



CITY OF PRINCE ALBERT

GOLF COURSE ADVISORY COMMITTEE REGULAR MEETING

AGENDA

**MONDAY, FEBRUARY 7, 2022, 4:00 PM
MAIN BOARDROOM, 2ND FLOOR, CITY HALL**

1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. DECLARATION OF CONFLICT OF INTEREST

4. APPROVAL OF MINUTES

- 4.1 September 2, 2021 Golf Course Advisory Committee Meeting Minutes for Approval (MIN 21-82)

5. CORRESPONDENCE & DELEGATIONS

6. REPORTS OF ADMINISTRATION & COMMITTEES

- 6.1 2022 Golf Course Advisory Committee Proposed Meeting Schedule (RPT 22-50)
6.2 2022 Work Plan - Golf Course Advisory Committee (RPT 22-58)

Verbal Presentation: Jody Boulet, Director of Community Services

7. UNFINISHED BUSINESS

8. ADJOURNMENT



MIN 21-82

MOTION:

That the Minutes for the Golf Course Advisory Committee Meeting held September 2, 2021, be taken as read and adopted.

ATTACHMENTS:

1. Minutes



CITY OF PRINCE ALBERT

GOLF COURSE ADVISORY COMMITTEE REGULAR MEETING

MINUTES

**THURSDAY, SEPTEMBER 2, 2021, 4:04 P.M.
MAIN BOARDROOM, 2ND FLOOR, CITY HALL**

PRESENT: Mayor Greg Dionne
Councillor Don Cody
Rick Genest
Jeff McKeand
Jackie Packet
Vimy Penner
Kelly Timmerman

Savannah Price, Secretary
Jody Boulet, Director of Community Services
Darcy Myers, Head Professional

1. CALL TO ORDER

Mayor G. Dionne, Chairperson, called the meeting to order.

2. APPROVAL OF AGENDA

0014. **Moved by:** V. Penner

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 Chair.

(John Toner was absent for the vote.)

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

0015. **Moved by:** J. Packet

That the Minutes for the Golf Course Advisory Committee Regular Meeting held May 6, 2021, be taken as read and adopted.

(John Toner was absent for the vote.)

CARRIED

5. CORRESPONDENCE & DELEGATIONS

6. REPORTS OF ADMINISTRATION & COMMITTEES

6.1 2022 Rates & Fees - Cooke Municipal Golf Course (RPT 21-393)

Verbal Presentations were provided by Darcy Myers, Head Professional, Cooke Municipal Golf Course and Jody Boulet, Director of Community Services.

0016. **Moved by:** V. Penner

That the following be forwarded to an upcoming Executive Committee meeting for consideration:

That the following be included in the 2022 Budget deliberations for consideration:

1. That a four percent (4%) increase to the 2022 Rates and Fees for Cooke Municipal Golf Course, as attached to RPT 21-393, be approved;

2. That the annual Sponsorship Funding for Cooke Municipal Golf Course be allocated to the Golf Course Improvements Reserve; and,
3. That \$50,000 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.

(John Toner was absent for the vote.)

CARRIED

7. UNFINISHED BUSINESS

8. ADJOURNMENT – 5:05 P.M.

0017. **Moved by:** J. McKeand

That this Committee do now adjourn.

(John Toner was absent for the vote.)

CARRIED

MAYOR GREG DIONNE
CHAIRPERSON

CITY CLERK

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



RPT 22-50

TITLE: 2022 Golf Course Advisory Committee Proposed Meeting Schedule

DATE: January 28, 2022

TO: Golf Course Advisory Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the 2022 Golf Course Advisory Committee Meeting Schedule, as attached, be approved.

TOPIC & PURPOSE:

To establish a schedule of regular meetings in 2022 for the Golf Course Advisory Committee.

BACKGROUND:

Subsection 78(8) of City Council's Procedure Bylaw No. 23 of 2021, states that at the first meeting, the Committee shall if required, decide the day and time for holding its regular meetings.

PROPOSED APPROACH AND RATIONALE:

In order to conduct business of the Golf Course Advisory Committee, it is necessary to establish a regular meeting schedule. Therefore, the Committee is being requested to review the two (2) dates and times outlined in the proposed Meeting Schedule, as attached, and make amendments, as deemed necessary.

Please note, however, that meals and/or snacks will not be available at the meetings, as there is no current budget allocation for these types of incidentals.

In addition, please note, as stated in Subsection 78(17-20) of City Council's Procedure Bylaw, the Committee Chair may cancel its regularly scheduled meeting if there's a lack of agenda items or change the date, time and place of a regularly scheduled meeting.

CONSULTATIONS:

The Secretary, Vice-Chair and Advisory Official of the Committee discussed the proposed meeting schedule on January 26, 2022 as well as established the first meeting in 2022 to be held on February 7, 2022.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

The approved 2022 Committee Meeting Schedule will be included in the eAgenda website and posted on the Bulletin Board at City Hall.

As well, each Committee member, Advisory Official and member of Council will receive electronic meeting invitations from the City Clerk's Office.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no policy, financial or privacy implications, official community plan implementation strategies or options to the recommendation.

STRATEGIC PLAN:

The information contained in the report directly aligns with The City's Strategic Goal of Corporate Sustainability:

"The City recognizes that a well-functioning organization needs to be clear on the roles and functions of Administration and Council, understand the core principles and behaviors of good governance, and commit to continued improvement in governance and organization."

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

ATTACHMENTS:

1. 2022 Golf Course Advisory Committee Proposed Meeting Schedule

Written by: Terri Mercier, Corporate Legislative Manager

Approved by: City Clerk & City Manager



CITY OF PRINCE ALBERT MEETING NOTICE

In accordance with Section 98 of *The Cities Act*, Meeting Notice is hereby given of the following meeting(s) of City Council's Committee(s):

GOLF COURSE ADVISORY COMMITTEE **2022 MEETING SCHEDULE**

APRIL

Thursday, April 7, 2022

SEPTEMBER

Thursday, September 1, 2022

All meetings will be held at 4:00 p.m., in the 2nd Floor Main Boardroom, City Hall, unless otherwise posted.

For more information please contact:

City Clerk
City of Prince Albert
1084 Central Avenue
Prince Albert, SK S6V 7P3
Ph: 306-953-4305

Dated at Prince Albert this 8th day of February, 2022.

RPT 22-58

TITLE: 2022 Work Plan - Golf Course Advisory Committee

DATE: February 1, 2022

TO: Golf Course Advisory Committee

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the 2022 Work Plan for the Golf Course Advisory Committee be approved.

TOPIC & PURPOSE:

The purpose of the report is to submit the 2022 Golf Course Advisory Committee Work Plan for approval.

BACKGROUND:

The Golf Course Advisory Committee was re-established by City Council in 2018. It is a requirement for all City Boards and Committees to establish an annual Work Plan for approval by City Council.

PROPOSED APPROACH AND RATIONALE:

The attached Work Plan provides an outline of the main areas of consideration for the Golf Course Advisory Committee, as follows:

- Golf Course Improvements
- Elks Club Donation
- Rates & Fees

The Work Plan provides actions, resources, lead contact and timeline information. Additional resources may be utilized from time to time to include key stakeholders and public consultations in specific areas of interest.

The first Golf Course Advisory Committee meeting is scheduled for February 7, 2022 to review and approve the 2022 Work Plan. Administration is recommending a second meeting on April 7th and a third meeting scheduled for September 1st.

As recommended by the Golf Course Advisory Committee, the following is to be allocated to the Golf Course Improvements Reserve as part of the 2022 Budget:

- Annual Sponsorship Funding for Cooke Municipal Golf Course to the Golf Course Improvements Reserve. This is estimated to be \$60,000 - \$75,000 annually.
- \$50,000 of the annual revenue generated through Pathway Fees and Cart Rentals will be allocated to the Golf Course Improvements Reserve for the purpose of Pathway Reconstruction and Repair.

Management will provide recommendations regarding the investment of the funding available in 2022 for consideration at the April 7, 2022 Golf Course Advisory Committee meeting.

The recommendations for the 2023 Rates & Fees will be submitted for consideration at the September 1, 2022 Golf Course Advisory Committee meeting.

CONSULTATIONS:

The Committee is comprised of representatives from the member clubs at Cooke Municipal Golf Course. Each representative reports back to their respective membership on any items of interest for feedback and input.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Following approval at the February 15, 2022 City Council meeting, the Committee will continue its work according to the work plan.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no policy, financial and privacy implications or any further options for consideration.

STRATEGIC PLAN:

Fiscal Management and Accountability: The Golf Course Advisory Committee serves as a community based group that considers relevance and efficiency.

Corporate Sustainability: Administration and City Council depends on their user groups to enhance decision-making.

OFFICIAL COMMUNITY PLAN:

The Decision Making Section of the Official Community Plan highlights the importance of a community based advisory group and support initiatives outlined in the Plan.

In addition, Section 5, Sustainability outlines the goal to embrace a collaborative planning process that involves all stakeholders.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

PRESENTATION: Verbal – Jody Boulet, Director of Community Services

ATTACHMENTS:

1. 2022 Work Plan - Golf Course Advisory Committee

Written by: Jody Boulet, Director of Community Services

Approved by: City Manager

**City of Prince Albert
Golf Course Advisory Committee (GCAC) 2022 Work Plan**

<i>Deliverable (What)</i>	<i>Action (How)</i>	<i>Resources (Who)</i>	<i>Lead</i>	<i>Estimated Completion Date (When)</i>	<i>Update on Status of Project/Tasks</i>
Golf Course Improvements	1. Review of Proposed Golf Course Improvements.	Superintendent Head Professional	CS Dept	1. April 7, 2022	1.
Elks Club Donation	1. Priorities for the investment of the donated funds.	Head Professional Superintendent	CS Dept.	1. April 7, 2022	1.
Rates & Fees	1. Recommendation for the 2023 Rates & Fees Schedule.	Head Professional Superintendent	CS Dept.	1. September 1, 2022	1.

DRAFT