



**CITY OF PRINCE ALBERT  
CITY COUNCIL SPECIAL MEETING  
AGENDA**

**Tuesday, April 22, 2025, 4:00 p.m.  
COUNCIL CHAMBER, CITY HALL**

	<b>Pages</b>
<b>1. CALL TO ORDER</b>	
<b>2. APPROVAL OF AGENDA</b>	
<b>3. DECLARATION OF CONFLICT OF INTEREST</b>	
<b>4. REPORTS OF ADMINISTRATION &amp; COMMITTEES</b>	
4.1 Temporary Development Permit Application – Shelter – Dave G. Steuart Arena (950 Exhibition Drive) (RPT 2025-167)	3
4.1.1 Letter of Support - Proposed Temporary Homeless Shelter Location (CORR 2025-27)	25
1. Al Skauge	
4.1.2 Letters of Opposition - Proposed Temporary Homeless Shelter Location (CORR 2025-26)	26
Verbal Presentations: Shaun Harris, President, Prince Albert Exhibition Association; Javan Bexson, Prince Albert Lacrosse, Brandon Mudry, Prince Albert Minor Hockey and Nikki Valmont	
1. Shaun Harris, Prince Albert Exhibition Association, President	
2. Javan Bexson, Prince Albert Lacrosse	
3. T. Gardiner	
4. Breanne Aug	
5. Karlie McKeand	
6. Debbie Schidlowsky	
7. Shane Hamilton	
8. Sarah Ruth-Ridge & Norman J. Ridge	
9. Wendy Graham	
10. Rob Procyk	
11. Darrell Yates	

12. Terry Tolley
13. Carissa Nye
14. Nikki Valmont
15. Dayna Mackie
16. Brandon Mudry, Prince Albert Minor Hockey

4.2 April 28, 2025 Special City Council Meeting (RPT 2025-177)

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**5. UNFINISHED BUSINESS**

**6. ADJOURNMENT**



# City of Prince Albert

**RPT 2025-167**

**TITLE:** Temporary Development Permit Application – Shelter – Dave G. Steuart Arena (950 Exhibition Drive)

**DATE:** April 22, 2025

**TO:** City Council

**PUBLIC:** X

**INCAMERA:**

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## **RECOMMENDATION:**

1. That the temporary Development Permit Application for a Shelter to be located at the Dave G. Steuart Arena, 950 Exhibition Drive, legally described as Parcel A, Plan 82PA14083, be approved for the period from July 1, 2025, until June 30, 2027, or until a permanent shelter is operational;
2. That the Director of Community Development, in consultation with the City Solicitor, prepare a Development Agreement between The City and the Saskatchewan Housing Corporation containing appropriate area amenity supports such as security services, area patrol, site clean-up, etc.;
3. That the Director of Community Development, in consultation with the City Solicitor, prepare a Licensing Agreement between The City and Saskatchewan Housing Corporation for the Dave G. Steuart Arena property, including the following provisions:
  - a. Monthly lease payment in the amount of \$7,500; and,
  - b. Fixed term of 2 years for the period of approval;
4. That the Mayor and City Clerk be authorized to execute the Licensing and Development Agreements, once prepared; and,
5. That the Dave G. Steuart Arena Expression of Interest 26-2025 be cancelled.

## **EXECUTIVE SUMMARY:**

The Government of Saskatchewan has allocated funds to establish a property for a permanent, 24-hour enhanced emergency shelter. This will provide a new location for Stepping Stones, currently located at the Prince Albert Exhibition Grounds, which is not a viable long-term location. The shelter will offer comprehensive services, including case planning, wellness and cultural support, financial assistance, and help transitioning to appropriate housing.

Since 2020, Stepping Stones Shelter has provided services out of the Grandstand at the Exhibition Grounds. Although initially intended as a one-year/temporary solution, the shelter remained at this location due to ongoing and increasing demand for services. Recently, the operator gave notice to discontinue their services as of May 15, 2025, as there are concerns with the state of repair of the building and its suitability for occupancy.

In order to ensure continuity of services until a permanent location is secured - and to provide the City with the tools necessary to manage the ongoing homelessness crisis, including the ability to dismantle encampments when required - a new temporary shelter location is required. At this time, the Dave G. Steuart Arena has been selected as the most appropriate site for a temporary shelter for up to 2 years while a permanent solution is developed.

As Administration's review has not revealed any significant land use impacts, approval of the proposed resolution is recommended.

### **BACKGROUND:**

Since 2020, the Stepping Stones Shelter has operated under multiple temporary development permits to provide shelter services out of the Grandstand at the Exhibition Grounds. Although initially intended as a one-year/temporary solution, the shelter remained at this location for five (5) years due to an ongoing and increasing demand for services. The City has now been advised that there are significant and increasing public health concerns at the current Stepping Stones location. As a result, the current operator has given written notice to the Exhibition Association that they will discontinue as the shelter operator as of May 15th, 2025. Being ultimately responsible for the emergency shelter, the province has committed to work with the City and the Exhibition Association to complete any emergency repairs necessary to continue operations until a more suitable temporary location has been approved by City Council. They are also committed to securing a new shelter operator to ensure the continued operation of this important service in Prince Albert.

Concurrently, and for several years, housing providers, the Province, and members of City Administration have been exploring potential locations for a permanent emergency shelter. Since March 2024, Administration has been part of a working group exploring potential permanent sites for the shelter. The working group has also focused on community consultation and communication to raise awareness and gather informal feedback.

On December 16, 2024, City Council Resolution No. 0370 was carried unanimously:

*"That Administration engage with residents across The City to raise awareness and collect feedback for consideration on the establishment of a permanent shelter."*

Further, on March 24, Executive Committee Resolution No. 0057 was carried:

*"1. That Administration negotiate with the Provincial Ministry of Social Services and the YWCA to establish a permanent shelter on City property that is located within the vicinity of the current Stepping Stones Shelter, as has been identified during the Public Consultation process; and,*



*2. That a Development Permit for a permanent shelter be brought forward for consideration at an upcoming City Council meeting.”*

Taking this into consideration, since a new permanent shelter will take 18-24 months to procure and/or construct, there may be a 2 year window where there will be no shelter in Prince Albert for the unhoused.

## **PROPOSED APPROACH AND RATIONALE:**

In recent years, City Administration brought forward multiple reports for Council's consideration regarding the shelter situation in Prince Albert. A great deal of work has been completed in recent months to move this matter forward in a meaningful and sustainable way. Please see the attached documents, including the most recent report regarding Stepping Stones' 2024 operations at the Exhibition Grounds and the accompanying report prepared by Anna Dinsdale, Community Safety and Wellbeing Manager.

### New Temporary Development Permit Application

Administration is in receipt of a Development Permit Application from the Saskatchewan Housing Corporation for the operation of a temporary shelter at the Dave G. Steuart Arena. The proposed term is from July 1, 2025, to June 30, 2027, or until a permanent shelter location is approved and operational. Please see the attached location plan for reference.

Temporary Development Permits are designed to allow interim land uses with a clearly defined start and end date. In this case, the recommended term is for 2 years, allowing enough time for a permanent shelter to be constructed.

As per Section 14 of the City of Prince Albert Zoning Bylaw, a “Shelter” is defined as:

*“the use of a building, or a portion thereof, for the temporary housing and support of those who are vulnerable, homeless, or are in need of emergency short term accommodation”.*

The subject property is located in the I1 – Institutional General zoning district, the purpose of which is to:

*“provide large parcels of land throughout the city to accommodate a diverse mixture of regional scale Institutional uses. Located along arterial and collector corridors, the intention of the I1 – Institutional General Zoning District is to ensure that larger scale uses such as schools and care facilities are appropriately accommodated within residential neighbourhoods and within the city”.*

In the I1 – Institutional General Zoning District, a Shelter is considered a Discretionary Use – Council, which requires City Council approval. As per Section 4.16 of the Zoning Bylaw, development may be approved temporarily and shall be subject to the standard review process.

As work continues to identify and develop a permanent location for the Stepping Stones Shelter, temporary accommodations are essential to ensure continuity of service for individuals experiencing homelessness. The main rationale for this new location hinges on these two points:

1. Although there is a commitment to remediate any immediate safety concerns, the Grandstand facility has significantly deteriorated and is no longer suitable to safely house individuals beyond 2 – 3 months. Ongoing issues, such as frequent renovations and mold remediation, have further emphasized the need for relocation.
2. Without a functioning shelter, the City is legally limited in its ability to effectively manage and disband encampments. Encampments have become more prevalent across Prince Albert and present substantial safety risks; without the legal tools to manage encampments, the risk of uncontrolled fires, which endanger both encampment occupants and nearby residents, remains high.

In reviewing the potential land use impacts, and overall, the proposed use aligns with the intent of the Zoning Bylaw and meets all relevant regulations.

Given the temporary suitability of the site, the urgent need to maintain shelter operations, and the significant coordination already undertaken, Administration believes this location is appropriate.

For the reasons mentioned above, Administration recommends approval of the Temporary Development Permit Application for the Stepping Stones Shelter to operate at the Dave G. Steuart Arena from July 1, 2025, to June 30, 2027, or until a permanent shelter is operational.

### **CONSULTATIONS:**

The Community Development Department has been in contact with the applicant throughout the Development Permit review process to ensure that they are aware of all municipal requirements and to manage expectations and timelines.

Administration has advised the Public Works, Parks, Recreation and Culture and Financial Services Departments, along with the Fire Department, of this permit application. No concerns were raised regarding the permit application.

### **COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

The applicant will be notified in writing of City Council's decision.

The Building Division will be notified of City Council's decision as a Building Permit is required.

### **BUDGET/FINANCIAL IMPLICATIONS:**

The City has collected a Development Permit Application fee of \$500. Once construction drawings are submitted for a Building Permit Application to the Building Division for their review, a permit fee based on the square footage will be determined.

The City will receive \$7500 per month in lease revenue for the use of the Steuart arena. These revenues will recoup utility and insurance costs.

### **OTHER CONSIDERATIONS/IMPLICATIONS:**

At an Executive Committee meeting, dated February 3, 2025 resolution number 0028 was approved:

*“That Administration be authorized to proceed with an Expression of Interest to formalize future options for the Dave G. Steuart Arena.”*

It should be noted that if Council chooses to approve the recommendations outlined in this report, the noted expression of interest will be cancelled.

There are no other policy, privacy, safety or environmental concerns to consider with this report.

### **OPTIONS TO RECOMMENDATION:**

There are no options to the recommendation to consider with this report.

### **STRATEGIC PLAN:**

An area of focus in the Strategic Plan 2023-2025 is “Social Equity” where the city will examine options for stimulating shared problem ownership and collaborative solution building for Prince Albert’s social issues.

### **OFFICIAL COMMUNITY PLAN:**

As per Section 6.4.1 of the Official Community Plan, the proposed development permit application is further supported by the OCP, as it increases the number of shelter beds available in the City of Prince Albert:

***“Supportive housing forms and tenures, such as private and public care homes, senior’s housing, residential care homes, child day care centres, shelters and other forms of supportive housing should be facilitated in all areas of the City”.***

### **PUBLIC NOTICE:**

Public Notice is required for consideration of this matter, pursuant to Section 10 of the Public Notice Bylaw No. 24 of 2015. Public Notice was issued on April 8<sup>th</sup> to all property owners within 150 metres of the subject property.

### **ATTACHMENTS:**

1. Location Plan
2. Enhanced Emergency Shelter Consultation Results – RPT 2025-106

4. Public Notice Issued on April 8, 2025

**Written by:** Craig Guidinger, Community Development Director

**Approved by:** City Manager

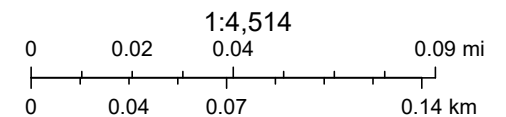
# Temporary Shelter Location Plan



2025-04-11, 4:12:18 p.m.

--- Override 1

Parcel based on Roll Num



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community



# City of Prince Albert

**RPT 2025-106**

**TITLE:** Enhanced Emergency Shelter Consultation Results

**DATE:** March 3, 2025

**TO:** Executive Committee

**PUBLIC:** X

**INCAMERA:**

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## **RECOMMENDATION:**

1. That Administration prepare a report for the April 7th City Council meeting for the formal consideration of a Homeless Shelter location; and,
2. That prior to April 7th, Administration proceed with a public meeting where the results of the 4 homeless shelter consultation meetings and associated survey will be presented.

## **EXECUTIVE SUMMARY:**

The Government of Saskatchewan has allocated funds to the YWCA to build on or renovate a property for a permanent, 24-hour enhanced emergency shelter. This will provide a new location for Stepping Stones, currently located at the Prince Albert Exhibition Grounds, which is not a viable long-term location. The shelter will offer comprehensive services, including case planning, wellness and cultural support, financial assistance, and help transitioning to appropriate housing.

Rather than pre-approve locations without public consultation, The City of Prince Albert has opted for a different strategy. Throughout January, four (4) public consultation sessions were held. The result was a list of eleven recurring themes that informed the development of a survey, which received 1650 responses. The data from the surveys

then informed a scoring matrix to determine the most suitable locations for further consultation.

Based on the feedback sessions and the survey responses, potential City owned lands or property that is currently for sale, that would be suitable for an enhanced emergency shelter were identified. Based on the scoring matrix, a site located at 11 – 15th Street East is the most suitable City owned location.

## **BACKGROUND:**

For several years, housing providers, The Province, and members of City Administration have explored potential locations for a permanent emergency shelter.

Since March 2024, Administration has been part of a working group with the YWCA and The Province to explore potential sites for the shelter. This group has also focused on community communication to raise awareness and gather informal feedback. This is a timeline of their activities:

- On April 2, 2024, the Government of Saskatchewan wrote to the Mayors Office to formally request that the City of Prince Albert endorse a permanent location for the placement of an enhanced emergency shelter.
- In April 2024, the YWCA identified 1525 5th Avenue East as a possible location.
- On April 17, 2024, Administration met with local business owners to gather informal feedback. The property owners appreciated the approach but raised significant concerns about the location. Due to strong opposition from the business community, the YWCA decided this location was not viable.
- In May 2024, the City and the YWCA issued a joint media release to explore property and land options.
- Administration also explored City-owned land suitable for a new build and solicited feedback from internal departments on its viability.
- In July 2024, the YWCA met with members of the Prince Albert Business Improvement District (PADBID) to discuss the potential of establishing a shelter downtown.
- In July 2024, a letter from the PADBID Executive Director was circulated to downtown businesses, voicing concerns about a downtown location.
- In July 2024, Administration met with several downtown businesses who also raised significant concerns about the concentration of services already provided downtown and the social issues that they already experience.

- Concurrently, the YWCA launched a "YIMBY" (Yes In My Back Yard) campaign and hosted two luncheons to gather feedback from community partners.
- On September 13, 2024, the YWCA submitted a development Permit Application for a shelter for 420, 18<sup>th</sup> Street West. The application was not considered by Council as it did not receive a second. Feedback from the consultation on this location was against a location close to a residential area and that downtown should not have been discounted.
- There are mounting concerns from the Prince Albert Exhibition Board, the YWCA, The Province, and Public Health regarding the long-term solution for a shelter. The current location was meant to be temporary and has been so since 2020, and there are increasing public health concerns. This in turn places increased urgency on finding an alternative location.
- On November 29, an Interagency Committee on Homelessness met at Prince Albert Grand Council Urban Services and a motion was unanimously passed to support a collaborative effort involving PAGC, the City of Prince Albert, YWCA, the Métis Nation, and the Government of Saskatchewan in creating and supporting a permanent site for a homeless shelter. The motion was introduced by Grand Chief Brian Hardlotte.
- City Council Resolution No. 0370 dated December 16, 2024, was carried unanimously:  
  
"That Administration engage with residents across The City to raise awareness and collect feedback for consideration on the establishment of a permanent shelter."

There are mounting concerns from the Prince Albert Exhibition Board, the YWCA, The Province, and Public Health regarding the long-term solution for a shelter. The current location was meant to be temporary and has been so since 2020, and there are significant and increasing public health concerns. This in turn places increased urgency on finding an alternative location.

The recommendation in this report follows the assimilation of qualitative (descriptive) data from the consultation sessions with quantitative (metrics) data from the survey to guide decision making to find a location for an enhanced emergency shelter. This informed a matrix approach to score locations.

## **PROPOSED APPROACH AND RATIONALE:**

Four (4) public consultation sessions were held across the city throughout January (January 15, 20, 21, and 30), across three different locations. The sessions were very well attended. Administration estimates 500 people attended the sessions, with



approximately 300 different individuals attending overall. A survey was available for community members to complete online from January 29 – February 5.

### *Methodology*

Combining qualitative and quantitative information for decision-making provides a more complete, accurate, and balanced perspective. During the in-person consultation meetings, attendees were asked to fill out feedback forms. The intent behind this was to collect open-ended, qualitative information of the opinions and ideas that the residents of Prince Albert have regarding the relocation of the emergency shelter. These forms were collected and analyzed for thematic content.

This type of data collection and analysis is useful for collecting general feedback and finding out what issues are and are not priorities for the city's residents. However, it is restricted by the fact that only a limited number of people could attend the meetings and that there was no way to control for people submitting their opinions multiple times over the course of the in-person consultation sessions because they were anonymous. As such, a quantitative approach was used to determine City-wide opinion on these topics. To do this, a survey was created using the themes discovered at the consultation meetings as the basis for the questions that were developed. Overall, there were 1650 surveys completed by the public. Of those, 129 were completed by people who chose the "Outside of the City" option for the "Which area of the city do you live in?" question. These results were excluded from the overall count which left a sample size of 1521 valid survey results. Based on a City population size of 37,500 this survey sample grants a margin of error of  $\pm 2.5\%$ , 19 times out of 20.

A margin of error is a statistical measure that indicates how much uncertainty is present in survey results or estimates. It represents the range within which the true value is expected to fall, considering possible sampling errors. This means that the survey results could vary by plus or minus 2.5% from the true value in the full population. It means that if the survey were repeated 20 times, the results would fall within the margin of error in 19 of those times (or 95% of the time). Typically, a margin of error of 5% or less is considered optimal.

### *Consultation Feedback*

All qualitative information received by The City in relation to the Emergency Shelter was reviewed as part of this process. This included written feedback from the consultation sessions that took place in January 2025, correspondence sent to The City on the issue during this time, and correspondence submitted in the last 12-months (particularly in advance of the October 7, 2024, and December 16, 2024, council meetings). There were over 150 written feedback forms from the consultation sessions, approximately 100 letters submitted ahead of the two council meetings mentioned above, and more than 30 emails received by Administration relating to the issue of an emergency shelter location.

The result was a list of eleven (11) recurring themes:

1. Security
2. Accessibility
3. Pro-Specific Location
4. Anti-Specific Location
5. General Location Comments
6. Shelter Transparency
7. Interior Services and Amenities at the Shelter
8. Exterior Services and Amenities to the Shelter
9. Shelter Alternatives
10. Citywide Changes
11. Urgency

**Security** - themes associated with security included concerns about needing security, feedback that the current security approach is good, that residents of the shelter and surrounding area need to feel safe, and security concerns generally associated with the issue of homelessness.

**Accessibility** - themes associated with accessibility included the relevance of service proximity, both for and against, the relevance/importance of transport access, and the need to consider people who have a physical disability.

**Pro-Specific Location**- feedback was provided in favour of specific locations. There was significant feedback in favour of a central location, a location 'close to services' and a focus on 15<sup>th</sup> Street. Multiple locations were also mentioned. Locations mentioned multiple times include Peavey Mart, the 'Old Rivier Academy', Gateway Mall, the 'old sanitorium' north of the river, 588 18<sup>th</sup> Street East, the Dave Steuart Arena, and a location near the hospital, including Urban Reserve Land. This includes input from letters received ahead of the December 16 Council Meeting in support of the 15th Street East location.

**Anti-Specific Location**- Feedback was provided against specific locations. There was significant feedback against locating the shelter in a residential area, which was underscored by letters received ahead of the Council meeting on October 7, 2024. There was also significant concern raised by downtown business owners about locating the shelter downtown. This feedback included concerns about the impact of a shelter on businesses and concerns about the current impact of homelessness on businesses.

**General Location Comments** - participants provided general feedback on locations and associated considerations such as incentives for neighborhoods to accept the shelter, and linking the decision regarding a location with low tax areas.

**Shelter Transparency** - Feedback relating to shelter transparency included questions about connections between the shelter and other service provision, the availability of information, transparency around data and figures to inform planning, and questions

about funding for the project. There was also feedback either criticizing or supporting the consultation approach and education provided.

**Interior Services and Amenities at the Shelter** - A theme emerged regarding services and amenities at the shelter. Programming and access to culturally sensitive services was noted multiple times.

**Exterior Services and Amenities at the Shelter** – Participants made observations about external space and design such as the need for privacy, good lighting and green space.

**Shelter Alternatives** - There was feedback that The City should focus on priorities other than finding a permanent location for the shelter, most notably, a complex needs centre and access to treatment services.

**City Wide Changes** - There was feedback that there need to be changes across the City of Prince Albert, for instance, considering the ‘bigger picture’ beyond the shelter.

**Urgency** - There was some feedback that a location should not be decided on too soon, and significant feedback that a location should be found as a matter of urgency.

### *Survey Feedback*

The survey was created using the themes discovered at the consultation meetings as the basis for the questions that were used. Types of questions included, where the survey taker lived in the city (to assess attitudes by neighbourhood), where the survey taker most and least preferred a shelter based on proximity to shelter relevant services, and Likert scale questions (a style of question that has the respondent pick an answer on a 5-point scale that resembles a strongly disagree-disagree-neutral-agree-strongly agree pattern) to assess the general sentiment of each of the remaining topics. The survey was created via the City’s ArcGis software and was posted on The City’s website for one week for the public to fill out. The software used allowed limiting survey takers to submit one survey each based on their browser history.

With regards to location:

- 65.94% of respondents (n=1,003) indicated their preferred option would be either immediately adjacent to or a 5-10 minute walk from services.
- 78.43% (n=1193) indicated their least preferred location is within a primarily residential neighborhood.

<b>Most Preferred Location</b>		
	<b>Number</b>	<b>%</b>
Immediately adjacent to support services such as legal assistance, probation, adult education	513	33.73
In an industrial or commercial area, away from a primarily residential neighborhood, but within a 5-10 minute (3-5 blocks) walk from support services	490	32.22
In an industrial or commercial area away from a primarily residential neighborhood, within a 20 minute (5-10 blocks) walk from support services, but immediately adjacent to public transit options.	358	23.54
Within a primarily residential neighborhood	12	0.79
None of the above	148	9.73
Total responses	1,521	100%

<b>Least Preferred Location</b>		
	<b>Number</b>	<b>%</b>
Immediately adjacent to support services such as legal assistance, probation, adult education	44	2.89
In an industrial or commercial area, away from a primarily residential neighborhood, but within a 5-10 minute (3-5 blocks) walk from support services	56	3.68
In an industrial or commercial area away from a primarily residential neighborhood, within a 20 minute (5-10 blocks) walk from support services, but immediately adjacent to public transit options.	160	10.52
Within a primarily residential neighborhood	1193	78.44
None of the above	68	4.47
Total responses	1,521	100%

The table below lists 'favourable responses', which helps Administration, The Province, and the service provider to understand what considerations are important when identifying a location, and what considerations are important in relation to planning and delivery.

In relation to identifying a location, enough space for the build, urgency, and accessibility emerged as strong considerations.

In relation to planning and delivery, ongoing shelter-related transparency, service availability, and ongoing public engagement emerged as priorities for the public.

Administration recognizes the question in relation to security was too ambiguous and ongoing engagement and transparency activities should clarify aspects of security that are important to the community.

Percentage of Favourable Responses	
Do you think that the shelter should have room for external services for shelter clients (e.g. medical, counselling, education, etc...)?	79.95
Is it important for the shelter to have facilities (e.g. bathrooms, shower, laundry, warm up space) available to people who do not have a bed at the shelter?	79.63
How important are ongoing, shelter-related transparency initiatives such as a neighbourhood advisory board and safety statistics to you?	74.33
How Urgently Do You Want to See a New Shelter Built?	73.84
How important is accessibility to the shelter (e.g. close to bus routes, walkable, wheelchair accessible, etc...)	67.65
How important is ongoing public engagement to you? (e.g. public workshops, volunteer opportunities, etc...)	62.89
Does knowing that the shelter provides 24-hour security to the surrounding area make you feel more comfortable with its placement?	53.72
How important is the exterior aesthetic appearance of the shelter to you?	46.36
How important is greenspace around the shelter?	43.54
<i>100 indicates a strongly favourable response, 50 indicates a neutral response, and 0 indicates a strongly negative response</i>	

### Scoring Matrix

Based on the responses above, the scoring matrix includes the following factors: service accessibility, shelter accessibility, urgency (building considerations that impact time and costs), distance from residential areas, and availability of outdoor space as part of the development. Each factor is scored from 0-3, with 3 being the highest score.

To help visualise and score locations according to the factors that are important to the community, Administration used software to map services, transport routes, estimated walking time, and densely residential areas. The map also included City-owned land and daycares.

Administration attempted to include as many of the locations mentioned in the consultation sessions as possible, particularly any that were mentioned more than twice.

The first table lists city-owned property:

Location	Service Accessibility	Shelter Accessibility	Serviced and paved access (cost and time implications)	Distance from Residential	Availability of outdoor space as part of the development	Total
11 15 <sup>th</sup> Street East	3	3	3	2	3	14
Close proximity to current shelter location	1 (more than a 10-minute walk to services)	3	3	2	2	11
17 <sup>th</sup> Street East/3 Ave East	3	2	0	1 (2 blocks from residential)	3	9
111 18 <sup>th</sup> Street West	3	3	3	0 (1 block from residential)	3	12
Land near the hospital	1 (majority of services are more than a 20-minute walk)	2	0 (No serviced land identified)	2	3	8
Land north of the river	0 (more than a 20-minute walk to services)	0 (Would require transport solution risking sustainability)	3	3	3	9

The second table lists privately owned properties mentioned in feedback for transparency. However, it is important to note that property owners have not necessarily been approached to discuss whether any of these locations are available to purchase or lease.

Location	Service Accessibility	Shelter Accessibility	Serviced and paved access (cost and time implications)	Distance from Residential	Availability of outdoor space as part of the development	Total
568 18 <sup>th</sup> Street East	<b>1</b>  (more than a 10-minute walk to services)	<b>2</b>  (access from 6 <sup>th</sup> via stairs only, increased likelihood of pedestrians crossing railway tracks)	<b>3</b>	<b>1</b>  (opposite residential)	<b>3</b>	<b>10</b>
Gateway Mall (e.g. Sears)	<b>3</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>1</b>  (outdoor space would require use of parking lot)	<b>12</b>
1525 5 <sup>th</sup> Avenue East	<b>1</b>  (more than a 10-minute walk to services)	<b>3</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>11</b>
Peavey Mart	<b>1</b>  (more than a 10-minute walk to services)	<b>3</b>	<b>3</b>	<b>1</b>  (1 block from residential)	<b>2</b>	<b>10</b>
1405 Bishop Pascal Place ('Old Rivier Academy')	<b>1</b>  (more than a 10-minute walk to services)	<b>3</b>	<b>3</b>	<b>0</b>  (in a residential neighbourhood)	<b>3</b>	<b>10</b>

In summary the following four (4) properties that are City owned or for sale scored the highest:

- 11, 15<sup>th</sup> Street East – 14 points (City owned)
- 111, 18<sup>th</sup> Street West – 12 points (City owned)
- 1525 5<sup>th</sup> Avenue East – 11 points (For sale)
- Close proximity to current location – 11 points (City Owned)

### **CONSULTATIONS:**

This report incorporates data gathered across the last 12-months and an extensive consultation process recently undertaken. It also draws on feedback from surveys completed with individuals that have lived and living experience of accessing the emergency shelter.

### **COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

Administration recommends formally writing to all property owners surrounding the four (4) highest scoring properties listed above and advertising the consultation through media to encourage broad engagement across the community.

### **BUDGET/FINANCIAL IMPLICATIONS:**

Beyond Administration time and cost of the venue, there are no budget of financial implications for The City. There is a high risk that The Province will not be able to continue to hold funding to relocate the emergency shelter if a decision on a location is not prioritized by The City, given the funding has been available for over 12-months.

If the shelter location is City-owned property, there will be financial considerations for Council.

### **OTHER CONSIDERATIONS/IMPLICATIONS:**

Homelessness is a complex issue that impacts not only individuals without stable housing but also the broader community of Prince Albert. By creating a dedicated space for those experiencing homelessness, we can cultivate a supportive environment that promotes stability, dignity, and access to essential services.



A permanent shelter is a crucial resource for individuals experiencing homelessness. It provides safety, fosters a sense of community, and connects residents to vital services such as healthcare, employment support, and counseling.

The City's Community Safety and Well-Being Division is working with partners to take a comprehensive approach to tackle the various social issues affecting Prince Albert and other communities. This approach is like putting together a puzzle, and the emergency shelter is a crucial part of this overall plan, and without it, the ability to solve social issues in the community will be seriously undermined.

#### **OPTIONS TO RECOMMENDATION:**

1. That Administration proceed with a public meeting with a focus on the top scored location according to the matrix. This approach was discounted given that feedback from the public was in favour of discussing outcomes of the consultation and survey more broadly than only one location.

#### **STRATEGIC PLAN:**

A priority of the City of Prince Albert Strategic Plan is “promoting a progressive community” where the City will examine options for stimulating shared problem ownership and collaborative solution building for Prince Albert’s social issues.

Working with The Province and the YWCA to establish a homeless shelter is a very valuable partnership which provides an integral service to our vulnerable population.

#### **OFFICIAL COMMUNITY PLAN:**

The Official Community Plan states that,

*“Prince Albert functions as both the gateway to the north and to the south. For this reason, it is a regional hub for a range of services in health, education, social services and justice and as such has need for transitional and supportive housing. Notwithstanding the recent expansion in emergency shelter beds, [for which further funding is now being provided] there will be a need to monitor the need in this area as well. As a community, Prince Albert wants to stimulate independence of its citizens but realizes that some will require support to function optimally. It is a goal of this Plan to create the context where all citizens can have safe, secure, affordable housing that meets their needs.”*

The work that to develop a new, permanent Shelter means that The City and all its partners have continued to monitor and advocate for Prince Albert’s need. The result is one of the most critical services we require, a Shelter.

**PUBLIC NOTICE:**

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required, however Administration will provide public notice in advance of the public meeting.

**PRESENTATION:**

A presentation will be provided by Anna Dinsdale, Community Safety and Well-Being Manager.

**ATTACHMENTS:**

1. Detailed Consultation Results EES January 2025 FINAL
2. Enhanced Emergency Shelter Presentation March 3, 2025 – PRESENTED AT MEETING

**Written by:** Anna Dinsdale, Community Safety and Well-Being Manager

**Approved by:** Director Community Development & City Manager



# City of Prince Albert

Community Development Department  
1084 Central Avenue  
Prince Albert SK S6V 7P3  
Phone: (306) 953-4370  
Fax: (306) 953-4380

April 7, 2025

«Primary\_Customer\_Name»  
«Primary\_Unit»  
«Primary\_Civic\_No»  
«Primary\_City» «PRIMARY\_PROV» «PRIMARY\_PC»

Dear Sir or Madam:

**Re: Discretionary Use Development Permit - Temporary Shelter - Exhibition Drive**

---

The City of Prince Albert is in receipt of a Development Permit Application from the YWCA for a Temporary Shelter, to be located at the Dave Steuart Arena on the Exhibition Grounds at 950b Exhibition Drive. The property is legally described as Parcel A, Plan No. 82PA14083 Ext 1.

The intention is for the YWCA to operate the Shelter for two (2) years, from July 1, 2025, to June 30<sup>th</sup>, 2027, while the location and construction of the permanent Shelter are finalized. **Because the permit application is for a temporary use, City Council may choose to alter or vary the start or end date or duration of approval for the Shelter at the upcoming City Council meeting.**

As a landowner located within 150 meters of the proposed development, and as required by the *City of Prince Albert Public Notice Bylaw No. 24 of 2015*, you are being provided with written notice of the proposed development.

*The City of Prince Albert Zoning Bylaw No. 1 of 2019* defines a Shelter as:

*“...the use of a building, or a portion thereof, for the temporary housing and support of those who are vulnerable, homeless, or are in need of emergency short term accommodation;”*

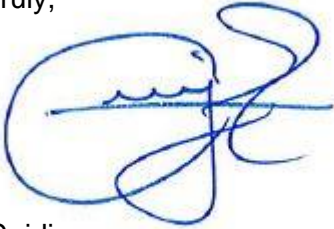
As the proposed use is considered discretionary in the I1 – Institutional General Zoning District, the temporary application must be approved by City Council. The subject property is shown in a bold dashed line below:



Therefore, City Council, at its special meeting to be held on Tuesday, April 22<sup>nd</sup>, 2025, at 4:00 p.m., will consider submissions respecting the above noted application and review criteria. In accordance with the *City of Prince Albert Procedure Bylaw No. 23 of 2021*, all submissions in this regard must be provided to the City Clerk. If you would like your submission reviewed by City Council PRIOR to the meeting, it would be preferable if it was provided to the City Clerk's Office by 4:45 p.m. on Tuesday, April 15<sup>th</sup>, 2025. Submissions can be emailed to [cityclerk@citypa.com](mailto:cityclerk@citypa.com) or mailed to the City Clerk's Office, 1084 Central Avenue, Prince Albert SK S6V 7P3.

If you have any questions regarding this application, please do not hesitate to contact the Community Development Department at 306-953-4370.

Yours truly,

A handwritten signature in blue ink, appearing to read 'Craig Guidinger', with a large circular flourish on the left and a long horizontal stroke extending to the right.

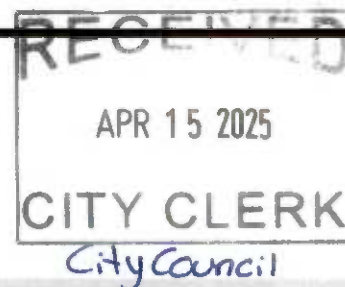
Craig Guidinger  
Director, Community Development

Enclosure

WRR 2025-27

**Savannah Price**

**From:** ?  
**Sent:** Tuesday, April 15, 2025 3:57 PM  
**To:** City Clerk  
**Subject:** Temporary Shelter - Steuart Arena



You don't often get email from

[Learn why this is important](#)

Hi:

Thanks you for the notice regarding the proposed use of the Steuart Arena to support the homeless people in our City.

I think it is a great idea and will provide these people with somewhere to go.

Some washrooms and showers are already available and additional mobile units could be easily added.

I would suggest that one of the conditions to all people using the facility is that they need to meet with counsellors right away to assess their needs to make their lives better.

These people don't want to live like they are, but can't find a better way without ongoing direction and support.

Addiction workers, social workers, medical staff, security, and custodial staff need to be readiily available on-site.

During fire evacuations, these type of services are set up quickly with involvement and regular follow-up meetings

with all organizations that can assist to meet ongoing needs.

Let's show the rest of Saskatchewan that real improvements can be made by implementing positive initiatives

to address this important need in PA.

Regards  
Al Skauge

651-7<sup>th</sup> St E

PA, SK.

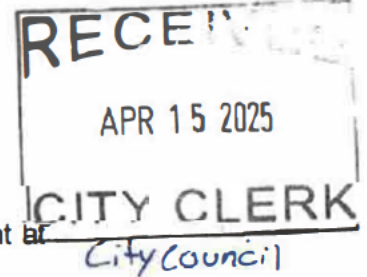
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CORR 2025-26

**Savannah Price**

**From:** Shaun Harris  
**Sent:** Tuesday, April 15, 2025 1:13 PM  
**To:** City Clerk  
**Subject:** April 22 shelter debate speakers list



[You don't often get email from [REDACTED]. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

Dear Mayor and council,

Please find this email as my request to be added to the speakers list on April 22 in council chambers to speak on behalf of the Prince Albert Exhibition Association, in opposition to the YWCA proposed discretionary use development permit for a temporary shelter at the Dave Stewart arena.

I will be speaking about why we are opposed to such an idea, and presenting to council a letter written and signed by the entire board, executive and management team highlighting our unity in opposition to this permit being approved.

Thank you.

Sincerely,  
Shaun Harris - PA Ex Assoc President

Sent from my iPhone

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Box 1538

Prince Albert, SK

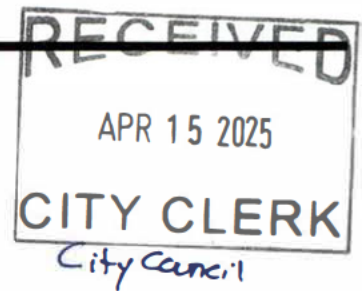
S6V 5T1

CORR 2025-26

**Savannah Price**

**From:** Javan Bexson <[REDACTED]>  
**Sent:** Monday, April 14, 2025 4:54 PM  
**To:** City Clerk  
**Subject:** Steuart Arena Meeting

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged



[You don't often get email from [REDACTED]. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

Good Afternoon,

Javan Bexson from PA Lacrosse a user group of the Steuart arena. We would to be included as presenting party for the special council meeting April 22nd. Please advise how I can be added to the list.

Thanks

Javan Bexson

Sent from my iPhone

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3357 Bliss Crescent

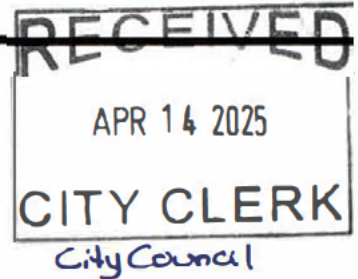
Prince Albert, SK

S6V 7L1



Savannah Price

**From:** T Gardiner  
**Sent:** Friday, April 11, 2025 11:45 PM  
**To:** City Clerk  
**Cc:** Councillor Bryce Laewetz  
**Subject:** Discretionary use development permit exhibition drive



[Some people who received this message don't often get email from [REDACTED]. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

Hello,

I am writing to express my strong opposition to the proposed (temporary) homeless shelter in my neighborhood. While I understand the need for such facilities, I believe that this location is not suitable due to concerns about safety, property values, and community resources to name a few.

The following are concerns about locating a homeless shelter in a residential area (whether it be temporary or permanent as the proposed location is in the same area):

#### # Safety Concerns:

1. **\*Increased Crime Rates\***: Some studies suggest that homeless shelters can lead to increased crime rates in surrounding areas. (Which is already occurring) 2. **\*Security Risks\***: Residential areas may not have the necessary security infrastructure to handle the potential risks associated with a homeless shelter. (The entire area has increased in crime. Can't go shopping without being accosted at cornerstone. How will a temporary or permanent shelter improve change that?!)

#### # Community Impact:

1. **\*Noise and Disruption\***: A homeless shelter can generate noise and disruption, affecting the quality of life for nearby residents. ( you have schools, businesses, daycares, family homes in the area and are still considering a homeless shelter in this area?) why wouldn't a more central location be pursued?!

2. **\*Property Values\***: Some homeowners worry that a homeless shelter could negatively impact property values. (This is a big one - surely a family would not commit to making the largest purchase of their life in the area had they known this was the plan to house the homeless mere steps away).

#### # Resource Availability:

1. **\*Insufficient Support Services\***: Residential areas may not have the necessary support services, such as mental health services or job training programs, to effectively serve the shelter's residents. Again a more central area would be more appropriate like what was proposed at the community meetings.  
 2. **\*Strain on Local Resources\***: A homeless shelter can put a strain on local resources, including emergency services, healthcare, and law enforcement.

#### # Alternative Solutions:

1. **\*Mixed-Use or Commercial Areas\***: Locating homeless shelters in mixed-use or commercial areas might be more suitable, as these areas often have more resources and infrastructure to support such facilities. (Downtown?) 2. **\*Community Engagement\***: Engaging with the local community and involving them in the planning process can help address concerns and build support for a homeless shelter. (What was the purpose of the community meetings if the city had the intention of having a homeless shelter at the exhibition grounds?)

I urge you to consider alternative locations that would better serve the needs of the homeless population without negatively impacting our community. I trust that these concerns will be addressed in the coming city council meeting.



Thanks,

T. Gardiner

Concerned citizen.

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1008-8<sup>th</sup> Street East

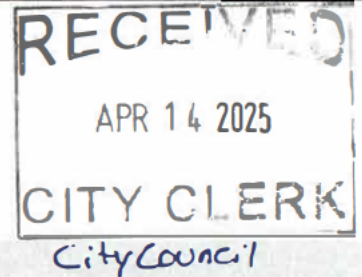
Prince Albert, SK

S6V-0X2

CORR 2025-26

Savannah Price

**From:** breannegrayson13 <  
**Sent:** Saturday, April 12, 2025 7:09 AM  
**To:** City Clerk  
**Subject:** Ward 4 - Homeless Shelter



You don't often get email from [REDACTED]. [Learn why this is important](#)

My name is Breanne Aug, I own a home on 10th Avenue, a hop, skip & a jump away from the Exhibition Grounds.

Myself and my 3 kids have lived here since late 2022.

I am glad my ward counselor communicates with as many residents as possible, because if a letter was sent to me, unfortunately I hadn't received it.

I do NOT agree with the proposed shelter location. Since we moved here, I have had to install numerous cameras. We get a decent amount of foot traffic being on a main-ish road, however the problems I have experienced already have been with people who live on the streets. We had a woman come to the back door, rip the camera off the wall and try to break in through the back door. I only had her identified by posting on our ward 4 watch page, where I learned she was a street person known for causing issues. I ran to the door immediately and told her to leave, she was in the process of attempting to kick in my inside door. Had I not been home, she likely would have succeeded breaking in.

I have a doorbell camera at both doors, and 4 other cameras that are outside. However even with that added security, it shows that people don't care. Our police are too busy to be trying to identify people from doorbell cameras and then find them.

This was posted on Facebook, and it sums things up pretty well. "The downtown liquor store was of interest as a temporary shelter location - and, it is downtown where all the services are for shelter residents. A downtown location for the temporary shelter will mean shelter residents won't have to walk 20 minutes to services they use daily. The Stuart is a safe political move, but it's a cowardly move that doesn't take the best interest of the homeless, or the residents in the area, to heart. Very disillusioning."

The homeless population need a place to keep them warm and a roof over their head. But they need it somewhere closer to where there is help, and resources. Cornerstone struggles with them every day, and if they have a reason to be over there even more, it will only get worse.

My oldest daughter works at Value Village, and she would love to walk to work during the nice days. Unfortunately with the thoughts of the shelter opening at the Stuart Arena, I would never allow it to happen.

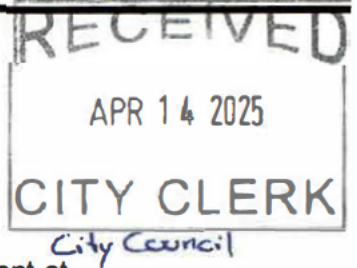
I hope this does not happen. It will be even less safe for myself and my family in our own home.

Sincerely,  
Breanne Aug - 600 block of 10th Ave East

CORR 2025-26

Savannah Price

**From:** Karlie McKeand  
**Sent:** Saturday, April 12, 2025 12:49 PM  
**To:** City Clerk  
**Subject:** NO to the homeless at the Dave Stewart arena



[You don't often get email from [REDACTED]. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

Myself as well as I'm sure many Prince Albert residence are very upset and disappointed to hear of the recent potential placing of the homeless at the exhibition ground, once again. The fairgrounds of most city's are considered to be in a way the heart of your city, a safe place to enjoy events with your friends and family. In the recent years since the homeless have been sheltered on our fairgrounds, this is the opposite. The Prince Albert Fairgrounds are often filthy, littered with garbage, needles, feces, and people loitering the area. As we all know many of the buildings present at the fair grounds have now been vandalized, damaged and burnt SINCE the homeless have been moved in to the grounds. As a person who has grown up with agriculture being a large part of my life and attending the summer fairs when I was younger, it is a shame to now see the damaged, burnt and now some non existent horse and cattle barns.

Another recent experience that I have had this winter was when I had rented the log cabin at the exhibition grounds for an event with family and friends. We constantly had homeless people coming up to the door, sitting on the front deck, and even trying to come in to our event. Many just being a nuisance, asking for food, money, cigarettes etc. One family member even had a person try to get into her vehicle that was parked out front. The individual said they were "just heading over to the shelter". It was an absolute embarrassment for family and friends from out of town to witness that. The large majority of homeless people struggle with addiction, and due to not being sober, they are unpredictable and don't even realize what they are doing when they are consumed by drugs. Continuing to place them at our fairgrounds would be not only dangerous, but make our "heart of pa" deteriorate even more. Our Prince Albert Fairgrounds are now an absolute embarrassment, and this is only going to continue to drive the "good crowd" away from wanting to attend or have anything to do with any events happening at the out fair grounds. There are MANY other options of currently closed buildings that would be a much better choice.

Sent from my iPhone

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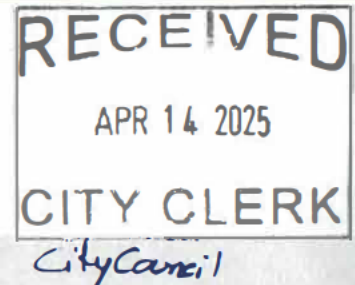
RR4, Site 11, Box 45  
Prince Albert, SK  
S6V 5R2



CORR 2025-26

**Savannah Price**

**From:** Debbie Schidlowsky  
**Sent:** Monday, April 14, 2025 7:46 AM  
**To:** City Clerk  
**Subject:** RE: Homeless shelter in my area



You don't often get email from [REDACTED]. [Learn why this is important](#)

Good morning

Curiosity question... why was it a couple of months ago the Dave G Stuart Arena was deemed unsafe due the roof being in bad repair and would cost too much money to fix, and now all of a sudden it is good to be used as a "temporary" homeless shelter for the next 2 years? See articles from:

1. PA Now January 8, 2025 Future of Dave G Stuart Arena draws debate during budget talks
2. Prince Albert Daily Herald January 14, 2025 Council weighs options on Dave G Stuart Arena
3. PA Now February 4, 2025 city to accept expressions of interest on Stuart Arena. In this article there was no mention of Stepping Stones indicating they wanted to use it.

I do not wish to have the homeless shelter within 650 meters from where I live. Because as soon as it warms up the crime goes up in the area with vehicles being broken into and having their windows smashed out, also the theft of personal property from back yards and garages being broken into. The crime goes down slightly in the winter months because of the cold. But that is still not acceptable for the property owners in the area of this shelter.

We also have SIAST (SaskPoly Tech) basically right next door to the Stuart and St John Community school is 1.2 km from said "temporary" homeless shelter, and Princess Margaret school 190 m from the Stuart.

Why is this shelter or the new one that is supposed to be coming in not put in an affluent neighborhood? Is it because it will bring their property value down? Is it because of the crime that will happen in that area? If that is the case, why should we in the East flat area be the victims of these crimes, and why should our property values go down?

Why not put it in the North Industrial area? Or why not put it out in the West Flat area next to the Penitentiary? Is it because of the crime it will create and bring to those areas?

A concerned Citizen in the Area of the "temporary" homeless shelter

Debbie Schidlowsky

Get Outlook for Android

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902-7th Street East

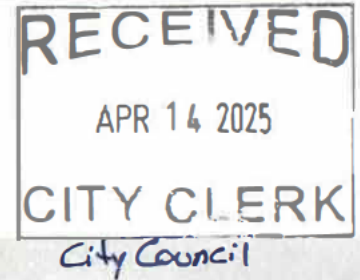
Prince Albert, SK

S6V OT2

CORR 2025-26

**Savannah Price**

**From:** Shane Hamilton  
**Sent:** Monday, April 14, 2025 7:59 AM  
**To:** City Clerk  
**Subject:** RE: Homeless shelter in my area



You don't often get email from [REDACTED] [Learn why this is important](#)

Good morning

I live within 650 meters from this homeless shelter.

I would like to have a written guarantee that my property if affected will be compensated by the City, so as that I will not be caused undo financial hardship if my property is devalued from shelter being in proximity.

Also, I would like the purchase and/or rent of this homeless shelter to be allocated to a trust fund and tax revenue as well, so that there is something there to compensate the property owners if our properties are devalued due to proximity of this shelter.

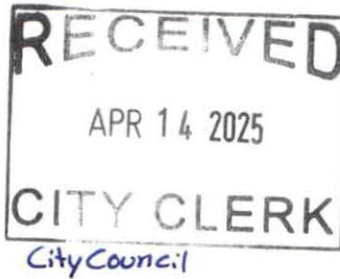
A concerned citizen in the area of homeless shelter

Shane Hamilton

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902-7<sup>th</sup> Street East  
Prince Albert, SK.



ALINGLY HOUSE,  
BOX NO. 232,  
SPRUCE HOME,  
3ASK. SOJ 2NO.

13.04.2025

DEAR SIR OR MADAM,

RE: DISCRETIONARY USE DEVELOPMENT PERMIT -  
TEMPORARY SHELTER - EXHIBITION DRIVE.

FURTHER TO THE COMMUNICATION REGARDING THE  
ABOVE MATTER RECEIVED ON FRIDAY APRIL 11<sup>TH</sup> WE  
WOULD COMMENT AS FOLLOWS:

AS MY WIFE AND I LIVE OUT OF TOWN WE PURCHASED  
A SMALL RESIDENCE AT #628 - 8<sup>TH</sup> STREET EAST IN  
2011 FOR A POSSIBLE FUTURE RETIREMENT HOME  
LOCATED IN A THEN QUIET NEIGHBOURHOOD BUT CLOSE  
TO THE CORNERSTONE SHOPPING CENTRE.

THE PROPERTY HAS BEEN RENTED SINCE THAT DATE  
AS UNTIL THE TIME FOR US TO RETIRE AND MOVE INTO  
TOWN IS REALISED.

UNTIL THE EXHIBITION AREA WAS USED AS A SHELTER  
THERE WERE NO ISSUES EXPERIENCED BY OUR TENANTS,  
HOWEVER, SINCE THE PRESENCE OF THE SHELTER THE  
FOLLOWING LISTED ITEMS HAVE AND CONTINUE TO OCCUR  
TO THIS DATE, NAMELY:

1. FOOT TRAFFIC HAS INCREASED ALONG 8<sup>TH</sup> STREET  
EAST ENORMOUSLY DURING ALL HOURS AND HAS  
RESULTED IN:

- a) UNLAWFUL TRESPASSING THROUGH OUR PROPERTY  
TO ACCESS THE REAR LANE FROM 8<sup>TH</sup> STREET EAST.
- b) THE BREAKING DOWN OF THE EXISTING WIRE  
FENCING TO THE REAR OF THE PROPERTY  
ADJACENT TO THE REAR ALLEYWAY.



- c) CAUSING THE CURRENT TENANTS TO INSTALL MOTION LIGHTING FIXTURES ON BOTH THE HOUSE AND GARAGE AS A DETERRENT.
- d) THE THROWING OF ROCKS IN AN ATTEMPT TO DAMAGE THE MOTION LIGHTING/CAMERAS INSTALLED (THIS HAS BEEN REPORTED TO US BY OUR TENANTS AS LATE AS YESTERDAY 12<sup>TH</sup> APRIL)
- e) THE ATTEMPTED FORCING OF THE 'UP AND OVER' GARAGE DOORS TO GAIN UNLAWFUL ACCESS  
 NOTES: KIE HAVE BEEN ADVISED THAT A GARAGE OWNED BY A NEIGHBOUR TO THE WEST OF #628 WAS BROKEN INTO AND ARTICLES STOLEN.
- f) THE REMOVING AND OR CUTTING OF VEHICLE EXTENSION CORDS TO CAUSE MISCHIEF AND PROBLEMS FOR THE VEHICLE OWNERS.
- g) THE LEAVING OF SHOPPING CARTS, DISCARDED CLOTHING ETC., IN THE REAR ALLEYWAY IS NOT AN UNCOMMON SIGHT.

THE ABOVE HAS RESULTED IN OUR TENANT FEELING UNABLE TO LEAVE HIS WORK VEHICLE (POST OFFICE) OUTSIDE HIS HOUSE FOR FEAR OF VANDALISM. HE HAS ALSO FELT IT NECESSARY TO SLEEP IN HIS VEHICLE IN THE GARAGE IN ORDER TO THWART ANY UNAUTHORISED ENTRY DURING NIGHT-TIME.

IN ADDITION TO OUR TENANTS REPORTING TO THE POLICE, I HAVE ATTENDED THE POLICE STATION ON THREE SEPARATE OCCASIONS REQUESTING ADDITIONAL PATROLLING / POLICE PRESENCE IN OUR AREA; ALSO VISITING THE FORMER MAYOR'S OFFICE ON THREE SEPARATE OCCASIONS REQUESTING AN AUDIENCE

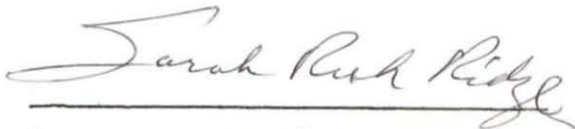
CONT'D. -


TO DISCUSS THE CURRENT SITUATION, HOWEVER THESE REQUESTS WERE NEVER GRANTED.

IT IS FURTHER OUR OPINION THAT OUR TENANTS WHO HAVE TWO YOUNG CHILDREN, SHOULD NOT HAVE TO WORRY CONCERNING PERSONAL SAFETY OR PROPERTY TRESPASSING/VANDALISM; INDEED IT IS A SAD COMMENT TO BE MADE UPON THE CURRENT SITUATION WHICH EXISTS IN THIS AREA OF THE CITY OF PRINCE ALBERT.

IN THE LIKELY EVENT OF COUNCIL APPROVAL TO THIS SHELTER LOCATION, PERHAPS A REQUIRED MARKED INCREASE OF POLICE PRESENCE WITHIN THIS AREA COULD BE INCLUDED.

THANK YOU.

  
SARAH RUTH - RIDGE

  
NORMAN J. RIDGE

C.C. - PROPERTY MANAGER - #12953700 CANADA INC.

- TENANT

- FILE



My name is Wendy Graham I live on the 600 Block  
8th Street I have real concerns about this  
homeless shelter and the Dave Stewart Arena

When the ~~temporary~~ temporary shelter was over there  
before I

#1 always had people in my yard  
#2 Trying to break into my garage  
#3 and they will come right up  
to my door.

#4 I am 71 years old and I like to go  
for walks but it will not be safe  
for me to do this anymore

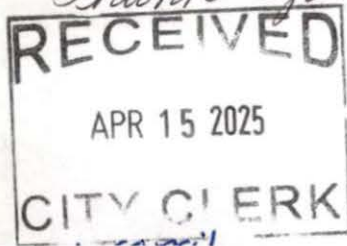
#5 They go through my garbage cans  
and leave the stuff on the ground for  
me to pick-up

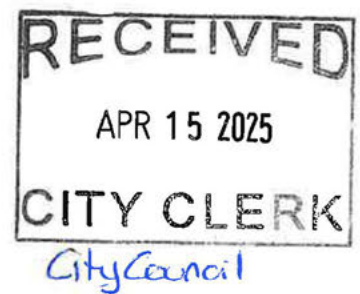
#6 This will also lower the ~~the~~ value of my  
home and I would have to sell my house  
to be safe that is not fair

I believe the ~~the~~ people who voted yes to  
this area do not live in the area and have  
no idea what it is like to live near a  
homeless shelter

Thank-you for reading my concerns

Wendy Graham





April 14, 2025

Rob Procyk

870 5<sup>th</sup> Street East

Prince Albert, SK S6V 2L6

To Mayor and Council,

This letter is in regard to the proposal regarding temporary shelter being located in the Dave Steuart Arena. Ultimately, I support a temporary shelter at whatever location is chosen, because it is our civic and our moral duty to care for and support our unhoused. I fervently believe that Donna Brooks and the YWCA have the best interests of the unhoused at heart, and I stand behind their work with the shelter. However, I do not support the current shelter area as a permanent location for the shelter, and I fear that city council will ultimately approve a permanent location at the temporary location. Downtown is undoubtedly the most logical location for a permanent shelter due to the accessibility of services in the downtown core. Thus, I would like to raise some questions regarding the Steuart Arena as a temporary shelter location, as the temporary location may have influence on a permanent location.

Is the Steuart Arena really the most cost-effective location for a temporary shelter? The City of Prince Albert estimates that the Steuart Arena needs a new roof, at a cost of \$610,000, as well as \$150,000 of capital improvements. If the Steuart Arena is decommissioned as a rink, there has been an additional estimated cost of \$25,000 to remove the boards and the chemical equipment from the ice plant. Further, any renovations would have to include possible asbestos abatement, as it is noted that there is asbestos in the floors and in the walls. As well, one would also have to ensure that the heating system was adequate to heat the area formerly occupied by the rink surface. It was identified that the arena needed a new roof 14 years ago, and the City has stated that this need cannot wait. Does this really seem like the most intuitive or cost effective location for a temporary shelter when such extensive and complicated repairs are needed?

Prior to the announcement of the Steuart Arena possibly becoming the temporary shelter, other user groups expressed interest in the arena. Council heard that the Prince Albert Exhibition Association expressed interest in purchasing the building to use as a show and trade building. PAGC has also expressed interest in the building as their sports and recreation centre, and the Director of Parks, Recreation, and Culture states on the City of Prince Albert website that the city “will be reaching out to all user groups to discuss the issue and invite them to put forward proposals for our consideration” regarding the Arena. Are these talks now overruled because of the temporary shelter location?

I urge city council to explore alternate options for the temporary shelter in the downtown. We have numerous empty buildings in the downtown core that are available, including the former Saskatchewan Liquor Store. Repairs and retrofitting other buildings in the downtown would surely be more cost efficient than repairing the Steuart Arena. As well, I would ask city council not to discredit the important work that went into the shelter surveys and community consultations. The number one shelter location based on the results of the public meetings and survey, which included over 150 forms and over 100 letters, were plugged into a scoring matrix, and the preferred shelter location was overwhelmingly in the downtown, close to the services regularly used by shelter residents. The motion to locate the shelter in Ward 3, near the current temporary location, disregards the civic responsibility of council to listen to both the data and needs of the homeless.

At the March 7<sup>th</sup> Executive Council meeting, counsellors urged that they needed more time to make a decision on the permanent shelter, with one counsellor stating that they needed more time and more consultation to get it right, so that we have a model that is the envy of other cities. However, at the March 24<sup>th</sup> Executive Council meeting, a motion was made and carried to put the permanent shelter at a location that scored the lowest of all the proposed options without any discussion. Again, why isn't the temporary shelter location being discussed with alternate locations?

I urge you to put the temporary shelter downtown. This could be used as a trial for the downtown and will hopefully show the business owners and the community that the shelter in the downtown is nothing to fear. As this location will be temporary for two years, it would allow city hall, community agencies, and the community at large to work together to show how a shelter in the downtown can indeed both improve the atmosphere downtown and, most importantly, help the unhoused connect easier with services and counselling. I am sure that a multi-faceted downtown community group that includes businesses, agencies, and wellness services could be established to show how our community can work together to make a temporary shelter in the downtown a success.

Finally, I would like Mayor and Council to see a snapshot of our downtown on a Saturday afternoon. The attached photos show encampments, litter, drug paraphernalia, graffiti, human waste, broken windows, and despair. Please note that this is occurring today, without a shelter in the downtown. These social issues already exist in the downtown core, and a shelter, no matter where it is located, will not remedy this. What is currently happening downtown is tragic, but it is already there. The issues facing downtown will not magically disappear if a shelter was downtown, but a shelter downtown will increase security in the area, will be well looked after and have a neat appearance, and, most importantly, might provide shelter and connections to services for those who do not wish to leave the downtown.

Thank you,

A handwritten signature in black ink, appearing to read 'Rob Procyk', followed by a long horizontal line extending to the right.

Rob Procyk



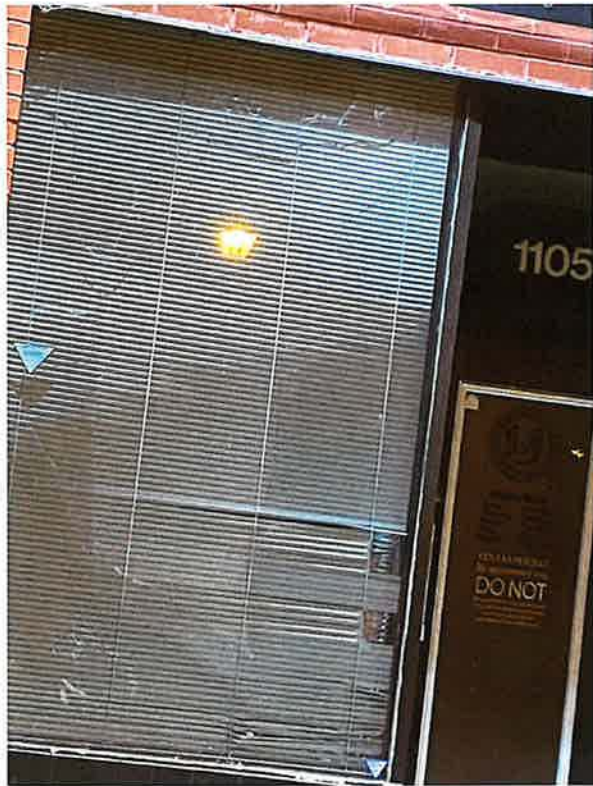










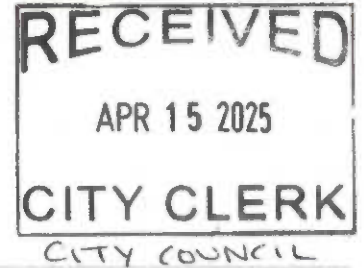




Savannah Price

CORR 2025-26

**From:** Darrell Yates < >  
**Sent:** Tuesday, April 15, 2025 8:09 PM  
**To:** City Clerk  
**Subject:** Temporary Permit letter  
**Attachments:** Letter to PA Council about the temporary shelter.docx



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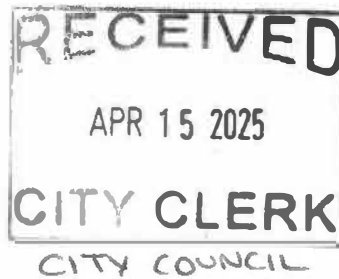
Good evening,

Apologies for the delay in sending this letter. I only just received it when I checked my mail after work. Please see attached.

Thanks,  
Darrell

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CORR 2025-26

April 15, 2025

Darrell Yates  
664 8<sup>th</sup> Street East  
Prince Albert, SK  
S6V 0W6

City of Prince Albert  
c/o Community Development Department  
1084 Central Avenue  
Prince Albert, SK  
S6V 7P3

Dear Esteemed Members of the City Council,

My name is Darrell Yates and I reside within 150 meters of the proposed Temporary Shelter on Exhibition Drive. Thank you for the opportunity to submit my concerns about the proposed development.

I'm grateful to the City of Prince Albert for recognizing the need of a shelter, though saddened at the volume and condition of the people who find themselves in need of it. My concerns are few:

- 1) There have been thefts in the local area. I have been proactive in installing expensive security measures on my own property. What is the City doing to increase security of the immediately surrounding residents and businesses? There should be additional policing within "Area #4".
- 2) The shelter should exist for all people who need it. Though this point is ancillary to the permit application discussion, nobody who needs access to the shelter should suffer the indignity of a "lifetime ban" from the shelter because of their circumstance. Many suffer from mental illness. I am surprised that forgiveness, compassion, empathy, patience, and tolerance is becoming increasingly removed from the Young Women's *Christian* Association (YWCA). The YWCA is well funded. What security and psychological safety measures are they taking responsibility for in the administration of the shelter? Additionally, to what degree is the YWCA accountable to the City for ensuring their own staff have been properly trained to deal with the shelter's residents? The City should be more hands-on with the YWCA in this regard. Shelter residents are my neighbours and it's a behavior I expect of my Council. Perhaps the shelter should be constructed so it is large enough to divide into low-risk and high-risk zones.
- 3) The wording of the letter I received, dated April 7<sup>th</sup>, indicates that City Council can vary the end date or duration of the permit. I do not know whether it is the responsibility of the City or the YWCA to get the ball rolling on whatever construction needs the shelter currently has, but the language of the letter suggests the possibility of the temporary permit being a "permanently temporary" permit. It gives the impression that timely completion is unimportant. The need is urgent. The construction of the permanent shelter should be prioritized.

Thank you for your attention.

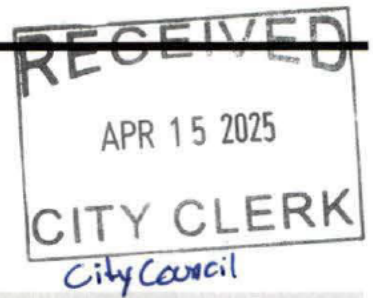
Sincerely,

Darrell Yates

Savannah Price

---

**From:** Terry Tolley  
**Sent:** Tuesday, April 15, 2025 2:18 PM  
**To:** City Clerk  
**Subject:** Homeless Shelter



Attached please find correspondence regarding the above which we want added to the public agenda. Thank You

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April 15, 2025

Mayor and City Council

SUBJECT: Homeless Shelter

Regarding the recent development application by the YWCA to access the Dave G. Steuart Arena, we are strongly opposed to having this approved. Additionally, we are opposed to any future plans to construct and operate a homeless shelter "in the vicinity of the existing shelter."

Council has dodged around this issue for far too long, they instructed the administration to conduct meetings to obtain information and feedback on the need for a homeless shelter and these meetings were well attended. Nobody at any of these meetings denied the need for a shelter. Results of these meetings were reviewed by administration with a report provided to Council. On March 3<sup>rd</sup>, councillors now felt that they needed more answers, even though at the meetings where Councillors attended, they never asked any questions. The City Manager then advised the Councillors to provide administration with what questions or information they required in order to move forward in finalizing a concrete plan for a shelter.

Fast forward, the next the public heard about this issue was a motion passed to have a shelter located in the vicinity of the existing location. Fast forward again to a letter dated April 7<sup>th</sup> received in the mailbox April 11<sup>th</sup> stating that a temporary shelter operated by the YWCA for two years would be in the existing Dave G. Steuart Arena.



Regarding the Dave Steuart Arena, this issue too has been tossed around by Council, the last discussion on this item was that the City would receive proposals from any parties interested in obtaining this facility, never did we see or hear about a formal RFP in that regard.

Prior to the City moving forward with their latest proposal there are many questions that the taxpayers should know the answers to. Will the YWCA be responsible for building and liability insurance? Will the YWCA be responsible for all utilities (water, heat, power, snow removal, security?) Will the YWCA be responsible for all renovations required to make the facility meet all fire and building requirements?

Another issue that has never been provided to the taxpayers, is whether the City/YWCA received a firm commitment on funding a new shelter, if obtained how much? I observed a council meeting in Saskatoon where a councillor indicated that the delay they were having in moving forward was a lack of commitment of funding from the province.

Transparency was a major issue discussed during the election, Council has failed in meeting this objective, very evident by the recent notification provided to residents within 150 metres of the proposed site allowing them four days from the time they received the notice to submit a response and prepare a presentation, for such a contentious issue.

Results of the meetings and survey indicated that the number one concern expressed by 66% of respondents was that the shelter should be located close to the services that are utilized by clients - this was also stated by the YWCA at the Midtown hall meeting. It is

time for Council to listen to the people that elected them to make decisions, some of these are hard decisions but that is what is expected from each of you.

Terry & Diane Tolley

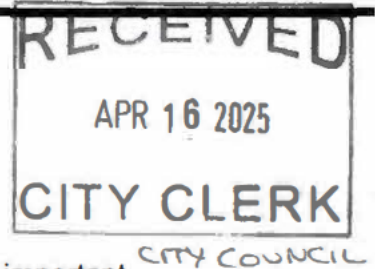
766-2<sup>nd</sup> Street East

Prince Albert, SK

S6V 0G1

**Savannah Price**

**From:** Carissa Nye [REDACTED]  
**Sent:** Wednesday, April 16, 2025 11:38 AM  
**To:** City Clerk  
**Subject:** Homeless Shelter



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With the decision having to be made regarding a temporary location for another homeless shelter in PA, I appreciate that city council has been reaching out to our community for feedback.

I do not agree with using a city facility that was intended for recreational activities for our youth and other clubs. The Dave Steuart Arena was not built to "house" individuals, temporarily or not. I fully believe if this route is taken now, the Steuart will always be looked at as a contingency when we are faced with this same issue in the future.

The Arena should be used what it was intended for, sporting events, city functions and recreational activities.

Carissa Nye

1317 Reed Bay  
 P.A. SK 56V 6R4

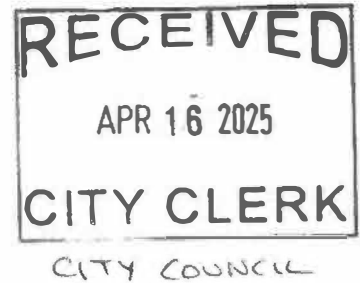
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**Shea Lucas**

---

**From:** SLucas@citypa.com  
**To:** Nikki Valmont  
**Subject:** RE: April 22 meeting 4pm



-----Original Message-----

From: Nikki Valmont <  
Sent: Wednesday, April 16, 2025 5:31 PM  
To: Shea Lucas <SLucas@citypa.com>  
Subject: Re: April 22 meeting 4pm

In regards to opposing this decision. Address is 640- 10 Avenue East  
Nikki

> >

>

> -----Original Message-----

> From:   
> Sent: Monday, April 14, 2025 7:38 PM  
> To: City Clerk <CClerk@citypa.com>  
> Subject: April 22 meeting 4pm  
>

> [You don't often get email from <https://aka.ms/LearnAboutSenderIdentification> ]

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>

> Good evening,

>

> I would like an opportunity to address the mayor and councillors at the meeting.

>

>

> Nikki

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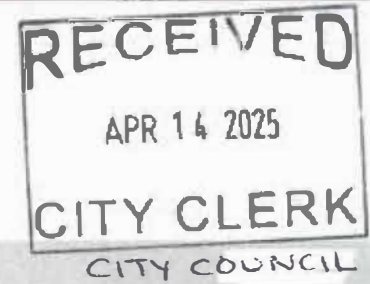
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**Savannah Price**

**From:** Dayna Mackie <  
**Sent:** Monday, April 14, 2025 12:19 PM  
**To:** City Clerk  
**Subject:** Letter of Concern



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To whom it may concern,

Good day, we have received notice indicating the application for the Dave Stuart Arena to be rezoned and used as a temporary housing and support of those who are vulnerable homeless or are in need of emergency short-term accommodation. We are submitting this letter as a letter of concern of this temporary application as a residential owner within 150 meters of the proposed development.

Currently in this current area are a post secondary educational building, Saskatchewan Polytechnic. Concerns with this application is putting a shelter within proximity of Sask. Polytechnic is going to deter potential growing educations due to issues that come along with shelters. These issues are significant high drug use, drug paraphernalia, garbage, theft, break and enters and unprovoked violence. Having the proposed shelter in this area is only growing a target for a full parking lot of vehicles for theft, vandalism and undesirable people hassling. Prince Albert is a growing community with a recent expansion of University of Saskatchewan and wanting to bring people to the city for education and careers. This location poses a negative on this said topic as people will be deterred from interest due to above noted reasons.

Another area of concern is people seeking this shelter are away from the help and supports that directly benefit them in their journeys. Majority of these people are on probation or court ordered conditions. This proposed location is a ways from Probation setting up these individuals for failure already. These individuals are also in need of supports such as addiction services, again not close to the area. Having this location and lack of close resources causes issues with increased foot traffic in the area.

Another concern for this is the area proposed has a significant high rate of low income houses. People in these low income residence are working on providing for their families that already are struggling with meeting the basic demands of life. They/we do not need increased potential of expenses due to theft, unprovoked damages and other issues of this area.

Lastly, safety. Majority of people seeking this temporary shelter are heavily addicted to substances. People addicted to substances often struggle with mental health. Prince Albert already has a high number of violence in this city, adding this shelter in relatively safe area is now putting another area at risk to violence, especially children in the area.

I am writing this as I have major concerns with placement of this shelter when it comes to aspects of growing our community, community supports for these individuals along with community support. I am hoping you value all areas of my concerns and take into consideration. We are highly opposed. No body is wanting a temporary shelter or any shelter in their area however best placement is in one of which can better manage. One of which closer to probation, mental health services, addiction services and police response. Look at the neighborhood Fairhaven in Saskatoon a prime example of why this won't make Prince Albert's attempt successful. Property value is going to spiral down hill, while the city continues to make profits off us tax-paying residents. Will there be a property tax break? Will there be ways to address the increased security concerns? Will there be incentive to have increased home security? The answer will most likely be no to all.

Thank you for your time.

1075 7th Street East

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**Savannah Price**

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**From:** noreply@citypa.com on behalf of Prince Albert Minor Hockey, Trevor Redden et al  
<pahockey1@gmail.com>  
**Sent:** Monday, April 14, 2025 2:00 PM  
**To:** City Clerk  
**Subject:** Steuart Arena closure  
**Attachments:** PA Hockey Steuart Proposal 041420256de9e912-15f5-4ea0-a993-b75bc2f86824.pdf

[You don't often get email from pahockey1@gmail.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

On behalf of Prince Albert Minor Hockey, we respectfully request the opportunity to speak at the upcoming, Tuesday, April 22nd, 2025, at 4pm, City Council meeting regarding the future of the Steuart Arena. As a long-standing community organization dedicated to the development of youth through sport, we are deeply concerned about the potential closure of this facility. The Steuart Arena has been a cornerstone for minor hockey in Prince Albert, providing affordable ice time and access to the game for hundreds of young athletes and their families.

We would appreciate the chance to present our perspective on the arena's importance to Council, players, coaches, and the broader community. We believe there is a path forward that can preserve this vital community asset, and we are eager to work collaboratively with City Council to explore this solution.

*Trevor Redden*  
*Gm. PA Hockey*

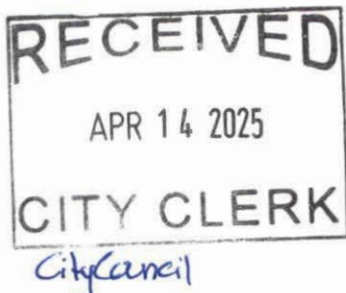
Origin: <https://www.citypa.ca/Modules/contact/search.aspx?s=182X5exjK422E8HPIUsqZdAJgeQuAleQuAl>

This email was sent to you by Prince Albert Minor Hockey, Trevor Redden et al<pahockey1@gmail.com> through <https://www.citypa.ca/>.

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Box 2110  
Prince Albert, SK  
S6V 6V4





## Executive Summary

PA Hockey strongly urges the City of Prince Albert to maintain Dave G. Steuart Arena as an operational ice surface.

While the Lake Country Co-op Leisure Centre will add two rinks, evidence clearly shows that total facility needs, considering minor hockey growth, population trends, tournament demands, and seasonal unreliability of natural ice arenas, and travel safety concerns, still require Steuart Arena to ensure sustainable recreation capacity.

### Maintaining Steuart Arena:

- Keeps recreation dollars local
- Reduces family travel burdens and winter highway risks
- Protects tournament hosting opportunities
- Supports affordable community recreation
- Aligns with the City's Strategic Plan and Official Community Plan priorities

## Key Arguments for Continued Operation

### 1. Significant Outflow of Bookings and Revenue

In the 2024–25 season:

- 1053 hours were booked *out of town* (Birch Hills, St. Louis, Northern Regional Recreation Centre)
- Families spent \$153,212 at external facilities
- If booked locally at City rates, they could generate \$161,295

➤ Over \$150,000 per year in potential revenue leaves Prince Albert due to limited ice availability.

Additionally, all those hours booked out of town mean putting local families on highways throughout the winter, creating unnecessary travel risks in often challenging driving conditions.

## **2. Projected Additional Usage if Ice Availability Improves**

If more local ice were available, PA Hockey conservatively expects these additions:

- 282 additional hours annually from non-AA teams (one extra practice per month)
- 135 additional hours annually from AA teams (two extra practices per month)
- Total = 417 hours
- Additional \$63,905 in potential annual revenue

Additionally, our U13A, U13B, U15A, U15B, and U18A teams, comprising 14 teams, participated in a shortened 16-game schedule during the Tri-City Hockey League's inaugural season. All teams have expressed strong interest in expanding to 20 or more games next season and moving forward, which would significantly increase the need for additional ice time to accommodate these added home games.

➤ Combined, these factors represent over \$225,000 annually in potential local facility revenue and growing scheduling demands without considering any other growth.

## **3. Rapid Growth in Registration and Population**

- Minor Hockey registration has grown approximately 10% annually post-COVID
- City's population growth suggests increasing future demand
- City's own reports show prime time ice already fully booked

➤ Steuart Arena is essential to meeting current and future recreation demand.

## **4. Steuart Arena Supports Tournament Hosting**

- Steuart absorbs regular programming, freeing prime facilities for tournaments
- Natural ice arenas (East End, East Hill, Crescent Heights, West Hill) are seasonal and weather-dependent
- Unseasonably warm weather can make them unusable
- Visiting teams provide negative feedback on playing at natural ice arenas

➤ Maintaining Steuart ensures reliable ice for programming and tournament success.

## **5. Broader Community Recreation Needs**

- Public skating, recreation hockey, figure skating, speed skating, and skill development groups rely on accessible ice
- Without Steuart, access for non-competitive users would be severely restricted

➤ Preserving inclusive recreation supports community wellness.

## **6. Facility Condition and Cost Considerations**

- Roof repair estimated at \$575,000
- Councillors have suggested potential repairs are closer to \$360,000
- We understand there have been other recent quotes obtained for closer to \$100,000
- 57% cost recovery rate comparable to Kinsmen Arena
- Seasonal operation (September to March) could reduce costs

➤ A one-time investment now preserves an irreplaceable recreation asset for the future.

## **Conclusion and Request**

Closing Steuart Arena would:

- Result in lost revenue
- Increase family travel, cost, and highway risks
- Limit tournament hosting opportunities
- Restrict affordable recreation
- Undermine strategic recreation goals

We respectfully request the City to maintain Dave G. Steuart Arena as an operational ice facility and include it in strategic recreation planning moving forward.

**Prepared by:**  
**PA Hockey**  
**April 2025**



# City of Prince Albert

**RPT 2025-177**

**TITLE:** April 28, 2025 Special City Council Meeting

**DATE:** April 17, 2025

**TO:** City Council - Special

**PUBLIC:** X

**INCAMERA:**

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## **RECOMMENDATION:**

That the Special City Council meeting scheduled for April 28, 2025, to consider the 2025 Property Tax Bylaws, be cancelled.

## **EXECUTIVE SUMMARY:**

Due to a pending review of the commercial property assessment methodology by the Assessment Division, the 2025 Property Tax Bylaws are not yet ready for Council's consideration. As a result, it is recommended that the Special City Council meeting scheduled for April 28, 2025, be cancelled.

## **BACKGROUND:**

At the April 7, 2025 Executive Committee Meeting, a report was considered regarding the 2025 Property Tax Tools, and the following motion was approved:

*"That the following Bylaws be forwarded to the April 28, 2025 Special City Council meeting for three (3) readings:*

1. *Property Tax Bylaw – Bylaw No. 8 of 2025;*
2. *Snow Management Special Tax Bylaw – Bylaw No. 9 of 2025;*
3. *Roadways Special Tax Bylaw – Bylaw No. 10 of 2025;*
4. *Proactive Policing Special Tax Bylaw – Bylaw No. 11 of 2025; and,*
5. *Business Improvement District (BID) Levy Bylaw – Bylaw No. 12 of 2025."*

## **PROPOSED APPROACH AND RATIONALE:**

A review of the commercial property assessments identified a concern with the application of the Income Approach. It is necessary to ensure that the Financial Services Department have addressed all concerns and are able to implement the property tax bylaws to raise the monies to implement the approved 2025 budgetary requirements. The meeting previously approved needs to be cancelled, along with the public notices for that meeting.

Administration will be working diligently to bring forward Property Tax Bylaws that allow the City to send out tax notices by the deadline date of May 30, 2025. It is anticipated that the new tax tools will be brought forward for consideration by members of Council at an Executive Committee Meeting on May 12, 2025, followed by formal approval by City Council at a Special meeting to be held on May 15, 2025.

### **CONSULTATIONS:**

On April 17, 2025, the Director of Financial Services and City Assessor met with the City Manager to provide an update on the matter.

### **COMMUNICATION AND/OR ANNOUNCEMENT PLAN:**

Once the April 28, 2025 Executive Committee Meeting is cancelled, the following will be undertaken:

- Cancellation notice for the meeting will be placed in the newspaper, bulletin boards, and updated on the City's website; and
- Notice to hold a public meeting for consideration of the bylaws at a meeting to be held on May 15, 2025.

### **BUDGET/FINANCIAL IMPLICATIONS:**

There are no budget or financial implications at this time.

### **OTHER CONSIDERATIONS/IMPLICATIONS:**

1. In accordance with Section 7 of Procedure Bylaw No. 23 of 2021, the Clerk is required to provide written notice of the time, date and location of a meeting to all members and the public, pursuant to Section 111 of the Bylaw, at least twenty-four (24) hours prior to the meeting. Therefore, a cancellation notice will be issued once approved to cancel the April 28, 2025 meeting.
2. In accordance with Section 3 of The Property Tax Penalties and Incentives Bylaw No. 9 of 2024, payment of current taxes is due and required to be made by every taxpayer at the office of the City Treasurer no later than the close of business on the date 30 days following the date of sending out the Notice by the City Treasurer which is anticipated to be June 30, 2025.

Therefore, tax notices are required to be sent out by May 30, 2025, 30 days prior to being due.

### **OPTIONS TO RECOMMENDATION:**

There are no options to the recommendation.



**STRATEGIC PLAN:**

Engaged Government – Create an environment where residents and other stakeholders can engage with the City and know that their voices are heard.

**OFFICIAL COMMUNITY PLAN:**

There are no OCP strategies to this report.

**PUBLIC NOTICE:**

Public Notice is required for consideration of Property Tax Bylaws by City Council pursuant to Section 4(e) of Public Notice Bylaw No. 24 of 2015. The following notices have been undertaken:

- Published in local newspaper (Prince Albert Daily Herald) circulated in the City: April 10, 2025.
- Posted on the bulletin board at City Hall: April 10, 2025.
- Posted on the City's website: April 10, 2025.

Notice of cancellation for this Public Notice will be provided as soon as the meeting is cancelled. Public Notices will go out again for the new tax bylaw once they are prepared at ready for consideration following the same requirements noted above.

**Written by:** Ramona Fauchoux, Director of Financial Services

**Approved by:** City Manager