plans being submitted and approved by the Chief Building Inspector;***
6. ***The Applicant completing all required Health, Fire and Building Inspection;***
7. ***Landscape Plans being submitted and approved by the Director of Community Services; and,***
8. ***The Mayor and City Clerk being authorized to execute all necessary Agreements, as related to and including the Plan of Survey, once prepared.”***

- 7.5 Report from Development Coordinator dated September 30, 2008, with respect to **Development Permit Application – Retail Store - 1211 Central Avenue. (RPT#EDP-08-212)** **106**

Recommendation:

“That the proposed Retail Store located at 1211 Central Avenue, legally described as Parcel B, Plan 81PA10032, Extension 0, 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. ***The Applicant obtaining a City Business License.”***

- 7.6 Report from Planner I dated October 1, 2008, with respect to **Rezoning from Agricultural - A1 to Large Single Dwelling - R2. (BYLAW NO. 37 OF 2008) (RPT#EDP-08-203)** **359**

Recommendations:

- “1. That Bylaw No. 37 of 2008 to rezone Part of Parcel B, Plan AD1445, Extension 1 and 2, Parcel B, Plan 101422437, Extension 65; Parcel A, Plan AK1536, Extension 0; Parcel A, Plan AD 1445, Extension 0; Parcel C, Plan AD3213, Extension 2 and Parcel D, Plan AD3212, Extension 1, from A1 - Agricultural to R2 - Large Single Dwelling receive second and third reading.**

- 2. That the Plan of proposed Subdivision for Phase 2 of the Miller’s Hill subdivision be approved, subject to:**
 - a. The Developer entering into a Subdivision and Servicing Agreement with The City;**

 - b. The Applicant submitting a final Plan of Survey that meets The City’s requirements; and,**

 - c. The Plan of Proposed Subdivision to create eighteen (18) lots on the land legally described as Part of Parcel B, Plan AD1445, Extension 1 and 2; Parcel B, Plan 101422437, Extension 65; Parcel A, Plan AK1536, Extension 0; Parcel A, Plan AD 1445, Extension 0; Parcel C, Plan AD3213, Extension 2 and Parcel D, Plan AD3212, Extension 1 be approved; and,**

 - d. The Mayor and City Clerk be authorized to execute all necessary Agreements as related to and including the Plan of Survey, once prepared.**

- 3. That consideration of Bylaw No. 37 of 2008 be laid on the table and brought up 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 Correspondence from Brad Rock dated September 16, 2008, along with the following, both with respect to **Request to Cancel Property Tax Penalties – 1202 Cowan Drive.** **387**

- Report from City Assessor dated October 1, 2008 (RPT#FIN-08-050) **375**

Suggested Disposition: Receive as information and file.

- 8.2 Correspondence from Co-Chairs, 100th Anniversary Committee, Cooke Municipal Golf Course, dated September 11, 2008, along with the following, both **forwarding a List of Items at Cooke Municipal Golf Course for review prior to the 2009 Season.** **7**

- ▶ Speaking Notes from 100th Anniversary Committee received October 15, 2008. **414**

Suggested Disposition: Refer to Community Services for review and report.

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 Director, Outreach, Humane Society International/Canada, dated September 10, 2008, requesting that City Council consider adopting a Resolution to Raise Awareness of the plight of Factory Farmed Animals, especially Egg-Laying Hens.	1
	<i>Suggested Disposition: Receive as information and file.</i>	
9.2	Media Releases:	
a.	City Announces \$34 Million Development dated September 18, 2008.	10
b.	Water Supply Shut Off – Barton Drive dated September 19, 2008.	11
c.	Council Approves Downtown Incentive Policy dated September 22, 2008.	12
d.	Residents Reminded of Portable Sign Regulations dated September 22, 2008.	13
e.	City Announces Director of Community Services dated September 24, 2008.	14
f.	Development of New Retail Centre Announced dated September 24, 2008.	15
g.	2nd Avenue West Now Open to Traffic dated September 24, 2008.	16
h.	4th Avenue West (38th to 40th Street) Closed for Paving dated September 24, 2008.	17
i.	Correction - Road Closed 4th Avenue East dated September 24, 2008.	18
j.	Business Retention and Expansion Project Begins dated September 25, 2008.	19
k.	Media Tour – West Hill Development Update dated September 26, 2008.	20
l.	Closing of 6th Avenue West and 28th Street dated October 1, 2008.	21

- m. **Fire Prevention Week – October 5 – 11, 2008** dated October 2, 2008. **402**
- n. **Road Closure – 6th Avenue West (Aaron Drive and Casey Road)** dated October 2, 2008. **403**
- o. **Road Closure – Airport Road** dated October 3, 2008. **404**
- p. **Road Closure – 15th Street West (10th – 13th Avenue)** dated October 6, 2008. **405**
- q. **Road Closure – 6th Avenue West and 28th Street** dated October 6, 2008. **406**
- r. **Cat Crisis Continues at the Society for the Prevention of Cruelty to Animals Shelter** dated October 6, 2008. **407**

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.

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 City Clerk dated October 1, 2008, with respect to **2009 Executive Committee and City Council Meeting Schedule. (RPT#CORP-CLK-08-27)** **22**

Recommendations:

- “1. That the 2009 Executive Committee and City Council Meeting Schedule, as outlined in the List***

attached to the Report from the City Clerk dated October 1, 2008, be approved.

2. **That a Summer Meeting Schedule be adopted for the months of July and August.**
 3. **That the commencement time for the Summer Meeting Schedule of July and August be at 4:00 p.m.**
 4. **That a departure from the regular meeting schedule for the months of February and June be approved to allow members of Council to attend other scheduled events.**
 5. **That an Executive Committee meeting be scheduled on August 31, 2009, with the Executive Committee and City Council meeting cycle to continue every two (2) weeks thereafter up to October 19, 2009.”**
- 10.2 Report from Transportation Project Manager dated September 24, 2008, with respect to **Semi Trucks and Large Buses Parking on Residential Streets. (RPT#PW-08-110)** **28**
- Recommendation: Receive as information and file.**
- 10.3 Report from City Comptroller dated September 17, 2008, with respect to **1st Application for Title. (RPT#FIN-08-45)** **31**
- Recommendation:**
- “That Administration be authorized to proceed with First Application for Title for the properties, as listed in the attachment to the Report from the City Comptroller dated September 17, 2008.”**
- 10.4 Report from Chief Clerk dated September 30, 2008, with respect to **Account List No. 16 of 2008 in the amount of \$6,987,494.29. (RPT#FIN-CC-08-17)** **35**
- Recommendation: Receive as information and file.**
- 10.5 Report from Executive Assistant/Manager of Performance Management and Benchmarking dated September 26, 2008, with respect to **Strategic Plan Work Plan – Quarterly Report. (RPT#CM-08-25)** **323**

Recommendation:

“That the revised Strategic Plan Work Plan dated September 26, 2008, as attached to the Report from the Executive Assistant/Manager of Performance Management and Benchmarking dated September 26, 2008, be approved.”

- 10.6 Report from Prince Albert Board of Police Commissioners dated September 30, 2008, with respect to **Prince Albert Bars.** **390**

Recommendation: Receive as information and file.

- 10.7 Report from Transportation Project Manager dated September 9, 2008, with respect to **Policy to Advertise The City’s Transit Bus Schedules requesting Public Input. (RPT#PW-08-102)** **46**

Recommendation:

“That the Advertising Transit Route Changes Policy, as attached to the Report from the Transportation Project Manager dated September 9, 2008, be approved.”

- 10.8 Report from Transportation Project Manager dated September 12, 2008, with respect to **Over Dimension Loads Policy Amendment. (RPT#PW-08-105)** **53**

Recommendation:

“That the Over Dimension Loads Policy, as attached to the Report from the Transportation Project Manager dated September 12, 2008, be approved.”

- 10.9 Report from Transportation Project Manager dated September 16, 2008, with respect to **Ministry of Social Services Discounted Monthly Bus Pass. (RPT#PW-08-98)** **65**

Recommendations:

“1. That the Letter of Understanding between The City of Prince Albert and The Ministry of Social Services of the Government of Saskatchewan, for the Discounted Bus Pass Program for the period from October 1, 2008 to September 30, 2009, be

approved; and,

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

10.10 Report from Transportation Project Manager dated September 18, 2008, with respect to **Lease Agreement – 9th Street East Parking Lot. (RPT#PW-08-107)** 70

Recommendations:

- “1. *That the Lease Agreement between The City of Prince Albert and BST Real Estate Group for the lease of eighteen (18) parking stalls in the 9th Street East parking lot, for the period from October 1, 2008 to September 30, 2009, be approved subject to the renewal conditions of the Agreement, and,*
2. *That the Mayor and City Clerk be authorized to execute the Lease Agreement, on behalf of The City.”*

10.11 Report from Recreation Coordinator dated September 16, 2008, with respect to **2008 “B” Urban Aboriginal Community Grant Program. (RPT#COMM-08-32)** 113

Recommendations:

- “1. *That Urban Aboriginal Community Grant Program Projects No. 19 to 38 of 2008 be approved and included in The City of Prince Albert’s submission for the 2008 “B” Urban Aboriginal Community Grant Program.*
2. *That the Urban Aboriginal Community Grant Program Subcommittee be authorized to make amendments to the list of approved projects, if surplus funds become available due to under expenditures in the approved projects.*
3. *That the Organizations be authorized to proceed once funds have been received from the Saskatchewan Lotteries Trust Fund for Sport, Culture and Recreation.*

- 4. ***That once the funds are received, 75% of the approved Grant be released to the successful Organizations, and, that the balance of the Grant be released upon receipt of the completed follow up and copies of supporting documentation for expenditures.***
- 5. ***That the Mayor and City Clerk be authorized to execute the Application and Grant Agreements on behalf of The City, once prepared.”***

“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 City Manager dated October 1, 2008, along with the following, with respect to **Winter Festival Juried Art Show. (RPT#CM-08-26)** **340**
- Report from Acting Director of Community Services dated October 9, 2008, with respect to **Sponsorship Policy. (RPT#COMM-08-33)** **408**

Recommendations:

- “1. That City Council provide direction regarding the \$2,500 sponsorship request for the Winter Festival Juried Art Show based on the City’s past sponsorship practice.***
- 2. That Administration develop a Sponsorship Policy for approval as part of the 2009 Budget deliberations.”***

- 11.2 Report from Parks and Open Space Manager dated September 29, 2008, with respect to **Supply of Dispensers and Waste Bags – Rotary Trail. (RPT#COMM-08-30)** **368**

Recommendations:

- “1. That Kennedy’s Animal Nutrition Centre be authorized to purchase and supply dispensers for use along the Rotary Trail, and, be authorized to place advertising on the dispensers for a one (1) year trial period commencing on the date of installation; and,***
- 2. That the Mayor and City Clerk be authorized to execute any necessary Agreements, once prepared.”***

- 11.3 Report from Acting Director of Community Services dated September 30, 2008, with respect to **Community Services Master Plan. (RPT#COMM-08-32)** **135**

Executive Committee Recommendations:

- “1. That the Community Services Master Plan be forwarded to the Community Services Advisory Committee for further review and input;***
- 2. That operational and structural information regarding recreation facilities not owned by the City be also noted for the Community Services Committee’s review; and,***
- 3. That the Community Services Advisory Committee be directed to schedule a Stakeholders meeting with all Community Groups and Organizations, to present the details of the Community Services Master Plan.”***

- 11.4 Report from Art Hauser Centre Board Inc. dated September 26, 2008, with respect to **Art Hauser Centre Board Inc. 2007 Audited Financial Statements. (RPT#COMM-08-31)** **309**

Executive Committee Recommendations:

- “1. That the 2007 Audited Financial Statements for the year ended December 31, 2007, as attached to the Report from the Art Hauser Centre Board Inc. dated September 26, 2008, be received as information and filed; and,***
- 2. That the matter of the marketing and promotion of the Art Hauser Centre and other City owned***

facilities be referred to the Mayor’s Office and a Committee to be named for consideration.”

- 11.5 Report from Finance Manager dated October 2, 2008, with respect to **Debt Limit Increase. (RPT#FIN-08-51)** **393**

Recommendations:

- “1. That The City’s Debt Limit be increased from \$35,000,000 to \$40,000,000; and,**
- 2. That Administration be instructed to forward an Application to the Saskatchewan Municipal Board for approval to increase The City’s Debt Limit from \$35,000,000 to \$40,000,000.”**

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. 40 of 2008, A Bylaw to amend City Council’s Business License Bylaw. (3 Readings)** **86**

1st Reading:

“That Bylaw No. 40 of 2008 be introduced and read a first time.”

2nd Reading:

“That Bylaw No. 40 of 2008 be now read a second time.”

Leave Granted:

“That leave be granted to read Bylaw No. 40 of 2008 a third time.”

3rd Reading:

“That Bylaw No. 40 of 2008 be read a third time and passed; and, that Bylaw No. 40 of 2008, be now adopted, sealed and signed by the Mayor and City Clerk.”

16. UNFINISHED BUSINESS - BYLAWS:

- 16.1 **Bylaw No. 37 of 2008, A Bylaw to amend City Council’s Zoning Bylaw No. 1 of 1987, as amended, to rezone all lands described as Part of Parcel B, Plan AD1445, Extension 1 and 2; Parcel B, Plan 101422437, Extension 65; Parcel A, Plan AK1536, Extension 0; Parcel A, Plan AD1445, Extension 0; Parcel C, Plan AD3213, Extension 2; and, Parcel D, Plan AD3213, Extension 1 from A1 – Agricultural to R2 – Large Single Swelling. (2nd and 3rd Reading)**

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2nd Reading:

“That Bylaw No. 37 of 2008 be now read a second time.”

3rd Reading:

“That Bylaw No. 37 of 2008 be read a third time and passed; and, that Bylaw No. 37 of 2008, be now adopted, sealed and signed by the Mayor and City Clerk.”

17. GIVING NOTICE:

18. MOTIONS:

18.1 Councillor G. Dionne’s Motion that The City amend the Traffic Bylaw to ban Buses, Truck/Tractor Units, Semi-trailers and large commercial vehicles from parking in our neighbourhoods. 412

18.2 Executive Committee’s Motion with respect to Televising City Council Meetings: 413

“1. That the City Clerk be instructed to correspond with Shaw Cable to determine the status of the televised coverage of City Council meetings.

2. That a letter also be forwarded to Saskatchewan Telecommunications to determine if there is interest in televising City Council meetings.

3. That the City Clerk be instructed to forward a report to City Council regarding options for broadcasting City Council meetings in the future.”

19. ADJOURNMENT: