

CITY OF PRINCE ALBERT

COUNCIL AGENDA



MONDAY,
MARCH 9, 2009

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 5:30 p.m. or later (public session) to ratify the Committee of the Whole Council's recommendations.

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 February 23, 2009, Special Council Meeting held February 23, 2009, and the Committee of the Whole Council Incamera Meeting held February 23, 2009, taken as read and adopted.

5. APPROVAL OF AGENDA:

The Executive Committee having considered the items on the Executive Committee Agenda at its March 2, 2009 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 **INTERNATIONAL DAY FOR THE ELIMINATION OF RACIAL DISCRIMINATION – MARCH 21, 2009.**
- 6.2 **ELIMINATION OF RACIAL DISCRIMINATION WEEK – MARCH 15 – 21, 2009.**

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 Planner 1 dated February 17, 2009, with respect to **Development Permit Application - Temporary Use - Retail Food Outlet – 210, 800 – 15th Street East. (RPT#EDP-09-20)**

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Recommendation:

“That the Development Permit Application for a Temporary Use-Retail Food Outlet located at 210, 800 –

15th Street East, legally described as Part of Lot 14, Block 3, Plan No. 101847933, 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 Business License from The City of Prince Albert;**
- 2. The outlet operating on a seasonal basis from April 1 to September 30, for the period from 2009 to 2011;**
- 3. The building meeting all requirements as requested by the Building Inspector, as related to Fire and Building Safety;**
- 4. Suitable trash receptacles being provided for use by patrons;**
- 5. The Applicant obtaining a new Development Permit prior to commencing operation on April 1, 2012; and,**
- 6. The Applicant receiving the required approvals from the Department of Public Health.”**

- 7.2 Report from Planner 1 dated February 20, 2009, with respect to **Development Permit Application - Telecommunications Tower - 215 – 16th Street West. (RPT#EDP-09-38)** **157**

Recommendation:

“That the Development Permit Application for the Telecommunications Tower located at 215 – 16th Street West, legally described as Lot 31, Block 13, Plan No. 99PA23055, 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 providing The City of Prince Albert with a license of approval from Industry Canada;**
- 2. The Applicant receiving consent from Saskatchewan Power Corporation for the proposed tower;**

3. ***The Applicant providing The City's Chief Building Official with a certified Structural Engineer's report that addresses the structural integrity and installation of the tower;***
4. ***The Applicant providing final building plans and completing all required Health, Fire and Building Inspections;***
5. ***The Applicant installing a ten (10) foot fence, or any other anti-climbing device around the tower; and,***
6. ***The Applicant providing The City with a certificate of third party liability insurance, with a limit not less than Two Million (\$2,000,000) Dollars for any risk and liability, as may be appropriate for the operation and use of the tower."***

8. PRESENTATIONS, DELEGATIONS & RELATED REPORTS:

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

- 8.1 Correspondence from Jennifer Lenny Brockman, on behalf of the Pride Week Committee, dated February 17, 2009, requesting an opportunity to address City Council in regards to a Proclamation for June 1 – 7, 2009, as well as, requesting that a Pride Parade be held on June 6, 2009, commencing at 4th Avenue West and River Street, east to 1st Avenue East and south to 14th Street, west to Central Avenue and north to Memorial Square. 19

Suggested Disposition:

1. ***Proclamation - Refer to Mayor's Office.***
2. ***Parade - Refer to Public Works for Approval.***
3. ***Memorial Square Use – Refer to Community Services.***

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.

<p>“That the Communications/Petitions Package Items be referred, as indicated.” (no vote at this point.)</p> <p><i>Matters will be debated and referred.</i></p> <p>“That the Communications/Petitions Package Items be referred, as indicated.”</p>
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- 9.1 Correspondence from Chief Executive Officer, Communities in Bloom, dated February 2, 2009, **inviting the City to participate in the 2009 Provincial Communities in Bloom Program.** 2

Suggested Disposition: Refer to Community Services.

- 9.2 Correspondence from Recreation Consultant, Saskatchewan Parks and Recreation Association Inc., dated February 2, 2009, **inviting The City to Register as a Community Host with Sogo Active, a National Network engaging Youth in Activity, as well as, encouraging The City to Plan a Community-Wide Launch Event to Announce the Olympic Torch will be passing through the City.** 11

Suggested Disposition: Refer to Olympic Torch Relay Community Task Force for review.

- 9.3 Correspondence from President, Northern Waters Flyfishers Inc., dated February 11, 2009, **requesting that City Council waive the rental rate for use of the Margo Fournier Centre Gymnasium by only charging for one (1) nights Rental.** 12

Suggested Disposition: Refer to Community Services.

- 9.4 Correspondence from Organizing Committee Members, Rocking Tree Music Festival, dated February 12, 2009, **requesting that City Council waive the rental fee for use of the Mobile Stage for the Festival to be held on June 19 – 21, 2009.** **14**
- Suggested Disposition: Refer to Community Services.*
- 9.5 Correspondence from Federation of Canadian Municipalities dated February 12, 2009, **requesting that Cities and Communities participate in Earth Hour on March 28, 2009, at 8:30 p.m., by turning out Lights in support of Action on Climate Change.** **15**
- Suggested Disposition: Approval Recommended.*
- 9.6 Correspondence from Elder Coordinator, P.A. Women of the Earth Inc., dated February 13, 2009, **requesting a Tax Abeyance for property located at 80 – 10th Street East and a portion of the 1st floor and entire 2nd floor of 969 – 1st Avenue East.** **16**
- Suggested Disposition: Refer to Financial Services for review and report.*
- 9.7 Correspondence from Chair, Prince Albert Regional Economic Development Authority Board of Directors, dated February 13, 2009, **inviting members of Council to the Business Retention and Expansion Program Community Results and Recommendations Presentation at the E.A. Rawlinson Centre on March 31, 2009.** **17**
- Suggested Disposition: Receive as Information and File.*
- 9.8 Correspondence from Marty Ruszkowski received February 18, 2009, **requesting a reduction to the Water Bill for property located at 2715 - 4th Avenue East.** **23**
- Suggested Disposition: Refer to Financial Services for reply.*
- 9.9 Correspondence from Event Coordinator, Bernice Sayese Memorial Fund, dated February 23, 2009, **requesting that City Council waive the rental fee for use of the Ches Leach Lounge for a Memorial Dinner Show/Fundraiser on June 5, 2009.** **25**

Suggested Disposition: Refer to Community Services.

- 9.10 Correspondence from Chairperson, Canada Day Committee 2009, Prince Albert Branch No. 2, The Royal Canadian Legion, dated February 23, 2009, **requesting that City Council proclaim June 24 – July 1, 2009, as Canada Week, as well as, use of Kinsmen Park for the Annual Picnic, and a Parade commencing at the 28th Street Kinsmen Parking Lot, north on Central Avenue to 25th Street and west to the Stage Area in Kinsmen Park.** **26**

Suggested Disposition:

1. ***Proclamation – Refer to Mayor’s Office.***
2. ***Kinsmen Park Use – Refer to Community Services.***
3. ***Parade – Refer to Public Works for Approval.***
4. ***That permission be granted to approve the Community Services Department and other City Departments to determine the availability of any assistance that may be required for the event.***

- 9.11 Correspondence from Facilities Coordinator, Relay for Life Committee, Canadian Cancer Society, dated February 24, 2009, **requesting that City Council approve a reduction of costs for the rental of Stage, Kiosks, and Washroom facilities at the Art Hauser Centre for the Relay for Life Event to be held on May 29 and 30, 2009.** **28**

Suggested Disposition: Refer to Community Services.

9.12 **Media Releases:**

- a. **Fire Services Master Plan Open House** dated February 19, 2009. **29**
- b. **Prince Albert Launches 2009 Northern Tourism Gateway Visitor Magazine** dated February 24, 2009. **30**
- c. **Snow Lift Scheduled for 6th Avenue West** dated February 24, 2009. **31**
- d. **Correction – Prince Albert Launches 2009 Northern Tourism Gateway Visitor Magazine** dated February 25, 2009. **32**

- e. **Winner of Snow Blower Announced** dated February 25, 2009. **33**
- f. **Attention Clubs, Teams and Not-for-Profit Organizations - Updating Database of Community Not-for-Profit Organizations** dated February 27, 2009. **175**
- g. **Common Priorities Established on Prince Albert's Infrastructure Needs** dated March 2, 2009. **176**
- h. **Snow Lift Scheduled for 2nd Avenue West** dated March 4, 2009. **177**

Suggested Disposition: Receive as Information and File.

- 9.13 **Elimination of Racial Discrimination Week 2009 Calendar of Events** received March 2, 2009. **178**

Suggested Disposition: Receive as Information and File.

- 9.14 Correspondence from Rick Sawa, on behalf of Prince Albert Chapter, The Council of Canadians, dated March 1, 2009, **requesting that City Council proclaim March 22, 2009, as World Water Day, and also requesting that consideration be given to passing Resolutions with respect to Privatization and Water Export.** **179**

Suggested Disposition:

1. ***Proclamation – Refer to Mayor's Office.***
2. ***Resolutions Request – 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 Executive Assistant dated February 24, 2009, with respect to **Council Issue Tracking System – Listing of Council Issues. (RPT#CM-09-06)** **34**

Recommendation: Receive as Information and File.

- 10.2 Report from Special Projects Manager, Public Works, dated February 18, 2009, with respect to **Ultra Violet Disinfection System Installation Tender. (RPT#PW-09-10)** **41**

Recommendation: Receive as Information and File.

- 10.3 Report from Sanitation Manager dated February 18, 2009, with respect to **Saskatchewan Scrap Tire Association Phase II. (RPT#PW-09-09)** **44**

Recommendation: Receive as Information and File.

- 10.4 Report from Development Coordinator dated February 10, 2009, with respect to **Garage Sale & Non-Profit Sign Locations. (RPT#EDP-09-30)** **49**

Recommendation: Receive as Information and File.

- 10.5 Report from Chief Building Official dated February 12, 2009, with respect to **Election Signage. (RPT#EDP-09-34)** **52**

Recommendation: Receive as Information and File.

- 10.6 Report from Planner 1 dated February 19, 2009, with respect to **Billboards and Third Party Signs – Bylaw No. 63 of 2007. (RPT#EDP-09-37)** **55**

Recommendation: Receive as Information and File.

- 10.7 Report from Chief Clerk dated February 24, 2009, with respect to **Account List No. 3 of 2009, in the amount of \$5,024,861.71. (RPT#FIN-CC-09-04)** **82**

Recommendation: Receive as Information and File.

- 10.8 Report from Director of Fire & Emergency Services dated February 5, 2009, with respect to **2008 Annual Report. (RPT#FIRE-09-05)** **92**

Recommendation: Receive as Information and File.

- 10.9 Report from Joint City/School Board Advisory Committee dated February 24, 2009, with respect to **Rebuilding the Harry Jerome Track Facility.** **107**

Recommendation: Receive as Information and File.

- 10.10 Report from Director of Corporate Services dated February 10, 2009, with respect to **Telephone – Centrex Service Agreement. (RPT#CORP-HR-09-06)** **118**

Recommendations:

- “1. That a three (3) year extension for the Centrex Service Agreement between Saskatchewan Telecommunications and The City of Prince Albert be approved; and,***
- 2. That the Mayor and City Clerk be authorized to execute the Extension Agreement on behalf of The City, once prepared.”***

- 10.11 Report from Planner 1 dated February 9, 2009, with respect to **Nominations for the 2009 Municipal Heritage Award. (RPT#EDP-09-15)** **140**

Recommendation:

“That the Call for Nominations for the 2009 Municipal Heritage Award be approved; and, that Administration be authorized to:

- 1. Work with the Chamber of Commerce in announcing the Call for nominations at the Samuel McLeod Awards Event on April 8, 2009;***
- 2. Establish a firm deadline for Applications which is to be June 30, 2009;***
- 3. Allow the Chamber of Commerce to fax the announcement to its members;***

4. **Determine the winner during the second week of August, with the Municipal Heritage Award Committee, and report the findings to the Committee of the Whole Council for approval;**
5. **Announce the winner at the 2009 Heritage/Architectural Society Conference on October 1 – 2, 2009, which is coordinated by the Prince Albert Downtown Improvement District Association;**
6. **Provide a Media Release; and,**
7. **Advertise on The City of Prince Albert’s website.”**

“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 Director of Corporate Services dated February 5, 2009, with respect to **Electronic Communications Policy. (RPT#CORP-IT-09-03)** **111**

Recommendation:

“That the Electronic Communications Policy, as attached to the Report from the Director of Corporate Services dated February 5, 2009, be approved.”

- 11.2 Report from City Clerk dated February 26, 2009, with respect to **Rescheduling of April 6, 2009 Executive Committee and April 14, 2009 City Council Meetings. (RPT#CORP-CLK-09-12)** **121**

Recommendations:

- “1. That pursuant to the provisions of City Council’s Procedure Bylaw No. 10 of 2005, as amended, the Executive Committee and City Council meeting schedule be altered to hold an Executive Committee meeting at 4:00 p.m. on Monday, March 30, 2009, at 4:00 p.m., and the City Council meeting on Monday, April 6, 2009, at 7:00 p.m.;**
- 2. That the Executive Committee meeting scheduled for April 6, 2009, and the City Council meeting scheduled for April 14, 2009, be cancelled;**
- 3. That the 2009 Operating and Capital Budgets and Mill Rate Bylaw be considered at the April 6, 2009 City Council meeting, or as otherwise may be deemed necessary; and,**
- 4. That Notice of the change to the Executive Committee meeting and 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.”**

- 11.3 Report from Transportation Project Manager dated February 11, 2009, with respect to **Changes to Traffic Bylaw No. 16 of 2005. (BYLAW NO. 3 OF 2009) (RPT#PW-09-04)**

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Recommendations:

- “1. That Bylaw No. 3 of 2009, which addresses speed limits, parking issues, securing loads, and snow routes, be given three readings; and,**
- 2. That consideration of Bylaw No. 3 of 2009 be laid on the table and brought up under the Order of Business “Introduction and Consideration of Bylaws”.”**

- 11.4 Report from Special Projects Manager, Financial Services, dated February 23, 2009, with respect to **Ticket Tracer Update & Outstanding Parking Convictions. (RPT#FIN-09-05)** **172**

Recommendation:

“That Administration be authorized to pursue collection of the parking ticket fines and late payments in the amount of \$100, or more, that have been previously assessed at the Court House and remain outstanding.”

- 11.5 Report from Transportation Project Manager dated March 3, 2009, along with the following, both with respect to **Limousine Service. (RPT#PW-09-14)** **182**

- Correspondence from Don Wood dated February 10, 2009. **1**

Executive Recommendation: Refer to Economic Development and Planning and other appropriate Departments for review and report.

- 11.6 Report from Assistant Director of Financial Services dated February 16, 2009, with respect to **2009 Sanitation Utility Operating and Capital Budget. (RPT#FIN-09-03)** **184**

Recommendations:

- “1. That the 2009 Sanitation Utility Operating Budget in the amount of \$2,582,750 be approved;***
- 2. That the 2009 Sanitation Utility Capital Budget, including fleet equipment be approved, in the amount of \$640,000; and,***
- 3. That the 2009 to 2013 Sanitation Utility Capital Budgets be approved, in principle.”***

- 11.7 Report from Assistant Parks Manager dated March 5, 2009, with respect to **Grass Cutting Agreement – Ministry of Highways and Infrastructure. (RPT#COMM-09-15)** **214**

Recommendations:

- “1. That the Grass Cutting Agreement between The City of Prince Albert and the Ministry of Highways and Infrastructure for the period from April 1, 2009 to October 31, 2009, be approved; and,**
- 2. That the Mayor and City Clerk be authorized to execute the Agreement on behalf of The City.”**

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 the 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. 3 of 2009, a Bylaw to amend City Council’s Traffic Bylaw No. 16 of 2005, as amended, to amend Section 34 – Debris on Street, Sidewalk and in Transit; Section 55 – Speed Limits; Section 61 – Disabled Parking Areas; Section 70 – Parking Meter Area; Section 72 – Parking Meter Area Regulations; Section 74 – Temporary Parking Restrictions; and, Section 76 – Types of Parking Permits. (3 readings) 129

1st Reading:

“That Bylaw No. 3 of 2009 be introduced and read a first time.”

2nd Reading:

“That Bylaw No. 3 of 2009 be now read a second time.”

Leave Granted:

“That leave be granted to read Bylaw No. 3 of 2009 a third time.”

3rd Reading:

“That Bylaw No. 3 of 2009 be read a third time and passed; and, that Bylaw No. 3 of 2009, be now adopted, sealed and signed by the Mayor and City Clerk.”

16. UNFINISHED BUSINESS - BYLAWS:

17. GIVING NOTICE:

18. MOTIONS:

- 18.1 Councillor T. Zurakowski's Motion that the three (3) Soccer fields located in Prime Ministers' Park be named Wilfred Laurier Field, Mackenzie King Field and John G. Diefenbaker Field to reflect the original intention for the naming of Prime Ministers' Park, which was to pay tribute to the three (3) Prime Ministers who have represented Prince Albert. **220**

19. ADJOURNMENT: