



RPT 21-74

TITLE: Annexation - Byars Street Extensions

DATE: February 17, 2021

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That City Council support the proposed boundary alteration between the City of Prince Albert and the Rural Municipality of Prince Albert No. 461; and
2. That City Administration meet with representatives from the Rural Municipality of Prince Albert No. 461 to negotiate the proposed annexation settlement, as well as the terms of the annexation agreement.

TOPIC & PURPOSE:

The purpose of this report is to formally initiate the boundary alteration (annexation) process between the City and the RM of PA. The proposed annexation pertains to the land the City needs in order to support the extension of Byars Street, and in the future, Olive Diefenbaker Drive.

BACKGROUND:

On February 1, 2021, City Administration presented the proposed annexation to the Executive Committee incamera.

On February 11, 2021, City Administration presented the proposed annexation to the Council of the RM of Prince Albert. The presentation was met with a few inquiries about taxation and timing, and was generally well received.

Municipal boundary alteration, or annexation, is when land from one municipality (rural or urban) is transferred to a neighbouring municipality. The result of an annexation is the legal and physical change to the boundaries of both municipalities. This process is heavily legislated and has a number of steps, some of which are: consultation with the subject municipality, negotiation of an annexation settlement (payment for the land in question) and the annexation agreement, and public notice. The proposed annexation of land from the RM of PA is required in the short term to support the extension of Byars Street, and in the long term to support the extension of Olive Diefenbaker Drive and other related rights-of-way. Attached is a map that

shows the proposed location of the new City limits, the size of the area to be annexed and the general, proposed location of the Byars Street extension.

Speaking specifically to the extension of Byars Street, the Department of Public Works has included \$200,000 in the 2021 budget for the required engineering design and geotechnical work and \$700,000 will be added to the 2022 budget for construction.

PROPOSED APPROACH AND RATIONALE:

In order to support the extension of Byars Street, as well as the future extension of critical rights-of-way located throughout the Crescent Acres Neighbourhood (in accordance with the Transportation Master Plan and the future Crescent Acres Neighbourhood Plan), the annexation of land is required. The following steps will need to be taken to initiate the annexation process:

1. City Administration will make a formal presentation to the Prince Albert District Planning Commission (PADPC) and the Council of the RM of PA (completed Feb 11, 2021);
2. With a complementary resolution from the RM of PA, the City and representatives from the RM may begin negotiating the annexation settlement and the terms of the related agreement. For this annexation, the City intends to propose a financial settlement that is similar to what has been negotiated in the past. The value of the settlement will be directly connected to the current, agricultural tax rate applied to the land in question, multiplied by a number of years; and
3. Once the annexation settlement and the terms of the agreement have been determined, Administration will report back to City Council with further information and request that Council issue public notice. A proposed timeline and sequence of events has been attached to this report for information.

CONSULTATIONS:

As part of the annexation process, a number of City and RM representatives will be corresponding regularly and will form the annexation team:

- Department of Planning and Development Services
 - Director and Planning Manager
- Department of Public Works
 - Director and Capital Projects Manager
- City Solicitor's Office
- City Clerk's Office
- City Manager's Office
- Director of the Prince Albert District Planning Commission
- RM of Prince Albert
 - Reeve and RM Administrator

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Going forward, Administration will continue to correspond with the necessary parties noted above, report when required to City Council, and will issue public notice once prepared.

FINANCIAL IMPLICATIONS:

As part of the annexation process, the City and the RM of PA will be negotiating an annexation settlement. Administration intends to propose a settlement that is similar to what has been negotiated in the past; the value of the settlement will be directly connected to the current, agricultural tax rate applied to the land in question, multiplied by 22.5 years.

Other costs associated with this project will pertain to administrative elements such as issuing the public notice, preparing and reviewing the legal agreement, and any documentation that may be required by Information Services Corporation (ISC) or others.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no policy or privacy implications to consider with this report, nor are there any options to the recommendations.

STRATEGIC PLAN:

In order to ensure that the result of this annexation is mutually beneficial, and that the annexation process and related negotiations go as smoothly as possible, Administration intends to manage and complete this process in a fair and transparent manner, capturing the essence of one of our core values,

“Accountable and Transparent

We will make decisions based on clear and proactive criteria and we will provide information that is relevant, accessible, timely and accurate.”

OFFICIAL COMMUNITY PLAN:

As stated in Section 8.1 of the OCP, the City shall, “...Invest in building and maintaining infrastructural facilities/services in a comprehensive, sustainable and innovative manner”. Additionally, the City shall not “...annex [land] unless accompanied by a strategy for extending services and allocation costs;” In this regard, this annexation is required as it supports the continued growth of the city through the implementation of the Transportation Master Plan and the future Crescent Acres Neighbourhood Plan.

PUBLIC NOTICE:

In accordance with *The Cities Act*, formal public notice is required. Once the annexation settlement and agreement have been prepared and finalized, notice will be issued for two consecutive weeks in the Prince Albert Daily Herald, and written notice will be mailed to the following:

- Each person assessed on the last revised assessment roll with respect to land or improvements located in the area affected by the proposed alteration, amalgamation or restructuring;

- The Councils of all other municipalities affected by the proposed alteration, amalgamation or restructuring; and
- The boards of all school divisions affected by the proposed alteration, amalgamation or restructuring.

At minimum, the notice will provide the following information:

- A map, a description of the boundaries proposed to be altered and a brief explanation of the reasons for the proposal; and
- A statement that any person may, within four weeks from the last publication of the notice, file a written objection to the proposed alteration, amalgamation or restructuring in the office of the clerk.

PRESENTATION: None

ATTACHMENTS:

1. Annexation Timing and Next Steps
2. Annexation and Byars Street Extension - Location Plan with Aerial
3. Annexation and Byars Street Extension - Neighbourhood Location Plan with Aerial

Written by: Kristina Karpluk, Planning Manager

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