

CITY OF PRINCE ALBERT

COUNCIL AGENDA



MONDAY,
NOVEMBER 22, 2010

5:00 P.M.

COUNCIL CHAMBER
CITY HALL

Items that were not forwarded in the Agenda Package of November 10, 2010, Supplementary Agenda No. 1 of November 15, 2010, and Supplementary Agenda No. 2 of November 18, 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 November 8, 2010, Special Council Meeting held November 1, 2010 and the Committee of the Whole Council Incamera Meeting held November 1, 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 November 15, 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 RIDER PRIDE WEEK – NOVEMBER 22 – 28, 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.

7.1 Report from Planner 1 dated October 27, 2010, along with the following, all with respect to **Zoning Bylaw Amendment and Development Permit Application – 1210 – 3rd Avenue West - Bed and Breakfast – R5 – Multiple Unit Dwelling to C – Contract Zone. (BYLAW NO. 36 OF 2010) (RPT#EDP-10-168)**

- Public Notice dated October 30, 2010.
- Public Notice dated November 6, 2010.

Page No.

A-305

A-317

A-318

Recommendations:

- “1. That Bylaw No. 36 of 2010 receive second and third readings;***
- 2. That the Contract Zoning Agreement, between the City of Prince Albert and Michele and Harold Lesser for the land legally described as Lots 36 –***

39, Block 4, Plan No. 101685551, for a five (5) year period, be approved;

- 3. That the Mayor and City Clerk be authorized to execute the Contract Zoning Agreement, on behalf of The City, once prepared;**
- 4. That the Development Permit Application for a Bed and Breakfast at 1210 – 3rd Avenue West which is legally described as Lots 36 – 39, Block 4, Plan No. 101685551, 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 the following conditions:**
 - a. The Applicant shall enter into a Contract Zoning Agreement with The City of Prince Albert, prior to operating the Bed and Breakfast;**
 - b. The Applicant shall obtain the required Municipal Fire/Building Safety Inspections to ensure the development meets necessary fire/Building Safety Code requirements, prior to operating the Bed and Breakfast;**
 - c. The Applicant shall obtain a Public Health Inspection and provide the Economic Development and Planning Department a copy of the inspection results, prior to the operating the Bed and Breakfast;**
 - d. The Applicant shall obtain a Business License from the Economic Development and Planning Department, prior to operating the Bed and Breakfast; and,**
 - e. The Applicant shall develop the property in accordance with the approved site plan and any modifications to the plan shall be approved by the Director of Economic Development and Planning; and,**

5. ***That consideration of Bylaw No. 36 of 2010 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 Joleen L. McCullagh, on behalf of the Prince Albert Society for the Prevention of Cruelty to Animals Board of Directors, dated November 8, 2010, along with the following, all requesting an opportunity to make a presentation regarding a request for funding. | A-1 |
| | <ul style="list-style-type: none"> • Speaking Notes from Joleen L. McCullagh, on behalf of the Prince Albert Society for the Prevention of Cruelty to Animals Board of Directors, dated November 8, 2010. | S1-68 |
| | <ul style="list-style-type: none"> ▶ Speaking Notes from Joleen L. McCullagh, on behalf of the Prince Albert Society for the Prevention of Cruelty to Animals Board of Directors, dated November 18, 2010. | S3-1 |
| | <i>Suggested Disposition: Refer to the 2011 Budget Committee Deliberations.</i> | |
| 8.2 | Correspondence from Controller, Precision Industrial Ltd., dated November 9, 2010, along with the following both requesting an opportunity to make a presentation regarding a request for reduction in penalties and interest charged against the property located at 1020 – 1st Avenue Northwest for the 2009 year. | S2-1 |
| | <ul style="list-style-type: none"> ▶ Speaking Notes from Controller, Precision Industrial Ltd., dated November 19, 2010. | S3-4 |

Suggested Disposition: Refer to Financial 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.

“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 Media Releases:

- a. **12th Street West between 5th and 6th Avenues Construction Complete** dated November 8, 2010. **A-2**
- b. **National Housing Day Event Features National Housing Award Winner: Pocket Housing – A New Concept in Affordable Housing** dated November 9, 2010. **A-3**
- c. **City Hall Flags to be Flown at Half Mast in Recognition of Dave Steuart** dated November 9, 2010. **A-4**
- d. **Society for the Prevention of Cruelty to Animals Turning Away Cats** dated November 10, 2010. **A-5**
- e. **Municipal Stakeholders Invited to Public Meeting on Municipal-Provincial Priorities** dated November 10, 2010. **S2-3**
- f. **Press Conference and Media Tour – City Snow Removal Policy** dated November 10, 2010. **S2-4**
- g. **City Reminds Residents of Snow Removal Policy** dated November 15, 2010. **S2-5**

- h. **City of Prince Albert to be Presented with Certificate of Recognition Certification** dated November 16, 2010. **S2-6**
- i. **Four Way Stop at 3rd Avenue West and 13th Street** dated November 17, 2010. **S2-7**
- j. **Traffic Restriction on 6th Avenue East between 19th and 20th Street** dated November 18, 2010. **S2-8**

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 Chief Clerk dated November 9, 2010, with respect to **Account List No. 20 of 2010 in the amount of \$2,877,224.19. (RPT#FIN-CC-10-21)** **A-6**

Recommendation: Receive as Information and File.

- 10.2 Report from City Manager dated November 5, 2010, with respect to **2011 Northern Lights Community Development Corporation Funding. (RPT#CM-10-35)** **A-296**

Recommendation:

“That members of Council provide recommendations and suggestions for the allocation of the 2011 Northern Lights Community Development Corporation Funding to the City Manager, by the deadline of Friday, November 26, 2010.”

- 10.3 Report from Manager of Capital Projects and Planning dated November 3, 2010, with respect to **Waste Water Treatment Plant Supervisory Control and Data Acquisition/Human Machine Interface Replacement and Sewage Pumping Station and Communications Upgrades Proposal. (RPT#PW-10-102)** **A-22**

Recommendations:

- “1. That the Engineering Services Proposal submitted by Associated Engineering Ltd. for the provision of design and consulting services supporting the Wastewater Treatment Plant Supervisory Control and Data Acquisition/Human Machine Interface Replacement and Sewage Pumping Station Communication Upgrade, in the amount of \$55,000 be approved, as submitted; and,***
- 2. That the Mayor and City Clerk be authorized to execute the authorization to proceed and any related Professional Services Agreement, once prepared.”***

- 10.4 Report from Property Coordinator II dated November 1, 2010, with respect to **Request for Proposal No. 136 of 2010 – Legal Land Surveyor Services. (RPT#EDP-10-172)** **A-96**

Recommendations:

- “1. That Digital Planimetrics Incorporated be awarded the Request for Proposals for Legal Land Surveyor Services for the year 2011; and,***

2. That the Mayor and City Clerk be authorized to execute any necessary Agreements on behalf of The City, once prepared.”

- 10.5 Report from Recreation Coordinator dated November 4, 2010, with respect to **2010 Recreation Facilities Grant Program – 2nd Intake. (RPT#COMM-10-51)** **A-118**

Recommendation:

“That the Crescent Acres Community Club be provided a grant in the amount of \$3,460.63, for the installation of a chain link fence on the sides of the outdoor rink boards.”

- 10.6 Report from Director of Financial Services dated November 9, 2010, with respect to **2011 Budget Process Update. (RPT#FIN-10-66)** **A-147**

Recommendation: Receive as Information and File.

“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 September 23, 2010, with respect to **Animal Licensing and Subsidized Spay Program. (RPT#CM-10-25)** **A-150**

Executive Committee Recommendations:

“1. That the Proposal submitted by the Prince Albert Society for the Prevention of Cruelty to Animals Incorporated regarding a Subsidized Spay Program for Low Income Families in Prince Albert, as outlined in Appendix “A” attached to the Report from the City Manager dated

September 23, 2010, be referred to the 2011 Budget Process;

- 2. That all revenue collected by The City of Prince Albert for the renewal of 2011 pet licenses be provided, in total, directly to the Prince Albert Society for the Prevention of Cruelty to Animals Incorporated;**
- 3. That effective December 1, 2010 to November 30, 2011, pet owners purchasing a first time pet license shall attend the Prince Albert Society for the Prevention of Cruelty to Animals Incorporated to purchase a first-time pet license;**
- 4. That Pet owners renewing existing pet licenses may attend City Hall for renewal of a pet license during the term December 1, 2010 to November 30, 2011;**
- 5. That effective December 1, 2011, all 2012 pet licenses must be purchased at the Prince Albert Society for the Prevention of Cruelty to Animals Incorporated, as The City of Prince Albert will no longer be issuing pet licenses;**
- 6. That City Council approve and endorse the “Get out of Pound Free” Program Initiative to be implemented by The City of Prince Albert, the Prince Albert Society for the Prevention of Cruelty to Animals Incorporated and Bylaw Enforcement, as outlined in Appendix “C”, as attached to the Report from the City Manager dated September 23, 2010;**
- 7. That Administration and Bylaw Enforcement proceed with implementing the “Get out of Pound Free” Program, in conjunction with the Prince Albert Society for the Prevention of Cruelty to Animals Incorporated;**
- 8. That the Door-to-Door Pet Licensing Education and Enforcement Campaign be referred back to Administration for a further report; and,**

9. ***That the Report from the City Manager dated September 23, 2010, with respect to Animal Licensing and Subsidized Spay Program be used in conjunction with the Report to be submitted from the Bylaw Manager, with respect to The Responsible Pet Ownership Bylaw.”***

- 11.2 Report from Bylaw Manager dated November 8, 2010, with respect to **The Responsible Pet Ownership Bylaw. (BYLAW NO. 34 OF 2010)**

A-209

Recommendations:

- “1. ***That Bylaw No. 34 of 2010, The Responsible Pet Ownership Bylaw, be given first, second and third readings;***
2. ***That the Report from the Bylaw Manager dated November 8, 2010, with respect to The Responsible Pet Ownership Bylaw be used in conjunction with the Report to be submitted from the City Manager, with respect to Animal Licensing and Subsidized Spay Program, specifically the “Get out of Pound Free Program”; and,***
3. ***That consideration of Bylaw No. 34 of 2010 be laid on the table and brought up under the Order of Business “Introduction & Consideration of Bylaws”.***”

- 11.3 Report from City Manager dated October 29, 2010, with respect to **Amended Travel/Meal/Accommodation/Vehicle Policy. (RPT#CM-10-27)**

A-267

Recommendation:

“That The City of Prince Albert Travel/Meal/Accommodation/Vehicle Policy No. 3.2, as attached to the Report from the City Manager dated October 29, 2010, be approved.”

- 11.4 Report from Municipal Service Centre/Fleet Manager dated November 3, 2010, with respect to **Street Sweeper – Tender No. 168 of 2010. (RPT#PW-10-101)** **A-16**

Recommendations:

- “1. That the purchase of a Challenger mechanical sweeper from Challenger Manufacturing Ltd. for the amount of \$145,945, plus applicable taxes, with the Buy Back clause added, minus the trade of Unit No. 42 for \$2,000, be approved; and,***
- 2. That the Mayor and City Clerk be authorized to execute any necessary Agreement, on behalf of The City, if required.”***

- 11.5 Report from Chief Building Official dated October 18, 2010, with respect to **Zoning Bylaw Amendment and New Portable Sign Bylaw. (BYLAW NOS. 21 AND 22 OF 2010 – 1st Reading) (RPT#EDP-10-69)** **A-33**

Executive Committee Recommendation:

“That consideration of the matter be postponed for two (2) weeks.”

- 11.6 Report from Director of Financial Services and Assistant Director of Financial Services dated November 3, 2010, with respect to **Sanitation Utility Fund Rate Review. (RPT#FIN-10-39)** **A-127**

Executive Committee Recommendation:

“That consideration of the matter be postponed for two (2) weeks.”

- 11.7 Report from City Assessor dated November 9, 2010, with respect to **Minimum Tax and Base Tax 2010 Follow-up Report. (RPT#FIN-10-65)** **S1-1**

Recommendation: Receive as Information and File.

- 11.8 Report from Recreation Manager dated November 17, 2010, with respect to **License & Royalty Agreement – Prince Albert Raiders Hockey Club Inc. (BYLAW NO. 38 OF 2010) (RPT#COMM-10-54)**

S2-9

Recommendations:

- “1. That the License and Royalty Agreement between the Prince Albert Raiders Hockey Club Inc. and The City of Prince Albert be approved;***
- 2. That Administration bring forward a report on the Agreement by March 1 of each year for review by Committee of the Whole Council;***
- 3. That Bylaw No. 38 of 2010 receive first, second and third readings;***
- 4. That the Mayor and City Clerk be authorized to execute the Agreement(s) on behalf of The City of Prince Albert once it has been approved by the Prince Albert Raiders Hockey Club Board of Directors; and,***
- 5. That consideration of Bylaw No. 38 of 2010 be laid on the table and brought up under the Order of Business “Unfinished Business – Bylaws”.”***

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. 21 of 2010, a Bylaw to amend City Council's Zoning Bylaw No. 1 of 1987, as amended, to amend Section 32 – Billboard and Sign Regulations. (1st Reading) A-68

Executive Committee Recommendation:

“That consideration of the matter be postponed for two (2) weeks.”

- 15.2 Bylaw No. 22 of 2010, a Bylaw respecting the Authority to deal with the placement and uses related to Portable and Temporary Signs within the City. (1st Reading) A-84

Executive Committee Recommendation:

“That consideration of the matter be postponed for two (2) weeks.”

- 15.3 Bylaw No. 34 of 2010, a Bylaw to regulate the conduct of Pet Owners in relation to the Control of their Pets. (3 Readings) A-239

- 15.4 Bylaw No. 38 of 2010, a Bylaw to authorize the Sale and Consumption of Alcohol at the Art Hauser Centre. (3 Readings) S2-67

1st Reading:

“That Bylaw Nos. 34 and 38 of 2010 be introduced and read a first time.”

2nd Reading:

“That Bylaw Nos. 34 and 38 of 2010 be now read a second time.”

Leave Granted:

“That leave be granted to read Bylaw Nos. 34 and 38 of 2010 a third time.”

3rd Reading:

“That Bylaw Nos. 34 and 38 of 2010 be read a third time and passed; and, that Bylaw Nos. 34 and 38 of 2010, be now adopted, sealed and signed by the Mayor and City Clerk.”

16. UNFINISHED BUSINESS - BYLAWS:

- 16.1 Bylaw No. 36 of 2010, a Bylaw to amend City Council’s Zoning Bylaw No. 1 of 1987, as amended, to rezone Lots 36 – 39, Block 4, Plan No. 101685551, from R5 – Multiple Unit Residential to C – Contract Zone. (2nd and 3rd Reading)

A-315

2nd Reading:

“That Bylaw No. 36 of 2010, be now read a second time.”

3rd Reading:

“That Bylaw No. 36 of 2010, be read a third time and passed; and, that Bylaw No. 36 of 2010, be now adopted, sealed and signed by the Mayor and City Clerk.”

17. GIVING NOTICE:

18. MOTIONS:

19. PUBLIC FORUM:

20. ADJOURNMENT: