

# CITY OF PRINCE ALBERT

## COUNCIL AGENDA



**MONDAY,**  
**SEPTEMBER 13, 2010**

**5:00 P.M.**

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

Items that were not forwarded in the Agenda Package of September 2, 2010 and Supplementary Agenda No. 1 of September 9, 2010, 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 August 9, 2010, Special Council Meetings held August 9, 23 and 30, 2010 and the Committee of the Whole Council Incamera Meetings held August 9 and 30, 2010, 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 7, 2010 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 NATIONAL FAMILY DINNER NIGHT – SEPTEMBER 16, 2010.
- 6.2 MÉTIS HERITAGE WEEK – SEPTEMBER 5 – 12, 2010.
- 6.3 SENIORS’ WEEK – SEPTEMBER 27 – OCTOBER 3, 2010.

## **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.

**Page No.**

- 7.1 Report from Planner 1 dated August 17, 2010, with respect to **Development Permit Application – Financial Institution – 701 – 801 - 15<sup>th</sup> Street East. (RPT#EDP-10-118)**

**113**

***Recommendation:***

***“That the Development Permit Application for a Financial Institution at 701 – 801 – 15<sup>th</sup> Street East, legally described as Lot 9, Block 102, Plan No. 101954583, 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 Building Permit and required municipal fire/building safety inspections to ensure the development meets necessary fire/building safety code requirements;***
- 2. The Applicant submitting and receiving approval of an Irrigation Plan from the Community Services Department prior to the installation of any hard or soft landscaping, and, if the Applicant is proposing to utilize The City’s Municipal Water Service in the 15<sup>th</sup> Street East boulevard for irrigation purposes, then the Applicant shall enter into a Landscape Agreement with The City;***
- 3. The Applicant developing the subject property in accordance with the approved Site Plan and any modifications to this Plan shall require approval from the Economic Development and Planning Department; and,***
- 4. The Applicant servicing the property in accordance with the approved Servicing Plan and any modifications to this Plan shall require approval from the Public Works Department.”***

- 7.2 Report from Planner 1 dated August 18, 2010, along with the following, all with respect to **Development Permit Application – Office Building – 851 – 23<sup>rd</sup> Street West. (RPT#EDP-10-120)** **121**
- Correspondence from Lorry Reynish and Joanna Richardson dated September 2, 2010. **334**
  - ▶ Correspondence from Terry Ulvild dated September 1, 2010. **344**

**Recommendation:**

***“That the Development Permit Application for an Office Building at 851 – 23<sup>rd</sup> Street West, legally described as Parcel U, Plan No. 63PA01662, 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 Building Permit and required municipal fire/building safety inspections, to ensure the development meets necessary fire/building safety code requirements;***
- 2. The Applicant developing the subject property in accordance with the approved Site Plan and any modifications to this Plan shall require approval from the Economic Development and Planning Department;***
- 3. The Applicant servicing the property in accordance with the approved Servicing Plan and any modifications to this Plan shall require approval from the Public Works Department;***
- 4. The Applicant submitting a request for a Custom Work Order and Servicing Cost Estimate to the Public Works Department for the service connections identified on the approved Servicing Plan;***
- 5. The Applicant being responsible for ensuring all storm water is retained on site, in accordance with the Site Plan and supporting storm water containment information received from the Applicant’s Engineer dated August 25, 2010; and,***

6. ***In addition to the parking stalls depicted on the approved Site Plan, the Applicant shall provide one (1) loading stall in accordance with City Council's Zoning Bylaw No. 1 of 1987, as amended.***

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

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

- 8.1 Correspondence from Coordinator, Prince Albert & Area Community Against Family Violence, dated August 16, 2010, **requesting the use of City Equipment and Facilities, in conjunction with the Celebrating Peace in Our Community Event to be held on September 24, 2010, as well as, a Half-Mast Flag Raising and attendance of Council Members.** **3**

***Suggested Disposition: Refer to Community Services, Public Works, Police Service, City Manager and Mayor's Office.***

- 8.2 Report from Transportation Project Manager dated August 4, 2010, along with the following, all with respect to **No Stopping Zone - 7<sup>th</sup> Avenue West. (RPT#PW-10-70)** **73**
- Correspondence from Jay Harris and Shauna Eveleigh Harris dated July 29, 2010. **78**
  - Speaking Notes from Jay Harris received September 1, 2010. **80**

***Recommendation:***

***"That a "No Stopping" Zone be installed along 7<sup>th</sup> Avenue West from 24<sup>th</sup> Street to 25<sup>th</sup> Street."***

- 8.3 Correspondence from Retire Your Ride Coordinator, Saskatchewan Environmental Society, dated August 31, 2010, **inviting Members of Council to the International Car Free Day Event to be held on September 22, 2010, at City Hall, as well as, forwarding bus passes for their use to commute to the Event.** 11

***Suggested Disposition: Receive as Information and File.***

**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 Saskatchewan Minister of Advanced Education, Employment and Immigration dated August 6, 2010, **responding to concerns regarding the Reduction of Seats for the Recreation and Tourism Management Diploma Program at the Saskatchewan Institute of Applied Science and Technology Kelsey Campus in Saskatoon.** 1

***Suggested Disposition: Receive as Information and File.***

- 9.2 Correspondence from Russel Brandrick dated August 16, 2010, **requesting that the bush along 15<sup>th</sup> Street East between 12<sup>th</sup> - 15<sup>th</sup> Avenues and by the Golf Course be cleaned out for fire wood, and also, suggesting that the Dog Sled Championships be held along the Riverbank from 6<sup>th</sup> Avenue West.** 7

***Suggested Disposition:***

1. ***Fire Wood Recovery – Refer to City Manager for reply.***
2. ***Dog Sled Championship Race – Receive as Information and File.***

- 9.3 Correspondence from Director of Education, Prince Albert Grand Council, dated August 17, 2010, **inviting Members of Council to the Prince Albert Grand Council Fine Arts Festival to be held on April 4 – 7, 2011.** 9

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

- 9.4 Correspondence from General Manager, Prince Albert Icehawks Junior Hockey Club Inc., dated August 26, 2010, **requesting permission to place a Portable Sign at the Kinsmen Arena Parking Lot.** 10

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

9.5 **Media Releases:**

- a. **22<sup>nd</sup> Street West closed between 3<sup>rd</sup> and 4<sup>th</sup> Avenues for Service Connection Repair** dated August 11, 2010. 12
- b. **Public Skating Is Back – Starts August 15<sup>th</sup> at the Art Hauser Centre** dated August 11, 2010. 13
- c. **Bridge Inspections to occur August 17 – 19 throughout the City** dated August 12, 2010. 14
- d. **Prince Albert Transit – Route Map and Schedule** dated August 16, 2010. 15

e.	<b>Kinsmen Water Park set to close for the Season</b> dated August 18, 2010.	<b>16</b>
f.	<b>“Central Bark” Now Open</b> dated August 23, 2010.	<b>17</b>
g.	<b>Bridge Inspections to continue August 24 – 26</b> <b>throughout the City</b> dated August 23, 2010.	<b>18</b>
h.	<b>Frank J. Dunn Pool to Reopen August 30<sup>th</sup></b> dated August 25, 2010.	<b>19</b>
i.	<b>Traffic Restricted at 2<sup>nd</sup> Avenue West and 15<sup>th</sup></b> <b>Street</b> dated August 25, 2010.	<b>20</b>
j.	<b>Installation of Service Connection closes 1<sup>st</sup></b> <b>Street East between 10<sup>th</sup> and 11<sup>th</sup> Avenues</b> dated August 31, 2010.	<b>21</b>
k.	<b>City Manager Releases 2009 Annual Report</b> dated August 31, 2010.	<b>22</b>
l.	<b>Civic Services &amp; Facilities Schedules During</b> <b>Labour Day Holiday</b> dated September 1, 2010.	<b>23</b>
m.	<b>Installation of Service Connection closes 6<sup>th</sup></b> <b>Avenue East from 13<sup>th</sup> to 15<sup>th</sup> Streets</b> dated September 3, 2010.	<b>336</b>
n.	<b>Councillor Dionne Continues Executive Role with</b> <b>Canadian Association of Police Boards</b> dated September 8, 2010.	<b>337</b>

***Suggested Disposition: Receive as Information and File.***

9.6	Correspondence from Dave Deobald, Member, Housing Advisory Committee, received September 9, 2010, <b>acknowledging The City’s efforts and contributions</b> <b>towards the Social and Affordable Housing needs of the</b> <b>citizens of Prince Albert.</b>	<b>338</b>
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***Suggested Disposition: Receive as Information and File.***

- 9.7 Correspondence from Tribal Chief, Saskatoon Tribal Council, dated August 10, 2010, **inviting Members of Council to attend a Forum regarding Training and Employment for First Nations Youth and Shortage of Skilled Labour in Saskatchewan to be held on September 28, 2010** **345**

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

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 Chief Clerk dated August 10, 2010, with respect to **Account List No. 14 of 2010 in the amount of \$3,952,201.18. (RPT#FIN-CC-10-15)** **25**

***Recommendation: Receive as Information and File.***

- 10.2 Report from Chief Clerk dated August 31, 2010, with respect to **Account List No. 15 of 2010 in the amount of \$5,793,891. (RPT#FIN-CC-10-16)** **35**

***Recommendation: Receive as Information and File.***

- 10.3 Report from Executive Assistant dated August 10, 2010, with respect to **Strategic Plan Work Plan Quarterly Update. (RPT#CM-10-26)** **45**

***Recommendation: Receive as Information and File.***



- 11.2 Report from Operations Coordinator dated August 24, 2010, with respect to **Utility Easement Agreement - South of 15<sup>th</sup> Street East from 6<sup>th</sup> – 10<sup>th</sup> Avenues - Intersection No. 4. (RPT#PW-10-77)** **86**

***Recommendations:***

- “1. That the Easement Agreement between SaskEnergy Incorporated and The City of Prince Albert for the property, legally described as Lot 6, Block/Parcel 102, Plan No. 101920047, be approved; and,***
- 2. That the Mayor and City Clerk be authorized to execute the Easement Agreement, on behalf of The City.”***

- 11.3 Report from Transportation Project Manager dated August 25, 2010, with respect to **“Walk Your Bike” Painted Reminders. (RPT#PW-10-78)** **91**

***Executive Committee Recommendation:***

***“That the cost of an additional paint crew to complete all required painting be referred for consideration during the 2011 Budget deliberations.”***

- 11.4 Report from Transportation Project Manager dated August 27, 2010, along with the following, both with respect to **CTV Open House – September 25, 2010. (RPT#PW-10-79)** **310**

- Correspondence from Station Manager, CTV Television Inc. Prince Albert, dated August 18, 2010. **313**

***Recommendation:***

***“That the request from CTV Television Inc. Prince Albert to waive the fees for the provision of street closure, street sweeping and general street cleanup of 10<sup>th</sup> Street West, during normal working hours, for the event to be held on September 25, 2010, be approved, with no additional cost to either The City or CTV Television Inc.”***

- 11.5 Report from Operations Coordinator dated August 30, 2010, with respect to **Utility Easement Agreement – Jack Matheson Crescent – Revised. (RPT#PW-10-81)** 94

**Recommendations:**

- “1. That the Easement Agreement between Saskatchewan Power Corporation, Shaw Cablesystems Limited, Saskatchewan Telecommunications, SaskEnergy Incorporated and The City of Prince Albert for the location of Jack Matheson Crescent, that includes all that portion of Lot 41, Block 110, Plan No. 01PA05790; Lot 42, Block 110, Plan No. 102010532; Lot 43, Block 110, Plan No. 102010532; and, Lot 44, Block 110, Plan No. 102010532, be approved; and,**
- 2. That the Mayor and City Clerk be authorized to execute the Easement Agreement, on behalf of The City.”**

- 11.6 Report from Director of Public Works dated August 30, 2010, with respect to **2010 Construction Season Precipitation. (RPT#PW-10-80)** 102

**Recommendation: Receive as Information and File.**

- 11.7 Report from Operations Coordinator dated August 31, 2010, with respect to **Crossing Request – 107 & 185 – 15<sup>th</sup> Street West. (RPT#PW-10-82)** 314

**Recommendations:**

- “1. That the request for a new ten (10) meter crossing to access the property at 107 and 185 – 15<sup>th</sup> Street West, be approved, in accordance with the provisions of City Council’s Crossing Bylaw No. 43 of 1965, as amended; and,**
- 2. That the property owner of 107 and 185 – 15<sup>th</sup> Street West remove the existing eight (8) meter crossing that currently accesses the property and install combined sidewalk and straight faced curb and gutter in accordance with The City’s standards.”**

- 11.8 Report from Planner 1 dated August 17, 2010, with respect to **Zoning Bylaw Amendment – 333 – 15<sup>th</sup> Street North West - R6 – Restricted Residential to C – Contract Zone. (BYLAW NO. 29 OF 2010 – 1<sup>st</sup> Reading) (RPT#EDP-10-117)** **105**

***Public Hearing: October 12, 2010.***

***Recommendations:***

- “1. That Bylaw No. 29 of 2010 receive first reading;***
- 2. That Administration be authorized to provide Public Notification to hold a Public Hearing, in accordance with the provisions of The Planning and Development Act, 2007; and,***
- 3. That consideration of Bylaw No. 29 of 2010 be laid on the table and brought up under the Order of Business “Introduction and Consideration of Bylaws”.”***

- 11.9 Report from Planning Technician dated August 18, 2010, with respect to **Sherman Drive Walkway Closure. (RPT#EDP-10-119)** **130**

***Public Hearing: October 12, 2010.***

***Recommendation:***

***“That Administration be authorized to proceed with the walkway closure process and the prescribed public notification for a Walkway Closure located between 3065 and 3067 Sherman Drive.”***

- 11.10 Report from Planning Technician dated August 20, 2010, with respect to **Plan of Survey for Lot Consolidation. (RPT#EDP-10-121)** **156**

***Recommendations:***

- “1. That the Subdivision Application for the lands, legally described as Lots 53, 57, and part of 54, Block 12, Plan No. 99PA23055, be approved; and, that the Director of Economic Development and Planning be authorized to execute the Application, on behalf of The City; and,***
- 2. That the Mayor and City Clerk be authorized to execute the Plan of Survey and any related document, on behalf of The City, once prepared.”***

- 11.11 Report from Development Coordinator dated August 23, 2010, with respect to **Proposed Promotional Signage - Value Village. (RPT#EDP-10-124)** **162**

***Recommendation:***

***“That the proposed Promotional Signage located at Value Village - 800 – 15<sup>th</sup> Street East, be approved for two (2) consecutive fourteen (14) day periods in October, 2010.”***

- 11.12 Report from Planner 1 dated August 30, 2010, with respect to **Zoning Bylaw Amendment – Projections Over Yards for Landings, Wheelchair Ramps and Wheelchair Lifts. (BYLAW NO. 30 OF 2010 – 1<sup>st</sup> Reading) (RPT#EDP-10-115)** **168**

***Public Hearing: October 12, 2010.***

***Recommendations:***

- “1. That Bylaw No. 30 of 2010 receive first reading;***
- 2. That Administration be authorized to provide Public Notification to hold a Public Hearing, in accordance with the provisions of The Planning and Development Act, 2007; and,***

3. ***That consideration of Bylaw No. 30 of 2010 be laid on the table and brought up under the Order of Business “Introduction and Consideration of Bylaws”.***

- 11.13 Report from Recreation Manager dated August 6, 2010, with respect to **Request to Extend 2012 Art Hauser Centre Arena Season. (RPT#COMM-10-36)** **174**

***Recommendation:***

***“That an extension to the 2012 Art Hauser Arena Season from April 1 – 22, 2012, pending the result of the Prince Albert Icehawks Junior Hockey Club’s bid to host the Keystone Cup – Western Canada Junior B Hockey Championships, be approved.”***

- 11.14 Report from Mechanical & Building Maintenance Manager dated August 31, 2010, with respect to **Tender No. 132 of 2010 – Girl Guide Hall Re-roofing Project and Tender No. 133 of 2010 – Dave G. Steuart Arena West Roof Replacement Project. (RPT#COMM-10-38)** **321**

***Recommendations:***

1. ***That Tender No. 132 of 2010 – Girl Guide Hall Re-roofing Project be awarded to J.L. DePeel Roofing and Contracting Ltd. for the total amount of \$73,460;***
2. ***That Tender No. 133 of 2010 – Dave G. Steuart Arena West Roof Replacement Project be awarded to J.L. DePeel Roofing and Contracting Ltd. for the total amount of \$61,096; and,***
3. ***That the Mayor and City Clerk be authorized to execute any necessary Agreement(s), on behalf of The City, once prepared.”***

- 11.15 Report from Mechanical & Building Maintenance Manager dated August 31, 2010, with respect to **Tender No. 56 of 2010 - Arts Centre Skylight Replacement Project. (RPT#COMM-10-39)** **327**

**Recommendations:**

- “1. That Tender No. 56 of 2010 – Arts Centre Skylight Replacement Project be awarded to The Energy Doctor for the total amount of \$58,500, plus Goods and Service Tax; and,**
- 2. That the Mayor and City Clerk be authorized to execute any necessary Agreement(s), on behalf of The City, once prepared.”**

- 11.16 Report from City Assessor dated August 12, 2010, with respect to **Tax Write Off Request - 959630 Alberta Inc. (RPT#FIN-10-42)** **224**

**Recommendation:**

**“That the request for a write-off of penalty amounts added to the tax accounts of the following properties be denied:**

<b>Roll Number</b>	<b>Address</b>	<b>Penalty Amount</b>
201013380	598 – 28 <sup>th</sup> Street E.	\$231.66
101009790	2300 – 2 <sup>nd</sup> Avenue W.	\$353.27
200000810	531 – 5 <sup>th</sup> Street E.	\$200.11
242000010	1401 – 28 <sup>th</sup> Street E.	\$1,874.72
102006710	379 – 32 <sup>nd</sup> Street W.	\$994.26.”

11.17 Report from Director of Financial Services dated August 13, 2010, along with the following, both with respect to **Prince Albert Housing Authority Operating Loss Payment. (RPT#FIN-10-44)** **246**

- Correspondence from Acting Manager, Housing Finance, Saskatchewan Housing Corporation, dated July 22, 2010. **250**

***Recommendation:***

***“That the payment of \$83,783.04 to Saskatchewan Housing Corporation for The City’s share of the 2009 operating loss of the Prince Albert Housing Authority, be approved.”***

11.18 Report from Director of Financial Services dated August 18, 2010, with respect to **2011 General Fund Budget Schedule. (RPT#FIN-10-46)** **265**

***Recommendation: Receive as Information and File.***

11.19 Report from Urban Aboriginal Community Grant Program Sub-Committee dated August 31, 2010, with respect to **2010 “B” Urban Aboriginal Community Grant Program. (RPT#COMM-10-37)** **275**

***Recommendations:***

- “1. That Urban Aboriginal Community Grant Program Project Nos. 12 to 33 of 2010 be approved, and included in Part “B” of The City’s submission for the 2010 Urban Aboriginal Community Grant Program;***
- 2. That the Urban Aboriginal Community Grant Program Sub-Committee 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 once the funds are received, seventy-five percent (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 the expenditures; and,***
4. ***That the Mayor and City Clerk be authorized to execute the Application and Grant Agreements, on behalf of The City, once prepared.”***

**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. 29 of 2010, a Bylaw to amend City Council’s Zoning Bylaw No. 1 of 1987, as amended, to rezone Parcels L and M, Plan B.Q.719, excepting the most westerly 3.048 meters in perpendicular width throughout Parcel L, from R6 – Restricted Residential Zone to C – Contract Zone. (1<sup>st</sup> Reading)**

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- 15.2 **Bylaw No. 30 of 2010, a Bylaw to amend City Council’s Zoning Bylaw No. 1 of 1987, as amended, to amend Section 6.12 to allow Projections Over Yards for Landings, Wheelchair Ramps and Lifts, and Section 33 – Glossary. (1<sup>st</sup> Reading)** **172**

1<sup>st</sup> Reading:

*“That Bylaw Nos. 29 and 30 of 2010 be introduced and read a first time.”*

16. **UNFINISHED BUSINESS - BYLAWS:**
17. **GIVING NOTICE:**
18. **MOTIONS:**
19. **ADJOURNMENT:**