



CITY OF PRINCE ALBERT

CITY COUNCIL REGULAR MEETING

MINUTES

**TUESDAY, FEBRUARY 15, 2022, 5:00 P.M.
COUNCIL CHAMBER, CITY HALL**

PRESENT:

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

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

1. CALL TO ORDER

Mayor Dionne called the meeting to order.

2. PRAYER

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

3. APPROVAL OF AGENDA

0047. **Moved by:** Councillor Head
Seconded by: Councillor Ogrodnick

That the Agenda for this meeting be approved, with the following amendment, and, that the presentations, delegations and speakers listed on the Agenda be heard when called forward by the Mayor:

1. That RPT 22-79 – Supplementary Report – Committee Appointment Vacancy be added for consideration with Item No. 11.15.

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

CARRIED UNANIMOUSLY

4. DECLARATION OF CONFLICT OF INTEREST

4.1 Councillor Head – Item 11.13 – Previously worked directly with the Canadian Union of Public Employees Local No. 160 during the initial Collective Bargaining stage.

4.2 Councillor Edwards – Item 11.5 – Currently a member of the Carlton Park Community Club Board.

5. ADOPTION OF MINUTES

0048. **Moved by:** Councillor Kilmer
Seconded by: Councillor Head

That the Minutes of the Council Regular Meeting held January 24, 2022, be taken as read and adopted.

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

CARRIED UNANIMOUSLY

6. NOTICE OF PROCLAMATIONS

6.1 Pink Shirt Day – February 23, 2022

7. PRESENTATIONS & RECOGNITIONS

8. PUBLIC HEARINGS

9. DELEGATIONS

10. COMMUNICATIONS

11. REPORTS OF ADMINISTRATION & COMMITTEES

11.1 Metal Disposal Services - Contract Extension (RPT 22-49)

0049. **Moved by:** Councillor Kilmer
Seconded by: Councillor Cody

1. That an extension to the Metal Disposal Services Agreement between The City and Inland Steel Products Ltd. be approved for a one (1) year term, from February 1, 2022 to January 31, 2023; and,
2. The Mayor and City Clerk be authorized to execute the Agreement on behalf of The City, once prepared.

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

CARRIED UNANIMOUSLY

11.2 Annual Notice to Consumers Report (RPT 22-65)

0050. **Moved by:** Councillor Head
Seconded by: Councillor Kilmer

That the 2021 Annual Notice to Consumers Report for the period of January 1, 2021 to December 31, 2021, as attached to RPT 22-65, be approved.

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

CARRIED UNANIMOUSLY

11.3 Crescent Heights Spray Park (RPT 22-62)

0051. **Moved by:** Councillor Ogrodnick
Seconded by: Councillor Edwards

1. That the Spray Park Design and Construction with Playgrounds-R-Us and ULS be approved in the amount of \$347,055.25, including applicable taxes;
2. That the City enter into an Agreement with Malcolm Jenkins, Donor, for the Crescent Heights Spray Park, subject to the Donor's conditions outlined within RPT 22-62; and,
3. That the Mayor and City Clerk be authorized to execute the Agreement and any other necessary documents on behalf of The City, once prepared.

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

CARRIED UNANIMOUSLY

11.4 Federal & Provincial Funding Application - Library Branch (RPT 22-63)

0052. **Moved by:** Councillor Zurakowski
Seconded by: Councillor Miller

That RPT 22-63 be received as information and filed.

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

CARRIED UNANIMOUSLY

11.5 Kinsmen Naming Rights Agreement (RPT 22-67)

0053. **Moved by:** Councillor Ogrodnick
Seconded by: Councillor Zurakowski

1. That the Naming Rights Agreement between The City and Prince Albert Kinsmen Club for the Basketball/Pickleball Courts at Carlton Park Community Club be approved in the amount of \$30,000 for a ten (10) year term from 2021 – 2032;
2. That the \$10,000, received from the Kinsmen Club in 2022, be allocated to the Basketball/Pickleball Court Project at the Carlton Park Community Club;

3. That the remaining \$20,000, received from the Kinsmen Club in increments of \$5,000 per year for four (4) years from 2023 to 2026, be allocated to the Community Services Building Reserve to be utilized by the Carlton Park Community Club for future capital projects; and,
4. That the Mayor and City Clerk be authorized to execute the Agreement on behalf of The City, once prepared.

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

Absent – Declared Conflict of Interest: Councillor Edwards

CARRIED UNANIMOUSLY

11.6 CMGC Sponsorship Agreements (RPT 22-68)

0054. **Moved by:** Councillor Cody
Seconded by: Councillor Kilmer

1. That the Cooke Municipal Golf Course Sponsorship Agreement between The City and BTR Financial Planning Manulife Securities Inc. in the amount of \$5,000 per year for (5) years ending December 31, 2026, be approved;
2. That the Cooke Municipal Golf Course Sponsorship Agreement between The City and Saskatchewan Indian Gaming Authority in the amount of \$5,000 for 2022, ending December 31, 2022, be approved; and,
3. The Mayor and City Clerk be authorized to execute the Agreements on behalf of The City.

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

CARRIED UNANIMOUSLY

11.7 2022 General Fund Operating and Capital Budget (RPT 21-578)

11.7.1 Specialized Transportation Services - Budget 2022 (CORR 21-108)

11.7.2 Fire Dispatch Services Agreement - Amendment No. 1 - Saskatchewan Public Safety Agency - City Council (RPT 21-545)

0055. **Moved by:** Councillor Kilmer
Seconded by: Councillor Cody

1. That the 2022 General Fund Budget, as attached to RPT 21-578, be approved;
2. That \$44,370,240 of revenue necessary to balance the General Fund Operating Budget be raised from Municipal Taxation;
3. That the 2022 General Fund Capital Budget in the amount of \$18,208,440, including Principal Payments on Loans and \$263,040 in Police Capital, be approved;
4. That the 2022 transfer of \$5,226,500 from General Fund Operating to General Fund Capital be approved;
5. That the 2022 Fleet Budget in the amount of \$2,106,000, including \$390,000 in Police Service requirements, be approved;
6. That the 2022 Prince Albert Police Service be funded at \$17,805,140 inclusive of Capital expenditures of \$263,040 and the Police Base Tax in the amount of \$515,000;
7. That the City accept a \$400,000 transfer from the Police Services Operating Reserve to the City's General Fund, as approved by the Prince Albert Board of Police Commissioners, to assist with budget shortfalls;
8. That the 2022 Reserve Allocations of \$4,847,280 and Principal Payments on Loans of \$274,300 be approved for a total amount of \$5,121,580;
9. That the following staffing changes be approved:
 - a. Salary allocation for one (1) full-time equivalent (FTE) Chief Clerk position in the Water Utility Fund be reallocated back to the General Fund; and,
 - b. That one (1) full-time Airport Maintenance Position for the Airport Fund be approved and that Sunday from 11:30 a.m. to 8.00 p.m. be added to the level of service for published hours of operations;

10. That Amendment No. 1 to the Fire Dispatch Services Agreement between The City and the Saskatchewan Public Safety Agency regarding the provision of dispatching services for fire services to the City be approved;
11. That the Mayor and City Clerk be authorized to execute the Amendment No. 1 to the Fire Dispatch Services Agreement and any other applicable documents, on behalf of The City;
12. That the Motions from the 2022 General Fund Budget Committee deliberations, as attached to RPT 21-578, be ratified and that Administration proceed as authorized; and,
13. That the 2022 General Fund Budgeted expenditures be approved for disbursement effective January 1, 2022.

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

Against: Councillor Lennox-Zepp

CARRIED (8 to 1)

11.8 Capital Financing RFP (RPT 22-57)

0056. **Moved by:** Councillor Edwards
Seconded by: Councillor Zurakowski

1. That the Capital Financing Request for Proposal No. 4 of 2022, be awarded to the Municipal Financing Corporation of Saskatchewan for the creation of debt not payable within the current year in the amount of \$40,863,000 for the purpose of funding the following Capital Investments:
 - a. \$16,000,000 for the construction of an Aquatic and Arenas Recreation Centre to be payable over a period of 35 years;
 - b. \$12,803,000 for the construction of the Raw Water Pump House to be payable over a period of 35 years;
 - c. \$6,260,000 for the construction of a Waste Cell for the Landfill to be payable over a period of 10 years;
 - d. \$3,400,000 for roadway construction for the Marquis Road West Extension to be payable over a period of 25 years; and,
 - e. \$2,400,000 for the Detailed Design of the Waste Water Treatment Plant upgrade to be payable over a period of 35 years;

2. That the Fixed Interest Rate for the Loans will not exceed 3.7%;
3. That the Mayor and City Clerk be authorized to execute the Agreements and any other necessary documents on behalf of The City, once prepared; and,
4. That Bylaw No. 5 of 2022 be introduced and given three (3) readings.

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

CARRIED UNANIMOUSLY

0057. **Moved by:** Councillor Edwards
Seconded by: Councillor Zurakowski

That Bylaw No. 5 of 2022 be introduced and read a first time.

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

CARRIED UNANIMOUSLY

0058. **Moved by:** Councillor Edwards
Seconded by: Councillor Zurakowski

That Bylaw No. 5 of 2022 be read a second time.

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

CARRIED UNANIMOUSLY

0059. **Moved by:** Councillor Edwards
Seconded by: Councillor Zurakowski

That leave be granted to read Bylaw No. 5 of 2022 a third time.

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

CARRIED UNANIMOUSLY

0060. **Moved by:** Councillor Edwards
Seconded by: Councillor Zurakowski

That Bylaw No. 5 of 2022 be read a third time and passed; and, that Bylaw No. 5 of 2022 be now adopted, sealed and signed by the Mayor and City Clerk.

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

CARRIED UNANIMOUSLY

11.9 2021 Audit Engagement Letters (RPT 22-66)

0061. **Moved by:** Councillor Head
Seconded by: Councillor Kilmer

1. That the following Engagement Letters between The City and MNP LLP, be approved:
 - a. The audit of the Annual Consolidated Financial Statements of The City for the year ending December 31, 2021;
 - b. The audit of financial information consisting of the Municipal Annual Expenditure Report of The City as at December 31, 2021; and,
 - c. The audit of financial information consisting of the Municipal Economic Enhancement Program – Municipal Interim Expenditure Report of The City as at December 31, 2021; and,
2. That the Mayor and City Clerk be authorized to execute the Letters of Engagement on behalf of The City, once prepared.

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

CARRIED UNANIMOUSLY

11.10 Secondary Suite Program Application – 1122 13th Street West (RPT 22-20)

0062. **Moved by:** Councillor Miller

Seconded by: Councillor Ogrodnick

That the Secondary Suite Program Application for the property located at 1122 – 13th Street West, legally described as Lots 20 and 21, Block 21, Plan No. H, be approved for a value up to \$2,500, subject to the following conditions:

1. Submission of supporting documentation;
2. Completion of the renovation work; and,
3. The Applicant obtaining a final inspection from the Planning and Development Services Department Building Division for the subject property.

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

CARRIED UNANIMOUSLY

11.11 Signature Developments Subdivision - Parcel 2, 2A & 3 (RPT 22-61)

0063. **Moved by:** Councillor Cody

Seconded by: Councillor Zurakowski

1. That the proposed Subdivision Application for Parcel C, Plan No. 102375446, be approved, subject to:
 - a. The submission of a final Plan of Survey for review and approval by Administration; and,
2. That the Mayor and City Clerk be authorized to execute the Plan of Survey, and any other applicable documents on behalf of The City, once prepared.

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

Against: Councillors: Lennox-Zepp and Miller

CARRIED (7 to 2)

11.12 Amendments to Bylaw No. 1 of 2018, The Building Bylaw (RPT 22-71)

0064. **Moved by:** Councillor Head
Seconded by: Councillor Kilmer

1. That Bylaw Nos. 1 and 2 of 2022 be introduced and given three (3) readings;
2. That Kim Johnson, Kim Pedersen and Michael Nelson be formally appointed as the City's Building Officials pursuant to Section 16(2) of The Construction Codes Act; and,
3. That the City Clerk be authorized to issue and sign the certificates as contemplated under Section 16(3) of The Construction Codes Act.

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

CARRIED UNANIMOUSLY

0065. **Moved by:** Councillor Head
Seconded by: Councillor Kilmer

That Bylaw No. 1 of 2022 be introduced and read a first time.

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

CARRIED UNANIMOUSLY

0066. **Moved by:** Councillor Head
Seconded by: Councillor Kilmer

That Bylaw No. 1 of 2022 be read a second time.

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

CARRIED UNANIMOUSLY

0067. **Moved by:** Councillor Head
Seconded by: Councillor Kilmer

That leave be granted to read Bylaw No. 1 of 2022 a third time.

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

CARRIED UNANIMOUSLY

0068. **Moved by:** Councillor Head
Seconded by: Councillor Kilmer

That Bylaw No. 1 of 2022 be read a third time and passed; and, that Bylaw No. 1 of 2022 be now adopted, sealed and signed by the Mayor and City Clerk.

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

CARRIED UNANIMOUSLY

0069. **Moved by:** Councillor Head
Seconded by: Councillor Kilmer

That Bylaw No. 2 of 2022 be introduced and read a first time.

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

CARRIED UNANIMOUSLY

0070. **Moved by:** Councillor Head
Seconded by: Councillor Kilmer

That Bylaw No. 2 of 2022 be read a second time.

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

CARRIED UNANIMOUSLY

0071. **Moved by:** Councillor Head
Seconded by: Councillor Kilmer

That leave be granted to read Bylaw No. 2 of 2022 a third time.

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

CARRIED UNANIMOUSLY

0072. **Moved by:** Councillor Head
Seconded by: Councillor Kilmer

That Bylaw No. 2 of 2022 be read a third time and passed; and, that Bylaw No. 2 of 2022 be now adopted, sealed and signed by the Mayor and City Clerk.

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

CARRIED UNANIMOUSLY

11.13 Memorandum of Agreement to Conclude Collective Bargaining - CUPE 160 & 882 (RPT 22-64)

0073. **Moved by:** Councillor Cody
Seconded by: Councillor Miller

1. That the Memorandum of Agreement between The City and the Canadian Union of Public Employees Local No. 882, as attached to RPT 22-64, be approved;
2. That the Memorandum of Agreement between The City and the Canadian Union of Public Employees Local No. 160, as attached to RPT 22-64, be approved;
3. That the equivalent wage increases for City of Prince Albert Out-of-Scope staffing, which excludes the Out-of-Scope Prince Albert Police Service and Out-of-Scope Fire Department employees, be approved; and,

4. That the Mayor and City Clerk be authorized to execute the Agreements on behalf of The City, once prepared.

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

Absent – Declared Conflict of Interest: Councillor Head

CARRIED UNANIMOUSLY

11.14 Obstructive Solicitation Bylaw - 3rd Reading (RPT 22-55)

0074. **Moved by:** Councillor Edwards
Seconded by: Councillor Zurakowski

That Bylaw No. 4 of 2022 be given third and final reading.

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

Against: Councillors: Head, Lennox-Zepp and Miller

CARRIED (6 to 3)

0075. **Moved by:** Councillor Edwards
Seconded by: Councillor Zurakowski

That Bylaw No. 4 of 2022 be read a third time and passed; and, that Bylaw No. 4 of 2022 be now adopted, sealed and signed by the Mayor and City Clerk.

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

Against: Councillors: Head, Lennox-Zepp and Miller

CARRIED (6 to 3)

11.15 Board & Committee Appointment Vacancies (RPT 22-56)

11.15.1 Supplementary Report - Committee Appointment Vacancy (RPT 22-79)
(PRESENTED AT MEETING)

0076. **Moved by:** Councillor Zurakowski
Seconded by: Councillor Ogrodnick

1. That the composition of the Prince Albert Public Library Board consist of the Mayor and eight (8) members, as appointed by City Council, and in accordance with The Public Libraries Act, 1996;
2. That the Appointments to City Council's Boards & Committees be approved, as outlined in the attached Appendix A to RPT 22-56; and,
3. That Diane Kopchynski be appointed as a member of the Community Services Advisory Committee for the term ending December 31, 2022.

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

CARRIED UNANIMOUSLY

12. UNFINISHED BUSINESS

13. MAYOR & COUNCILLORS FORUM

14. INQUIRIES

14.1 Councillor Miller –13th Street West Bus Route Condition

Can 13th Street West, which is a bus route, be reviewed by Roadways because currently in a few spots, the bus and a small car would both be unable to get through at the same time.

14.2 Councillor Edwards – Ticketing for Garbage Bins Left Out in Back Alleys

What is the process to ticket or sanction properties that consistently leave garbage bins out in the back alley, which often results in a mess and forces staff to return to the property to clean-up.

15. INQUIRY RESPONSES

15.1 January 24, 2022 City Council Meeting Inquiry Responses (INQ 22-1)

0077. **Moved by:** Councillor Miller
Seconded by: Councillor Zurakowski

That INQ 22-1 be received as information and filed.

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

CARRIED UNANIMOUSLY

16. NOTICE OF MOTION

16.1 Councillor Ogrodnick – 2021 External Funding for Municipal Projects

That Administration provide a report outlining the External Funding received by the City over the past year for Municipal Projects for consideration by members of Council.

17. MOTIONS

17.1 Motion - Councillor Head - Replacement of Lead Service Connections (MOT 22-1)

0078. **Moved by:** Councillor Head
Seconded by: Councillor Miller

That Administration provide a report to members of Council outlining the practices established in other Saskatchewan Municipalities to replace Lead Service Connections for citizens.

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

CARRIED UNANIMOUSLY

17.2 Motion - Councillor Kilmer - Snow Removal and Road Conditions (MOT 22-2)

0079. **Moved by:** Councillor Kilmer
Seconded by: Councillor Zurakowski

That the Public Works Department provide a report regarding Snow Removal and Road Conditions during this past year that outlines the following for consideration by members of Council at an upcoming meeting:

1. Efficiencies and challenges faced by the Department;
2. The number of calls/emails received by the Department;
3. Response times for the City crews to address the call/email requests received; and,
4. Necessary changes required to Policy No. 8.2 – Snow Removal and Ice Control Policy, website information and/or communication to the public that would increase the efficiency of snow removal and residential support.

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

Against: Councillor Cody and Mayor Dionne

CARRIED (7 to 2)

18. PUBLIC FORUM

19. ADJOURNMENT – 7:02 P.M.

0080. **Moved by:** Councillor Kilmer
Seconded by: Councillor Head

That this Council do now adjourn.

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

CARRIED UNANIMOUSLY



MAYOR GREG DIONNE



ACTING CITY CLERK

MINUTES ADOPTED THIS 7TH DAY OF MARCH, A.D. 2022.