



CITY OF PRINCE ALBERT

BUDGET COMMITTEE REGULAR MEETING

MINUTES

**FRIDAY, NOVEMBER 17, 2017, 1:05 P.M.
COUNCIL CHAMBER, CITY HALL**

PRESENT:

Mayor Greg Dionne
Councillor Charlene Miller
Councillor Terra Lennox-Zepp
Councillor Evert Botha
Councillor Don Cody (Attended at 1:44 p.m.)
Councillor Dennis Ogrodnick
Councillor Blake Edwards
Councillor Dennis Nowoselsky
Councillor Ted Zurakowski

Sherry Person, City Clerk
Jim Toye, City Manager
Jason Everitt, Fire Chief
Jason Maier, Finance Manager
Amjad Khan, Director of Public Works
Kiley Bear, Communications Manager
Steve Brown, Director of Financial Services
Kerri Kristian, Human Resources Consultant
Jody Boulet, Director of Community Services
Cheryl Tkackuk, Assistant Director of Financial Services
Melodie Boulet, Executive Assistant, City Manager's Office
Craig Guidinger, Director of Planning and Development Services

1. CALL TO ORDER

Mayor G. Dionne called the meeting to order.

2. APPROVAL OF AGENDA

0377. **Moved by:** Councillor C. Miller

That the Agenda for this meeting be approved, as presented, and, that the presentations, delegations and speakers listed on the Agenda be heard when called forward by the Mayor.

(Councillor D. Cody was absent for the vote.)

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

3.1 Councillor B. Edwards – Item No. 5.9.7 – Member of Carlton Park Board of Directors.

3.2 Councillor T. Lennox-Zepp – Item No. 5.9.29 – Family member previously employed as Skateboard Supervisor and may be in the future.

4. ADOPTION OF MINUTES

0378. **Moved by:** Councillor E. Botha

That the Minutes of the Budget Committee Meeting held May 11, 2017, be taken as read and adopted.

(Councillor D. Cody was absent for the vote.)

CARRIED

5. GENERAL FUND BUDGET FOR REVIEW

5.1 OVERVIEW & FINANCIAL HIGHLIGHTS

5.1.1 Overview & Financial Highlights

Verbal Presentation was provided by Steve Brown, Director of Financial Services.

5.1.1.1 Report Tab 1 – Items Referred from Council to Budget (RPT 2017-172)

5.1.1.2 Report Tab 2 – 2018 Long Term Debt Summary General Fund Budget (RPT 2017-157)

5.2 POLICE DEPARTMENT

5.2.1 Police Department Functional Area

PowerPoint Presentation was provided by Troy Cooper, Chief of Police.

5.2.1.1 Report Tab 5 – Prince Albert Police Service - 2018 Financial Overview (RPT 2017-177)

0379. **Moved by:** Councillor C. Miller

That the total 2018 Budget for the Prince Albert Police Service submitted by the Prince Albert Board of Police Commissioners be referred back to the Prince Albert Police Commissioner Board requesting a \$200,000 savings.

CARRIED

0380. **Moved by:** Councillor E. Botha

That the Budget Committee allocate \$16,451,690 for Policing Services.

CARRIED

5.3 PRINCE ALBERT DOWNTOWN BUSINESS IMPROVEMENT DISTRICT

5.3.1 Prince Albert Downtown Business Improvement District Functional Area

PowerPoint Presentation was provided by Rick Orr, Executive Director, Prince Albert Downtown Business Improvement District.

5.3.1.1 Report Tab 6 – Prince Albert Downtown Business Improvement District 2018 Budget Submission (RPT 2017-176)

5.3.1.2 Report Tab 7 – Downtown Business Improvement Reserve Fund (RPT 2017-156)

0381. **Moved by:** Councillor E. Botha

1. That the total 2018 Operating Budget for the Prince Albert Downtown Business Improvement District Functional Area be approved at a cost of \$52,000, as presented;
2. That \$40,000 be allocated annually to the Downtown Improvement Reserve Fund; and,

3. That Administration develop a Policy for accessing and utilizing the Downtown Improvement Reserve Funds for consideration by members of Council at an upcoming meeting.

CARRIED

5.4 CITY MANAGER, SOLICITOR, CITY CLERK, MAYOR & COUNCIL

5.4.1 City Clerk Functional Area

0382. **Moved by:** Councillor C. Miller

That the total 2018 Operating Budget for the City Clerk Functional Area be approved at a cost of \$620,570, as presented.

CARRIED

5.4.2 City Manager Functional Area

0383. **Moved by:** Councillor B. Edwards

That the total 2018 Operating Budget for the City Manager Functional Area be approved at a cost of \$461,480, as presented.

CARRIED

5.4.3 Mayor Functional Area

0384. **Moved by:** Councillor D. Cody

That the total 2018 Operating Budget for the Mayor Functional Area be approved at a cost of \$165,090, as presented.

CARRIED

5.4.4 City Council Functional Area

0385. **Moved by:** Councillor D. Ogrodnick

That the total 2018 Operating Budget for the City Council Functional Area be approved at a cost of \$346,190, as presented.

CARRIED

5.4.5 City Solicitor Functional Area

0386. **Moved by:** Councillor D. Nowoselsky

That the total 2018 Operating Budget for the City Solicitor Functional Area be approved at a cost of \$224,300, as presented.

CARRIED

5.5 CORPORATE SERVICES

5.5.1 Corporate Communications Functional Area

0387. **Moved by:** Councillor B. Edwards

That the total 2018 Operating Budget for the Corporate Communications Functional Area be approved at a cost of \$226,420, as presented.

CARRIED

5.5.2 Human Resources Functional Area

0388. **Moved by:** Councillor D. Nowoselsky

That the total 2018 Operating Budget for the Human Resources Functional Area be approved at a cost of \$546,380, as presented.

CARRIED

5.5.3 Occupational Health and Safety Functional Area

0389. **Moved by:** Councillor C. Miller

That the total 2018 Operating Budget for the Occupational Health and Safety Functional Area be approved at a cost of \$142,760, as presented.

CARRIED

5.6 PLANNING & DEVELOPMENT SERVICES

5.6.1 Planning Functional Area

5.6.1.1 Report Tab 8 – 2018 Planning and Development Consulting Services (RPT 2017-150)

0390. **Moved by:** Councillor T. Zurakowski

1. That the total 2018 Operating Budget for the Planning Functional Area be approved at a cost of \$440,110, as presented; and,
2. That the Planning Technician position remain in the City of Prince Albert Organizational Chart under the Planning and Development Services Department, but remain unfunded in the amount of (\$57,140) for 2018.

CARRIED

5.6.2 Building Inspections Functional Area

0391. **Moved by:** Councillor E. Botha

That the total 2018 Operating Budget for the Building Inspections Functional Area be approved at a cost of \$9,160, as presented.

CARRIED

5.6.3 Economic Development Functional Area

0392. **Moved by:** Councillor E. Botha

1. That the total 2018 Operating Budget for the Economic Development Functional Area be approved at a cost of (\$64,680), as presented; and,
2. That the Economic Development Manager position remain vacant for 2018, pending the results of the establishment of a Regional Economic Development Authority.

CARRIED

The meeting recessed at 3:00 p.m.

The meeting reconvened at 3:06 p.m.

5.7 FINANCIAL SERVICES

5.7.1 Assessment and Taxation Functional Area

0393. **Moved by:** Councillor B. Edwards

That the total 2018 Operating Budget for the Assessment and Taxation Functional Area be approved at a cost of \$844,830, as presented.

CARRIED

5.7.2 Asset Management Functional Area

0394. **Moved by:** Councillor T. Zurakowski

That the total 2018 Operating Budget for the Asset Management Functional Area be approved at a cost of \$122,130, as presented.

CARRIED

5.7.3 Financial Services and Payroll Functional Area

0395. **Moved by:** Councillor T. Zurakowski

That the total 2018 Operating Budget for the Financial Services and Payroll Functional Area be approved at a cost of \$1,393,450, as presented.

CARRIED

5.7.4 Purchasing and Stores Functional Area

0396. **Moved by:** Councillor E. Botha

That the total 2018 Operating Budget for the Purchasing and Stores Functional Area be approved at a cost of \$383,730, as presented.

CARRIED

5.7.5 Parking Tickets and Meters Functional Area

5.7.5.1 Report Tab 9 – Early Payment Discounted Amount for Parking Tickets (RPT 2017-175)

0397. **Moved by:** Councillor T. Zurakowski

1. That the total 2018 Operating Budget for the Parking Tickets and Meters Functional Area be approved at a cost of (\$1,213,630), as presented; and,
2. That Administration prepare the required Bylaw Amendment to increase the Early Payment Discounted amount to \$20 for consideration at an upcoming City Council meeting.

CARRIED

5.7.6 Information Technology Functional Area

0398. **Moved by:** Councillor E. Botha

That the total 2018 Operating Budget for the Information Technology Functional Area be approved at a cost of \$1,011,560, as presented.

CARRIED

5.8 FIRE SERVICES

5.8.1 Fire Administration Functional Area

0399. **Moved by:** Councillor B. Edwards

That the total 2018 Operating Budget for the Fire Administration Functional Area be approved at a cost of \$1,120,440, as presented.

CARRIED

5.8.2 Fire Fighting Functional Area

0400. **Moved by:** Councillor C. Miller

1. That the total 2018 Operating Budget for the Fire Fighting Functional Area be approved at a cost of \$5,103,650, as presented; and,
2. That the partial vacancies in 2018 for the Fire Fighting Functional Area be budgeted as one-time reductions.

CARRIED

5.8.3 Fire Prevention Functional Area

0401. **Moved by:** Councillor D. Ogrodnick

That the total 2018 Operating Budget for the Fire Prevention Functional Area be approved at a cost of \$280,040, as presented.

CARRIED

5.8.4 Fire Fleet and Equipment Functional Area

0402. **Moved by:** Councillor D. Ogrodnick

That the total 2018 Operating Budget for the Fire Fleet and Equipment Functional Area be approved at a cost of \$588,780, as presented.

CARRIED

5.8.5 Fire Building Maintenance Functional Area

0403. **Moved by:** Councillor T. Zurakowski

That the total 2018 Operating Budget for the Fire Building Maintenance Functional Area be approved at a cost of \$85,880, as presented.

CARRIED

5.9 COMMUNITY SERVICES

PowerPoint Presentation regarding 2018 Rates and Fees was provided by Derek Blais, Recreation Manager.

5.9.1 Alfred Jenkins Field House Functional Area

5.9.1.1 Report Tab 10 – 2018 Rates and Fees - Community Services Department (RPT 2017-160)

5.9.1.2 Waiving of Fees Requests (RPT 2017-201) (PRESENTED AT MEETING)

0404. **Moved by:** Councillor T. Zurakowski

That the total 2018 Operating Budget for the Alfred Jenkins Field House Functional Area be approved at a cost of \$181,100, as presented.

CARRIED

5.9.2 Art Hauser Centre Functional Area

0405. **Moved by:** Councillor D. Ogrodnick

That the total 2018 Operating Budget for the Art Hauser Centre Functional Area be approved at a cost of \$597,050, as presented.

CARRIED

5.9.3 Arts Centre Functional Area

0406. **Moved by:** Councillor E. Botha

That the total 2018 Operating Budget for the Arts Centre Functional Area be approved at a cost of \$134,390, as presented.

CARRIED

5.9.4 Bernice Sayese Centre Functional Area

0407. **Moved by:** Councillor C. Miller

That Operating Issue U-13 – River Bank Development Corporation Rental Revenue provided to the West Flat Citizens Group be approved at a cost of \$10,850 within the Bernice Sayese Centre Functional Area.

MOTION DEFEATED

0408. **Moved by:** Councillor D. Nowoselsky

That the total 2018 Operating Budget for the Bernice Sayese Centre Functional Area be approved at a cost of \$61,950, as presented.

CARRIED

5.9.5 Community Services Capital Functional Area

0409. **Moved by:** Councillor C. Miller

That the total 2018 Operating Budget for the Community Services Capital Functional Area be approved at a cost of \$0, as presented.

CARRIED

5.9.6 Cemetery Functional Area

0410. **Moved by:** Councillor D. Ogrodnick

That the total 2018 Operating Budget for the Cemetery Functional Area be approved as a cost of \$100,790, as presented.

CARRIED

5.9.7 Community Clubs Functional Area

0411. **Moved by:** Councillor D. Nowoselsky

That the total 2018 Operating Budget for the Community Clubs Functional Area be approved at a cost of \$359,970, as presented.

(Councillor B. Edwards was excused from the meeting during discussion and voting on this matter as he declared a Conflict of Interest.)

CARRIED

5.9.8 Community Services Administration Functional Area

0412. **Moved by:** Councillor D. Ogrodnick

That the total 2018 Operating Budget for the Community Services Administration Functional Area be approved at a cost of \$538,240, as presented.

CARRIED

5.9.9 Cooke Municipal Golf Course Functional Area

0413. **Moved by:** Councillor D. Ogrodnick

That the total 2018 Operating Budget for the Cooke Municipal Golf Course Functional Area be approved at a cost of (\$60,350), as presented.

CARRIED

5.9.10 Prince Albert Golf and Curling Club Functional Area

0414. **Moved by:** Councillor T. Zurakowski

That the total 2018 Operating Budget for the Prince Albert Golf and Curling Club Functional Area be approved at a cost of \$34,460, as presented.

CARRIED

5.9.11 John M. Cuelenaere Public Library Functional Area

0415. **Moved by:** Councillor C. Miller

That the total 2018 Operating Budget for the John M. Cuelenaere Public Library Functional Area be approved at a cost of \$18,560, as presented.

CARRIED

5.9.12 Kinsmen Ski Hill Functional Area

0416. **Moved by:** Councillor E. Botha

That the total 2018 Operating Budget for the Kinsmen Ski Hill Functional Area be approved at a cost of \$87,200, as presented.

CARRIED

5.9.13 Kinsmen Water Park Functional Area

0417. **Moved by:** Councillor T. Zurakowski

That the total 2018 Operating Budget for the Kinsmen Water Park Functional Area be approved at a cost of \$167,700, as presented.

CARRIED

5.9.14 Playgrounds, Playstructures and Playfields Functional Area

0418. **Moved by:** Councillor E. Botha

That the total 2018 Operating Budget for the Playgrounds, Playstructures and Playfields Functional Area be approved at a cost of \$183,870, which includes the addition of \$10,000 for playground surface replacement.

CARRIED

5.9.15 Recreation Functional Area

5.9.15.1 Report Tab 11 – Municipal Cultural Action Plan (RPT 2017-113)

5.9.15.2 Report Tab 12 – Public Art Plan (RPT 2017-112)

0419. **Moved by:** Councillor B. Edwards

That the total 2018 Operating Budget for the Recreation Functional Area be approved at a cost of \$666,960, as presented.

CARRIED

5.9.16 E.A. Rawlinson Centre Functional Area

0420. **Moved by:** Councillor D. Nowoselsky

That the total 2018 Operating Budget for the E.A. Rawlinson Centre Functional Area be approved at a cost of \$367,290, as presented.

CARRIED

5.9.17 Facilities Maintenance - City Hall Functional Area

0421. **Moved by:** Councillor C. Miller

That the total 2018 Operating Budget for the Facilities Maintenance - City Hall Functional Area be approved at a cost of \$412,420, as presented.

CARRIED

5.9.18 Facilities Maintenance - Other Functional Area

0422. **Moved by:** Councillor D. Ogrodnick

That the Demolition of the Block House and Church at a cost of \$10,000 be removed.

CARRIED

0423. **Moved by:** Councillor D. Nowoselsky

That the total 2018 Operating Budget for the Facilities Maintenance - Other Functional Area be approved at a cost of \$432,950, which includes the removal of \$10,000 for the demolition of the Block House and Church.

CARRIED

5.9.19 Floral Displays Functional Area

0424. **Moved by:** Councillor C. Miller

That the total 2018 Operating Budget for the Floral Displays Functional Area be approved at a cost of \$27,490, as presented.

CARRIED

5.9.20 Frank J. Dunn Pool Functional Area

0425. **Moved by:** Councillor D. Ogrodnick

That the total 2018 Operating Budget for the Frank J. Dunn Pool Functional Area be approved at a cost of \$502,690, as presented.

CARRIED

5.9.21 Kinsmen Arena Functional Area

0426. **Moved by:** Councillor D. Nowoselsky

That the total 2018 Operating Budget for the Kinsmen Arena Functional Area be approved at a cost of \$123,930, as presented.

CARRIED

5.9.22 Kinsmen Park Functional Area

0427. **Moved by:** Councillor E. Botha

That the total 2018 Operating Budget for the Kinsmen Park Functional Area be approved at a cost of \$80,700, as presented.

CARRIED

5.9.23 Little Red Park Functional Area

0428. **Moved by:** Councillor D. Cody

That the total 2018 Operating Budget for the Little Red Park Functional Area be approved at a cost of \$190,720, as presented.

CARRIED

5.9.24 Margo Fournier Centre Functional Area

0429. **Moved by:** Councillor T. Zurakowski

That the total 2018 Operating Budget for the Margo Fournier Centre Functional Area be approved at a cost of \$179,270, as presented.

CARRIED

5.9.25 Museums Functional Area

0430. **Moved by:** Councillor D. Nowoselsky

That the total 2018 Operating Budget for the Museums Functional Area be approved at a cost of \$144,730, as presented.

CARRIED

5.9.26 Parks Functional Area

0431. **Moved by:** Councillor D. Nowoselsky

That the total 2018 Operating Budget for the Parks Functional Area be approved at a cost of \$1,380,900, as presented.

(Councillor D. Cody was absent for the vote.)

CARRIED

5.9.27 Prime Ministers' Park Functional Area

0432. **Moved by:** Councillor D. Nowoselsky

That the total 2018 Operating Budget for the Prime Ministers' Park Functional Area be approved at a cost of (\$339,180), as presented.

(Councillor D. Cody was absent for the vote.)

CARRIED

5.9.28 Saskatchewan Lotteries Program Functional Area

0433. **Moved by:** Councillor E. Botha

That the total 2018 Operating Budget for the Saskatchewan Lotteries Program Functional Area be approved at a cost of \$0, as presented.

(Councillor D. Cody was absent for the vote.)

CARRIED

5.9.29 Skateboard Park Functional Area

0434. **Moved by:** Councillor D. Nowoselsky

That the total 2018 Operating Budget for the Skateboard Park Functional Area be approved at a cost of \$33,200, as presented.

(Councillor T. Lennox-Zepp was excused from the meeting during discussion and voting on this matter as she declared a Conflict of Interest.)

CARRIED

5.9.30 Dave G. Steuart Arena Functional Area

0435. **Moved by:** Councillor E. Botha

That the total 2018 Operating Budget for the Dave G. Steuart Arena Functional Area be approved at a cost of \$111,850, as presented.

CARRIED

5.9.31 Tourist Information Centre Functional Area

0436. **Moved by:** Councillor C. Miller

That the total 2018 Operating Budget for the Tourist Information Centre Functional Area be approved at a cost of \$19,410, as presented.

CARRIED

7. ADJOURNMENT – 5:01 P.M.

0437. **Moved by:** Councillor D. Cody

That this Committee do now adjourn until Saturday, November 18, 2017 at 9:00 a.m.

CARRIED



MAYOR GREG DIONNE



CITY CLERK

MINUTES ADOPTED THIS 7TH DAY OF NOVEMBER, A.D. 2018.