



## **CITY OF PRINCE ALBERT**

### **BUDGET COMMITTEE REGULAR MEETING**

# **MINUTES**

**THURSDAY, NOVEMBER 17, 2022, 8:05 A.M.  
COUNCIL CHAMBER, CITY HALL**

**PRESENT:**

Mayor Greg Dionne  
Councillor Charlene Miller  
Councillor Terra Lennox-Zepp  
Councillor Tony Head  
Councillor Don Cody  
Councillor Dennis Ogradnick  
Councillor Blake Edwards  
Councillor Dawn Kilmer  
Councillor Ted Zurakowski

Terri Mercier, City Clerk  
Sherry Person, City Manager  
Kris Olsen, Fire Chief  
Jason Maier, Finance Controller  
Melodie Boulet, Finance Manager  
Jeff Da Silva, Operations Manager  
Wes Hicks, Director of Public Works  
Nykol Miller, Capital Projects Manager  
Kiley Bear, Director of Corporate Services  
Jody Boulet, Director of Community Services  
Craig Guidinger, Director of Planning and Development Services

## **1. CALL TO ORDER**

Mayor Dionne called the meeting to order.

## **5. GENERAL FUND BUDGET FOR REVIEW CONTINUED**

### 5.10.4 Information Technology Functional Area Continued

0072. **Moved by:** Councillor Kilmer

That the staffing complement for the Information Technology Functional Area increase to include a permanent Infrastructure Systems Analyst position at a total cost of \$100,500.

**CARRIED**

## **5.11 PLANNING & DEVELOPMENT SERVICES**

### 5.11.1 Planning Functional Area

#### 5.11.1.1 Report Tab 4 – Prince Albert District Planning Commission – 2023 Budget Request (RPT 22-387)

0073. **Moved by:** Councillor Edwards

1. That operating losses in the amount of \$52,920 associated with the City's contractual responsibilities to the Prince Albert Housing Authority be funded from the Housing Reserve; and,
2. That the total 2023 Operating Budget for the Planning Functional Area be approved at a cost of \$859,810, which includes a cost savings of \$14,990.

**CARRIED**

### 5.11.2 Building Inspections Functional Area

0074. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Building Inspections Functional Area be approved at a cost of \$61,870, as presented.

**CARRIED**

### 5.11.3 Economic Development Functional Area

0075. **Moved by:** Councillor Edwards

That the total 2023 Operating Budget for the Economic Development Functional Area be approved at a surplus of \$178,320, which includes the cost savings of \$200,000, from the grant provided to the Prince Albert Regional Economic Development Alliance.

**CARRIED**

### 5.11.4 Bylaw Enforcement Functional Area

5.11.4.1 Report Tab 18 – Prince Albert Society for the Prevention of Cruelty to Animals Inc. – 2021 Audited Financial Statement (RPT 22-393)

0076. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Bylaw Enforcement Functional Area be approved at a cost of \$1,055,380, as presented.

**CARRIED**

### 5.11.5 Parking Tickets and Meters Functional Area

0077. **Moved by:** Councillor Edwards

That Parking Meter Rates increase by twenty-five cents (25¢) per hour for an estimated revenue increase of \$80,000.

**MOTION WITHDRAWN**

0078. **Moved by:** Councillor Kilmer

1. That Line No. 3 – Parking Meter User Charges and Fees for Taxable Revenue be increased in revenue from \$325,000 to an approved revenue of \$400,000;
2. That Line No. 4 – Parking Ticket Violations Interest and Penalties Revenue be increased in revenue from \$395,000 to an approved revenue of \$440,000; and,
3. That the total 2023 Operating Budget for the Parking Tickets and Meters Functional Area be approved at a surplus of \$864,690, which includes a revenue increase of \$120,000.

**CARRIED**

5.11.6 Impound Lot Functional Area

0079. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Impound Lot Functional Area be approved at a surplus of \$201,270, as presented.

**CARRIED**

**5.12 FINANCIAL SERVICES**

5.12.1 Assessment Functional Area

0080. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Assessment Functional Area be approved at a cost of \$626,550, as presented.

**CARRIED**

5.12.2 Asset Management Functional Area

0081. **Moved by:** Councillor Head

That the total 2023 Operating Budget for the Asset Management Functional Area be approved at a cost of \$88,870, as presented.

**CARRIED**

5.12.3 Financial Services Functional Area

0082. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Financial Services Functional Area be approved at a cost of \$1,657,730, as presented.

**CARRIED**

5.12.4 Purchasing and Stores Functional Area

0083. **Moved by:** Councillor Head

That the total 2023 Operating Budget for the Purchasing and Stores Functional Area be approved at a cost of \$366,970, as presented.

**CARRIED**

## 5.13 FIRE DEPARTMENT

### 5.13.1 Fire Administration Functional Area

0084. **Moved by:** Councillor Head

That the total 2023 Operating Budget for the Fire Administration Functional Area be approved at a cost of \$1,234,210, as presented.

Absent: Councillor Ogrodnick

**CARRIED**

### 5.13.2 Fire Fighting Functional Area

0085. **Moved by:** Councillor Zurakowski

1. That the total 2023 Operating Budget for the Fire Fighting Functional Area be approved at a cost of \$6,304,930, as presented; and,
2. That the staffing complement for Fire Fighters increase to include three (3) permanent Fire Fighters at a total cost of \$277,304.

**CARRIED**

The meeting recessed at 10:10 a.m.

The meeting reconvened at 10:30 a.m.

### 5.13.3 Fire Prevention Functional Area

0086. **Moved by:** Councillor Miller

That the total 2023 Operating Budget for the Fire Prevention Functional Area be approved at a cost of \$308,020, as presented.

**CARRIED**

### 5.13.4 Fire Fleet and Equipment Functional Area

0087. **Moved by:** Councillor Head

That the total 2023 Operating Budget for the Fire Fleet and Equipment Functional Area be approved at a cost of \$676,830, as presented.

**CARRIED**

### 5.13.5 Fire Building Maintenance Functional Area

0088. **Moved by:** Councillor Edwards

That the total 2023 Operating Budget for the Fire Building Maintenance Functional Area be approved at a cost of \$98,710, as presented.

**CARRIED**

## 5.14 COMMUNITY SERVICES

### 5.14.1 Facilities Maintenance – Other Functional Area

#### 2023 List of Proposed Facility Projects – Operating

0089. **Moved by:** Councillor Miller

That the request for a Storage Room at the Alfred Jenkins Field House be removed for a cost savings of \$18,000.

**CARRIED**

0090. **Moved by:** Councillor Zurakowski

That the request to replace Counter Tops in all Washrooms at City Hall be removed for a cost savings of \$30,000.

**CARRIED**

0091. **Moved by:** Councillor Head

That the request to move the Maintenance Building from the Driving Range to the Golf Course at the Cooke Municipal Golf Course be removed for a cost savings of \$30,000.

**CARRIED**

0092. **Moved by:** Councillor Kilmer

1. That the request for a Freon Detector and Sensors at the Prince Albert Golf and Curling Club be funded from the Safety Reserve in the amount of \$15,000; and,
1. That the total 2023 Operating Budget for the Facilities Maintenance – Other Functional Area be approved at a cost of \$456,930, which includes a cost savings of \$78,000.

**CARRIED**

5.14.2 Alfred Jenkins Field House Functional Area

0093. **Moved by:** Councillor Edwards

That the total 2023 Operating Budget for the Alfred Jenkins Field House Functional Area be approved at a cost of \$257,940, as presented.

**CARRIED**

5.14.3 Art Hauser Centre Functional Area

0094. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Art Hauser Centre Functional Area be approved at a cost of \$698,580, as presented.

Absent: Councillor Head

**CARRIED**

5.14.4 Arts Centre Functional Area

0095. **Moved by:** Councillor Zurakowski

That the total 2023 Operating Budget for the Arts Centre Functional Area be approved at a cost of \$136,250, as presented.

**CARRIED**

5.14.5 Bernice Sayese Centre Functional Area

0096. **Moved by:** Councillor Zurakowski

That the total 2023 Operating Budget for the Bernice Sayese Centre Functional Area be approved at a cost of \$74,080, as presented.

**CARRIED**

5.14.6 Cemetery Functional Area

0097. **Moved by:** Councillor Miller

That the total 2023 Operating Budget for the Cemetery Functional Area be approved at a cost of \$87,550, as presented.

**CARRIED**

The meeting recessed at 12:02 p.m.

The meeting reconvened at 1:04 p.m.

#### 5.14.7 Facilities Maintenance – City Hall Functional Area

0098. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Facilities Maintenance – City Hall Functional Area be approved at a cost of \$430,120, as presented.

**CARRIED**

#### 5.14.8 Community Clubs Functional Area

0099. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Community Clubs Functional Area be approved at a cost of \$401,310, as presented.

Absent – Declared Conflict of Interest: Councillor Edwards

**CARRIED**

#### 5.14.9 Community Services Administration Functional Area

##### 5.14.9.1 Report Tab 7 – 2023 Rates & Fees – Community Services Department (RPT 22-363)

0100. **Moved by:** Councillor Lennox-Zepp

That the total 2023 Operating Budget for the Community Services Administration Functional Area be approved at a cost of \$665,070, as presented.

**CARRIED**

#### 5.14.10 Cooke Municipal Golf Course Functional Area

##### 5.14.10.1 Report Tab 8 – 2023 Rates & Fees – Cooke Municipal Golf Course (RPT 22-358)

0101. **Moved by:** Councillor Cody

1. That the total 2023 Operating Budget for the Cooke Municipal Golf Course Functional Area be approved at a surplus of \$95,520, which includes a decrease in utility expenses of \$52,400;



2. That the annual Sponsorship Funding for Cooke Municipal Golf Course be allocated to the Golf Course Improvements Reserve; and,
3. That \$60,000 of the annual revenue generated through Pathway Fees and Cart Rentals be allocated to the Golf Course Improvements Reserve for the purpose of Pathway Reconstruction and Repair.

**CARRIED**

5.14.11 Dave G. Steuart Arena Functional Area

0102. **Moved by:** Councillor Head

That the total 2023 Operating Budget for the Dave G. Steuart Arena Functional Area be approved at a cost of \$168,360, as presented.

**CARRIED**

5.14.12 E.A. Rawlinson Centre Functional Area

0103. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the E.A. Rawlinson Centre Functional Area be approved at a cost of \$451,930, as presented.

**CARRIED**

5.14.13 City Beautification Functional Area

0104. **Moved by:** Councillor Miller

That the total 2023 Operating Budget for the City Beautification Functional Area be approved at a cost of \$76,300, as presented.

**CARRIED**

5.14.14 Frank J. Dunn Swimming Pool Functional Area

0105. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Frank J. Dunn Swimming Pool Functional Area be approved at a cost of \$518,220, as presented.

**CARRIED**

5.14.15 Prince Albert Public Library Functional Area

0106. **Moved by:** Councillor Head

That the total 2023 Operating Budget for the Prince Albert Public Library Functional Area be approved at a cost of \$22,860, as presented.

**CARRIED**

5.14.16 Kinsmen Arena Functional Area

0107. **Moved by:** Councillor Zurakowski

That the total 2023 Operating Budget for the Kinsmen Arena Functional Area be approved at a cost of \$203,810, as presented.

**CARRIED**

5.14.17 Kinsmen Park Functional Area

0108. **Moved by:** Councillor Head

That the total 2023 Operating Budget for the Kinsmen Park Functional Area be approved at a cost of \$110,440, as presented.

**CARRIED**

5.14.18 Kinsmen Ski Hill Functional Area

0109. **Moved by:** Councillor Lennox-Zepp

That the total 2023 Operating Budget for the Kinsmen Ski Hill Functional Area be approved at a cost of \$90,520, as presented.

**CARRIED**

5.14.19 Kinsmen Water Park Functional Area

0110. **Moved by:** Councillor Edwards

1. That Line No. 1 – Kinsmen Water Park User Charges and Fees for Sale of Products be increased in revenue from \$65,000 to an approved revenue of \$75,000;
2. That Line No. 2 – Kinsmen Water Park User Charges and Fees for Non-Taxable Revenue be increased in revenue from \$150,000 to an approved revenue of \$170,000; and,

3. That the total 2023 Operating Budget for the Kinsmen Water Park Functional Area be approved at a cost of \$190,020, which includes an increased revenue of \$30,000.

**CARRIED**

#### 5.14.20 Little Red Park Functional Area

0111. **Moved by:** Councillor Lennox-Zepp

That the total 2023 Operating Budget for the Little Red Park Functional Area be approved at a cost of \$272,340, as presented.

**CARRIED**

#### 5.14.21 Margo Fournier Centre Functional Area

0112. **Moved by:** Councillor Head

That the total 2023 Operating Budget for the Margo Fournier Centre Functional Area be approved at a cost of \$39,780, as presented.

**CARRIED**

#### 5.14.22 Museums Functional Area

0113. **Moved by:** Councillor Ogradnick

That the total 2023 Operating Budget for the Museums Functional Area be approved at a cost of \$186,490, as presented.

**CARRIED**

#### 5.14.23 Outdoor Sports Fields Functional Area

0114. **Moved by:** Councillor Miller

That the total 2023 Operating Budget for the Outdoor Sports Fields Functional Area be approved at a cost of \$194,780, as presented.

**CARRIED**

5.14.24 Parks Functional Area

0115. **Moved by:** Councillor Zurakowski

That the total 2023 Operating Budget for the Parks Functional Area be approved at a cost of \$1,670,180, as presented.

**CARRIED**

5.14.25 Playgrounds and Playstructures Functional Area

0116. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Playgrounds and Playstructures Functional Area be approved at a cost of \$262,840, as presented.

**CARRIED**

5.14.26 Prince Albert Golf and Curling Centre Functional Area

5.14.26.1 Report Tab 12 – Prince Albert Golf & Curling Centre – Request for Assistance with Utilities (RPT 22-376)

0117. **Moved by:** Councillor Miller

That the total 2023 Operating Budget for the Prince Albert Golf and Curling Centre Functional Area be approved at a cost of \$38,800, as presented.

**CARRIED**

5.14.27 Recreation Functional Area

5.14.27.1 Report Tab 9 – Culture Plan (MCAP) Update (RPT 22-360)

5.14.27.2 Report Tab 10 – Public Art Update (RPT 22-361)

0118. **Moved by:** Councillor Zurakowski

That the total 2023 Operating Budget for the Recreation Functional Area be approved at a cost of \$680,750, as presented.

**CARRIED**

5.14.28 Saskatchewan Lotteries Program Functional Area

0119. **Moved by:** Councillor Miller

That the total 2023 Operating Budget for the Saskatchewan Lotteries Program Functional Area be approved at a cost of \$0, as presented.

**CARRIED**

5.14.29 Skateboard Park Functional Area

0120. **Moved by:** Councillor Miller

That the total 2023 Operating Budget for the Skateboard Park Functional Area be approved at a cost of \$31,820, as presented.

**CARRIED**

5.14.30 Tourist Information Centre Functional Area

0121. **Moved by:** Councillor Head

That the total 2023 Operating Budget for the Tourist Information Centre Functional Area be approved at a cost of \$24,400, as presented.

**CARRIED**

The meeting recessed at 2:20 p.m.

The meeting reconvened at 2:40 p.m.

**5.15 PUBLIC WORKS**

5.15.1 Public Works Administration Functional Area

0122. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Public Works Administration Functional Area be approved at a cost of \$975,870, as presented.

**CARRIED**

5.15.2 Municipal Service Centre Functional Area

0123. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Municipal Service Centre Functional Area be approved at a cost of \$190,140, as presented.

**CARRIED**

5.15.3 Old City Yards Functional Area

0124. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Old City Yards Functional Area be approved at a cost of \$99,280, as presented.

**CARRIED**

5.15.4 Back Lanes Maintenance Functional Area

0125. **Moved by:** Councillor Miller

That the total 2023 Operating Budget for the Back Lanes Maintenance Functional Area be approved at a cost of \$83,810, as presented.

**CARRIED**

5.15.5 Sidewalks Functional Area

0126. **Moved by:** Councillor Head

That the total 2023 Operating Budget for the Sidewalks Functional Area be approved at a cost of \$232,020, as presented.

**CARRIED**

5.15.6 Snow Downtown Functional Area

0127. **Moved by:** Councillor Lennox-Zepp

That the total 2023 Operating Budget for the Snow Downtown Functional Area be approved at a cost of \$157,860, as presented.

**CARRIED**

## 5.15.7 Snow Management Functional Area

### 5.15.7.1 Report Tab 11 – Snow Removal and Road Conditions (RPT 22-89)

Councillor Cody assumed the Chair.

0128. **Moved by:** Mayor Dionne

1. That the request to increase the staffing complement for the Public Works Department with a permanent Foreman II position and Truck Driver/Equipment Operator position, at a total cost of \$150,673 be denied; and,
2. That the total 2023 Operating Budget for the Snow Management Functional Area be approved at a cost of \$1,315,640, which includes a cost savings of \$150,673.

**MOTION DEFEATED**

Mayor Dionne resumed the Chair.

0129. **Moved by:** Councillor Kilmer

1. That the total 2023 Operating Budget for the Snow Management Functional Area be approved at a cost of \$1,391,040, as presented; and,
2. That the staffing complement for the Public Works Department include a permanent Foreman II position and Truck Driver/Equipment Operator position, at a total cost of \$150,673.

**CARRIED**

## 5.15.8 Street Lighting Functional Area

0130. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Street Lighting Functional Area be approved at a cost of \$985,460, as presented.

**CARRIED**

5.15.9 Streets and Roads Functional Area

0131. **Moved by:** Councillor Edwards

That the following line Items be reduced for a total cost savings of \$23,250:

1. Line No. 4 – Surface Works Grading and Graveling – Wages Overtime – \$1,000;
2. Line No. 7 – Surface Works Oiling – Wages Overtime – \$250;
3. Line No. 10 – Road Patching – Wages Overtime – \$15,000;
4. Line No. 19 – General Roads and Streets – Wages Overtime – \$6,500;  
and,
5. Line No. 23 – Urban Connector Program – Wages Overtime – \$500.

**CARRIED**

0132. **Moved by:** Councillor Edwards

That the total 2023 Operating Budget for the Streets and Roads Functional Area be approved at a cost of \$908,050, which includes a cost savings of \$23,250.

**CARRIED**

5.15.10 Street Sweeping Functional Area

0133. **Moved by:** Councillor Miller

That the total 2023 Operating Budget for the Street Sweeping Functional Area be approved at a cost of \$306,010, as presented.

**CARRIED**

5.15.11 Parking Lots Functional Area

0134. **Moved by:** Councillor Head

That the total 2023 Operating Budget for the Parking Lots Functional Area be approved at a surplus of \$98,000, as presented.

**CARRIED**



5.15.12 Traffic Counts and Lane Markings Functional Area

0135. **Moved by:** Councillor Edwards

That the total 2023 Operating Budget for the Traffic Counts and Lane Markings Functional Area be approved at a cost of \$198,250, as presented.

**CARRIED**

5.15.13 Traffic Lights Functional Area

0136. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Traffic Lights Functional Area be approved at a cost of \$370,840, as presented.

**CARRIED**

5.15.14 Traffic Signs Functional Area

0137. **Moved by:** Councillor Cody

That the total 2023 Operating Budget for the Traffic Signs Functional Area be approved at a cost of \$351,320, as presented.

**CARRIED**

5.15.15 City Public Transit Functional Area

0138. **Moved by:** Councillor Edwards

That the lease of eight (8) buses be funded from the Public Transit Reserve in the amount of \$100,800.

**CARRIED**

0139. **Moved by:** Councillor Edwards

That Line No. 1 with respect to Transit Ticket/Passes be increased by \$50,000 for a total revenue of \$375,000.

**CARRIED**

0140. **Moved by:** Councillor Zurakowski

That the total 2023 Operating Budget for the City Public Transit Functional Area be approved at a cost of \$1,586,510, which includes a revenue increase of \$50,000.

**CARRIED**

**7. ADJOURNMENT – 4:30 P.M.**

0141. **Moved by:** Councillor Kilmer

That this Committee do now adjourn until Friday, November 18, 2022 at 1:00 p.m. to continue consideration of the 2023 General Fund Operating and Capital Budgets.

**CARRIED**



MAYOR GREG DIONNE



CITY CLERK

MINUTES ADOPTED THIS 16<sup>TH</sup> DAY OF NOVEMBER, A.D. 2023.