



# **CITY OF FORT SASKATCHEWAN AGENDA**

## **Regular Council Meeting Tuesday, January 13, 2015 – 6:00 P.M. Council Chambers – City Hall**

- 6:00 P.M.**
1. **Call to Order** Mayor Katchur
  2. **Approval of Minutes of December 9, 2014 Regular Council Meeting** (attachment)
  3. **Delegations**  
*Those individuals in attendance at the meeting will be provided with an opportunity to address Council regarding an item on the agenda, with the exception of those items for which a Public Hearing is required or has been held. Each individual will be allowed a maximum of five (5) minutes.*
  4. **Unfinished Business**
  5. **Bylaws**
    - 5.1 Bylaw C1-15 – Designate the Warden’s House and Yard as a Municipal Historic Resource - 3 readings Richard Gagnon (attachment)
    - 5.2 Bylaw C2-15 - Amend Traffic Bylaw C4-09 – School Zones – 3 readings Coreen Karst (attachment)
    - 5.3 Bylaw C3-15 – Amend Road Closure Bylaw C5-09 - Cemetery Road and 109 Street – 3 readings Janel Smith-Duguid (attachment)
  6. **New Business**
    - 6.1 Offer to Purchase a Portion of Road Plan 822 1665 Janel Smith-Duguid (attachment)
    - 6.2 Fort Saskatchewan Public Library Board Appointment Brenda Molter (attachment)
    - 6.3 Heritage Centre Plebiscite Brenda Molter (attachment)
  7. **Mayor and Councillors Boards/Committees Update**
  8. **Administrative Inquiries**
  9. **Notice of Motion**
    - 9.1 Reconsider Library City Grant Funding Coun. Bossert (attachment)
  10. **Adjournment**



### **3. Approval of Minutes of December 3, 2014 Regular Council Meeting**

**R278-14** MOVED BY Councillor Garritsen that the minutes of the December 3, 2014 regular Council Meeting be adopted as presented.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

### **4. Delegations**

Stuart McGowan, Fort Saskatchewan Historical Society was in attendance to make a statement for the record on behalf of the Society that at no time has the Fort Saskatchewan Historical Society supported or promoted the project proposed by the City regarding the Interpretative Centre in the historical precinct of Fort Saskatchewan.

### **5. Unfinished Business**

#### **5.1 2015 Budget Adoption**

Presented by: Mirjam Brett, Director, Budget & Long Term Planning

**R279-14** MOVED BY Councillor Hennig that Council add \$5,000 to the 2015 Budget, to be tax funded, to clear snow on 1.8 km of trails in Chabot Park, and as outlined in the City of Fort Saskatchewan's Trail Snow Clearing map presented at the December 9, 2014 Council Meeting.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**R280-14** MOVED BY Councillor Randhawa that Council authorize an annual review program focusing on the efficiency and effectiveness of the organization be established in the amount of \$75,000 with the funding source to come from tax revenue.

In Favour: Stew Hennig, Arjun Randhawa, Ed Sperling

Against: Gale Katchur, Frank Garritsen, Birgit Blizzard, Sheldon Bossert

DEFEATED

**R281-14** MOVED BY Councillor Hennig that Council approve the 2015 Operating Budget dated December 9, 2014, establishing total operating revenues and expenditures at \$67,432,692.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**R282-14** MOVED BY Councillor Hennig that Council adopt the 2015 Capital Budget dated December 9, 2014 establishing total capital revenues and expenditures at \$14,256,700.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**R283-14** MOVED BY Councillor Hennig that Council adopt the Fort Saskatchewan Public Library's 2015 Operating and Capital Budget, establishing total revenues and expenditures at \$1,186,553.80.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

## **6. New Business**

### **6.1 Capital Project Update - Fourth Quarter**

Presented by: Grant Schaffer, Director, Project Management

Grant Schaffer, Director, Project Management presented Council with an update on the status of the 2014 Capital Project Program.

### **6.2 Project 10092 - City Centre Square - Budget Reconciliation**

Presented by: Grant Schaffer, Director, Project Management

**R284-14** MOVED BY Councillor Garritsen that Council approve the transfer of \$346,400.72 from the Self Financing Infrastructure Reserve for Project 10092 - City Centre Square.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**6.3 Cancellation of Tax Arrears**

Presented by: Brenda Molter, Director, Legislative Services

**R285-14**

MOVED BY Councillor Hennig that Council authorize the cancellation of tax arrears for Tax Roll 4851013 in the amount of \$9,094.44.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**6.4 Board and Committee Appointments**

Presented by: Brenda Molter, Director, Legislative Services

**R286-14**

MOVED BY Councillor Bossert that Council approve the appointment of David McDermott to the Family & Community Support Services Board for a two-year term commencing January 1, 2015 and expiring on December 31, 2016.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**R287-14**

MOVED BY Councillor Bossert that Council approve the appointment of Una Truscott to the Family & Community Support Services Board for a two-year term commencing January 1, 2015 and expiring on December 31, 2016.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**R288-14**

MOVED BY Councillor Bossert that Council approve the re-appointment of Wendy Zimaro to the Family & Community Support Services Board for a two-year term commencing January 1, 2015 and expiring on December 31, 2016.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**R289-14**

MOVED BY Councillor Bossert that Council approve the appointment of Ian McDonell to the Fort Saskatchewan Policing Committee for the balance of a three-year term commencing January 1, 2015 and expiring on December 31, 2015.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**R290-14**

MOVED BY Councillor Bossert that Council approve the appointment of Zeljka Mikelic-Strazza to the Fort Saskatchewan Policing Committee for a three-year term commencing January 1, 2015 and expiring on December 31, 2017.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**R291-14**

MOVED BY Councillor Bossert that Council approve the re-appointment of Roberta Malysh to the River Valley Alliance Advisory Committee for a two-year term commencing January 1, 2015 and expiring on December 31, 2016.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**R292-14**

MOVED BY Councillor Bossert that Council approve the appointment of Richard Moser to the Subdivision & Development Appeal Board for a two-year term commencing January 1, 2015 and expiring on December 31, 2016.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**R293-14**

MOVED BY Councillor Bossert that Council approve the re-appointment of Chris Davis, as alternate, to the Subdivision & Development Appeal Board for a two-year term commencing January 1, 2015 and expiring on December 31, 2016.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**R294-14**

MOVED BY Councillor Bossert that Council approve the re-appointment of Howard Johnson, as alternate, to the Subdivision & Development Appeal Board for a two-year term commencing January 1, 2015 and expiring on December 31, 2016.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

## **7. Bylaws**

### **7.1 Bylaw C26-14 - 2015 Fort Saskatchewan Fees, Rates and Charges Bylaw - 3 readings**

Presented by: Brenda Molter, Director, Legislative Services

**R295-14**

MOVED BY Councillor Blizzard that Council give first reading to Bylaw C26-14, which establishes fees, rates, and charges for services provided by the City of Fort Saskatchewan.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**R296-14**

MOVED BY Councillor Blizzard that Council give second reading to Bylaw C26-14, which establishes fees, rates, and charges for services provided by the City of Fort Saskatchewan.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**R297-14**

MOVED BY Councillor Blizzard that Council provide unanimous consent to proceed with third and final reading to Bylaw C26-14, which establishes fees, rates, and charges for services provided by the City of Fort Saskatchewan.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

**R298-14**

MOVED BY Councillor Blizzard that Council give third reading to Bylaw C26-14, which establishes fees, rates, and charges for services provided by the City of Fort Saskatchewan.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

## **8. Mayor and Councillors Boards/Committees Update**

Members of Council provided an update on current and upcoming activities for Boards/Committees.

## **9. Administrative Inquiries**

Members of Council were given the opportunity to ask questions and provide concerns and comments.

## **10. Notice of Motion**

### **10.1 Smoking in Outdoor Public Places**

**R299-14**

MOVED BY Councillor Bossert that Council direct Administration to draft a bylaw that bans smoking in outdoor public places such as parks, playgrounds, pools, multipurpose pads, and sports fields; and a report that outlines the impacts and costs associated with the bylaw, prior to March 31, 2015.

In Favour: Stew Hennig, Birgit Blizzard, Sheldon Bossert

Against: Gale Katchur, Frank Garritsen, Arjun Randhawa, Ed Sperling

DEFEATED

Councillor Bossert gave Notice that he will introduce the following motion at the January 13, 2015 regular Council Meeting:

"That Council reconsider resolution #220-14: that request #74-0002 – Library City Grant Funding be approved at \$90,000.00 in the 2015 Budget."

## **11. Adjournment**

**R300-14**

MOVED BY Councillor Hennig that the regular Council Meeting adjourn at 7:47 p.m.

In Favour: Gale Katchur, Frank Garritsen, Stew Hennig, Arjun Randhawa, Birgit Blizzard, Sheldon Bossert, Ed Sperling

CARRIED UNANIMOUSLY

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Mayor

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Director, Legislative Services



## **CITY OF FORT SASKATCHEWAN**

### **Bylaw C1-15 - Bylaw of the City of Fort Saskatchewan to Designate the Warden's House and Yard as a Municipal Historic Resource**

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#### **Motions:**

1. That Council give first reading to Bylaw C1-15, which designates the Warden's House and Yard as a Municipal Historic Resource.
2. That Council give second reading to Bylaw C1-15, which designates the Warden's House and Yard as a Municipal Historic Resource.
3. That Council provide unanimous consent to proceed with third and final reading to Bylaw C1-15, which designates the Warden's House and Yard as a Municipal Historic Resource.
4. That Council give third reading to Bylaw C1-15, which designates the Warden's House and Yard as a Municipal Historic Resource.

#### **Background:**

On October 14, 2014, Council served notice its intention to designate the Warden's House and Yard as a Municipal Historic Resource.

#### **Topic identification/Outcomes:**

The Notice of Intention was advertised and a public open house was held on November 5, 2014. There were no concerns brought forward during the 60 day notice period. Since the 60 notice period has elapsed, Council can now consider a Municipal Historic Resource Designation Bylaw.

#### **Alternatives:**

1. That Council give three readings to Bylaw C1-15, which designates the Warden's House and Yard as a Municipal Historic Resource.
2. That Council not give three readings to Bylaw C1-15, which designates the Warden's House and Yard as a Municipal Historic Resource, and advise how they wish to proceed.

#### **Financial Implications:**

A City Municipal Historic Resource Designation sign will be installed to the Warden's House at a cost of \$250.00.

Costs for restoration of the Warden's House and Yard may be affected, as alterations must meet the criteria of the Standards and Guidelines for the Conservation of Historic Places in Canada. If the Warden's House and Yard are listed under the Alberta Register of Historic Places, the City will be eligible for conservation, report planning, and matching grant funding under the Alberta Historic Resources Foundation programs, up to a maximum of \$50,000.00 per project.

### **Community Sustainability Plan:**

1. CC18 - Develop a Heritage Resource Program.
2. CC40 - Continue implementing the 1875 – 1885 NWMP Fort representation project and build on the Plan to expand the museum including programs for the Interpretative Centre and museum, education programs and funding opportunities.
3. CC41 - Continue advertising and promoting the Fort as a tourism destination, and promote the significance of its history.

### **Intergovernmental Involvement:**

The Alberta Historical Resources Foundation provides grant opportunities for Municipal Historic resources listed under the Alberta Register of Historic Places. The City will follow the Standards and Guidelines for the Conservation of Historic Places in Canada, created by Parks Canada.

### **External Communication/Participation:**

The Bylaw will be registered against the Certificate of Title for the property. Culture Services will nominate the Warden's House and Yard for listing on the Alberta Register of Historic Places.

### **Enclosure:**

Bylaw C1-15

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<b>Prepared by:</b>	Richard Gagnon Director, Culture Services	<b>Date:</b>	December 29, 2014
<b>Approved by:</b>	Janel Smith-Duguid Acting General Manager, Infrastructure and Community Services	<b>Date:</b>	January 6, 2015
<b>Reviewed by:</b>	Kelly Kloss City Manager	<b>Date:</b>	January 6, 2015
<b>Submitted to:</b>	City Council	<b>Date:</b>	January 13, 2015



**CITY OF FORT SASKATCHEWAN**

**MUNICIPAL HISTORIC RESOURCE DESIGNATION  
THE WARDEN'S HOUSE AND YARD**

**BYLAW NO. C1-15**

**WHEREAS** Section 26 of the *Historical Resources Act*, RSA 2000, c. H-9 (The "Act") permits a municipal Council to designate a historic resource within the municipality whose conservation Council considers to be of public interest, together with any land in or on which it is located, as a Municipal Historic Resource; and

**WHEREAS** the conservation of the Warden's House and Yard located at 10006 - 100 Avenue, Fort Saskatchewan, Alberta is deemed in the public interest; and

**WHEREAS** the City of Fort Saskatchewan owns the Warden's House and Yard and a compensation agreement is not applicable.

**WHEREAS** the owner of this Municipal Historic Resource and the City of Fort Saskatchewan's community have been given sixty (60) days written notice of Council's intention to pass this bylaw.

**NOW THEREFORE**, the Municipal Council of the City of Fort Saskatchewan, duly assembled enacts as follows:

1. This Bylaw is cited as the Warden's House and Yard Municipal Historic Resource Designation Bylaw.
2. The building known as the Warden's House and a portion of the land in which the building and its yard are located, legally described as:

**Lot 2, Plan 922 1716, as shown in Schedule "A"**  
**Excepting Thereout All Mines and Minerals**

are hereby designated a Municipal Historic Resource.

3. The Warden's House and Yard are valued by the City of Fort Saskatchewan for reason described in Part II of the attached Schedule "B" (the "Heritage Value").
4. The heritage value of the Warden's House resides in the physical elements of the property, which include (but are not limited to) the elements listed in Part III of the attached Schedule B (the "Character - Defining Elements").

### **Permit Repairs and Rehabilitation**

5. Subject to Section 6 hereof, the Building and Land as shown in Schedule "A" shall not be removed, destroyed, disturbed, altered, rehabilitated, repaired or otherwise permanently affected, other than in accordance with the terms of Schedules "B" and "C" attached to this Bylaw.

### **Administration**

6. The City Manager is hereby appointed to administer matters arising from the implementation of this bylaw, and the Schedules attached hereto which form part of this Bylaw.

### **Compensation**

7. No compensation pursuant to Section 28 of The Act is owing.

### **Schedules**

8. Schedules "A", "B", and "C" form part of this Bylaw.

READ a first time this	day of	A.D. 2015.
READ a second time this	day of	A.D. 2015.
READ a third time and passed this	day of	A.D. 2015.

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MAYOR

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DIRECTOR, LEGISLATIVE SERVICES

Date Signed: \_\_\_\_\_

**Schedule “A”                      Building and Portion of the Land Designated as a Municipal Historic Resource.**

**Building – The Warden’s House**



**Portion of the Land - Yard**



## **Schedule “B”                      Statement of Significance.**

### **Part I - Description of Historic Place**

The 1937 one and one-half storey Warden’s House is an English cottage-style design-influenced building located adjacent to the site of the former Provincial Gaol in downtown Fort Saskatchewan. The historic place includes the 1937 Warden’s House, the 1941 detached garage, and the surrounding yard as shown in Schedule “A”. It is of wood frame construction, and is distinguished by its original stucco exterior. It has a composite, cross-gable roofline, with high-pitched gables on the south, west, and north elevations. The façade is characterized by an offset, high-pitched gable over the open front porch. There is a large shed dormer on the west elevation, and two smaller shed dormers on the east elevation. The front door is placed within a rounded opening with a decorative surround. An arched entryway on the east side of the building leads to the rear of the property. A small one-storey detached garage, built in 1941 for use by the Warden, is also located on the site, and assists in the interpretation of the overall site. The Warden’s House and Yard is located on 100 Avenue, near the Fort Saskatchewan Museum and Historic Site property. The municipal heritage designation applies to the Warden’s House, the detached garage, and the front yard and grounds of the property, including the curved driveway feature.

### **Part II - Heritage Value**

The building was purpose-built by the Provincial Department of Public Works in 1937 to accommodate the Warden of the Provincial Gaol.

The Warden’s House and Yard is significant for its direct association with the operations of the former Provincial Gaol complex that was located in downtown Fort Saskatchewan from 1914 to 1988, a major institution and employer in the community. The building was the official residence of the Warden from 1937 to 1973, and has associations with the Theme of Law Enforcement. Law enforcement activities have been a central theme and institutional component of Fort Saskatchewan since the establishment of the original North West Mounted Police Fort in 1875. The residence was constructed just off the actual grounds of the Provincial Gaol complex, allowing convenient access for the Warden, but also symbolically being located in the community itself, and not within the prison grounds. This was an attempt to create normal living for the Warden and his family, recognizing the dual roles of a law enforcement supervisor and a husband/father. The grand nature of the residence and elements such as the curved driveway also denote a level of importance to the position of Warden of such a major provincial facility.

The Warden’s House and Yard is also significant for its English cottage-style design influences, a revival style of construction that was popular in Alberta in the 1930s, and typically included the use of stucco materials, gables, and bell cast rooflines. It is a somewhat rare and grand example of the type remaining in Fort Saskatchewan. The design of the house was not likely a standardized plan used by the Public Works Department. Instead, it was likely a conscious approach to make the residence building not look like it was part of the correctional facility. The orientation of the building on the overall Gaol site, away from the main complex and its buildings, suggests an attempt to make residing in the building as normal as possible for the Warden and his family.

The Warden's House was vacated in 1973. Thereafter, it was used as additional office space for the Gaol administration, and for a brief period as a half-way house for female prisoners. When the Fort Saskatchewan Provincial Gaol closed in 1988, it served as the transition office for the move to the new location. From 1991 onwards, the Warden's House accommodated a number of users, including the Fort Saskatchewan Allied Arts Council and its gift shop, a Tea House Restaurant, and the Warden's Attic Gift Shop. Over the years, as use of the building continued, ongoing deterioration and required maintenance was identified and undertaken, including to windows and the foundation. The City installed bathroom fans and a sprinkler system, a fire alarm system, drywall and fire doors, handicap washroom components, electrical work and chimney lining. The Allied Arts Council provided the make-up air unit, and exhaust fan in the kitchen. An unenclosed deck and wheelchair ramps were added to the rear of the building in 1997. Today, the building houses the offices, gift shop, and public amenity space of the Fort Saskatchewan Museum and Historic Site.

### **Part III - Character - Defining Elements**

The character-defining elements as expressed in the location, form, massing and materials of the 1937 Warden's House and Yard include:

- § Location and orientation of the Warden's House and Yard in relation to the overall Provincial Goal site.
- § Original stucco cladding and English Cottage Storybook design influences.
- § Composite, cross-gable roofline featuring high-pitched south, west, and north-facing bell cast gables.
- § Projecting eaves and verges with moulded stucco soffits and plain fascia.
- § Offset, high-pitched gable over the open front porch that is complementary to the main gable.
- § Large shed dormer on west elevation, and two small shed dormers on east elevation, all with projecting eaves and moulded stucco soffits.
- § Original window openings with moulded lintels.
- § Original three-panel bay window on the façade.
- § Open porch on the façade with shaped hood with brackets and dentilation along the eave, and straight staircase featuring closed railings in original stucco.
- § Front door within a rounded opening with a decorative surround, and semi-circular sidelight window on the left.
- § Arched entryway on the east side of the building leading to the rear of the property.
- § Central stucco-clad chimney.
- § One-storey, original stucco-clad detached garage, built in 1941. The structure is a character-defining element of the overall site.
- § Semi-circle driveway access from 100 Avenue, in its original orientation. While the materials have been altered, the location and orientation of the access is a character-defining element of the overall site.

**Schedule “C”                      Standards and Guidelines For the Conservation of Historic Places in Canada, 2<sup>nd</sup> edition.**

**General Standards (all projects)**

1. Conserve the heritage value of a historic place. Do not remove, replace, or substantially alter its intact or repairable character-defining elements. Do not move a part of a historic place if its current location is a character-defining element.
2. Conserve changes to a historic place which, over time, have become character-defining elements in their own right.
3. Conserve heritage value by adopting an approach calling for minimal intervention.
4. Recognize each historic place as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other historic places or other properties or by combining features of the same property that never coexisted.
5. Find a use for a historic place that requires minimal or no change to its character defining elements.
6. Protect and, if necessary, stabilize a historic place until any subsequent intervention is undertaken. Protect and preserve archaeological resources in place. Where there is potential for disturbance of archaeological resources, take mitigation measures to limit damage and loss of information.
7. Evaluate the existing condition of character-defining elements to determine the appropriate intervention needed. Use the gentlest means possible for any intervention. Respect heritage value when undertaking an intervention.
8. Maintain character-defining elements on an on-going basis. Repair character-defining elements by reinforcing their materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving prototypes.
9. Make any intervention needed to preserve character-defining elements physically and visually compatible and identifiable upon close inspection and document any intervention for future reference.

**Additional Standards Relating to Rehabilitation**

10. Repair rather than replace character-defining elements. Where character-defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the historic place.
11. Conserve the heritage value and character-defining elements when creating any new additions to a historic place or any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.



12. Create any new additions or related new construction so that the essential form and integrity of a historic place will not be impaired if the new work is removed in the future.

### **Additional Standards Relating to Restoration**

13. Repair rather than replace character-defining elements from the restoration period. Where character-defining elements are too severely deteriorated to repair and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements.
14. Replace missing features from the restoration period with new features whose forms, materials and detailing are based on sufficient physical, documentary and/or oral evidence.

### **Guidelines**

The full text of the Standards and Guidelines for the Conservation of Historic Places in Canada is available from:

City of Fort Saskatchewan  
Culture Services Department  
City Hall  
10005 102 Street  
Fort Saskatchewan, Alberta T8L 2C5

Parks Canada National Office  
25 Eddy Street  
Gatineau, Quebec K1A 0M5

## CITY OF FORT SASKATCHEWAN

### **Bylaw C2-15 – Amend Traffic Bylaw C4-09 – School Zones**

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#### **Motions:**

1. That Council give first reading to Bylaw C2-15, which amends Traffic Bylaw C4-09.
2. That Council give second reading to Bylaw C2-15, which amends Traffic Bylaw C4-09.
3. That Council provide unanimous consent to proceed with third and final reading to Bylaw C2-15, which amends Traffic Bylaw C4-09.
4. That Council give third reading to Bylaw C2-15, which amends Traffic Bylaw C4-09.

#### **Background:**

At the September 23, 2014 regular Council Meeting, Council supported the setting of new school zone times in Fort Saskatchewan. At that time, Administration advised Council that this change could be made through the City Manager's delegated powers within Traffic Bylaw C4-09, however, upon further review and consultation with the Legislative Services department, amendments to the Traffic Bylaw are recommended to support the prosecution of these regulations. Amendments include definitions, requirements for signage, and specified speed limits.

#### **Topic Identification/Outcomes:**

A reduced speed limit in the vicinity of Fort Saskatchewan schools, during all times, when students may be in the area increases safety for the most vulnerable users of the road. The *Traffic Safety Act* and City of Fort Saskatchewan Traffic Bylaw C4-09 both designate the setting of school zone locations as under the authority of the City Manager. A change from provincially set school zone times is best supported through definitive wording in the Traffic Bylaw to support the legal enforcement of these limits. The proposed Bylaw amendment covers definitions, required signage and designated speed limits for school and playground zones. This wording will support enforcement with violation tickets and court prosecutions.

New school zone signs were put in place for January 1, 2015 and a one month educational period is occurring during the month of January with warning tickets for the new school zone time period being issued. Violation tickets for speeding during the provincially designated times may still be issued.

Traffic Bylaw C4-09 includes Section 49, Order to Comply, which allows the City to issue an Order to require compliance with our regulations. The proposed amendments clarify the responsibility and authority of the City to act in cases where an on-site inspection is required. This action may be required in situations relating to regulations for advertising, debris and impounding or removal of property. The new wording also identifies Fail to Comply as an offence with a fine for violation. An Order to Comply and/or an on-site inspection are the last steps of Municipal Enforcement in the process of enforcing the Bylaw and encouraging compliance. There are many contacts with the property owner, both in person, by telephone and in writing, prior to these final steps being taken. The amendments to the Order to Comply section enhance the ability of staff to enforce

the approved regulations, thus avoiding the need to hire a contractor to complete the work and collect the funds from the property owner.

**Alternatives:**

1. That Council give three readings to Bylaw C2-15, which amends Traffic Bylaw C4-09.
2. That Council not give three readings to Bylaw C2-15, which amends Traffic Bylaw C4-09, and advise how they wish to proceed.

**Staff Capacity:**

Enforcement of the new school zone times will occur during all times the zone is in effect. This enforcement can be accommodated within the current duties assigned to both Municipal Enforcement and the RCMP

**Financial Implications:**

There are no financial implications for these bylaw amendments.

**Community Sustainability Plan:**

The amendments to both areas speak to Fort Saskatchewan as a safe and welcoming community; and to protecting vulnerable users of our roadways.

**External Communications/Participation:**

Road signs have been placed at each school zone location and a public education campaign began in December, 2014 and will run until February, 2015.

**Enclosure:**

Bylaw C2-15, Amending Traffic Bylaw C4-09

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Prepared by:	Josie Krokis Director, Protective Services	Date: January 6, 2015
Approved by:	Brenda Rauckman General Manager, Corporate & Protective Services	Date: January 8, 2015
Reviewed by:	Kelly Kloss City Manager	Date: January 8, 2015
Submitted to:	City Council	Date: January 13, 2015



## **CITY OF FORT SASKATCHEWAN**

### **A BYLAW OF THE CITY OF FORT SASKATCHEWAN IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF AMENDING TRAFFIC BYLAW C4-09**

#### **BYLAW C2-15**

**NOW THEREFORE**, the Council of the City of Fort Saskatchewan in the Province of Alberta, duly assembled, enacts as follows:

1. This Bylaw is cited as the Amending Traffic Bylaw.
2. That Bylaw C4-09 be amended as follows:
  - a) Part I, Section 1, Definitions, by adding:
    - “Playground Zone” means that portion of a Highway identified as a playground zone by a Traffic Control Device.
    - “School Bus” means a motor Vehicle used primarily for transporting Persons to and from a school.
    - “School Zone” means that portion of a Highway identified as a school zone by a Traffic Control Device.
  - b) Part II, Section 41, be renamed **TRANSIT / SCHOOL BUS / SCHOOL / PLAYGROUND ZONES**.
  - c) Part II, Section 41, insert the following after Subsection (e):
    - (f) A School Zone or Playground Zone
      - (i) begins at the point where there is a Traffic Control Device indicating the School Zone or Playground Zone or the commencement of the School Zone or Playground Zone, and
      - (ii) ends at the point where there is a Traffic Control Device indicating a greater rate of speed or the end of the zone.
    - (g) A School Zone’s hours of operation are from 08:00 to 16:30 on each day, excluding weekends and holidays, during which a nearby school is in session.
    - (h) A Playground Zone’s hours of operation are daily from 08:30 to one hour after sunset.
    - (i) The speed limit in a School Zone is 30 km/h during the School Zone’s hours of operation.
    - (j) The speed limit in a Playground Zone is 30 km/h during the Playground Zone’s hours of operation.

- 41(1) A School Zone or Playground Zone
- (a) begins at the point where there is a Traffic Control Device indicating the School Zone or Playground Zone or the commencement of the School Zone or Playground Zone, and
  - (b) ends at the point where there is a Traffic Control Device indicating a greater rate of speed or the end of the zone.
- d) Part III, Section 49, Subsection (a), insert:
- (i) Any person who fails to comply with an Order made under Section 49(a) is guilty of an offence.
- e) Part III, Section 49, insert following Subsection (d)(ii)(c):
- (e) The City Manager and/or his/her designate may, after giving reasonable notice to the Owner or Occupier of the Premises, enter upon the said Premises and carry out an inspection for conditions that may contravene or fail to comply with the provisions of this Bylaw.
    - (i) Any Person who refuses to allow an inspection of the Premises under Section 49(e) is guilty of an offence.
  - (f) When an Owner fails to remedy a contravention of this Bylaw within the time allowed in a written Order, the City may enter the Premises or Property to perform or complete the work necessary to remedy the violation of this Bylaw. The costs incurred by the City to remedy the violation, as well as any applicable fines under this Bylaw, will be billed to the Owner and will be amounts owing to the City. If the costs are not paid in the time specified by the City, the costs may be charged against the Premises or Property as a special assessment to be recovered in the same manner as other taxes.
  - (g) A Person who received a written Order to Comply with a Section pursuant to this Bylaw may by written notice within fourteen (14) days after the date the Order is received, request Council to review the Order.
    - (i) After reviewing the Order, Council may confirm, vary, substitute or cancel the Order.
- f) Part III, Section 50, amend subsection (t) to read:
- (t) designate “School Zones” and “Playground Zones”, locations and times, as appropriate.
- g) SCHEDULE “A”, Fines and Penalties, insert following Section 48:

Section 49 – Order to Comply

OFFENCE	SECTION	FINE
Fail to Comply with Order	49(a)(i)	\$500
Refuse to Allow Inspection	49(e)(i)	\$500

3. If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, the invalid portion must be severed and the remainder of the Bylaw is deemed valid.

4. That this Bylaw shall be in full force and effect upon third and final reading.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

READ a third time and passed this day of , 2015.

MAYOR

DIRECTOR, LEGISLATIVE SERVICES

Date Signed: \_\_\_\_\_

## **CITY OF FORT SASKATCHEWAN**

### **Bylaw C3-15 – A Bylaw to Amend Road Closure Bylaw C5-09 – Cemetery Road and 109 Street**

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#### **Motions:**

1. That Council give first reading to Bylaw C3-15, which amends Road Closure Bylaw C5-09 (Cemetery Road and 109 Street).
2. That Council give second reading to Bylaw C3-15, which amends Road Closure Bylaw C5-09 (Cemetery Road and 109 Street).
3. That Council provide unanimous consent to proceed with third and final reading to Bylaw C3-15, which amends Road Closure Bylaw C5-09 (Cemetery Road and 109 Street).
4. That Council give third reading to Bylaw C3-15, which amends Road Closure Bylaw C5-09 (Cemetery Road and 109 Street).

#### **Background:**

In the fall of 2008 the City completed a Capital Project to extend 86 Avenue from 101 Street to 109 Street. The design and construction of this new road resulted in a reconfiguration of 109 Street at the intersection of Cemetery Road. The reconfiguration removed the physical structure of both roads.

Bylaw C5-09 was approved on June 23, 2009 with the intent of removing the Road Right-of-Way legal designation. The Bylaw was rejected by Alberta Land Titles because of an error in the legal description. Bylaw C3-15 amends C5-09 to correct the error.

#### **Topic Identification/Outcomes:**

The lands created by the closure of Cemetery Road will be consolidated with the remnant parcel to the south. These lands will remain City owned land, available for expansion of the cemetery when needed. The 109 Street lands will remain City owned land and be consolidated into Lot 1, Block 2 of Plan 042 4820.

Under the Land Use Bylaw, the new parcels will adopt the zoning of the parcels to which they are consolidated. The Cemetery Road parcel will become UR – Urban Reserve, and the 109 Street parcel will become RE – Residential Estates.

#### **Alternatives:**

1. That Council give three readings to Bylaw C3-15, which amends Road Closure Bylaw C5-09 (Cemetery Road and 109 Street).
2. That Council not give three readings to Bylaw C3-15, which amends Road Closure Bylaw C5-09 (Cemetery Road and 109 Street), and advise how they wish to proceed.

**External Communications/Participation:**

Because the Bylaw is not changing the intent of the original Bylaw, there is no requirement to notify or advertise the Bylaw.

**Enclosures:**

1. Bylaw C3-15 and Schedule "A" to Bylaw C3-15.
2. Bylaw C5-09 and Schedule "A" to Bylaw C5-09.

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File No.: Bylaw C3-15

Prepared by:	Janel Smith-Duguid Director, Planning & Development	Date: January 7, 2015
Approved by:	Janel Smith-Duguid, Acting General Manager Infrastructure & Community Services	Date: January 7, 2015
Reviewed by:	Kelly Kloss City Manager	Date: January 7, 2015
Submitted to:	City Council	Date: January 13, 2015





PLAN 772 2611

S.E. 1/4 SEC. 32-54-22-4

C. of T.  
130M16

**Cemetery**

**AREA 'A'**

BLK. 5  
LOT 8A  
4.02 ha.  
SOUTH EAST CORNER OF  
S.E. 1/4 SEC. 32-54-22-4

PLAN 2571 E.O.  
CEMETERY ROAD

PART OF ROAD PLAN 2571 E.O.

BLK. 2  
PART OF LOT 1  
DESCRIPTIVE  
PLAN 042 4820

PRODUCTION OF  
EXISTING ARC

BLK. 1  
LOT 3ER  
PLAN 862 0159

BLK. 2  
PART OF LOT 1  
DESCRIPTIVE  
PLAN 042 4820

ROAD PLAN 092 3461

86th AVENUE  
PLAN 092 3461

R/W PLAN 872 1047

BLK. 2  
PART OF LOT 1  
DESCRIPTIVE  
PLAN 042 4820

R/W PLAN 872 1047

BLK. 2  
PART OF LOT 1  
DESCRIPTIVE  
PLAN 042 4820

R/W PLAN 872 1047

BLK. 1  
LOT 1  
PLAN 4770 K.S.

GOVERNMENT ROAD ALLOWANCE  
(109th STREET)

GOVERNMENT ROAD ALLOWANCE  
(109th STREET)

4994

HIGHWAY STREET PLAN 4770 K.S.

**AREA 'B'**

BLK. 2  
PART OF LOT 1  
DESCRIPTIVE  
PLAN 042 4820

**CLOVER PARK**

PLAN 972 4344

R/W PLAN 972 4345

86th AVENUE

BLK. 6  
LOT 1MR  
PLAN 802 0165

R/W PLAN 872 1047





## CITY OF FORT SASKATCHEWAN

### BYLAW C5-09

**A BYLAW OF THE CITY OF FORT SASKATCHEWAN, IN THE PROVINCE OF ALBERTA, AUTHORIZING THE COUNCIL OF THE CITY OF FORT SASKATCHEWAN TO CLOSE A ROAD, BEING A PORTION OF GOVERNMENT ROAD ALLOWANCE (CEMETERY ROAD AND 109 STREET)**

**WHEREAS** the land hereafter described is not required for public travel; and

**WHEREAS** Council has considered the proposed closing and has agreed that it is in the public interest to pass this bylaw

**NOW THEREFORE**, the Council of the City of Fort Saskatchewan, duly assembled, enacts as follows:

1. That all that portion of government road allowance (109 street and Cemetery Road) lying within the limits of Area 'A',

FIRSTLY

PLAN 2571EO

ALL THAT PORTION OF ROAD LYING WITHIN THE LIMITS OF PLAN \_\_\_\_\_

EXCEPTING OF MINE AND MINERALS

SECONDLY

MERIDIAN 4 RANGE 22 TOWNSHIP 54

ALL THAT PORTION OF ORIGINAL GOVERNMENT ROAD ALLOWANCE LYING WITHIN THE LIMITS OF PLAN \_\_\_\_\_

EXCEPTING OF MINE AND MINERALS

as shown on the attached Schedule "A", be closed.

2. That Council declare the portion of land created by this Road Closure Bylaw as surplus for municipal purposes.

This Bylaw becomes effective upon third and final reading.

READ a first time this 26<sup>th</sup> day of May 2009.

READ a second time this 23<sup>rd</sup> day of June 2009.

READ a third time and finally passed this 23<sup>rd</sup> day of June 2009.

CITY OF FORT SASKATCHEWAN			
APPROVED	DATE	INT'L	
Dir. Leg. Svcs.	June 18, 2009	vm.	
Dep't.	June 24, 2009	SB	
City Mgr.	JUN 17 2009		

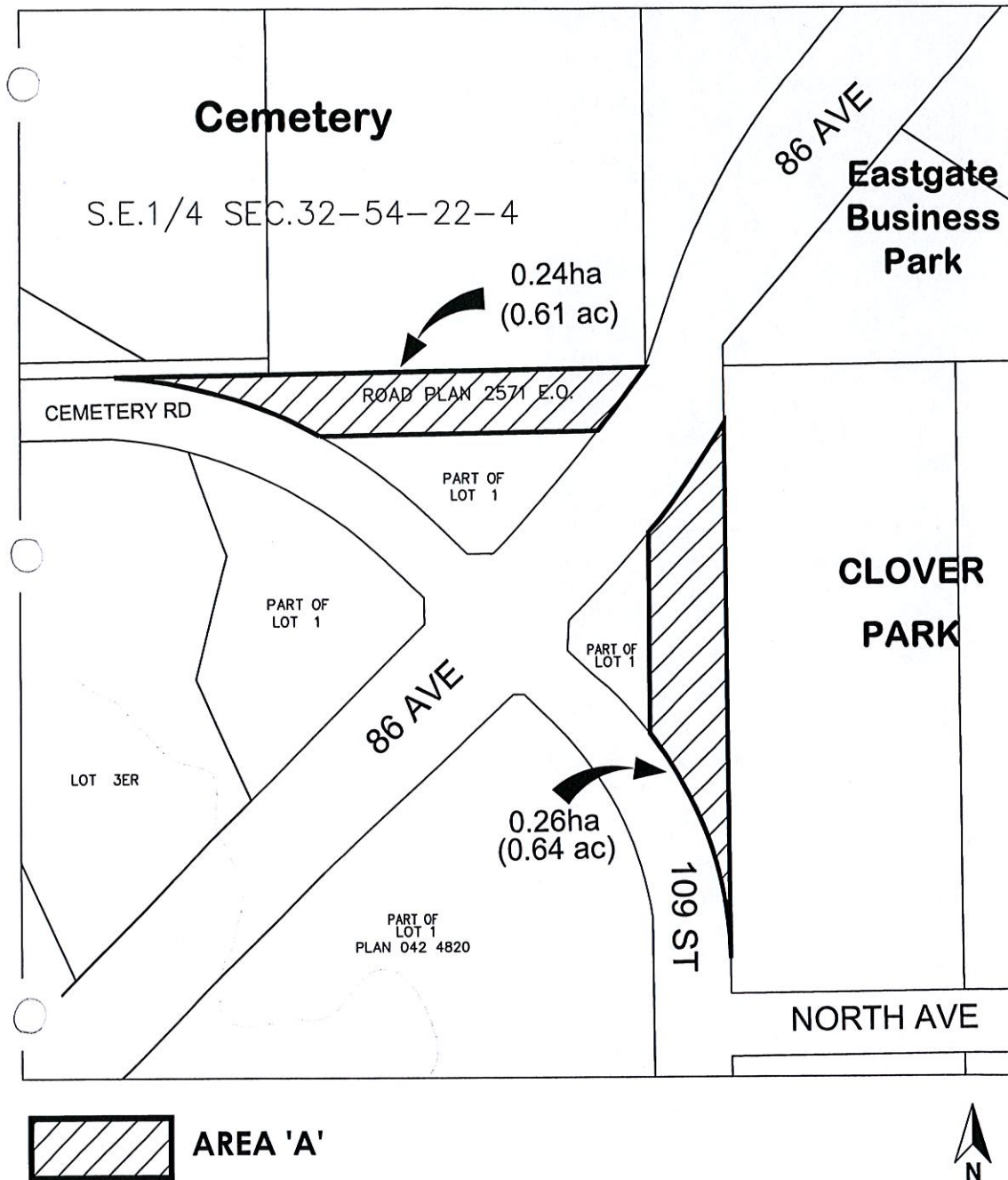
MAYOR

LEGISLATIVE SERVICES DIRECTOR

June 24, 2009

Date Signed

# Bylaw C5-09 Schedule "A"



## CITY OF FORT SASKATCHEWAN

### Offer to Purchase a Portion of Road Plan 822 1665

---

#### **Motion:**

That Council accept the offer to purchase 0.49ha of land from Road Plan 822 1665 as shown in Schedule "A" to the Council report dated January 6, 2015, and that the funds be allocated to the City of Fort Saskatchewan's Land Purchase Reserve, subject to the following conditions:

- a) That the offer to purchase is based on market value;
- b) That the final sale is subject to approval of a road closure bylaw, to be submitted by the applicant;
- c) That the portion of Road Plan 822 1665 closed by the Road Closure Bylaw be consolidated with Lot 1, Block 37, Plan 102 6236 with all costs to be borne by landowner; and
- d) That the calculation of final purchase price be based on market value and the area confirmed by the survey plan submitted with the road closure bylaw application.

#### **Background:**

Administration has received an offer to purchase from Lenac Development, Quattro Capital Inc., and Mercyr Consulting Ltd. (collectively the "purchaser") for a portion of Road Plan 852 1665. The parcel is situated on the west side of Highway 21, north of the southern municipal boundary. The request has been put forward in order to consolidate and increase the size of the adjoining commercial property.

Servicing of the parcel can only be accommodated through the adjoining parcels (undeveloped commercial site). The parcel is narrow, and without adjoining to the adjacent properties, development opportunities are limited.

In 2009, Landrex presented an offer to purchase for the same parcel. The offer was not accepted due to the valuation.

The valuation of this parcel falls within Part 1, Division 2, Exceptions to Disclosure of the *Freedom of Information and Protection of Privacy Act (FOIP)*, as it involves negotiations and potential purchase of City lands.

#### **Topic Identification/Outcomes:**

The disposal of municipal lands is governed by Section 70 of the *Municipal Government Act*. Municipal lands are to be sold at market value and this has been the City's practice historically.

Should Council accept the offer to purchase, a road closure bylaw would be required prior to completion of the land sale, as per the above suggested conditions.

As a highway right-of-way, the parcel currently has no zoning. Under the Land Use Bylaw, the new properties will adopt the zoning of the parcels to which they are consolidated. Therefore, the parcel will become C2 – Vehicle Oriented Retail and Service District.

**Alternatives:**

1. That Council accept the offer to purchase 0.49ha of land from Road Plan 822 1665 as shown in Schedule “A” to the Council report dated January 6, 2015, and that the funds be allocated to the City of Fort Saskatchewan’s Land Purchase Reserve, subject to the conditions presented on Page 1.
2. That Council not accept the offer to purchase 0.49ha of land from Road Plan 822 1665 as shown in Schedule “A” to the Council report dated January 6, 2015, and that the funds be allocated to the City of Fort Saskatchewan’s Land Purchase Reserve, subject to the conditions presented on Page 1, and advise how they wish to proceed.

**Staff Capacity:**

Functions associated with the land sale can be completed within existing staff capacities. Legal consultation will be required to complete the land transfer.

**Financial Implications:**

The sale will generate revenue for the City’s Land Purchase Reserve as opposed to a parcel that currently accrues maintenance costs. Furthermore, extra land tax revenue will be generated once the lands are consolidated with the adjacent properties. A small amount of legal costs will be necessary to facilitate the land transfer which will be the responsibility of the City.

**Intergovernmental Involvement:**

The Project Management Department was consulted. The portion of Road Right-of-Way is considered excess. Should expansion of Highway 21 occur in the future, existing infrastructure has been designed to facilitate expansion in the center. The likelihood of expanding further is minimal, but should it become necessary a curb and gutter road standard would be required, which reduces the Right-of-Way width.

**External Communications/Participation:**

As the offer is considered to be a fair market value for the land in question, there is no obligation to advertise the potential sale past the public decision of Council.

**Enclosure:**

Appendix "A" – Purchase Area Map

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Prepared by:	Janel Smith-Duguid Director, Planning & Development	Date: January 6, 2015
Approved by:	Janel Smith-Duguid Acting General Manager, Infrastructure & Community Services	Date: January 6, 2015
Reviewed by:	Kelly Kloss City Manager	Date: January 7, 2015
Submitted to:	City Council	Date: January 13, 2015



## APPENDIX A



**DISCLAIMER:** The information shown is for reference only. The City of Fort Saskatchewan disclaims all responsibility for the accuracy, completeness, timeliness and merchantability of information shown. Use this information at your own risk



## CITY OF FORT SASKATCHEWAN

### Fort Saskatchewan Public Library Board Appointment

---

**Motion:**

That Council approve the appointment of Morgan Northey to the Fort Saskatchewan Public Library Board for the balance of a three-year term commencing January 14, 2015 and expiring on December 31, 2017.

**Background:**

The Application Review Committee, consisting of Councillor Sheldon Bossert, as well as a representative and administrative liaison from the Fort Saskatchewan Public Library Board conducted interviews on January 6, 2015. The Application Review Committee is recommending the appointment of Morgan Northey to the Fort Saskatchewan Public Library Board.

**Alternatives:**

1. That Council approve the appointment of Morgan Northey to the Fort Saskatchewan Public Library Board.
  2. That Council not approve the appointment of Morgan Northey to the Fort Saskatchewan Public Library Board, and advise how they wish to proceed.
- 

File No.: 1315-01

Prepared by:	Sheryl Exley Legislative Officer	Date: January 7, 2015
Approved by:	Brenda Molter Director, Legislative Services	Date: January 8, 2015
Approved by:	Brenda Rauckman General Manager, Corporate & Protective Services	Date: January 8, 2015
Reviewed by:	Kelly Kloss City Manager	Date: January 8, 2015
Submitted to:	City Council	Date: January 13, 2015

## CITY OF FORT SASKATCHEWAN

### Heritage Centre Plebiscite

---

#### Motions:

1. That the Director, Legislative Services be appointed Returning Officer for the Heritage Centre Plebiscite.
2. That voting for the Heritage Centre plebiscite be scheduled for February 23, 2015; and that advance votes be held on February 14, 2015 and February 18, 2015.
3. That the Returning Officer be authorized to divide the City of Fort Saskatchewan into voting subdivisions for the Heritage Centre Plebiscite.
4. That Special Ballots be provided for in the Heritage Centre Plebiscite.
5. That application for Special Ballots, for the Heritage Centre Plebiscite, may be made by any of the following methods:
  - (a) in writing;
  - (b) by telephone;
  - (c) by telecopier;
  - (d) in person;
  - (e) by e-mail
6. That the Returning Officer be authorized to designate the location of one or more institutional voting stations for the Heritage Centre Plebiscite.
7. That Council approve the following question, with associated preamble, for the Heritage Centre Plebiscite:

Council is seeking voter input on the following project:

#### **Fort Saskatchewan Heritage Centre**

The Fort Saskatchewan Heritage Centre is a building designed to be located in Legacy Park to showcase and preserve Fort Saskatchewan's unique history and support special events in the downtown area. The Heritage Centre includes a new parking lot, a reception area and gift shop, exhibit galleries, artifact storage and preparation area, archives space, program and multi-purpose rooms and office space. The total construction cost is budgeted at \$7,957,000. The total net operating cost (after revenue) for basic operation is budgeted at \$310,000 per year.

Do you support the construction of a Heritage Centre in the City of Fort Saskatchewan?

\_\_\_\_\_ YES  
\_\_\_\_\_ NO

#### **Purpose:**

The purpose of this report is to present Council with information and recommendations relating to the holding of a plebiscite on the construction and operation of the Heritage Centre.

## **Background:**

During the December 3, 2014 Council Budget Meeting, a motion was passed to undertake a plebiscite to determine whether residents are in support of construction and annual operating costs of the Heritage Centre. Administration was directed to hold the plebiscite prior to March 31, 2015.

The *Municipal Government Act* (MGA), as well as the *Local Authorities Election Act* (LAEA) require Council to make decisions for items associated with conducting a plebiscite, similar to those for a municipal election.

The recommendations noted below are presented for Council's consideration, and resolution:

### **1. Appointment of Returning Officer**

Section 13 of the LAEA provides for Council to appoint, by resolution, a Returning Officer for the purposes of conducting an election or plebiscite under this Act. This is consistent with practices for previous elections and plebiscites.

### **2. Plebiscite Voting Day & Advance Voting**

Based on the timing for plebiscite advertising and venue availability, Administration is recommending to hold the plebiscite on Monday, February 23, 2015.

Section 73 of the LAEA provides that Council may, by resolution, provide for holding an advance vote on any vote to be held in an election or plebiscite. If Council passes a resolution, the Returning Officer must determine the days and hours when the advance vote is to be held.

Having two advance votes scheduled is consistent with practices for previous elections and plebiscites. If Council is supportive of holding advance votes, the following dates, times and locations will be designated:

**Saturday, February 14<sup>th</sup>, 2015**  
11:00 a.m. - 2:00 p.m.  
Dow Centennial Centre (8700 - 84 Street)  
Scotiabank Meeting Room

**Wednesday, February 18<sup>th</sup>, 2015**  
6:00 p.m. - 9:00 p.m.  
City Hall (10005-102<sup>nd</sup> Street)  
Lang Room

### **3. Voting Subdivisions**

Section 36(1) of the LAEA provides Council the authority, by resolution, to divide the City into voting subdivisions and may from time to time alter their boundaries or authorize the Returning Officer to do so.

For the 2013 municipal election, the number of voting subdivisions was reduced from 7 to 3. Based on the lack of feedback received by Administration, we can confidently endorse that this change led to less confusion for voters. In prior years, having 7 voting subdivisions and some across the street from one another, caused numerous complaints from the public.

At the time of printing this report, locations of the voting stations are being determined.

### **4. Special Ballots**

Special Ballots provide yet another avenue for voters to exercise their right in the democratic process. The City of Fort Saskatchewan has been providing this option for elections and plebiscites since 2004, when it was first legislated.

Section 77.1(1) of the LAEA states that an elector who is unable to vote at an advance vote or at the voting station on the day of the plebiscite because of:

- (a) physical incapacity,
- (b) absence from the local jurisdiction, or
- (c) being a Returning Officer, deputy Returning Officer, constable, candidate, official agent or scrutineer who may be located on election day at a voting station other than that for the elector's place of residence

may apply to vote by Special Ballot.

Section 77.1(2) states that in order to vote by Special Ballot, the elector must make application to the Returning Officer at any time between the day after the day the resolution is passed to provide for Special Ballots, and the closing of voting stations on the plebiscite voting date. Application for a Special Ballot may be made in writing, by telephone, by telecopier, in person or by e-mail. Council, by resolution, may provide that application may be made by any one or more of those methods.

**5. Institutional Voting Stations**

Section 80 of the LAEA provides for Council, by resolution, to designate locations for institutional voting stations or to authorize the Returning Officer to designate such locations. In previous municipal elections three institutional voting stations were offered and proved to be sufficient. If Council is supportive of designating Institutional Voting Stations, they will be located at the following locations:

<b>Fort Saskatchewan Health Centre</b>	<b>9401 - 86 Avenue</b>
<b>Dr. Turner Lodge</b>	<b>9711 - 101 Street</b>
<b>Rivercrest Lodge Nursing Home</b>	<b>10104 - 101 Avenue</b>

**6. Plebiscite Ballot Question**

Based on the information included in the resolution requesting to hold the plebiscite and Section 236 of the MGA, the question, along with preamble, will be as follows:

Council is seeking voter input on the following project:

Fort Saskatchewan Heritage Centre

The Fort Saskatchewan Heritage Centre is a building designed to showcase and preserve Fort Saskatchewan's unique history. It's location in Legacy Park will support special events in the Downtown. The Heritage Centre includes a new parking lot, a reception area and gift shop, exhibit galleries, artifact storage and preparation area, archives space, program and multi-purpose rooms and office space. The total construction cost is budgeted at \$7,957,000. The total net operating cost (after revenue) for basic operation is budgeted at \$310,000 per year.

Do you support the construction of a Heritage Centre in the City of Fort Saskatchewan?

\_\_\_\_\_ YES  
\_\_\_\_\_ NO

Advertising on the details of the plebiscite dates, times, and locations will be conducted as required by legislation. In order for voters to make an informed decision when they go to the polls, an educational marketing campaign for the Heritage Centre project is being developed. In addition to newspaper advertising, social media, the City's website, household distribution, information stations and the local radio station will be utilized.

**Plans/Standards/Legislation:**

- *Local Authorities Elections Act*, R.S.A, 2000, c.L-21
- *Municipal Government Act*, R.S.A.,2000, c.M-26
- Community Sustainability Plan - Governance. An active citizenry is a critical element of a sustainable community. Local governments have a responsibility to lead by example and encourage the public to get involved by providing useful information and tools.

**Financial Implications:**

Following the 2013 Municipal Election, it was Administration's intention to move forward with the use of automated tabulators for future elections. However, as this vote is straight forward, the votes will be counted manually, unless otherwise directed by Council.

Council has approved \$40,000 in the 2015 budget for conducting the plebiscite.

**Enclosure:**

Appendix A - Fort Saskatchewan Heritage Centre Plebiscite Project Information

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**File No.:** 1530-01

**Prepared by:** Brenda Molter  
Director, Legislative Services

**Date:** January 8, 2015

**Approved by:** Brenda Rauckman  
General Manager, Corporate Services

**Date:** January 8, 2015

**Reviewed by:** Kelly Kloss  
City Manager

**Date:** January 8, 2015

**Submitted to:** City Council

**Date:** January 13, 2015

## Appendix A Fort Saskatchewan Heritage Centre Public Vote (Plebiscite) Project Information

### Your opinion counts, get out and vote!

City Council is asking residents (eligible voters) if they support the construction and on-going operation of the Fort Saskatchewan Heritage Centre.

#### 1. What is the Heritage Centre?



- The Heritage Centre building is approximately 15,000 sq. ft. in size and is designed to showcase Fort Saskatchewan's unique history.
- The Heritage Centre's design and location will support special events in the downtown parks area with access to program rooms, a small kitchen and washrooms.
- The Heritage Centre design includes:
  - a reception area and gift shop
  - exhibit gallery
  - artifact storage and preparation area
  - archives space
  - program and multi-purpose rooms
  - office space
  - a Gallery with permanent and temporary exhibits on serving justice, jail incarceration, capital punishment, trade and exploration, the Métis and early first nations, pioneer and settlement, railway, businesses and industry.

## 2. Where will it be located?

- The Heritage Centre is located downtown in Legacy Park. A road improvement will connect 100 Street, the Heritage Centre, Legacy Park and the Downtown Commercial area.



## 3. What is the cost of construction?

- The total construction cost of the new Heritage Centre project is budgeted at \$7,957,000. This includes the building, furniture and equipment, a basic exhibit, site and road development, landscaping, parking, contingencies and inflation on building design and construction.
- The project is fully financed through a portion of our provincial grant allocation. If the provincial grant is not used for the Heritage Centre, it can be reallocated to another Fort Saskatchewan capital project.
- A \$500,000 fundraising goal has been set to improve the interactive experience between the exhibit and visitors. The fund raising program will provide an opportunity for individuals, groups, businesses and industries to contribute to this project.

**4. What is the annual net operating cost and what does it include?**

- The total net operating cost (after revenue) of the Heritage Centre for utilities, maintenance, and room rental and interpretative services for basic operation is \$310,000 per year.

**5. What are the main benefits to our community?**

- **The Heritage Centre creates a new tourist attraction downtown.** Fort Saskatchewan has a unique history in the Capital Region. The Heritage Centre is an opportunity to showcase Fort Saskatchewan's history while providing access to the river valley and downtown, creating a unique tourist attraction.
- **Fort Saskatchewan's rich history will be preserved and displayed with pride.** The Heritage Centre will provide proper maintenance, storage and display areas for museum artifacts and historical archives. Interactive exhibits will showcase themes and topics capturing Fort Saskatchewan's rich history.
- **Additional parking stalls for the downtown.** Eighty-six new parking stalls will service the activities of the Heritage Centre, the new NWMP Fort site and events in the downtown. A new access road will accommodate large vehicles such as buses and RVs.
- **More program opportunities for schools and the public.** The Heritage Centre provides an opportunity to enhance school programs currently offered in the Fort Heritage Precinct site. It also creates a new opportunity for new public programs and integration of new technology for onsite interpretation.
- **The Heritage Centre will support special events at Legacy Park.** Program rooms and washrooms will be easily accessible to the public during events and festivals.

**6. When and where do I vote?**

- To be announced.



## CITY OF FORT SASKATCHEWAN

### Reconsider Library City Grant Funding

---

#### Motions:

1. That Council reconsider resolution #220-14: that request #74-0002 – Library City Grant Funding be approved at \$90,000.00 in the 2015 Budget.
2. That Council amend resolution #220-14 by increasing the Library City Grant Funding in the amount of \$37,378.00.
3. That Council approve resolution #220-14, as amended.
4. That Council amend the 2015 Budget to include the increase in Library City Grant Funding in the amount of \$37,378.00 to be tax funded.

#### Background:

At the December 9, 2014 regular Council meeting, Councillor Bossert gave notice that he would cause to be introduced at the January 13, 2015 regular Council meeting a motion that Council reconsider resolution #220-14: that request #74-0002 – Library City Grant Funding be approved at \$90,000.00 in the 2015 Budget.

Should Council pass a motion to reconsider motion #220-14, the original question being reconsidered would then become the next item of business. The question would be presented as if it had not yet been voted upon.

If Council amends resolution #220-14 by increasing the Library City Grant Funding in the amount of \$37,378.00, the total grant funding to the Library will be \$127,378.00 in the 2015 Budget.

#### Alternatives:

1. That Council reconsider resolution #220-14: that request #74-0002 – Library City Grant Funding be approved at \$90,000.00 in the 2015 Budget.
2. That Council advise how they wish to proceed.

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Prepared by:	Sheryl Exley Legislative Officer	Date: January 7, 2015
Approved by:	Brenda Molter Director, Legislative Services	Date: January 7, 2015
Approved by:	Brenda Rauckman General Manager, Corporate & Protective Services	Date: January 7, 2015
Reviewed by:	Kelly Kloss City Manager	Date: January 7, 2015
Submitted to:	City Council	Date: January 13, 2015