



CITY OF PRINCE ALBERT

PLANNING ADVISORY COMMITTEE REGULAR MEETING

AGENDA

**TUESDAY, MAY 28, 2024, 4:00 PM
MAIN BOARDROOM, 2ND FLOOR, CITY HALL**

1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. DECLARATION OF CONFLICT OF INTEREST

4. APPROVAL OF MINUTES

- 4.1 September 26, 2023 Planning Advisory Committee Meeting Minutes for Approval **Page 1**
(MIN 23-97)

5. CORRESPONDENCE & DELEGATIONS

6. REPORTS OF ADMINISTRATION & COMMITTEES

- 6.1 PAC - Committee Wrap up (RPT 24-148) **Page 4**

Verbal Presentation: Craig Guidinger, Director of Planning and Development Services

7. UNFINISHED BUSINESS

8. ADJOURNMENT



City of
Prince Albert

MIN 23-97

MOTION:

That the Minutes for the Planning Advisory Committee Meeting held September 26, 2023, be taken as read and adopted.

ATTACHMENTS:

1. Minutes



CITY OF PRINCE ALBERT

PLANNING ADVISORY COMMITTEE REGULAR MEETING

MINUTES

**TUESDAY, SEPTEMBER 26, 2023, 4:02 P.M.
MAIN BOARDROOM, 2ND FLOOR, CITY HALL**

PRESENT: Councillor Dawn Kilmer
Hannah Buckie
Sharon Grywacheski
Marcel Hallé
Danielle Makari (Attended at 4:07 p.m.)
Carmen Plaunt

Amber Soles, Secretary
Heather Wilson, GIS Supervisor

1. CALL TO ORDER

Councillor Kilmer, Chairperson, called the meeting to order.

2. APPROVAL OF AGENDA

0021. **Moved by:** Plaunt

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 Chair.

Absent: Councillor Lennox-Zepp, Sherry Bates and Danielle Makari

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

0022. **Moved by:** Hallé

That the Minutes for the Planning Advisory Committee Regular Meeting held June 20, 2023, be taken as read and adopted.

Absent: Councillor Lennox-Zepp, Sherry Bates and Danielle Makari

CARRIED

5. CORRESPONDENCE & DELEGATIONS

6. REPORTS OF ADMINISTRATION & COMMITTEES

6.1 Snow Management Application (RPT 23-373)

Visual Presentation was provided by Heather Wilson, GIS Supervisor and Geoff Soderberg, Roadways Manager.

0023. **Moved by:** Buckie

That the input provided by the Planning Advisory Committee be considered in the development of a Public Interactive Snow Management Map.

Absent: Absent: Councillor Lennox-Zepp and Sherry Bates

CARRIED

7. UNFINISHED BUSINESS

8. ADJOURNMENT – 4:24 P.M.

0024. **Moved by:** Grywacheski

That this Committee do now adjourn.

Absent: Councillor Lennox-Zepp and Sherry Bates

CARRIED

COUNCILLOR DAWN KILMER
CHAIRPERSON

AMBER SOLES
SECRETARY

MINUTES ADOPTED THIS 28TH DAY OF MAY, A.D. 2024.



TITLE: PAC - Committee Wrap up
DATE: **May 13, 2024**
TO: Planning Advisory Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That this report be received as information and filed.

TOPIC & PURPOSE:

The purpose of this report is to wrap up the work of the Planning Advisory Committee (PAC) and advise them of the suggested way forward in engaging with the Public.

PROPOSED APPROACH AND RATIONALE:

In 2023, the Planning Advisory Committee Work Plan was comprised of the following key items. Updates to the status of each item is also being provided:

Snow Clearing Application – In March 2023, the City of Prince Albert GIS Supervisor and the Director of Public Works presented to the PAC the concept of developing a Public Interactive Application that could be used to improve communications on residential grading areas, snow lifting areas, etc. and providing day to day updates and information to the public Map. Based on the feedback provided by the PAC, an application was developed and utilized for the 2023-2024 winter season.

Property Amenities Bylaw – Boarded Buildings – In April 2023, a report was brought to the PAC with a purpose of getting feedback on our current processes for dealing with boarded and vacant properties and to determine what amendments may need to be made to the Property Amenities Bylaw. The feedback from the PAC was as follows:

- Establish suitable timeframes that allow boarding for certain periods to accommodate renovations/vacant periods.
- Boarded structures should have their own section in the Bylaw instead of just being lumped into the “nuisance” definition.
- Clearer definitions and parameters for boarding so unsightly scrap wood is not used and unsightly craftsmanship performed.

- There should be something in the Bylaw that addresses Absent landlords who have walked away from structures/properties for extended periods of time.
- There should be a communication strategy to inform the public on the challenges of boarded structures and why sometimes boards are required for limited times.
- An amended Bylaw is currently being drafted taking the above points into consideration.

Property Amenities Bylaw – Human Habitation - In April 2023, a report was brought to the PAC with a purpose of getting feedback on our current Property Amenities Bylaw and processes specifically related to the habitation of tents on private property, and to determine what amendments may need to be made to our processes and the Bylaw. The feedback from the PAC was as follows:

- “habitation” needs to be clearly defined in the Bylaw.
- Perhaps simplify the Bylaw by stating that there is no habitation allowed in anything but your house, instead of trying to specifically define what is prohibited (such as RV, tents, shed, etc.)
- Perhaps allow habitation with clearly defined limited timeframes and conditions for tents and RV’s/Campers.
- Perhaps keep the Bylaw as it is and continue to focus on the “nuisance” aspect of tents.
- An amended Bylaw is currently being drafted taking the above points into consideration.

Introduction to Planning – This item was brought forward to the previous meeting of PAC, but unfortunately did not move forward due to a lack of quorum.

Administration has met with the Chair of the PAC to explore alternative ways to engage with the Public, while also finding the most effective ways to incorporate this feedback into making decisions. It is being suggested that in place of the PAC and the CSAC (Community Services Advisory Committee) that administration create informal working groups in specific focus areas. Shifting from traditional boards and committees to working groups, action teams, and enhanced public engagement can bring several advantages for a city:

Efficiency: Working groups and action teams are often smaller and more focused than traditional committees, allowing for quicker decision-making and implementation of initiatives.

Flexibility: These structures can be formed ad hoc based on specific needs or projects, allowing the city to respond swiftly to emerging issues or opportunities.

Expertise: By assembling individuals with relevant expertise and experience for each working group or action team, cities can ensure that decisions are informed by the best available knowledge and skills.

Inclusivity: Enhanced public engagement mechanisms ensure that a broader range of voices are heard and considered in decision-making processes, leading to more inclusive and representative outcomes.

Transparency: Open and transparent processes for forming and operating working groups and action teams can increase trust in local government by making decision-making more visible and accessible to the public.

Accountability: Clear mandates and objectives for each working group or action team, along with regular reporting mechanisms, helps ensure accountability and results.

Innovation: By fostering collaboration and creativity among diverse stakeholders, these structures can catalyze innovative solutions to complex challenges facing the city.

Empowerment: Engaging residents and community organizations in meaningful ways through working groups and action teams can empower them to take ownership of local issues and contribute to positive change in their neighborhoods.

Overall, transitioning from traditional boards and committees to more dynamic and inclusive structures can help cities become more responsive, effective, and equitable in addressing the needs and aspirations of their residents.

Administration wants to thank the past and present members of the Planning Advisory for their participation. Several important initiatives were developed through the PAC and without the discussions that took place, the outcomes and decisions of City Council would not have been as inclusive as they were. Thankyou.

PUBLIC NOTICE:

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

PRESENTATION:

Verbal presentation by Director of Planning and Development Services

Written by: Director of Planning and Development Services

Approved by: City Manager