



## **CITY OF PRINCE ALBERT**

### **CITY COUNCIL REGULAR MEETING**

# **MINUTES**

**MONDAY, DECEMBER 11, 2023, 5:00 P.M.  
COUNCIL CHAMBER, CITY HALL**

**PRESENT:**

Mayor Greg Dionne  
Councillor Charlene Miller  
Councillor Terra Lennox-Zepp (Attended at 5:27 p.m.)  
Councillor Tony Head  
Councillor Don Cody  
Councillor Dennis Ogradnick  
Councillor Blake Edwards  
Councillor Dawn Kilmer  
Councillor Darren Solomon

Terri Mercier, City Clerk  
Sherry Person, City Manager  
Kris Olsen, Fire Chief  
Mitchell J. Holash, K.C., City Solicitor  
Jeff Da Silva, Director of Public Works  
Kiley Bear, Director of Corporate Services  
Jody Boulet, Director of Community Services  
Ramona Fauchoux, Director of Financial Services  
Craig Guidinger, Director of Planning and Development Services

## **1. CALL TO ORDER**

Mayor Dionne called the meeting to order.

## 2. LAND ACKNOWLEDGEMENT & PRAYER

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

## 3. APPROVAL OF AGENDA

0386. **Moved by:** Councillor Head  
**Seconded by:** Councillor Kilmer

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

1. That Item No. 17.1 be postponed for consideration until the next City Council meeting.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Miller, Ogradnick, Solomon and Mayor Dionne

Absent: Councillor Lennox-Zepp

**CARRIED UNANIMOUSLY**

## 4. PRESENTATIONS & RECOGNITIONS

## 5. DECLARATION OF CONFLICT OF INTEREST

- 5.1 Councillor Head – Item No. 11.14 – Employed by Canadian Union of Public Employees National and due to the matter relating to the Collective Bargaining.

## 6. ADOPTION OF MINUTES

0387. **Moved by:** Councillor Miller  
**Seconded by:** Councillor Solomon

That the Minutes of the Council Regular Meeting held November 27, 2023, be taken as read and adopted.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Miller, Ogradnick, Solomon and Mayor Dionne

Absent: Councillor Lennox-Zepp

**CARRIED UNANIMOUSLY**

## 7. NOTICE OF PROCLAMATIONS

**8. PUBLIC HEARINGS**

**9. DELEGATIONS**

**10. COMMUNICATIONS**

**11. REPORTS OF ADMINISTRATION & COMMITTEES**

11.1 2023 New Year's Eve Bus Service – Ride Free for NYE (RPT 23-431)

0388. **Moved by:** Councillor Head  
**Seconded by:** Councillor Kilmer

1. That the Letter of Agreement between The City and Saskatchewan Government Insurance to provide the 2023 New Year's Eve Bus Service Program "Ride Free for NYE" be approved; and,
2. That the Mayor and City Clerk be authorized to execute the Letter of Agreement and any other documents on behalf of the City, once prepared.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Miller, Ogradnick, Solomon and Mayor Dionne

Absent: Councillor Lennox-Zepp

**CARRIED UNANIMOUSLY**

11.2 Tender #50-23 Poly-Aluminum Chloride (RPT 23-424)

0389. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Miller

1. That the portion of Tender No. 50 of 2023, for the supply and delivery of Poly-Aluminum Chloride for the 2024 Water Purification Materials be awarded to KLEARWATER Equipment & Technologies in the amount of \$621,600 (\$1.036/kg), plus five percent (5%) Goods and Services Tax for a total of \$652,680; and,
2. That the Mayor and City Clerk be authorized to execute any applicable documents on behalf of The City, if required.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Miller, Ogradnick, Solomon and Mayor Dionne

Absent: Councillor Lennox-Zepp

**CARRIED UNANIMOUSLY**

11.3 ATM Supply & Service Agreement (RPT 23-299)

0390. **Moved by:** Councillor Head  
**Seconded by:** Councillor Edwards

1. That the Automated Teller Machine Supply and Service Agreement be awarded to 101185387 Saskatchewan LTD. operating as Nexcash ATM Solutions, for the ATM Services at City Facilities, for a term from September 1, 2023 to August 31, 2025;
2. That the Automated Teller Machine Supplier pay to The City \$0.50 per ATM Transaction for the term of the Agreement; and,
3. That 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, Miller, Ogrodnick, Solomon and Mayor Dionne

Absent: Councillor Lennox-Zepp

**CARRIED UNANIMOUSLY**

11.4 Cooke Municipal Golf Course Management Agreement (RPT 23-430)

0391. **Moved by:** Councillor Ogrodnick  
**Seconded by:** Councillor Cody

1. That the Golf Course Management Agreement between The City and Darcy's Golf Shop Ltd. be approved for a three (3) year term commencing January 1, 2024 to December 31, 2026; and,
2. That 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, Miller, Ogrodnick, Solomon and Mayor Dionne

Absent: Councillor Lennox-Zepp

**CARRIED UNANIMOUSLY**

11.5 Capital Project Update – November 2023 (RPT 23-428)

0392. **Moved by:** Councillor Edwards  
**Seconded by:** Councillor Solomon

That RPT 23-428 be received as information and filed.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Miller, Ogradnick,  
Solomon and Mayor Dionne

Absent: Councillor Lennox-Zepp

**CARRIED UNANIMOUSLY**

11.6 Financial Reporting – 3<sup>rd</sup> Quarter Reporting (RPT 23-425)

0393. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Ogradnick

That RPT 23-425 be received as information and filed.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Miller, Ogradnick,  
Solomon and Mayor Dionne

Absent: Councillor Lennox-Zepp

**CARRIED UNANIMOUSLY**

11.7 2024 General Fund Operating and Capital Budget (RPT 23-429)

11.7.1 2024 General Fund Budget Recommendations for the Prince Albert Police  
Service (CORR 23-84)

11.7.2 Paratransit Budget 2024 (CORR 23-85)

11.7.3 Prince Albert Golf and Curling Club Inc. Request for Utility Assistance (CORR  
23-86)

0394. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Edwards

1. That the 2024 General Fund Budget, as attached to RPT 23-429, be approved;
2. That \$48,672,456 of revenue necessary to balance the General Fund Operating Budget be raised from Municipal Taxation;

3. That the 2024 General Fund Capital Budget in the amount of \$6,822,920, including principal payments on Loans and \$338,800 in Police Capital, be approved;
4. That the 2024 transfer of \$5,115,000 from General Fund Operating to General Fund Capital be approved for Capital Projects, excluding Long Term Debt Payments;
5. That the 2024 Fleet Budget in the amount of \$3,601,500, including \$371,000 in Police Service requirements, be approved;
6. That the 2024 Prince Albert Police Service be funded in the amount of \$19,095,963, which includes a budget reduction of \$759,264, including \$338,800 in Capital Expenditures and the Police Base Tax;
7. That the 2024 Reserve Allocations of \$3,468,700 and Principal Payments on Loans of \$289,600 be approved for a total amount of \$3,758,300;
8. That the following Reserves be established:
  - a. Municipal Cultural Action Plan Reserve to fund initiatives outlined in the Municipal Cultural Action Plan; and
  - b. Recreation Centre Reserve for the funding of the Prince Albert Recreation Centre Project;
9. That the Motions from the 2024 General Fund Budget Committee deliberations, as attached to RPT 23-429, be ratified and that Administration proceed as authorized; and,
10. That the 2024 General Fund Budgeted expenditures be approved for disbursement effective January 1, 2024.

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

Absent: Councillor Lennox-Zepp

**CARRIED UNANIMOUSLY**

11.8 2024 Water Utility Fund Operating and Capital Budget (RPT 23-422)

0395. **Moved by:** Councillor Edwards  
**Seconded by:** Councillor Cody

1. That the 2024 Water Utility Fund Operating Budget, as attached to RPT 23-422, be approved as follows:
  - a. Operating revenues of \$19,766,455;
  - b. Operating expenses of \$14,205,530;
  - c. Capital and Interfund Transactions of \$6,005,530; and,
  - d. A deficit of \$444,605. After adjusting for non-cash amortization, the surplus is \$5,305,395 to fund Capital Projects and Loan Principal Payments;
2. That the 2024 Water Utility Fund Capital expenditures of \$2,675,000 and Loan Principal Payments of \$1,834,425, be approved;
3. That the Motions from the 2024 Water Utility Fund Budget Committee deliberations, as attached to RPT 23-422, be ratified and that Administration proceed as authorized; and,
4. That the 2024 Water Utility Fund budgeted expenditures be approved for disbursement effective January 1, 2024.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Miller, Ogradnick, Solomon and Mayor Dionne

Absent: Councillor Lennox-Zepp

**CARRIED UNANIMOUSLY**

11.9 2024 Sanitation Fund Operating and Capital Budget (RPT 23-423)

0396. **Moved by:** Councillor Head  
**Seconded by:** Councillor Miller

1. That the 2024 Sanitation Fund Operating Budget, as attached to RPT 23-423, be approved as follows:
  - a. Operating revenues of \$6,198,650;
  - b. Operating expenses of \$4,949,555;
  - c. Capital and Interfund Transfers of \$1,322,710; and,

- d. A deficit of \$73,615. After adjusting for non-cash amortization, the surplus is \$916,385 to fund Capital Projects and Reserve Transfers;
2. That the 2024 Sanitation Fund Capital expenditures of \$561,420 be approved;
3. That the Motions from the 2024 Sanitation Fund Budget Committee deliberations, as attached to RPT 23-423, be ratified and that Administration proceed as authorized; and,
4. That the 2024 Sanitation Fund budgeted expenditures be approved for disbursement effective January 1, 2024.

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

Absent: Councillor Lennox-Zepp

**CARRIED UNANIMOUSLY**

#### 11.10 2024 Airport Fund Operating and Capital Budget (RPT 23-426)

0397. **Moved by:** Councillor Cody  
**Seconded by:** Councillor Solomon

1. That the 2024 Airport Fund Operating Budget, as attached to RPT 23-426, be approved as follows:
  - a. Operating revenues of \$1,044,160;
  - b. Operating expenses of \$1,184,570;
  - c. Capital and Interfund Transfers of \$360,140; and
  - d. A deficit of \$500,550. After adjusting for non-cash amortization, there is a surplus of \$244,450 to fund Capital Projects and Reserve Transfers;
2. That the 2024 Airport Fund Capital expenditures of \$625,375, be approved;
3. That the Motions from the 2024 Airport Fund Budget Committee deliberations, as attached to RPT 23-426, be ratified and that Administration proceed as authorized; and,



4. That the 2024 Airport Fund Budgeted expenditures be approved for disbursement effective January 1, 2024.

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

Absent: Councillor Lennox-Zepp

**CARRIED UNANIMOUSLY**

#### 11.11 2024 Land Fund Operating and Capital Budget (RPT 23-427)

0398. **Moved by:** Councillor Edwards  
**Seconded by:** Councillor Head

1. That the 2024 Land Fund Operating Budget, as attached to RPT 23-427, be approved as follows:
  - a. Operating revenues of \$485,000;
  - b. Operating expenses of \$274,607;
  - c. Capital and Interfund Transactions of \$76,500; and,
  - d. An operating surplus of \$133,893 to fund Capital Projects, Loan Principal Payments, and Reserve Transfers;
2. That the 2024 Land Fund Capital expenditures of \$0 and Loan Principal Payments of \$303,305, be approved;
3. That the Motions from the 2024 Land Fund Budget Committee deliberations, as attached to RPT 23-427, be ratified and that Administration proceed as authorized; and,
4. That the approved 2024 Land Fund Budgeted expenditures be approved for disbursement effective January 1, 2024.

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

Absent: Councillor Lennox-Zepp

**CARRIED UNANIMOUSLY**

11.12 Tax Title Tender Results – 163 29<sup>th</sup> Street East and 1610 15<sup>th</sup> Street West (RPT 23-421)

0399. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Miller

1. That the Offer to Purchase the Tax Title Property located at 163 – 29<sup>th</sup> Street East, legally described as Lot 16, Block 12, Plan No. N3447, Extension 0 and Lot 17, Block 12, Plan No. N3447, Extension 0, in the amount of \$25,000 plus Goods and Services Tax, be denied;
2. That Administration prepare and list the property at 163 – 29<sup>th</sup> Street East for sale on the open market;
3. That the Offer to Purchase the Tax Title Property located at 1610 – 15<sup>th</sup> Street West, legally described as Lot 45, Block J, Plan F, Extension 0 and Lot 46, Block J, Plan F, Extension 0, in the amount of \$15,000 plus Goods and Services Tax, be approved; and,
4. That the Mayor and City Clerk be authorized to execute the Sale Agreements and any other documents on behalf of The City, once prepared.

In Favour: Councillors: Cody, Edwards, Head, Kilmer, Miller, Ogradnick, Solomon and Mayor Dionne

Absent: Councillor Lennox-Zepp

**CARRIED UNANIMOUSLY**

11.13 Agreement to Provide Fire Services – Rural Municipality of Prince Albert No. 461 (RPT 23-432)

0400. **Moved by:** Councillor Ogradnick  
**Seconded by:** Councillor Cody

1. That the Agreement to Provide Fire Services between The City and Rural Municipality of Prince Albert No. 461, regarding the provision of Fire-Suppression Services with respect to fires occurring within the existing boundaries of the Rural Municipality for the term of January 1, 2024 to December 31, 2024, be approved; and,
2. That the Mayor and City Clerk be authorized to execute the Agreement and any other applicable documents on behalf of The City, once prepared.

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

**CARRIED UNANIMOUSLY**

The meeting recessed at 5:34 p.m.

The meeting reconvened at 5:36 p.m.

11.14 Memorandum of Agreement to Conclude Collecting Bargaining – CUPE 882 (RPT 23-435)

0401. **Moved by:** Councillor Kilmer  
**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 23-435, be approved;
2. That the Mayor and City Clerk be authorized to execute the Agreement on behalf of The City, once prepared.

In Favour: Councillors: Cody, Edwards, Kilmer, Lennox-Zepp, Miller, Ogrodnick and Solomon

Against: Mayor Dionne

Absent – Declared Conflict of Interest: Head

**CARRIED (7 TO 1)**

11.15 Municipal Revenue Sharing Declaration of Eligibility (RPT 23-416)

0402. **Moved by:** Councillor Solomon  
**Seconded by:** Councillor Kilmer

1. That the City of Prince Albert meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:
  - a. Submission of the 2022 Audited Financial Statements to the Ministry of Government Relations;
  - b. Submission of the 2022 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
  - c. In Good Standing with respect to the reporting and remittance of Education Property Taxes;
  - d. Adoption of Procedure Bylaw No. 23 of 2021;

- e. Adoption of the following Employee Policies to represent the Employee Code of Conduct:
    - i. Conflict of Interest Policy;
    - ii. Gift, Favours and Entertainment Policy;
    - iii. Employment of Relatives Policy;
    - iv. Occupational Health and Safety Policy – Harassment Safety Administrative Policy;
    - v. Progressive Discipline Policy;
    - vi. Social Media, Media Relations and Public Statements Policy; and,
    - vii. Access to Information Policy; and,
  - f. All members of Council have filed their Public Disclosure Statements, as required; and,
2. That the City Clerk be authorized to execute the Declaration of Eligibility and submit it to the Ministry of Government Relations.

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

**CARRIED UNANIMOUSLY**

## **12. UNFINISHED BUSINESS**

## **13. MAYOR & COUNCILLORS FORUM**

## **14. INQUIRIES**

- 14.1 Councillor Kilmer – Total Cost of Work done on 5<sup>th</sup> Avenue East from 24<sup>th</sup> Street to 28<sup>th</sup> Street East

Is it possible to report the total cost broken down into categories of total work done on 5<sup>th</sup> Avenue East from 24<sup>th</sup> Street to 28<sup>th</sup> Street East. As well, can a time frame of developing/planning that work be provided, from when it began to when it was completed.

## 15. INQUIRY RESPONSES

15.1 November 27, 2023 City Council Inquiry Responses (INQ 23-12)

0403. **Moved by:** Councillor Edwards  
**Seconded by:** Councillor Head

That INQ 23-12 be received as information and filed.

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

**CARRIED UNANIMOUSLY**

## 16. NOTICE OF MOTION

16.1 Councillor Edwards – Financial Impacts and the Overall Well-Being of The City

That the Mayor's Office prepare a letter to both the Provincial Saskatchewan Party and the Federal Liberal Party to have an in-person meeting with all members of Council, Grand Chief Brian Hardlotte of Prince Albert Grand Council and Sherry McLennan of the Métis Nation of Saskatchewan, to discuss the following important matters in relation to crime, homelessness and social issues in The City of Prince Albert:

- The financial impacts and the overall well-being of The City including crime statistics due to increasing homelessness, crime and other social issues occurring in our city;
- The urgent need for support over these issues which must be addressed;
- Our City is made up of over forty percent (40%) Indigenous population which only includes the people who filled out their census;
- The costs associated with homelessness, crime and other social issues that are included in the 2024 Municipal Budget;
- Recognize that these issues are a regional issue that should not fall on the businesses and residents of The City and that associated costs are not sustainable for our community;
- The need for a Drug Court and Treatment Beds to address requirements of the possible sanctions this type of court offers;
- How to manage the rise in violent crimes and how to address the increasing property crime;

- Action plans must be put in place to assist with the mental health and addictions issues that our City face today;
- As this is an urgent request, these meetings must occur prior to the end of March 2024; and,
- All responses regarding the request to meet and discuss will be shared with the media in Prince Albert.

## 17. MOTIONS

17.2 Motion – Councillor Head – Incentives for Boarded Up Houses (MOT 23-16)

0404. **Moved by:** Councillor Head  
**Seconded by:** Councillor Miller

That Administration provide a report to incentivize property owners to make improvements to boarded up Buildings and Houses.

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

**CARRIED UNANIMOUSLY**

## 18. PUBLIC FORUM

## 19. ADJOURNMENT – 6:00 P.M.

0405. **Moved by:** Councillor Kilmer  
**Seconded by:** Councillor Head

That this Council do now adjourn.

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

**CARRIED UNANIMOUSLY**

DEPUTY MAYOR DAWN KILMER

CITY CLERK

MINUTES ADOPTED THIS 22<sup>ND</sup> DAY OF JANUARY, A.D. 2024.