



CITY OF PRINCE ALBERT

CITY COUNCIL REGULAR MEETING

AGENDA

**MONDAY, OCTOBER 17, 2022, 5:00 PM
COUNCIL CHAMBER, CITY HALL**

1. CALL TO ORDER

2. PRAYER

3. APPROVAL OF AGENDA

4. PRESENTATIONS & RECOGNITIONS

5. DECLARATION OF CONFLICT OF INTEREST

6. ADOPTION OF MINUTES

6.1 September 26, 2022 City Council Meeting Minutes for Approval (MIN 22-82)

7. NOTICE OF PROCLAMATIONS

7.1 Purple Thursday - October 20, 2022

7.2 Saskatchewan Multicultural Week - November 19 - 27, 2022

8. PUBLIC HEARINGS

8.1 Bylaw No. 20 of 2022 - District Official Community Plan Amendment (RPT 22-398)

9. DELEGATIONS

10. COMMUNICATIONS

11. REPORTS OF ADMINISTRATION & COMMITTEES

- 11.1 Concrete and Asphalt Crushing - Tender Award (RPT 22-390)
- 11.2 Analytical Services Tender Award (RPT 22-397)
- 11.3 Fire Hydrant - Minto Rec Centre 201 - 13th Street East (RPT 22-396)
- 11.4 Bylaw No. 22 of 2022 - Addition of Fleet Service as a Discretionary Use in the M2 Zoning District (RPT 22-342)
- 11.5 Affordable Housing Program Application - Prince Albert Community Housing Society Inc. (RPT 22-399)

12. UNFINISHED BUSINESS

13. MAYOR & COUNCILLORS FORUM

14. INQUIRIES

15. INQUIRIES RESPONSES

- 15.1 September 6, 2022 City Council Meeting Inquiry Responses (INQ 22-10)

16. NOTICE OF MOTION

17. MOTIONS

- 17.1 Motion - Councillor Edwards - Plan to Register Bikes (MOT 22-15)
- 17.2 Motion - Councillor Zurakowski - Traffic Bylaw - Camper Trailers Parking (MOT 22-16)
- 17.3 Motion - Councillor Zurakowski - Off-Sale Liquor Hours (MOT 22-17)
- 17.4 Motion - Councillor Zurakowski - Hours of Operation for Convenience Stores (MOT 22-18)

18. PUBLIC FORUM

19. ADJOURNMENT



City of
Prince Albert

MIN 22-82

MOTION:

That the Minutes for the City Council Regular Meeting held September 26, 2022, be taken as read and adopted.

ATTACHMENTS:

1. Minutes



CITY OF PRINCE ALBERT

CITY COUNCIL REGULAR MEETING

MINUTES

**MONDAY, SEPTEMBER 26, 2022, 5:01 P.M.
COUNCIL CHAMBER, CITY HALL**

PRESENT: Mayor Greg Dionne
Councillor Charlene Miller
Councillor Terra Lennox-Zepp (Attended via video conferencing)
Councillor Tony Head
Councillor Don Cody
Councillor Dennis Ogrodnick
Councillor Blake Edwards
Councillor Dawn Kilmer
Councillor Ted Zurakowski

Terri Mercier, City Clerk
Sherry Person, City Manager
Kris Olsen, Fire Chief
Wes Hicks, Director of Public Works
Mitchell J. Holash, Q.C., City Solicitor
Kiley Bear, Director of Corporate Services
Jody Boulet, Director of Community Services
Ramona Fauchoux, Director of Financial Services
Craig Guidinger, Director of Planning and Development Services

1. CALL TO ORDER

Mayor Dionne called the meeting to order.

2. PRAYER

Mayor Dionne asked that all members stand and that the City Clerk offer the prayer.

3. APPROVAL OF AGENDA

0306. **Moved by:** Councillor Kilmer
Seconded by: Councillor Zurakowski

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.

In Favour: Councillors: Cody, Edwards, Kilmer, Ogrodnick, Zurakowski and Mayor Dionne

Against: Councillors: Head, Lennox-Zepp and Miller

CARRIED (6 to 3)

4. PRESENTATIONS & RECOGNITIONS

5. DECLARATION OF CONFLICT OF INTEREST

6. ADOPTION OF MINUTES

0307. **Moved by:** Councillor Miller
Seconded by: Councillor Head

That the Minutes of the Council Regular Meeting held September 6, 2022, be taken as read and adopted.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

CARRIED UNANIMOUSLY

7. NOTICE OF PROCLAMATIONS

7.1 Seniors Transportation Day – September 29, 2022

7.2 Wrongful Conviction Day – October 2, 2022

7.3 International Trigeminal Neuralgia Day – October 7, 2022

7.4 Culture Days – September 23 – October 16, 2022

7.5 Agriculture Month – October 2022

8. PUBLIC HEARINGS

9. DELEGATIONS

10. COMMUNICATIONS

11. REPORTS OF ADMINISTRATION & COMMITTEES

11.1 2021 Property Taxes for 3600 – Highway 55 East (RPT 22-372)

0308. **Moved by:** Councillor Cody
Seconded by: Councillor Head

That the request from the property owner to reimburse a portion of the 2021 Property Taxes for 3600 Highway 55 East, be approved in the amount of \$5,284.70.

In Favour: Councillors: Cody, Edwards, Head, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

Against: Councillor: Kilmer

CARRIED (8 to 1)

11.2 Audit of Annual Financial Statements RFP 29/22 Results (RPT 22-312)

0309. **Moved by:** Councillor Kilmer
Seconded by: Councillor Edwards

That the Request for Proposal No. 29 of 2022 for the Audit of Annual Financial Statements be awarded to Meyers Norris Penny Limited Liability Partnership, for a five (5) year term from December 31, 2022 to December 31, 2026.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

CARRIED UNANIMOUSLY

11.3 Assessment Appeals Risk (RPT 22-338)

0310. **Moved by:** Councillor Cody
Seconded by: Councillor Kilmer

- 1. That \$829,553 from the combined Appeal Losses be funded from Fiscal Stabilization; and,
- 2. That the increase from \$100,000 to \$250,000 in potential Board of Revision Appeal Losses in 2023 be forwarded to the Budget Committee for consideration during the 2023 Budget deliberations.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

CARRIED UNANIMOUSLY

11.4 2021 Amended Public Accounts for the City of Prince Albert (RPT 22-357)

0311. **Moved by:** Councillor Miller
Seconded by: Councillor Edwards

That the 2021 Amended Public Accounts, as attached to RPT 22-357, be approved and posted on The City’s website.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

CARRIED UNANIMOUSLY

11.5 Bylaw No. 20 of 2022 – District Official Community Plan Amendment (RPT 22-373)

0312. **Moved by:** Councillor Edwards
Seconded by: Councillor Kilmer

- 1. That Bylaw No. 20 of 2022 be introduced and given first reading; and,
- 2. That Administration provide notification to hold a Public Hearing.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

CARRIED UNANIMOUSLY

0313. **Moved by:** Councillor Edwards
Seconded by: Councillor Kilmer

That Bylaw No. 20 of 2022 be introduced and read a first time.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

CARRIED UNANIMOUSLY

11.6 48th Street Annexation (RPT 22-375)

0314. **Moved by:** Councillor Head
Seconded by: Councillor Kilmer

1. That the Rural Municipality of Prince Albert No. 461 be authorized to proceed with the Annexation of 48th Street East from the City; and,
2. The Mayor and City Clerk be authorized to execute the Annexation Agreement on behalf of The City, once prepared.

In Favour: Councillors: Edwards, Head, Kilmer, Miller, Zurakowski and Mayor Dionne

Against: Councillors: Cody, Lennox-Zepp and Ogrodnick

CARRIED (6 to 3)

11.7 2023 Executive Committee and City Council Meeting Schedule (RPT 22-331)

0315. **Moved by:** Councillor Head
Seconded by: Councillor Miller

1. That the 2023 Executive Committee and City Council Meeting Schedules, as attached to RPT 22-331, be approved; and,
2. That the July 2023 and August 2023 Executive Committee and City Council meetings be scheduled at 2:00 p.m.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

CARRIED UNANIMOUSLY

11.8 City Hall Main Boardroom Renovation (RPT 22-371)

0316. **Moved by:** Councillor Kilmer
Seconded by: Councillor Edwards

That the following allocations be approved for the proposed renovations of the 2nd Floor Main Boardroom:

- 1. \$18,795.39 set aside from Year 2021 with the re-allocation of Municipal Economic Enhancement Program Funding to an invoice to provide capital funding for re-allocation by Council; and,
- 2. \$11,094.82 in the Capital Works Committed Reserve from the savings of the 2021 Capital Projects of City Hall and Municipal Service Centre Building Repairs.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

CARRIED UNANIMOUSLY

11.9 Aquatic and Arenas Recreation Project Steering Committee Restructure (RPT 22-379)

0317. **Moved by:** Councillor Zurakowski
Seconded by: Councillor Edwards

- 1. That the Aquatic and Arenas Recreation Project Steering Committee be restructured to include all members of City Council, excluding Councillor Miller as requested by Councillor Miller, and that these Committee appointments be approved;
- 2. That Mayor Greg Dionne remain as Chair and Councillor Ted Zurakowski as Vice-Chair of the Aquatic and Arenas Recreation Project Steering Committee; and,
- 3. That the Terms of Reference for the Aquatic and Arenas Recreation Project Steering Committee, as attached to RPT AARP-SC 2022-11, be approved, as amended.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

CARRIED UNANIMOUSLY

11.10 Aquatic and Arenas Recreation Project Fundraising Committee Updated Terms of Reference (RPT 22-381)

0318. **Moved by:** Councillor Edwards
Seconded by: Councillor Cody

That the updated Terms of Reference for the Aquatic and Arenas Recreation Project Fundraising Committee, as attached to RPT AARP-FC 2022-2, be approved.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

CARRIED UNANIMOUSLY

11.11 Destination Marketing Levy Fund Application – 2022 Canadian Mixed Curling Championships (RPT 22-382)

0319. **Moved by:** Councillor Ogrodnick
Seconded by: Councillor Head

1. That the amount of \$35,000 be approved for funding under the Destination Marketing Fund Grant – Capital Enhancements to the Host Committee of the 2022 Canadian Mixed Curling Championships;
2. That \$42,000 be funded from the Destination Marketing Levy Reserve, which includes \$35,000 for Capital Enhancement Funding and \$7,000 for New Event Funding; and,
3. That the Mayor and City Clerk be authorized to execute the Funding Agreements on behalf of The City, once prepared.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

CARRIED UNANIMOUSLY

12. UNFINISHED BUSINESS

3. MAYOR & COUNCILLORS FORUM

14. INQUIRIES

15. INQUIRY RESPONSES

15.1 September 6, 2022 City Council Meeting Inquiry Responses (INQ 22-9)

0320. **Moved by:** Councillor Ogradnick
Seconded by: Councillor Edwards

That INQ 22-9 be received as information and filed.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogradnick, Zurakowski and Mayor Dionne

CARRIED UNANIMOUSLY

16. NOTICE OF MOTION

16.1 Councillor Edwards – Plan to Register Bikes

That Administration work with the Prince Albert Police Service to plan and implement methods on how we can register all bike serial numbers in our community by August 31, 2023 as per the Bicycle Bylaw. This plan should come back to Executive Committee for consideration in January 2023.

16.2 Councillor Zurakowski – Traffic Bylaw – Camper Trailers Parking

That Administration review the Traffic Bylaw in regards to the length of time Camper Trailers can be parked in front of residents' homes.

16.3 Councillor Zurakowski – Off-Sale Liquor Hours

That Administration review Off-Sale Liquor Store hours.

16.4 Councillor Zurakowski – Hours of Operation for Convenience Stores

That Administration review the 24-hour Convenience Store hours.

17. MOTIONS

17.1 Motion – Councillor Miller – Proposed Shopping Carts Pick-up Policy (MOT 22-13)

0321. **Moved by:** Councillor Miller
Seconded by: Councillor Head

1. That Administration forward a report to review the current Shopping Cart Policy and ensure that a process is established which is communicated to all businesses that utilize shopping carts that the City will pick up and take stray shopping carts to the landfill for pick up by the end of each month prior to disposal for consideration at an upcoming meeting.
2. That Administration forward correspondence to the Board of Police Commissioners expressing concerns with the stealing of shopping carts from businesses with no repercussions to the assailants.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller, Ogrodnick, Zurakowski and Mayor Dionne

CARRIED UNANIMOUSLY

17.2 Motion – Councillor Lennox-Zepp – Parks and Street Naming Policy Changes – Gender Equity (MOT 22-14)

0322. **Moved by:** Councillor Lennox-Zepp
Seconded by: Councillor Head

That Administration review the Parks Naming Policy and Street Naming Policy and bring forward language that enables diversity and gender equity to be a part of the naming selection process within the Policies.

In Favour: Councillors: Head, Kilmer, Lennox-Zepp, Miller, Zurakowski and Mayor Dionne

Against: Councillors: Cody, Edwards and Ogrodnick

CARRIED (6 to 3)

18. PUBLIC FORUM

19. ADJOURNMENT – 6:41 P.M.

0323. **Moved by:** Councillor Kilmer
Seconded by: Councillor Miller

That this Council do now adjourn.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Lennox-Zepp, Miller,
Ogrodnick, Zurakowski and Mayor Dionne

CARRIED UNANIMOUSLY

MAYOR GREG DIONNE CITY CLERK

MINUTES ADOPTED THIS 17TH DAY OF OCTOBER, A.D. 2022.



RPT 22-398

TITLE: Bylaw No. 20 of 2022 – District Official Community Plan Amendment

DATE: **October 5, 2022**

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That Bylaw No. 20 of 2022 be given second and third reading.

TOPIC & PURPOSE:

The purpose of this report is to request second and third reading of Bylaw No. 20 of 2022, which proposes a several of amendments to *The Prince Albert Planning District Official Community Plan 2018*.

BACKGROUND:

The Prince Albert District Planning Commission (PADPC) is composed of the City of Prince Albert, the RM of Buckland No. 491 and the RM of Prince Albert No. 461, and in 2018 all member municipalities adopted the *The Prince Albert Planning District Official Community Plan 2018* (District OCP). The District OCP provides a framework of goals, objectives and policies that are intended to promote the orderly and sustainable growth of the district.

Bylaw No. 20 of 2022 was given first reading at the September 26th, 2022, City Council meeting.

PROPOSED APPROACH AND RATIONALE:

Any amendment to the District OCP needs to be approved by all three member municipalities before it is adopted into the District OCP. As such, Administration has prepared the attached bylaw, and a further explanation of all proposed amendments is provided below:

New Section 4.4.3

Adding this section will align the District OCP with the regulations currently in place within the respective Zoning Bylaws for the RM of Buckland and the RM of Prince Albert. In the RM of Buckland the amendment will allow for the development of two, single parcel, country residential sites, per quarter section in lands designated Highway Commercial, provided the

site is zoned A – Agriculture within the RM Zoning Bylaw. In the RM of Prince Albert this will allow for the development of one, single parcel, country residential site, per quarter section in lands designated Highway Commercial, provided the site is zoned A – Agriculture within the RM Zoning Bylaw.

Amending Sections 5.2.1 and 5.2.2

This amendment will allow for future commercial and light industrial development to be located on those lands designated as Commercial/Industrial on Figure 3 – Future Land Use Map (attached). In conjunction with the redesignation also proposed under this bylaw, this amendment will allow for the future commercial and industrial development on the land that was previously occupied by the Mary Nisbet campground. This amendment was recommended by the Community Planning Branch to allow for Industrial uses to be located in both the Industrial land designation and the Commercial/Industrial land designation.

New Section 5.2.3

Adding this section will emphasize that the regulations contained in a respective municipality's Zoning Bylaw will apply to land uses, rather than the future land use designation under the District OCP.

Redesignating SW 16-49-26-W2M

The redesignation of SW 16-49-26-W2M (see attached Location Plan) from Highway Commercial to Commercial/Industrial on Figure 3 – Future Land Use Map and Figure 4 – Future Land Use Map (attached) will accommodate the future development of the area.

Revising Table 1

The proposed revisions to Table 1 (attached) will remove the separation requirements between liquid waste management facilities and other land uses, and instead will defer to the Water Security Agency requirements. This amendment is intended to accommodate a new municipal lagoon cell for the Village of Albertville, which would meet the setbacks required by the Water Security Agency, but not the setbacks required under the existing Table 1.

Administration has reviewed the proposed amendments and no concerns have been identified.

CONSULTATIONS:

This amendment to the District OCP was drafted in consultation with the Director of Planning and Development for the RM of Buckland and the RM of Prince Albert.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Upon approval of this bylaw amendment by all member municipalities and the Ministry of Government Relations, the District OCP will be updated accordingly.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no other options to the recommendation or any policy, financial or privacy implications to consider with this report.

STRATEGIC PLAN:

In keeping with the City's mission statement, that we will enhance quality of life through excellence of service, it is important that we continue to review and edit our policies, procedures, and bylaws, in order to ensure these function properly and allow us the ability to provide the highest level of service to the public.

OFFICIAL COMMUNITY PLAN:

As per Section 1.6.1 of the Official Community Plan, one of the goals of Decision Making, Sustainability and Strategic Planning is to:

"Foster a relationship of trust and cooperation with regional stakeholders - First Nations, rural municipalities, and Federal and Provincial governments".

The District OCP is one way to improve this relationship of trust and cooperation with the neighbouring RM of Prince Albert and RM of Buckland.

PUBLIC NOTICE:

Public Notice is required for consideration of this matter pursuant to Section 10 of Public Notice Bylaw No. 24 of 2015. The following notice was given:

- Public Notice was posted on the bulletin board at City Hall on October 6th, 2022;
- Public Notice was posted on the City website on October 6th, 2022; and,
- Public Notice was posted in the Prince Albert Daily Herald October 6th, 2022.

ATTACHMENTS:

1. Bylaw No. 20 of 2022
2. Location Plan
3. Location Plan with Aerial
4. Figure 3 - Future Land Use Map
5. Figure 4 - Future Land Use Map
6. Table 1
7. Public Notice - Bylaw No. 20 of 2022

Written by: Jordan Olmstead, Planner

Approved by: Director of Planning and Development Services & City Manager

CITY OF PRINCE ALBERT BYLAW NO. 20 OF 2022

*A Bylaw of The City of Prince Albert to amend
The Prince Albert Planning District Official Community Plan 2018, being
Bylaw No. 18 of 2018*

WHEREAS it is desirable to amend the Prince Albert Planning District Official Community Plan 2018, being Bylaw No. 18 of 2018;

NOW, THEREFORE, THE COUNCIL OF THE CITY OF PRINCE ALBERT IN OPEN MEETING ASSEMBLED ENACTS AS FOLLOWS:

1. That Bylaw No.18 of 2018 be amended in the manner hereinafter set forth:

a. By adding in the following new Section 4.4.3, and renumbering Sections 4.4.3 to 4.4.8:

“3. In the RM of Buckland, in areas designated Highway Commercial as identified in Figure 3 – Future Land Use Map, a maximum of two single parcel country residential sites will be allowed to be subdivided per quarter section, on lands zoned A – Agriculture within the RM Zoning Bylaw, unless otherwise provided within the policies contained herein.

In the RM of Prince Albert, in areas designated Highway Commercial as identified in Figure 3 – Future Land Use Map, a maximum of one single parcel country residential site will be allowed to be subdivided per quarter section, on lands zoned A – Agriculture within the RM Zoning Bylaw, unless otherwise provided within the policies contained herein.”

b. By deleting Sections 5.2.1 and 5.2.2 in their entirety; and,

c. Replace with the following Section 5.2.1 and 5.2.2:

“1. Future commercial development should be located in Highway Commercial and Commercial/Industrial areas, identified on Figures 3 – Future Land Use Map.

2. Future light industrial development should be located in Commercial/Industrial and Industrial areas, as identified on Figure 3 – Future Land Use Map. Future heavy industrial uses and future hazardous industries shall be restricted to Industrial areas.”

d. By adding in the following new Section 5.2.3, and renumbering Sections 5.2.3 to 5.2.5:

“3. In the Highway Commercial, Commercial/Industrial, and Industrial areas identified in Figure 3 – Future Land Use Map, until and unless zoning amendments are approved for commercial or industrial developments, lands will be zoned generally as Agriculture District, and the development standards of the district will apply.”

- e. Figure 3 – Future Land Use Map, and Figure 4 – Future Land Use Map – Future Urban Growth Area, are hereby amended as follows:

SW 16-49-26-W2M
RM of Buckland No. 491, Saskatchewan

Shall be redesignated from Highway Commercial to Commercial/Industrial.

- f. By deleting Table 1 in its entirety; and,
 - g. Replace the table as outlined in the attached “Table 1”.
2. This Bylaw shall come into effect upon receipt of final approval of the Minister of Government Relations.

INTRODUCED AND READ A FIRST TIME THIS _____ DAY OF _____, A.D., 20 .

READ A SECOND TIME THIS _____ DAY OF _____, A.D., 20 .

READ A THIRD TIME AND PASSED _____ DAY OF _____, A.D., 20 .

MAYOR

CITY CLERK

Table 1

Table 1 Required Separation Distances Between Uses (in Metres)		Wells	Residential				Urban Municipality	Intensive Agriculture	Intensive and Non-Intensive Livestock Operations (number of animal units)			Airport/Airstrip	Commercial	Sand and Gravel Pit	Waste Management		Anhydrous		Industrial	Hazard Industrial
			Single	MCR and MHC*	Hamlet	Tourist Accommodation			100 - 300	301 - 1,000	1,001 +				Solid	Liquid	Non-Refrigerated	Refrigerated		
Residential	Single (1)	—	—	—	—	—	—	300	800	1,200	—	—	200	457	457	305	600	—	1,600	
	MCR and MHC*(2)	—	—	—	—	—	—	1,600	2,400	3,200	800	—	600	457	550	305	600	—	1,600	
	Tourist Accommodation (3)	—	—	—	—	—	—	300	800	800	—	—	200	457	550	305	600	800	1,600	
Intensive Agriculture (4)		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	1,600	
Intensive and Non-Intensive Livestock Operations (5)	100 - 300	300	300	1,600	1,600	300	1,600	—	—	—	—	300	—	—	—	—	—	—	600	
	301 - 1,000	800	800	2,400	2,400	800	2,400	—	—	—	—	300	—	—	—	—	—	—	600	
	1,001 +	1,200	1,200	3,200	3,200	800	3,200	—	—	—	—	300	—	—	—	—	—	—	600	
Airport/Airstrip(6)		—	—	800	800	—	800	—	—	—	—	—	—	—	—	—	—	—	—	
Railway (7)		—	30	30	30	30	—	—	—	—	—	30	—	—	—	—	—	30	—	
Commercial (8)		—	—	—	—	—	—	300	300	300	—	—	—	457	300	—	—	—	—	
Waste Management (9)	Solid	1,600	457	457	457	457	457	457	—	—	—	—	457	—	—	—	—	—	—	
	Liquid	300	300	Per WSA requirements (13)	Per WSA requirements (13)	Per WSA requirements (13)	Per WSA requirements (13)	300	—	—	—	—	300	—	—	—	—	—	300	
Anhydrous(10)	Non-Refrigerated	—	305	305	305	305	305	—	—	—	—	—	—	—	—	—	—	—	—	
	Refrigerated	—	600	600	600	600	600	—	—	—	—	—	—	—	—	—	—	—	—	
Industrial (11)		—	—	—	—	800	—	—	—	—	—	—	—	—	300	—	—	—	—	
Hazardous Industrial (12)		1,600	1,600	1,600	1,600	1,600	2,400	1,600	600	600	600	—	—	—	—	—	—	—	—	

*Respectively: Multitlot Country Residential (MCR) and Mobile Home Court (MHC)

Distances are measured as follows - Between closest point of nearest:

- (1) Single Residential Building...
- (2) Multitlot or Mobile Home Residential Building Site...
- (3) Tourist Accommodation Facility...
- (4) Intensive Agricultural Site...
- (5) ILO Facility...
- (6) Airport/Airstrip Facility...
- (7) Railway
- (8) Commercial Site...
- (9) Waste Management Facility or Lagoon...
- (10) Anhydrous Ammonia Storage Facility...
- (11) Industrial Site...
- (12) Hazardous Industrial Site...
- (13) Per Water Security Agency separation requirements.

... and the nearest residential building, corporate limit, ILO, airport or airstrip, gravel pit, anhydrous ammonia storage, or waste management facility, and the site lines of other uses

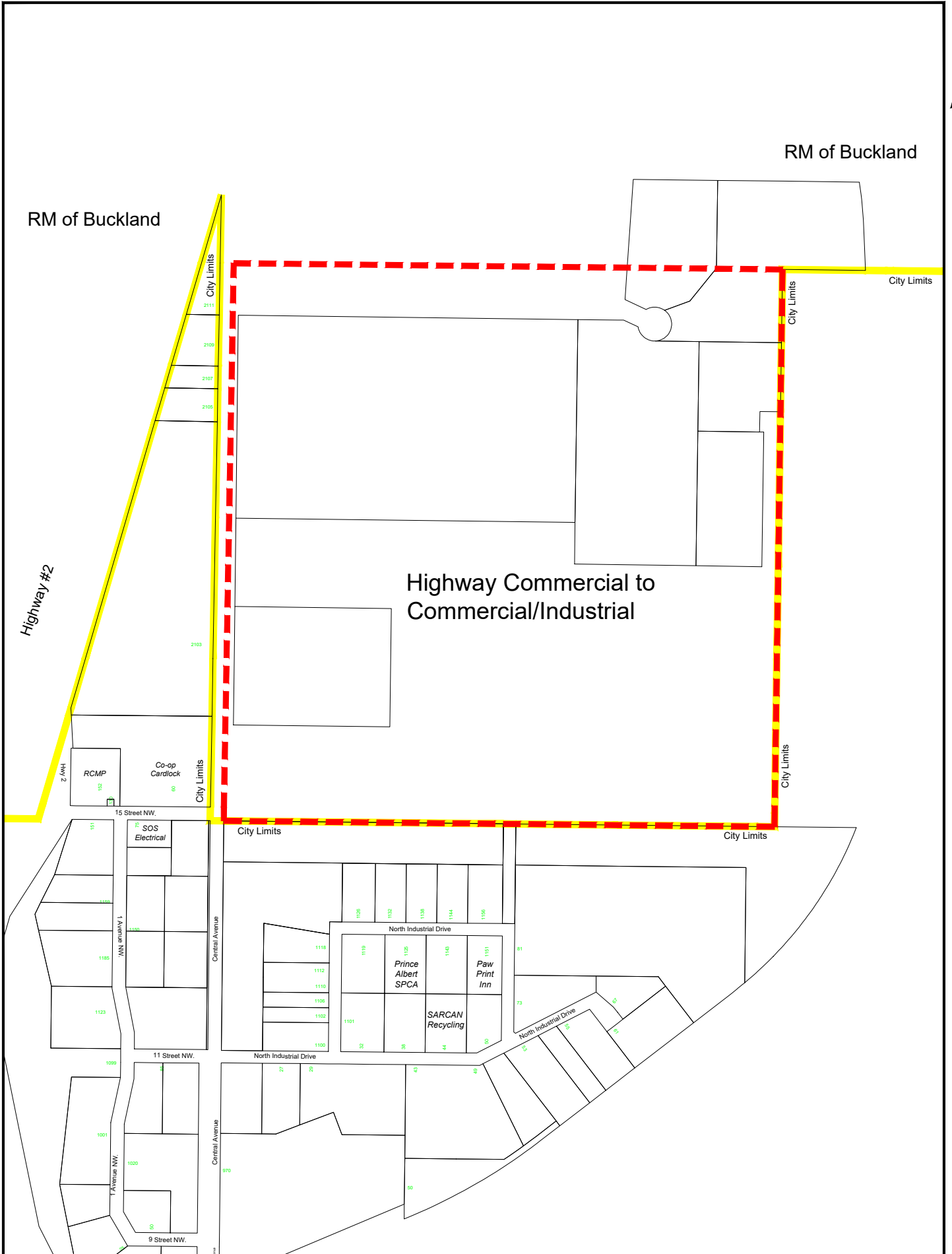


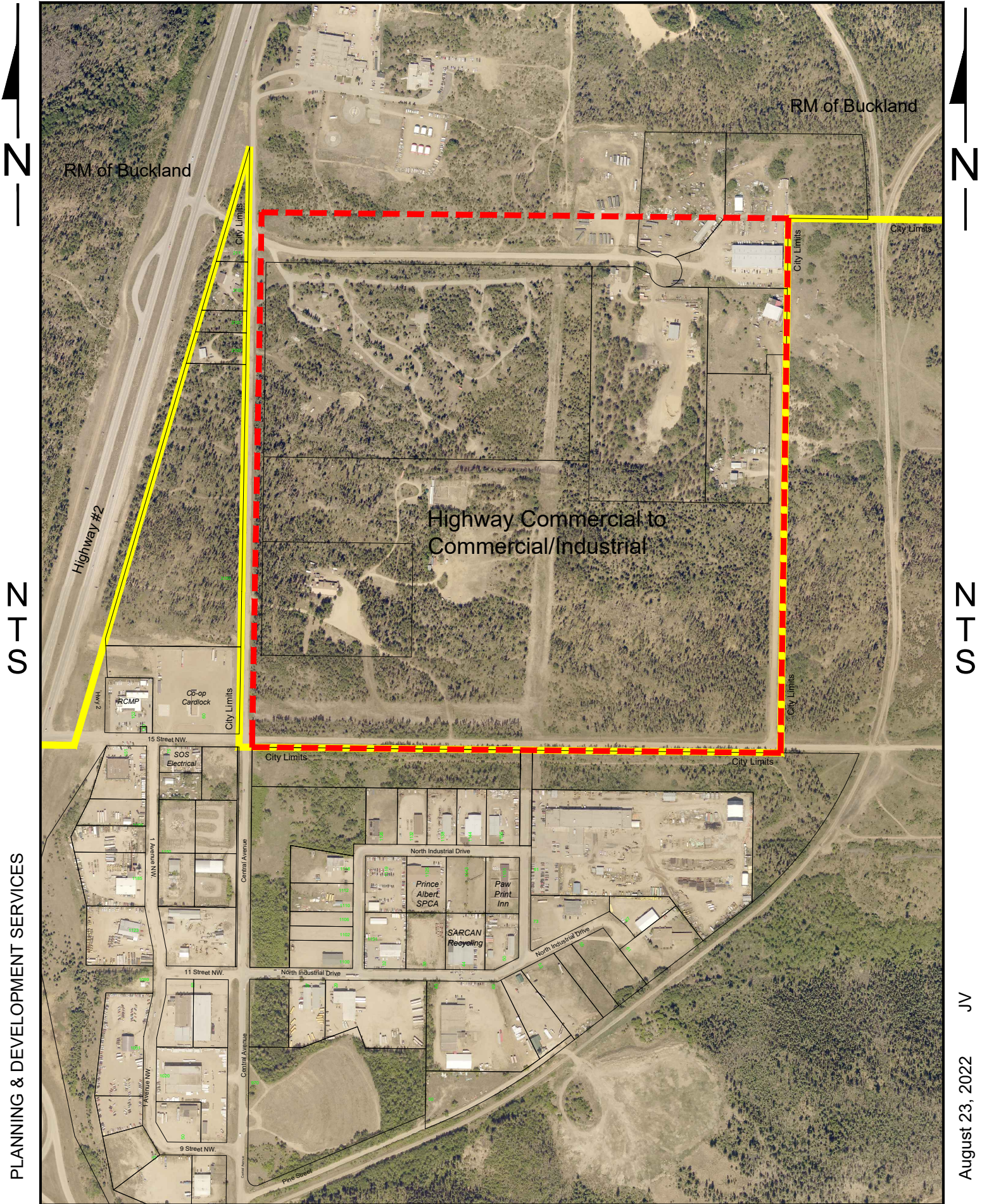
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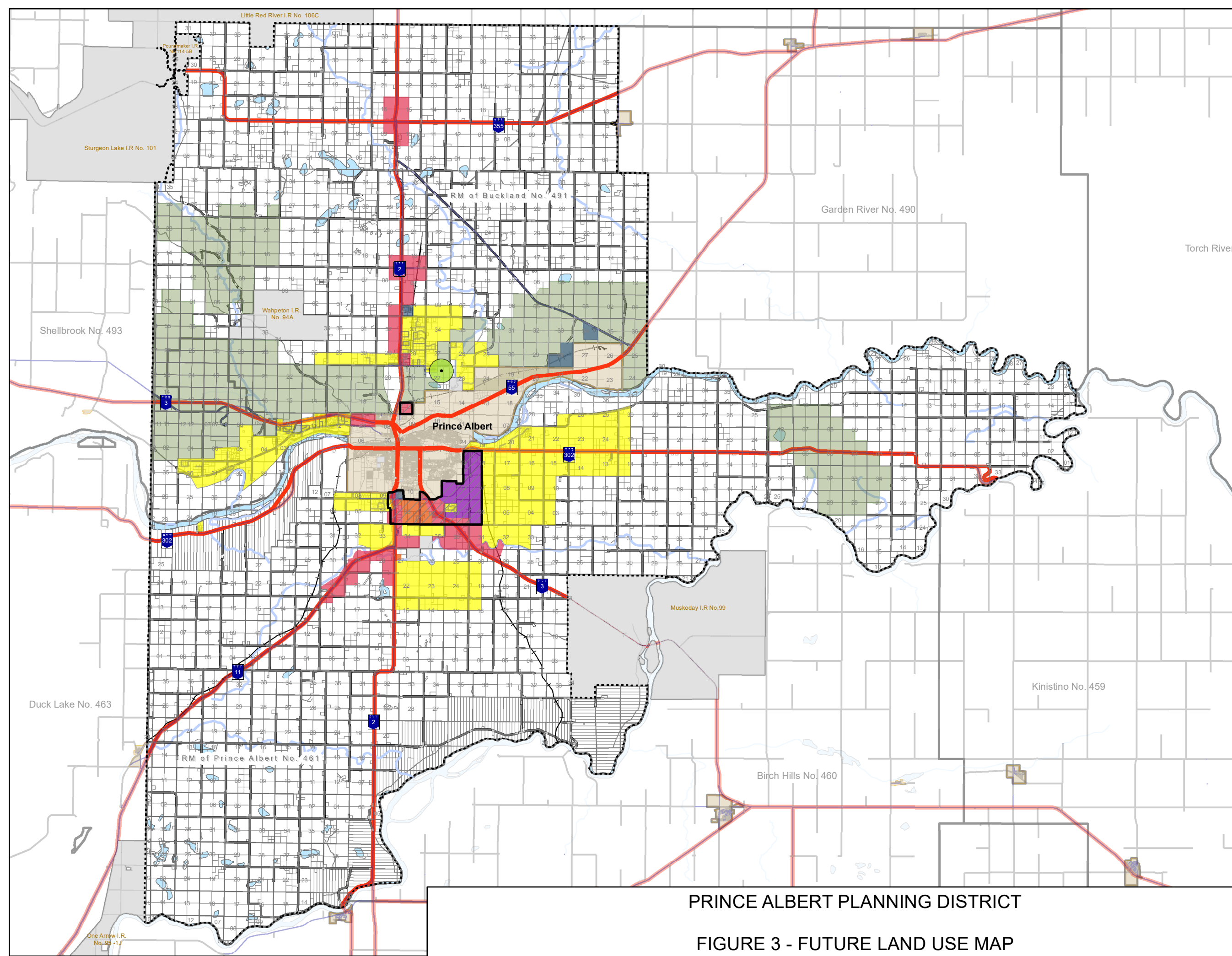
PLANNING & DEVELOPMENT SERVICES

JV
August 23, 2022





PLANNING & DEVELOPMENT SERVICES



LEGEND

Land Use

- Commercial/Industrial
- Highway Commercial
- Industrial
- Residential
- Future Urban Growth
- Future Urban Growth Area (FUGA)
- Intensive Livestock Operation and 800m Buffer

Other Features

- PAPD-Prince Albert Planning District
- First Nations Reserve
- Urban Municipality
- Provincial Forest
- Railway
- Highway
- Secondary Roads
- Watercourse
- Waterbody

0 0.5 1 2 3 4 Miles

0 1 2 4 6 8 Kilometers

PRINCE ALBERT PLANNING DISTRICT

FIGURE 3 - FUTURE LAND USE MAP

Source: Geospatial data is from Information Services Corporation, Sask Surface Cadastral Dataset and Government of Canada, Natural Resources Canada Earth Sciences Sector, Canvec Dataset. Sask Surface Cadastral Dataset is reproduced with the permission of Information Services Corporation.

Map is for reference use only and SARM is not responsible for any errors or omissions which may be present on map. The information included on the map may have changed since the date of creation and it is up to the user to verify all information presented.

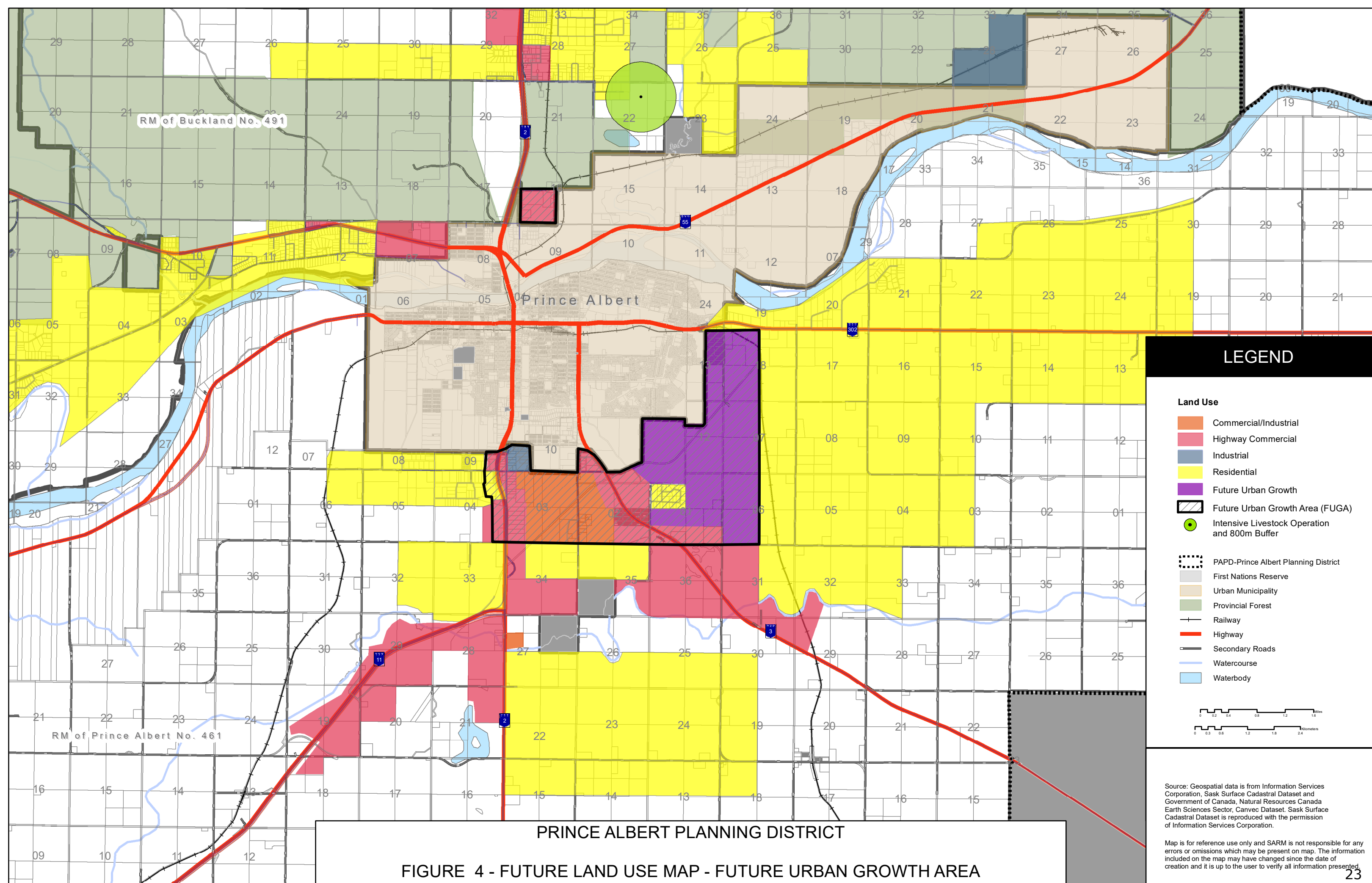


Table 1 Required Separation Distances Between Uses (in Metres)		Wells	Residential				Urban Municipality	Intensive Agriculture	Intensive and Non-Intensive Livestock Operations (number of animal units)			Airport/Airstrip	Commercial	Sand and Gravel Pit	Waste Management		Anhydrous		Industrial	Hazard Industrial
			Single	MCR and MHC*	Hamlet	Tourist Accommodation			100 - 300	301 - 1,000	1,001 +				Solid	Liquid	Non-Refrigerated	Refrigerated		
Residential	Single (1)	—	—	—	—	—	—	300	800	1,200	—	—	200	457	457	305	600	—	1,600	
	MCR and MHC*(2)	—	—	—	—	—	—	1,600	2,400	3,200	800	—	600	457	550	305	600	—	1,600	
	Tourist Accommodation (3)	—	—	—	—	—	—	300	800	800	—	—	200	457	550	305	600	800	1,600	
Intensive Agriculture (4)		—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	1,600	
Intensive and Non-Intensive Livestock Operations (5)	100 - 300	300	300	1,600	1,600	300	1,600	—	—	—	—	300	—	—	—	—	—	—	600	
	301 - 1,000	800	800	2,400	2,400	800	2,400	—	—	—	—	300	—	—	—	—	—	—	600	
	1,001 +	1,200	1,200	3,200	3,200	800	3,200	—	—	—	—	300	—	—	—	—	—	—	600	
Airport/Airstrip(6)		—	—	800	800	—	800	—	—	—	—	—	—	—	—	—	—	—	—	
Railway (7)		—	30	30	30	30	—	—	—	—	—	30	—	—	—	—	—	30	—	
Commercial (8)		—	—	—	—	—	—	300	300	300	—	—	—	457	300	—	—	—	—	
Waste Management (9)	Solid	1,600	457	457	457	457	457	457	—	—	—	457	—	—	—	—	—	—	—	
	Liquid	300	300	Per WSA requirements (13)	Per WSA requirements (13)	Per WSA requirements (13)	Per WSA requirements (13)	300	—	—	—	300	—	—	—	—	—	300	—	
Anhydrous(10)	Non-Refrigerated	—	305	305	305	305	305	—	—	—	—	—	—	—	—	—	—	—	—	
	Refrigerated	—	600	600	600	600	600	—	—	—	—	—	—	—	—	—	—	—	—	
Industrial (11)		—	—	—	—	800	—	—	—	—	—	—	—	—	300	—	—	—	—	
Hazardous Industrial (12)		1,600	1,600	1,600	1,600	1,600	2,400	1,600	600	600	600	—	—	—	—	—	—	—	—	

*Respectively: Multitlot Country Residential (MCR) and Mobile Home Court (MHC)

Distances are measured as follows - Between closest point of nearest:

- (1) Single Residential Building...
- (2) Multitlot or Mobile Home Residential Building Site...
- (3) Tourist Accommodation Facility...
- (4) Intensive Agricultural Site...
- (5) ILO Facility...
- (6) Airport/Airstrip Facility...
- (7) Railway
- (8) Commercial Site...
- (9) Waste Management Facility or Lagoon...
- (10) Anhydrous Ammonia Storage Facility...
- (11) Industrial Site...
- (12) Hazardous Industrial Site...
- (13) Per Water Security Agency separation requirements.

... and the nearest residential building, corporate limit, ILO, airport or airstrip, gravel pit, anhydrous ammonia storage, or waste management facility, and the site lines of other uses



CITY OF PRINCE ALBERT PUBLIC NOTICE

PRINCE ALBERT PLANNING DISTRICT OFFICIAL COMMUNITY PLAN AMENDMENT – BYLAW NO. 20 OF 2022

Public Notice is hereby given that the Council of the City of Prince Albert intends to consider Bylaw No. 20 of 2022 to amend Bylaw No. 18 of 2018, known as the Prince Albert Planning District Official Community Plan.

Reason for the Amendment: At the City Council meeting held September 26th, 2022, first reading of Bylaw No. 20 of 2022 was given and Administration was authorized to provide Public Notification for a Public Hearing. Bylaw No. 20 of 2022 proposes a number of amendments to the District Official Community Plan, including, but not limited to: revising the setbacks between liquid waste management facilities and hamlets and urban municipalities, and redesignating the land legally described as SW 16-49-26-W2M in the Rural Municipality of Buckland from Highway Commercial to Commercial/Industrial, to allow for the future development of the area. The subject land is shown in the dashed line in the map shown.

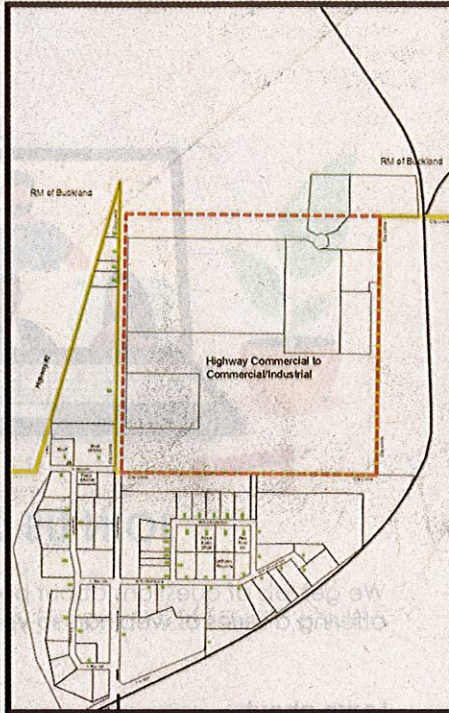
If you would like a copy of the bylaw amendment, or want more information on a particular item, please contact the Department of Planning and Development Services.

Therefore, City Council, at its meeting to be held on October 17th, 2022, at 5:00 p.m., will consider all submissions both written and verbal respecting the Public Hearing for the above bylaw. If you would like your written submission reviewed by City Council PRIOR to the meeting, it would be preferable if it were provided by 4:45 p.m. on Tuesday, October 11th, 2022. In accordance with City Council's Procedure Bylaw No. 23 of 2021, any written submissions must be provided to the City Clerk. Verbal submissions shall be heard during the Public Hearing portion of the meeting.

INFORMATION – Information regarding the proposed amendment may be directed to the following without charge;

Planning and Development Services
City Hall, 1084 Central Avenue
Prince Albert SK, S6V 7P3
8:00 am to 4:45 pm – Monday to Friday (except holidays)
Phone 306-953-4370

Issued at the City of Prince Albert, this October 6th, 2022
Terri Mercier, City Clerk



Published: Daily Herald, Thursday, October 6, 2022

RPT 22-390

TITLE: Concrete and Asphalt Crushing - Tender Award

DATE: September 27, 2022

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That the Concrete and Asphalt Crushing Tender be awarded to Mocon Construction Ltd. for a total cost not to exceed \$200,000 including PST.

TOPIC & PURPOSE:

To award the tender for Concrete and Asphalt crushing at the Prince Albert Landfill.

BACKGROUND:

The Prince Albert Landfill accepts concrete and asphalt material. Much of this material comes directly from City operations when road work occurs or sidewalks are replaced. To meet regulatory requirements and maintain the landfills permit to operate, concrete and asphalt crushing is required as this material is not permitted to be stockpiled indefinitely. The resultant products (crushed concrete and asphalt) will be used as road base, backfilling materials and to improve surfaces for parking/driving.

The approved 2022 sanitation budget contains \$200,000 for this project. The Tender for the Concrete and Asphalt crushing at the Prince Albert Landfill was issued August 24, 2022 and closed September 14, 2022.

PROPOSED APPROACH AND RATIONALE:

Four contractors submitted qualified bids. The results of the Tender were:

Company	Concrete per tonne (plus tax)	Asphalt per tonne (plus tax)
Mocon Construction Ltd.	\$10.75	\$10.75
ABS Excavating Ltd.	\$15.00	\$15.00
DD Contracting and Construction Ltd.	\$26.92	\$29.96
Westar Ventures	\$28.50	\$30.25

After reviewing the submissions and checking references, the Administration recommends awarding to Mocon Construction Ltd., who is the lowest bidder meeting tender requirements. This bid price would result in approximately 18,000 tonnes of material being crushed. The crushed materials value is estimated at \$20 per tonne, based on the City's past purchase price for aggregate.

CONSULTATIONS:

Mocon Construction Ltd. references were checked to the satisfaction of the department for the specific work to be completed at the landfill.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Upon awarding of the Tender, the Department will issue a purchase order to Mocon Construction Ltd. and notify the other bidders and offer a debriefing on the decision.

FINANCIAL IMPLICATIONS:

The 2022 Sanitation budget was approved with \$200,000 for concrete and asphalt crushing. This report recommends spending the budget as approved.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no Policy, Privacy or Official Community Plan implications, or options to recommendations.

STRATEGIC PLAN:

The recommendation supports the strategic goals of "Fiscal Management and Accountability" and "Sustainable Growth".

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

Written by: Todd Olexson, Sanitation Manager

Approved by: Director of Public Works & City Manager



TITLE: Analytical Services Tender

DATE: October 5, 2022

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That Tender No. 38/22, for the three year supply of analytical testing services in the amount of \$118,163 plus applicable taxes be awarded to SRC Analytical.
2. That the Mayor and City Clerk be authorized to execute any applicable documents on behalf of the City.

TOPIC & PURPOSE:

Tender 38/22 for the accredited analytical testing services to support the Water treatment, Wastewater treatment and Landfill operations exceeds the \$100,000 threshold for City Manager Approval; therefore, City Council must authorize the expenditure for the three year term.

BACKGROUND:

The Water Treatment, Wastewater Treatment and Landfill operations all have sample analysis to perform that specifically requires a certified laboratory perform the said analysis. The laboratories must be accredited pursuant to the Canadian Association for Laboratory Accreditation (CALA). The permit to operate appendices of each facility determine the sample type and frequencies for sample submissions and analysis. Tenders are conducted every three years for these accredited analytical services. The last tender was conducted in October of 2019.

PROPOSED APPROACH AND RATIONALE:

The Public Tender package for the supply of certified analytical testing services tender 38/22 was opened on Tuesday, October 4, 2022 at 2:00 p.m. Two suppliers submitted tender packages:

1. ALS Canada Ltd: \$133,218 (3 year term)
2. Saskatchewan Research Council: \$118,163 (3 year term)

The bid submissions were thoroughly screened to ensure that the requirements of the tender documents were met.

CONSULTATIONS:

Worked with the Assistant Environmental Manager, Wastewater Treatment Plant Manager, Landfill Manager and Purchasing Manager to develop and issue the tender package.

FINANCIAL IMPLICATIONS:

The three City operations have individual operational budgets for the accredited analytical services required under the Operational permits.

In comparison with the 2019 tender the 2022 tender pricing results in a 13.8 % savings over the three year term (2023 to 2025). The average cost per year between the three operations will be \$39,387.

OTHER CONSIDERATIONS/IMPLICATIONS:

Official Community Plan: N/A
Policy Implications: N/A
Privacy Implications: N/A
Options to Recommendation: no options

STRATEGIC PLAN:

Fiscal Management and Accountability.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

PRESENTATION: None

ATTACHMENTS:

1. Lab services tender Purchase Authorization Form

Written by: Andy Busse, Water Treatment Plant Manager

Approved by: Director of Public Works, Director of Financial Services & City Manager



Tender# 38/22
Product/Service: Analytical Services
Department: Public Works
Prices Received: Applicable Taxes are Extra to Prices Below

ALS Canada Ltd.	\$ 133,218.32 (3 Year Term)
Saskatchewan Research Council	\$ 118,163.00 (3 Year Term)

Recommendations/Comments: Award to Saskatchewan Research Council having the best price.
 Approximate yearly values: Year 1 & 2 - \$38,996.38, Year 3 - \$ 40,170.33
Awarded to Compliant/Lowest Bidder: Saskatchewan Research Council

\$118,163.00  October 4, 2022
Amount as Listed **Purchasing Manager** **Date**

Requisitioned By: Andy Busse
Comments: Based upon the review of submissions, SRC will meet tender requirements with the best price. Recommend award to SRC.

 October 4, 2022
Signature **Date**

Charge to Account# Various

Council Resolution Approval
 (Over \$100,000) **Council Resolution#** **Date**



City of
Prince Albert

RPT 22-396

TITLE: Fire Hydrant - Minto Rec Centre 201 - 13th Street East

DATE: **October 5, 2022**

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the cost to install the required Fire Hydrant for the property located at 201 – 13th Street East, to be funded from Fiscal Stabilization and/or from any budget that may be available to fund Fire Hydrants, be approved.

ATTACHMENTS:

1. Fire Hydrant-Minto Rec Centre 201-13th Street East (CORR 22-94)

Written by: Executive Committee



City of
Prince Albert

CORR 22-94

TITLE: Fire Hydrant - Minto Rec Centre 201 - 13th Street East

DATE: September 28, 2022

TO: Executive Committee

PUBLIC: X

INCAMERA:

SUGGESTED DISPOSITION:

That the Correspondence be received and referred to the Planning and Development Services Department.

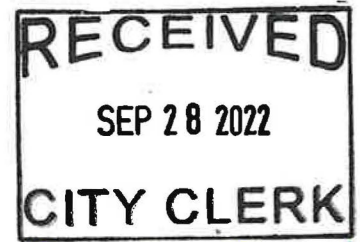
ATTACHMENTS:

1. Letter dated September 27, 2022

Written by: Derek Hlewka and Mark Hlewka



201 13th Street East
Prince Albert, SK S6V 1C8
Bowling, Bumper Cars,
Family Rides & Inflatable Castles
Playground & Redemption Games



Executive Committee

September 27, 2022

City of Prince Albert Mayor and Council

c.c. Craig Guidinger, Director of Planning and Development

In 2004 when we built Minto Rec Centre (201 13th Street East) the fire hydrant located south east from our building which is 60 meters from the building was approved by the city.

In 2021 we started an addition on the east side of our building. During back and forth emails and conversations with the city building inspector we were informed that the fire hydrant was 20 meters to far from our building. The code is the same as 2004 when the original build was approved therefore we do not understand why we have to move the city hydrant at our cost of \$25,000.00.

We feel it should be grandfathered in.

We appreciate your consideration in this matter.

Thank you

Derek Hlewka

Mark Hlewka

**Recommended
Disposition:**

*Refer to
Planning & Dev.*



RPT 22-342

TITLE: Bylaw No. 22 of 2022 - Addition of Fleet Service as a Discretionary Use in the M2 zoning district

DATE: September 2, 2022

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That Bylaw No. 22 of 2022 to amend the City of Prince Albert Zoning Bylaw No. 1 of 2019 by adding the land use “Fleet Service” as a Discretionary Use within the M2 – Small Lot Light Industrial Zoning District be introduced and given first reading; and
2. That Administration be authorized to give notice to the public.

TOPIC & PURPOSE:

The purpose of this report is to request first reading of Bylaw No. 22 of 2022, which is a Zoning Bylaw amendment to add “Fleet Service” as a Discretionary Use – Development Officer within the M2 – Small Lot Light Industrial Zoning District. This report also requests permission to provide public notice.

BACKGROUND:

The Department of Planning and Development Services received an application to add Fleet Service as a use to the M2 Zoning District. The applicant intends on relocating his business to 376 17th Street West (see location plans) to be more accessible to his customers. The applicant’s clientele are located primarily in the West Flat neighborhood and do not own vehicles. The applicant’s business model is a charter service that transports citizens to and from Prince Albert to surrounding cities and municipalities.

PROPOSED APPROACH AND RATIONALE:

In reviewing the Zoning Bylaw, Fleet Service is allowed in all other industrial districts except M2. The rationale that prohibits Fleet Service in M2 is that it requires bigger lots for large charter busses and the turning ratio needed to appropriately accommodate them on site.

The Zoning Bylaw defines the purpose of M2 - Small Lot Light Industrial as:

“... land for a diverse mixture of small scale, light industrial and commercial uses. The intention of this Zoning District is to establish limited areas of industrial development, where uses are expected to create a moderate amount of noise, smoke, smells, dust, light or other similar nuisances.”

The purpose statement for M2 does not include restrictions on lot size, only the uses intended in the district. In reality, M2 is a mix of large and small lots, some of which are as large or larger than the lots found in other Industrial Zoning Districts that allow Fleet Service. Therefore, Fleet Service could be fitting in the M2 Zoning District depending on lot size and the appropriateness of its use.

To determine if a lot is a suitable size, there are provisions in the Zoning Bylaw that allow administration to request a traffic analysis to determine the radius needed on site for large vehicles. This traffic analysis could be used as a tool in M2 to determine the suitability of Fleet Service on specific lots before approval is granted.

The specific lot where the applicant intends on moving is 4,209 m², three times larger than the minimum required lot size (1,250 m²) in other industrial Zoning Districts that allow Fleet Service. There are also many other lots scattered throughout M2 that could accommodate Fleet Service with no issue and would benefit from the proposed amendment.

In regards to the use itself, Fleet Service falls within the descriptive purpose of the M2 Zoning District mentioned above – it is a commercial use that creates moderate noise, dust, light, and other similar nuisances; and there are other uses within the M2 that are similar in intensity. Therefore, Fleet Service meets the intended restrictions in the Zoning Bylaw for M2.

In reviewing the neighborhood surrounding the subject site, it was found that the proposed zoning amendment will bring Prince Albert Northern Bus Lines at 517 17 Street West (see location plans) from an existing non-conforming classification into conformance with the Zoning Bylaw, which is a positive change for that business and the neighborhood.

If the proposed amendment to include Fleet Service in M2 is approved, the use would be Discretionary – Development Officer, and would require a Development Permit application submitted and reviewed by administration for conformance with the Zoning Bylaw.

For the above reasons, Administration recommends adding Fleet Service as a Discretionary – Development Officer approved use in the M2 – Small Lot Light Industrial Zoning District.

CONSULTATIONS:

The applicant has been consulted throughout the application process.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Subject to approval of the 3rd reading, the applicant will be notified in writing of City Council's decision, and, the Zoning Bylaw and City website will be updated accordingly.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no options to recommendations, policy, privacy, or financial implications.

STRATEGIC PLAN:

The proposed rezoning supports the City's strategic goal to: "provide high quality services to meet the dynamic needs and expectations of our citizens."

OFFICIAL COMMUNITY PLAN:

The proposed amendment is supported by section 7.1(v) of the City of Prince Albert's Official Community Plan's Transportation goals. Goal number five states the City is to: "Integrate alternative forms of transportation with private vehicle use into new neighbourhood designs and site plans." The proposed amendment allows for alternative forms of transportation to be accomplished in the M2 Zoning District.

OPTIONS TO RECOMMENDATION:

There are no options to recommendations, policy, privacy, or financial implications.

PUBLIC NOTICE:

Public Notice is required for consideration of this matter, pursuant to Section 10 of Public Notice Bylaw No. 24 of 2015.

ATTACHMENTS:

1. Bylaw 22/22
2. Location map aerial
3. Location map zoning

Written by: Adam Brown, Planner

Approved by: Director of Planning and Development Services & City Manager

CITY OF PRINCE ALBERT BYLAW NO. 22 OF 2022

*A Bylaw of The City of Prince Albert to amend
The Zoning Bylaw, being Bylaw No. 1 of 2019*

WHEREAS it is desirable to amend the City of Prince Albert Zoning Bylaw No. 1 of 2019;

NOW, THEREFORE, THE COUNCIL OF THE CITY OF PRINCE ALBERT IN OPEN MEETING ASSEMBLED ENACTS AS FOLLOWS:

1. That Bylaw No. 1 of 2019 be amended in the manner hereinafter set forth:
 - a. By adding “Fleet Service” to the Discretionary Uses – Development Officer section of the table in Subsection 8.3.2:

M2 – SMALL LOT LIGHT INDUSTRIAL											
	Minimum Development Standards								Parking Standards ³		
	Site Area (m ²)	Site Width (m)	Front Yard (m)	Side Yard (m)	Rear Yard (m)	Maximum Building Height (m)	Maximum Site Coverage (%)	Landscaped Area ⁶ (%)	Regular (Cat.)	Visitor (%)	Loading (#)
Discretionary Uses – Development Officer											
Fleet Service	300	10	-	-	3	10.7	-	-	16	-	1

2. This Bylaw shall come into effect on the day of its final passing.
3. This Bylaw shall come into effect upon receipt of final approval of the Minister of Government Relations.

INTRODUCED AND READ A FIRST TIME THIS _____ DAY OF _____, A.D., 2022.

READ A SECOND TIME THIS _____ DAY OF _____, A.D., 2022.

READ A THIRD TIME AND PASSED _____ DAY OF _____, A.D., 2022.

MAYOR

CITY CLERK

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PLANNING & DEVELOPMENT SERVICES



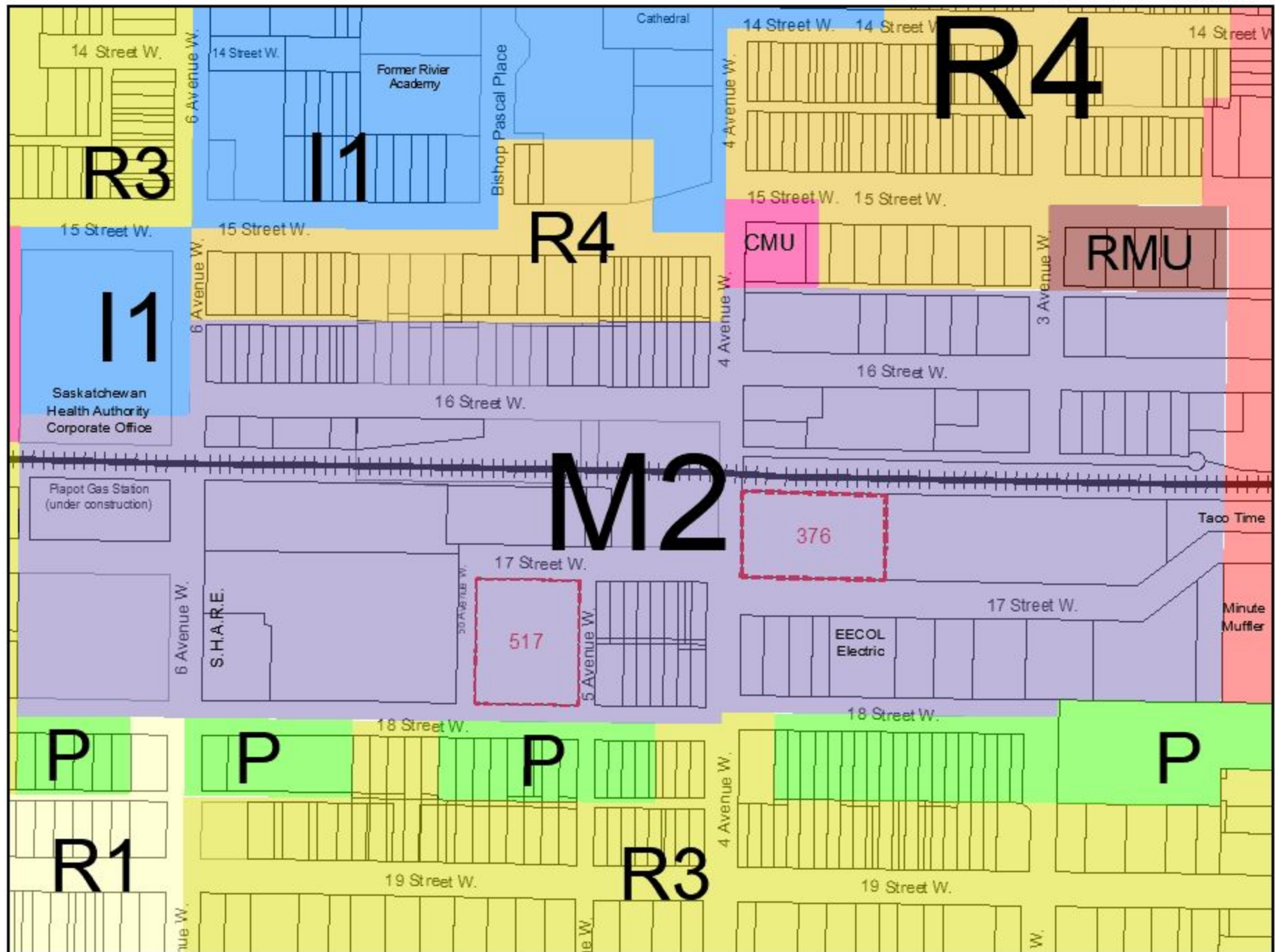
517 and 376 17th Street West

Subject Property Identified With A Bold Dashed Line



PLANNING & DEVELOPMENT SERVICES

August 31, 2022





RPT 22-399

TITLE: Affordable Housing Program Application – Prince Albert Community Housing Society Inc.

DATE: **October 5, 2022**

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That the Affordable Housing Program application made by Prince Albert Community Housing Society Inc. in the amount of \$30,000 be approved, subject to:
 - a. The applicant obtaining a Building Permit for the subject multi-unit developments to be located at 656 20th Street East and 1492 7th Street East; and,
 - b. The applicant entering into an Operating Agreement with The City for each respective property; and,
2. That the Mayor and City Clerk be authorized to execute the Operating Agreements on behalf of the City, once prepared.

TOPIC & PURPOSE:

The purpose of this report is to approve the Affordable Housing Program application made by Prince Albert Community Housing Society Inc. (PACHSI) for \$30,000 for the construction of six (6) affordable rental dwelling units in Prince Albert.

BACKGROUND:

The Affordable Housing Program was originally approved by City Council in 2019, Resolution No. 0082, February 25th, 2019:

“That the City of Prince Albert Affordable Housing Program, as outlined in RPT 19-67, be approved”.

Four applications have been approved under the Affordable Housing Program. The funding provided through this program has contributed to the creation of eighteen (18) affordable rental dwelling units.

PROPOSED APPROACH AND RATIONALE:

The Department of Planning and Development Services is in receipt of an Affordable Housing Program application from Prince Albert Community Housing Society Inc. (PACHSI) for \$30,000 (\$5,000 per unit, up to a maximum of six units). Under this application, funding will be directed to the construction of two multi-unit residential buildings with a combined eleven dwelling units, which includes a five-unit building to be located at 656 20th Street East and a six-unit building to be located at 1492 7th Street East. PACHSI has included both developments under one application as non-profit corporations may only submit one application annually under the Affordable Housing Program. This also satisfies a requirement of obtaining funding from CMHC, namely that funding also be provided from other levels of government for each housing project.

The anticipated cost for this project is \$2,860,000, and the Saskatchewan Housing Corporation (SHC) is reported to be contributing \$267,000 towards the project.

As part of the program, Prince Albert Community Housing Society Inc. will be required to enter into a 15-year Operating Agreement with the City for each property. The agreement guarantees that these dwelling units will be rented at an “affordable” rate for the term of the agreement. Under the agreement, an “affordable” rate is defined as 80% of the market rate calculated annually by the Canada Mortgage and Housing Corporation (CMHC), or the maximum rental rate established by either the SHC or CMHC.

CONSULTATIONS:

Administration consulted with the applicant in order to determine their qualification for the program and status updates are provided as needed.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

The applicant will be notified in writing of City Council's decision and Administration will continue to work with the applicant to finalize the agreement for each property.

FINANCIAL IMPLICATIONS:

The Affordable Housing Program is funded through the Housing Reserve. Annually, only three applications may receive funding under the Affordable Housing Program, with a maximum grant of \$30,000 per application. A non-profit corporation may only submit one application annually, as such both housing projects are being included under one application.

As of October 3rd, 2022, the Housing Reserve has a balance of \$641,892.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no other options to the recommendation, or any policy or privacy implications to consider with this report.

STRATEGIC PLAN:

Throughout the application review, Administration followed the City's core value of being accountable and transparent by providing accurate information to the applicant in a timely manner.

OFFICIAL COMMUNITY PLAN:

Section 6 of the City of Prince Albert's Official Community Plan states that:

"the need for affordable housing is critical. Adequate housing can stabilize neighbourhoods and enable the community to wrap services around individuals and families who require them".

The Affordable Housing Program supports the above statement by helping non-profit corporations provide affordable dwelling units to residents of the City of Prince Albert.

PUBLIC NOTICE:

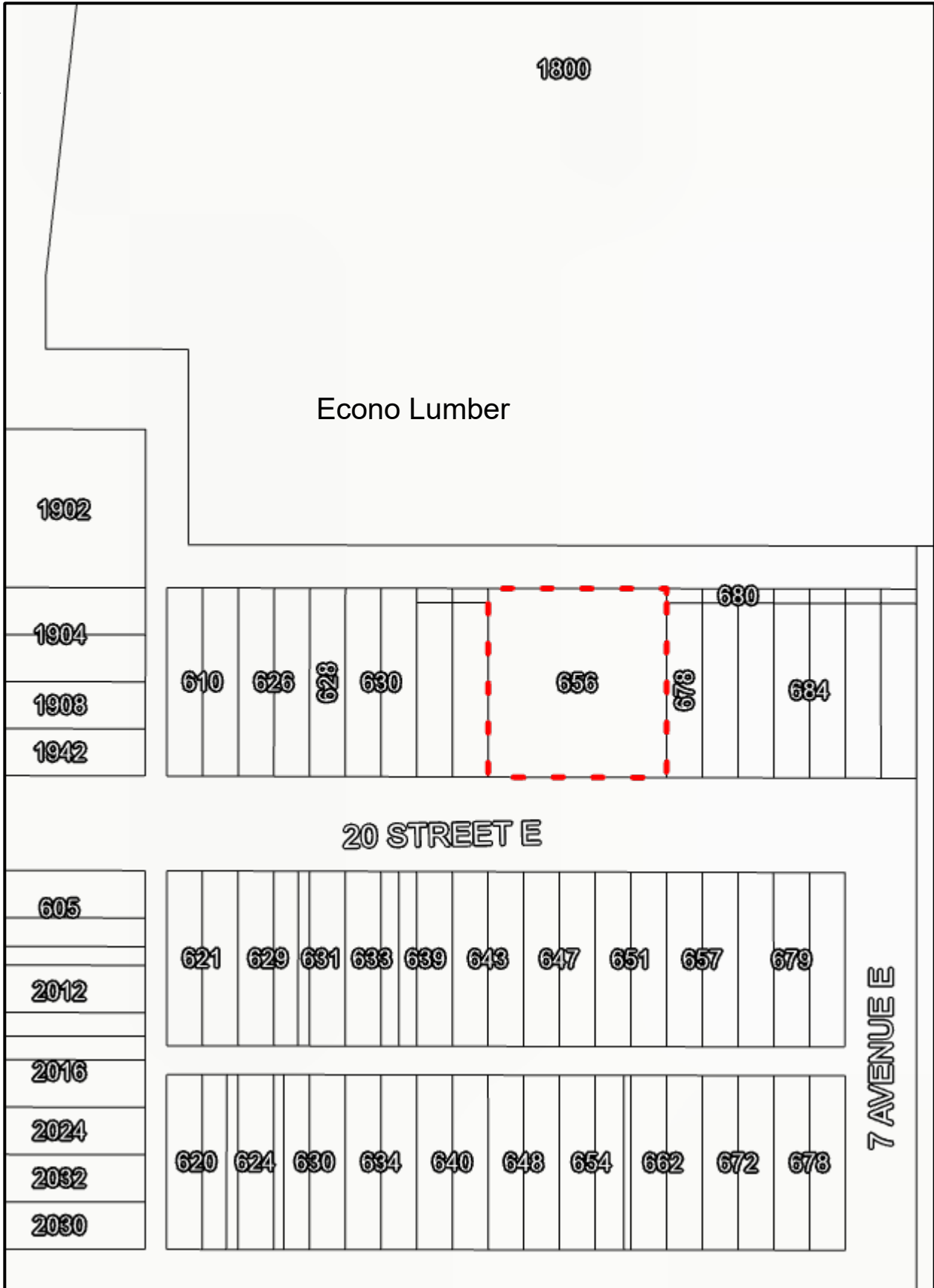
Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

ATTACHMENTS:

1. Location Plan - 656 20th Street East
2. Location Plan with Aerial - 656 20th Street East
3. Location Plan - 1492 7th Street East
4. Location Plan with Aerial - 1492 7th Street East
5. Affordable Housing Program - Operating Agreement

Written by: Jordan Olmstead, Planner

Approved by: Director of Planning and Development Services & City Manager



S-HZ

S-HZ

PLANNING & DEVELOPMENT

JO

October 3, 2022

656 20th Street East - Parcel 30A, Plan 102367065

Subject Property Identified With A Bold Dashed Line



S-Z

S-Z

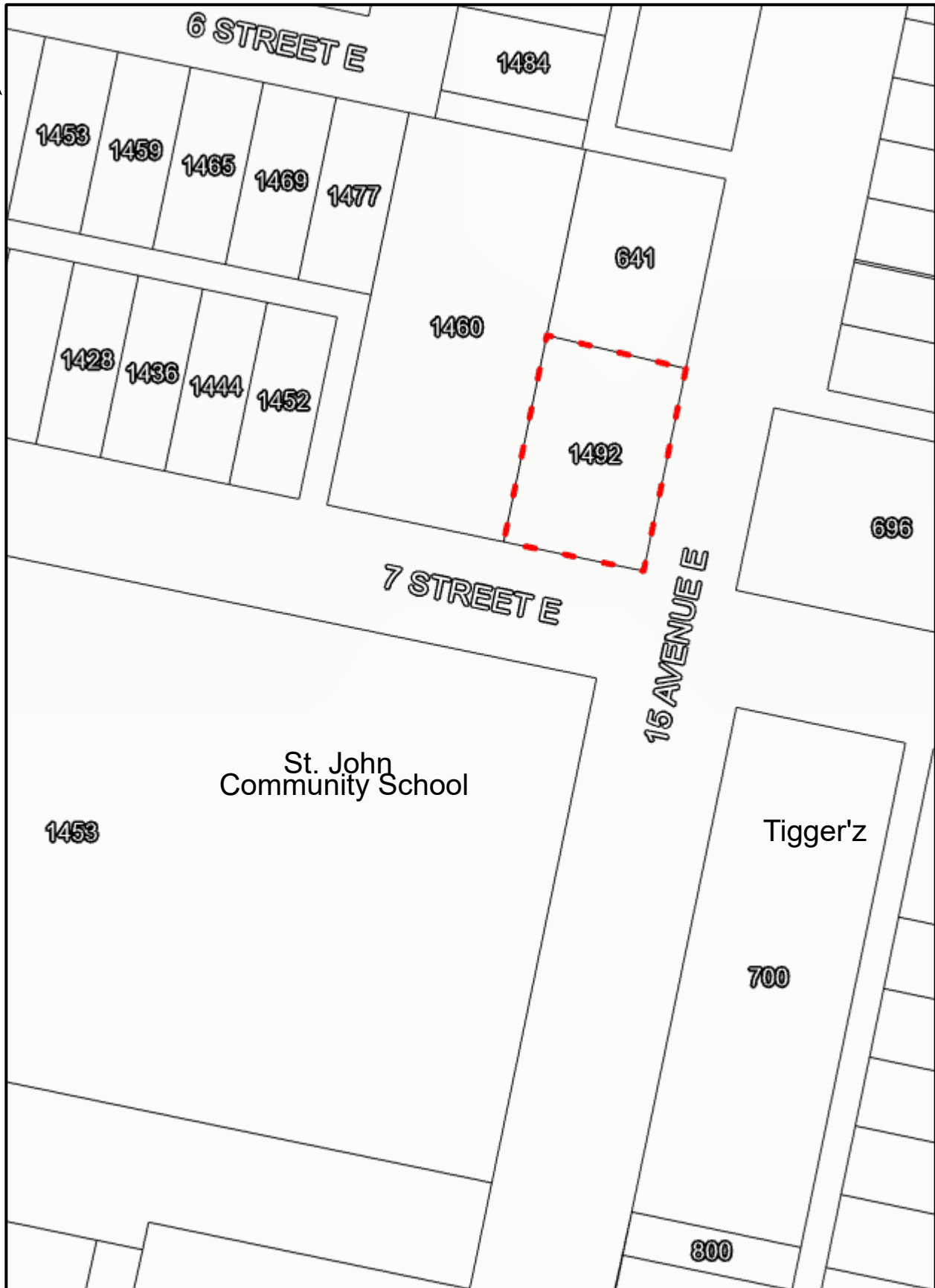
PLANNING & DEVELOPMENT

JO

October 3, 2022

656 20th Street East - Parcel 30A, Plan 102367065

Subject Property Identified With A Bold Dashed Line



S-H-Z

S-H-Z

PLANNING & DEVELOPMENT

JO

October 3, 2022

1492 7th Street East - Lot 3A, Block Q, Plan 102222357

Subject Property Identified With A Bold Dashed Line



S-Z

S-Z

PLANNING & DEVELOPMENT

JO

October 3, 2022

1492 7th Street East - Lot 3A, Block Q, Plan 102222357

Subject Property Identified With A Bold Dashed Line

Albert for one-bedroom, two-bedroom, and three or more bedroom units respectively; or,

ii) The maximum rental rate as defined by the Saskatchewan Housing Corporation (SHC) or CMHC, whichever is the primary funding provider.

b) "Property" means the land and improvements legally described as:

Civic Address: _____

Legal Land Description: Lot _____, Block/Parcel _____,
Plan No. _____

c) "Service Charges" include the following services provided by the City for a direct charge or user fee payable by the party to whom the services are provided:

- i) The supply of water;
- ii) The disposal of sewage; and
- iii) Custom work orders.

d) "Term" means a period of fifteen (15) years starting on the date this Agreement is executed by both parties.

2. MUNICIPAL INCENTIVE

2.1 In consideration of the mutual covenants and agreements between the Parties as herein set out, the City has agreed to provide the Developer a one-time capital payment of \$_____ (herein referred to as the "Funding") to be distributed on the date of execution of this agreement. The Developer agrees that the payment of the Funding shall constitute a debt due and owing and repayable by the Developer to the City, which repayment shall be subject to and governed by clause 4.3 hereof.

3. CONDITIONS

- 3.1 Those units for which Funding is being provided for under this Agreement shall be maintained as rental units by the Developer for the entirety of the Term.
- 3.2 The Developer shall rent the units for which Funding is being provided at a rental rate that shall not exceed the Maximum Rental Rate for the entirety of the Term.
- 3.3 The Developer must notify the City in writing if the Developer intends to sell the Property (terminate the agreement) prior to the completion of the Term. In this case, clause 4.1(a) of this agreement shall apply.
- 3.4 The executed agreement shall be registered as an interest on the subject parcel. The interest may be discharged upon expiry of the Term, or if the agreement is terminated as per Section 4 of this agreement.
- 3.5 The Developer shall comply with all relevant policies, bylaws acts and legislation.

4. TERMINATION

- 4.1 In the event of the following, the City may terminate the Agreement and the Developer shall repay the funding provided by the City in an amount based on the pro-rata formula set out in clause 4.3 hereof for the portion of time remaining in the Term of the Agreement, specifically:
 - a) if the Property is sold prior to the completion of the Term of the Agreement, unless the City agrees in writing to the assignment of this Agreement to the new owner;
 - b) if the Developer:
 - i) becomes bankrupt or insolvent or is so adjudged;
 - ii) becomes subject to the provisions of any provincial or federal legislation for the benefit of creditors, or the Owner's goods and chattels are liable to seizure; or
 - iii) makes a general assignment for the benefit of creditors or otherwise

acknowledges personal insolvency;

- c) if property taxes and/or Service Charges respecting the property fall into arrears;
- d) if the units for which funding is being provided are rented at a rate above the established Maximum Rental Rate;
- e) if the units cease to be maintained as rental units; or
- f) if the Developer is convicted of any contravention of *The Weed Control Act*, *The Planning and Development Act, 2007*, *the National Building Code of Canada* or any municipal bylaw in respect to the Property.

4.2 If the Agreement is to be terminated in accordance with clause 4.1(b) through 4.1(f), the City shall provide written notice to the Developer ten (10) days prior to termination of the Agreement.

4.3 If the Agreement is terminated, the Developer shall provide the Funding to the City as follows:

- a) termination occurring within the first calendar year of the Term of the Agreement requires repayment of 100% of the Funding;
- b) termination occurring within the second calendar year of the Term of the Agreement requires repayment of 93.3% of the Funding;
- c) termination occurring within the third calendar year of the Term of the Agreement requires repayment of 86.6% of the Funding;
- d) termination occurring within the fourth calendar year of the Term of the Agreement requires repayment of 80% of the Funding;
- e) termination occurring within the fifth calendar year of the Term of the Agreement requires repayment of 73.3% of the Funding;
- f) termination occurring within the sixth calendar year of the Term of the Agreement requires repayment of 66.6% of the Funding;

- g) termination occurring within the seventh calendar year of the Term of the Agreement requires repayment of 60% of the Funding;
- h) termination occurring within the eighth calendar year of the Term of the Agreement requires repayment of 53.3% of the Funding;
- i) termination occurring within the ninth calendar year of the Term of the Agreement requires repayment of 46.6% of the Funding;
- j) termination occurring within the tenth calendar year of the Term of the Agreement requires repayment of 40% of the Funding;
- k) termination occurring within the eleventh calendar year of the Term of the Agreement requires repayment of 33.3% of the Funding;
- l) termination occurring within the twelfth calendar year of the Term of the Agreement requires repayment of 26.6% of the Funding;
- m) termination occurring within the thirteenth calendar year of the Term of the Agreement requires repayment of 20% of the Funding;
- n) termination occurring within the fourteenth calendar year of the Term of the Agreement requires repayment of 13.3% of the Funding; and,
- o) termination occurring within the fifteenth calendar year of the Term of the Agreement requires repayment of 6.6% of the Funding.

5. NOTICE

Any notice, demand, request or other communication (collectively “notice”) which may be or is required to be given under this Agreement shall be in writing and delivered personally by leaving it at the offices of the other party, or sent by registered mail, postage prepaid, and shall be addressed:

- a) to the City:
Department of Planning and Development Services
City of Prince Albert

1084 Central Avenue
Prince Albert, SK S6V 7P3

b) to the Developer:

Either party may change its address for the above purpose by mailing a notice to the other party setting forth its new address.

Any such notice shall be conclusively deemed to have been given or made on the day on which such notice is delivered or, if mailed, the seventy-two (72) hours following the date of mailing, as the case may be. If the postal service is interrupted, only personal delivery of such notice shall be utilized.

6. COVENANTS TO SURVIVE THE AGREEMENT

6.1 The Developer agrees and does hereby provide security for its repayment obligations of the Funding to the City pursuant to clause 4.3 hereof, and does hereby grant an equitable demand mortgage to the City as against the title to the Property. The Developer permits and consents to the City registering in the Land Registry against the title to the Property such security as an interest in the Property, which interest shall be discharged following the repayment of the Funding as specified in clause 4.3 hereof. These covenants shall bind all successors and assigns of the Developer.

7. ASSIGNMENT

7.1 The Developer shall not assign or transfer this Agreement without the prior written approval of the City of Prince Albert.

8. ENTIRE AGREEMENT

8.1 There are no other agreements between the parties respecting the matters referred to herein.

9. GENERAL

9.1 Time is of the essence of this Agreement and all actions taken by the parties shall be taken so as to expedite the performance of the Agreement.

9.2 The laws of the Province of Saskatchewan shall govern this Agreement.

IN WITNESS WHEREOF The City of Prince Albert has hereunto affixed its corporate seal, duly witnessed by the hands of its proper officers in that behalf, duly authorized this day of A.D., 20 .

THE CITY OF PRINCE ALBERT

MAYOR

CITY CLERK

IN WITNESS WHEREOF has hereunto affixed its corporate seal, duly witnessed by the hands of its proper officers in that behalf, duly authorized this day of A.D., 20 .



City of
Prince Albert

INQ 22-10

MOTION:

Be received as information and filed.

ATTACHMENTS:

1. September 6, 2022 City Council Inquiry Responses

Written by: Sherry Person, City Manager

To: City Council
From: City Manager

September 26, 2022 - City Council Inquiries

Councillor	Inquiry #	Inquiry	Dep't Sent to	Date Responded	Response
Councillor Zurakowski	INQ#22-26	Can Administration advise Councillors regarding the Speed Indicators in each ward to make sure we are still on the right track with the original intent of the indicators?	Public Works, Communications & City Manager	1-Oct	Please see attached response from Public Works, Communications and the City Manager.

RESPONSE TO INQUIRY #22-26

Can Administration advise Councillors regarding the Speed Indicators in each ward to make sure we are still on the right track with the original intent of the indicators?

Response:

The speed indicators were originally approved to bring awareness and to reduce speeding throughout the City of Prince Albert. They also track data including vehicle counts and speed statistics. When the speed count signs were launched, the commitment from the City was to monitor the data and deploy the police when there are continuing speeding issues. The Indicators are scheduled to be moved January 1, April 1, July 1 and October 1 of each year.

Once data is processed from the speed indicator signs, the relevant statistics will be included in the weekly Transportation Divisional Update. Furthermore, considering the Councillor's request, Administration will publish some data statistics on the City's website (Traffic Page) on quarterly basis. The published data will include the ward, location of speed indicator, start date of data collection, end date of data collection, posted speed and calculated average speed (as shown in the example below).

Ward	Speed Indicator Location	Start Date	End Date	Posted Speed (km/hr)	Calculated Average Speed (km/hr)
7	200 Block of Southwood Dr.	Aug-26-21	Dec-13-21	40	39

The data will be published starting October 2022.

The City Manager has provided the following response in regards to determination of speed indicator locations:

In addition, as approved, consultation with the Mayor and Ward Councillor is required to take place prior to each move. The table provided below is a proposed schedule of speed indicator locations for the upcoming year. Moving forward, the Transportation and Traffic Manager will confirm the location of the next move in the month prior. He will forward an initial email and if no response is provided to the email, a follow up telephone call will be made.

The City Manager's Office will ensure this established process is established and undertaken starting in December. The Public Works Department will ensure that it continues following the next move.

SPEED INDICATOR LOCATIONS by WARD

Ward / Date	October-22	January-23	April-23
Ward 1	McLellan Crescent	13th St between 16th and 18th Ave W	15th St between 9th and 16th Ave W
Ward 2	15th St W at 4th Ave W	Highway 3 and 8th St NE	1st Ave E near River St at 7,8 or 9th Ave E
Ward 3	10th Ave E near Steuart	12th St E near 5th Ave E	1st St E near 10 Ave
Ward 4	15th Ave E south of 7th St	1st St E near 14th Ave	10th Ave E near Sask Polytech
Ward 5	Muzzy Drive near playground	Branion Drive by Cuelenaere St	15th A near Helme Cres
Ward 6	15th Ave between 28th and Marquis	Wyllie Cres	Eagle Cres
Ward 7	Central Ave between 22nd and 28th St	23rd St near East Hill Community Club	3rd Ave E near 26th St
Ward 8	6th Ave W south of 22nd St	32nd St between 4th and 6th Ave W	22nd St between 3rd and 5th Ave W



MOT 22-15

MOTION:

“That Administration work with the Prince Albert Police Service to plan and implement methods on how we can register all bike serial numbers in our community by August 31, 2023 as per the Bicycle Bylaw. This plan should come back to Executive Committee for consideration in January 2023.”

Written by: Councillor Edwards



City of
Prince Albert

MOT 22-16

MOTION:

“That Administration review the Traffic Bylaw in regards to the length of time Camper Trailers can be parked in front of residents’ homes.”

Written by: Councillor Zurakowski



City of
Prince Albert

MOT 22-17

MOTION:

“That Administration review Off-Sale Liquor Store hours.”

Written by: Councillor Zurakowski



City of
Prince Albert

MOT 22-18

MOTION:

“That Administration review the 24-hour Convenience Store hours.”

Written by: Councillor Zurakowski