



## **CITY OF PRINCE ALBERT**

### **EXECUTIVE COMMITTEE REGULAR MEETING**

# **MINUTES**

**MONDAY, JANUARY 8, 2024, 4:00 P.M.  
COUNCIL CHAMBER, CITY HALL**

**PRESENT:**

Mayor Greg Dionne  
Councillor Charlene Miller  
Councillor Terra Lennox-Zepp  
Councillor Tony Head  
Councillor Don Cody  
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  
Wilna Furstenberg, Communications Coordinator  
Ramona Fauchoux, Director of Financial Services  
Craig Guidinger, Director of Planning and Development Services

## **1. CALL TO ORDER**

Councillor Kilmer, Chairperson, called the meeting to order.

## **2. APPROVAL OF AGENDA**

0001. **Moved by:** Councillor Miller

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

That Item No. 6.3 be removed from the Agenda and be considered at a future Executive Committee meeting.

Absent: Councillor Ogradnick

**CARRIED**

## **3. DECLARATION OF CONFLICT OF INTEREST**

3.1 Councillor C. Miller – Item No. 7.5 – Committee Member of the Prince Albert & Area Community Alcohol Strategy Committee

3.2 Councillor T. Lennox-Zepp – Item No. 7.3 – Board Member of the Prince Albert Co-operative Child Care Association

## **4. ADOPTION OF MINUTES**

0002. **Moved by:** Mayor Dionne

That the Minutes for the Executive Committee Public and Incamera Meetings held November 14, 2023 and Incamera Meeting held December 11, 2023, be taken as read and adopted.

Absent: Councillor Ogradnick

**CARRIED**

## **5. DELEGATIONS**

## **6. CONSENT AGENDA**

6.2 Request to Reverse Penalty Charges - Athabasca Denesuline Education Authority – ADEA (CORR 24-3)

That CORR 24-3 be received and referred to the Financial Services Department.

6.6 November 2, 2023 Golf Course Advisory Committee Meeting Minutes (MIN 23-101)

That MIN 23-101 be received as information and filed.

6.7 December 5, 2023 Destination Marketing Levy Advisory Committee Meeting Minutes (MIN 23-104)

That MIN 23-104 be received as information and filed.

6.8 December 11, 2023 Management Committee Meeting Minutes (MIN 23-106)

That MIN 23-106 be received as information and filed.

0003. **Moved by:** Councillor Head

That the Consent Agenda Item Nos. 6.2 and 6.6 to 6.8 be received as information and referred, as indicated.

Absent: Councillor Ogradnick

**CARRIED**

6.1 Request to Reverse Penalty Charge on Tax Statement (CORR 24-1)

0004. **Moved by:** Councillor Lennox-Zepp

That CORR 24-1 be received and referred to the Financial Services Department for review and report.

Absent: Councillor Ogradnick

**CARRIED**

6.4 October 2023 Accounts Payable Payments (RPT 23-458)

0005. **Moved by:** Councillor Head

That the Financial Services Department forward a report providing details of payables for the following Vendors for consideration by members of Council at an upcoming Executive Committee meeting:

1. Vendor No. 27 – NCSWM Corporation - \$35,525.00
2. Vendor No. 30 – Full Line Electric and General Contracting - \$33,855.00
3. Vendor No. 39 – Erickson Contracting & Management Ltd. - \$23,535.95

4. Vendor No. 52 – Procido LLP - \$11,433.00

Absent: Councillor Ogradnick

**CARRIED**

6.5 November 2023 Accounts Payable Payments (RPT 23-459)

0006. **Moved by:** Councillor Head

That the Financial Services Department forward a report providing details of payables for the following Vendors for consideration by members of Council at an upcoming Executive Committee meeting:

1. Vendor No. 14 – Erickson Contracting & Management Ltd - \$65,946.69
2. Vendor No. 17 – Toter, LLC c/o Wastequip - \$58,228.27
3. Vendor No. 106 – Metalman Art & Design - \$3,849.48
4. Vendor No. 110 – NexGen Mechanical Inc. - \$3,557.53

Absent: Councillor Ogradnick

**CARRIED**

## **7. REPORTS OF ADMINISTRATION & COMMITTEES**

7.1 Naming Rights & Sponsorship Policy (RPT 23-453)

Verbal Presentation was provided by Jody Boulet, Director of Community Services.

0007. **Moved by:** Mayor Dionne

That the following be forwarded to an upcoming City Council meeting for approval:

That the amended Naming Rights & Sponsorship Policy, as attached to RPT 23-453, be approved, with an amendment to replace the reference of the word felony within Section 7.02(b).

Absent: Councillor Ogradnick

**CARRIED**

7.2 Donation Policy and Procedure (RPT 23-341)

Verbal Presentation was provided by Briane Folmer, Senior Accounting Manager.

0008. **Moved by:** Councillor Edwards

That the following be forwarded to an upcoming City Council meeting for approval:

That the amended Donation Policy and Procedure, as attached to RPT 23-341, be approved.

Absent: Councillor Ogradnick

**CARRIED**

7.3 Tax Exemption Agreement for Daycare Properties (RPT 23-443)

Verbal Presentation was provided by Briane Folmer, Senior Accounting Manager.

0009. **Moved by:** Councillor Cody

That the following be forwarded to an upcoming City Council meeting for consideration:

1. That a Tax Exemption Agreement between The City and the following five (5) daycare properties for a five (5) year term from January 1, 2024 to December 31, 2028, be approved:
  - a. 139 - 8<sup>th</sup> Street East – Family Futures Inc.;
  - b. 196 - 9<sup>th</sup> Street East – Family Futures Inc.;
  - c. 199 - 6<sup>th</sup> Street East – Prince Albert Child Care Co-operative Association;
  - d. 2805 - 1<sup>st</sup> Avenue West – South Hill Child Care Co-operative Association Limited; and,
  - e. 202 - 10<sup>th</sup> Street East – Prince Albert Aboriginal Head Start Program;
2. That the municipal taxes and levies be exempt, excluding Local Improvement Levies, to the following extent:
  - a. A full exemption provided that the Saskatchewan Government Relations Ministry and as required, the affected school divisions, provide consent pursuant to Section 263(3) of The Cities Act; or,

- b. Where consent is not provided per Section 263(2), a partial exemption to the extent that each affected taxpayer shall pay taxes equivalent to The City's financial obligation to pay non-consenting affected taxing authorities pursuant to Section 263(2) of The Cities Act; and,
3. That the Mayor and City Clerk be authorized to execute the Agreements on behalf of The City, once prepared.

Absent: Councillor Ogradnick

Absent - Declared Conflict of Interest: Councillor Lennox-Zepp

**CARRIED**

- 7.4 Request for Tax Relief - Prince Albert Share a Meal/Food Bank Inc. and Prince Albert Habitat for Humanity Saskatchewan (RPT 23-451)

Verbal Presentation was provided by Briane Folmer, Senior Accounting Manager.

0010. **Moved by:** Councillor Head

That the following be forwarded to an upcoming City Council meeting for consideration:

1. That a Tax Exemption Agreement between The City, Prince Albert Habitat for Humanity Saskatchewan and the Prince Albert Share a Meal/Food Bank Inc. for a five (5) year term from January 1, 2024 to December 31, 2028, be approved;
2. That the municipal taxes and levies be exempt, excluding Local Improvement Levies, to the following extent:
  - a. A full exemption provided that the Saskatchewan Ministry of Government Relations and as required, the affected school divisions, provide consent pursuant to Section 263(3) of The Cities Act; or,
  - b. Where consent is not provided per Section 263(2), a partial exemption to the extent that each affected taxpayer shall pay taxes equivalent to the City's financial obligation to pay non-consenting affected taxing authorities pursuant to Section 263(2) of The Cities Act; and,

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

Absent: Councillor Ogrodnick

**CARRIED**

#### 7.5 Alcohol Sales - Stakeholder Consultation (RPT 23-447)

PowerPoint Presentation was provided by Anna Dinsdale, Community Safety and Well-Being Coordinator.

0011. **Moved by:** Mayor Dionne

1. That Administration draft a Bylaw to regulate the operating hours of Liquor Stores to open at 10:00 am and close at 11:00 pm for consideration at an upcoming City Council meeting; and,
2. That Administration provide an update on the impact of the Bylaw twelve (12) months after implementation for consideration at an Executive Committee meeting.

Absent: Councillor Ogrodnick

Absent - Declared Conflict of Interest: Councillor Miller

**CARRIED**

#### 7.6 Long Service and Retirement Recognition Policy (RPT 23-441)

Verbal Presentation was provided by Kiley Bear, Director of Corporate Services.

0012. **Moved by:** Mayor Dionne

That the following be forwarded to an upcoming City Council meeting for consideration:

That the Long Service and Retirement Recognition Policy, as attached to RPT 23-441, be approved.

Absent: Councillor Ogrodnick

**CARRIED**

7.7 Action Items from City Council and Executive Committee (RPT 23-419)

Verbal Presentation was provided by Terri Mercier, City Clerk.

0013. **Moved by:** Councillor Lennox-Zepp

That the Action Items be updated as indicated in the Open Items Document, as attached to RPT 23-419.

Absent: Councillor Ogradnick

**CARRIED**

**8. UNFINISHED BUSINESS**

**9. ADJOURNMENT – 5:10 P.M.**

0014. **Moved by:** Councillor Head

That this Committee do now adjourn.

Absent: Councillor Ogradnick



COUNCILLOR DAWN KILMER  
CHAIRPERSON

  
CITY CLERK

**CARRIED**

MINUTES ADOPTED THIS 29<sup>TH</sup> DAY OF JANUARY, A.D. 2024.