



CITY OF PRINCE ALBERT

BUDGET COMMITTEE REGULAR MEETING

MINUTES

**WEDNESDAY, NOVEMBER 17, 2021, 8:12 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 Ogrodnick
- Councillor Blake Edwards
- Councillor Dawn Kilmer
- Councillor Ted Zurakowski

- Sherry Person, City Clerk
- Jim Toye, City Manager
- Kris Olsen, Fire Chief
- Wes Hicks, Director of Public Works
- Jody Boulet, Director of Community Services
- Cheryl Tkachuk, Director of Financial Services
- Renee Horn, Executive Assistant, Mayor's Office
- Kiley Bear, Acting Director of Corporate 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

0207. **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.

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

3.1 Councillor B. Edwards – Item No. 5.11.8 – Board Member at Carlton Park Community Club.

4. ADOPTION OF MINUTES

0208. **Moved by:** Councillor D. Kilmer

That the Minutes for the following Budget Committee Meetings be taken as read and adopted:

1. Public and Incamera Meetings held January 6, 2021;
2. Public and Incamera Meetings held January 7, 2021;
3. Public Meeting held January 12, 2021;
4. Public Meeting held January 20, 2021; and,
5. Public Meeting held January 21, 2021.

CARRIED

5. GENERAL FUND BUDGET FOR REVIEW

5.1 OVERVIEW & FINANCIAL HIGHLIGHTS

5.1.1 Overview & Financial Highlights

Verbal Presentation was provided by Cheryl Tkachuk, Director of Financial Services.

5.1.1.1 Report Tab 1 – Items Referred to 2022 Budget from City Council/Executive Committee/Budget Committee (RPT 21-446)

5.1.1.2 Report Tab 2 – 2022 Long Term Debt Summary (RPT 21-444)

5.1.1.3 Financial Impact of COVID-19 for 2021 (RPT 21-407)

5.2 POLICE SERVICE

5.2.1 Police Functional Area

PowerPoint Presentation was provided by Jonathan Bergen, Chief of Police.

5.2.1.1 2022 Prince Albert Police Service Budget – Chief of Police Financial Overview (RPT 21-448)

0209. **Moved by:** Councillor B. Edwards

1. That the 2022 Prince Albert Police Service be funded in the amount of \$17,805,140, inclusive of Capital expenditures and the Police Base Tax; and,
2. That the City accept a \$200,000 transfer from the Police Service Operating Reserve to the City's General Fund, as approved by the Prince Albert Board of Police Commissioners, to assist with budgeting shortfalls.

CARRIED

5.1 OVERVIEW & FINANCIAL HIGHLIGHTS CONTINUED

5.1.1 Overview & Financial Highlights Continued

5.1.1.4 Summary of Salary Increases (PRESENTED AT MEETING)

The meeting recessed at 9:45 a.m.

The meeting reconvened at 10:04 a.m.

5.3 PRINCE ALBERT PUBLIC LIBRARY

5.3.1 Prince Albert Public Library Functional Area

5.3.1.1 Prince Albert Public Library 2022 Budget Submission (CORR 21-88)

0210. **Moved by:** Councillor T. Head

That the 2022 Prince Albert Public Library be funded inclusive of Capital expenditures in the amount of \$2,190,420.

CARRIED

5.4 PRINCE ALBERT DOWNTOWN BUSINESS IMPROVEMENT DISTRICT

5.4.1 Prince Albert Downtown Business Improvement District Functional Area

5.4.1.1 Prince Albert Downtown Business Improvement District 2022 Budget (RPT 21-450)

0211. **Moved by:** Councillor D. Kilmer

That the 2022 Prince Albert Downtown Business Improvement District be funded in the amount of \$62,000.

CARRIED

5.5 EXTERNAL AGENCIES

5.5.1 Prince Albert District Planning Commission Functional Area

5.5.1.1 Prince Albert District Planning Commission 2022 Budget Submission

0212. **Moved by:** Councillor T. Zurakowski

That the total 2022 Operating Budget for the Prince Albert District Planning Commission Functional Area be approved at a cost of \$0, as presented.

CARRIED

5.5.2 Prince Albert Society for the Prevention of Cruelty to Animals Inc. Functional Area

5.5.2.1 Prince Albert Society for the Prevention of Cruelty to Animals Inc. 2022 Budget Submission

0213. **Moved by:** Councillor T. Zurakowski

That the total 2022 Operating Budget for the Prince Albert Society for the Prevention of Cruelty to Animals Inc. Functional Area be approved at a cost of \$229,000, as presented.

CARRIED

5.5.3 Prince Albert Community Service Centre – Special Needs Transportation Functional Area

5.5.3.1 Prince Albert Community Service Centre 2022 Budget Submission

0214. **Moved by:** Councillor D. Kilmer

That the total 2022 Operating Budget for the Prince Albert Community Service Centre – Special Needs Transportation Functional Area be approved at a cost of \$687,460, which includes the request of \$34,050 to cover wages for a split-shift to accommodate unfulfilled trips.

CARRIED

5.5.4 Prince Albert Community Service Centre – Seniors Transportation Functional Area

0215. **Moved by:** Councillor C. Miller

That the total 2022 Operating Budget for the Prince Albert Community Service Centre – Seniors Transportation Functional Area be approved at a cost of \$69,500, as presented.

CARRIED

5.5.5 Prince Albert Arts Board Functional Area

5.5.5.1 Prince Albert Arts Board 2022 Budget Submission

0216. **Moved by:** Councillor D. Ogrodnick

That the total 2022 Operating Budget for the Prince Albert Arts Board Functional Area be approved at a cost of \$25,000, as presented.

CARRIED

5.5.6 Prince Albert Housing Authority – Housing Grant Functional Area

0217. **Moved by:** Councillor C. Miller

That the total 2022 Operating Budget for the Prince Albert Housing Authority – Housing Grant Functional Area be approved at a cost of \$14,990, as presented.

CARRIED

5.5.7 Prince Albert Historical Society – Museum Functional Area

5.5.7.1 Prince Albert Historical Society 2022 Budget Submission

0218. **Moved by:** Councillor T. Lennox-Zepp

That the total 2022 Operating Budget for the Prince Albert Historical Society – Museum Functional Area be approved at a cost of \$108,400, as requested.

MOTION DEFEATED

0219. **Moved by:** Councillor D. Ogrodnick

That the total 2022 Operating Budget for the Prince Albert Historical Society – Museum Functional Area be approved at a cost of \$71,080, as presented.

CARRIED

5.5.8 Mann Art Gallery Functional Area

5.5.8.1 Mann Art Gallery 2022 Budget Submission

0220. **Moved by:** Councillor D. Ogrodnick

That the total 2022 Operating Budget for the Mann Art Gallery Functional Area be approved at a cost of \$100,000, as presented.

CARRIED

5.5.9 Prince Albert Mobile Crisis Functional Area

5.5.9.1 Prince Albert Mobile Crisis Unit 2022 Budget Submission

0221. **Moved by:** Councillor B. Edwards

That the total 2022 Operating Budget for the Prince Albert Mobile Crisis Functional Area be approved at a cost of \$43,600, as presented.

CARRIED

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

5.6.1 City Clerk Functional Area

5.6.1.1 Report Tab 4 – Corporate Records Management Program (RPT 21-394)

0222. **Moved by:** Councillor D. Kilmer

That the total 2022 Operating Budget for the City Clerk Functional Area be approved at a cost of \$605,610, as presented.

CARRIED

5.6.2 City Manager Functional Area

0223. **Moved by:** Councillor T. Zurakowski

That Line No. 26 with respect to Corporate Governance: Operating Supplies be reduced from \$1,000 to an approved cost of \$210.

CARRIED

0224. **Moved by:** Councillor T. Head

That Line No. 14 with respect to City Manager: Training Services be reduced from \$5,250 to an approved cost of \$3,000.

CARRIED

0225. **Moved by:** Councillor T. Zurakowski

That the total 2022 Operating Budget for the City Manager Functional Area be approved at a cost of \$516,260, which includes the approved cost savings in the amount of \$3,040.

CARRIED

5.6.3 Mayor Functional Area

0226. **Moved by:** Councillor B. Edwards

That Line No. 16 with respect to Mayor's Office: Meeting Incidentals be increased by \$1,000 and approved at a cost of \$2,500.

CARRIED

0227. **Moved by:** Councillor B. Edwards

That the total 2022 Operating Budget for the Mayor Functional Area be approved at a cost of \$198,450, which includes the approved cost increase in the amount of \$1,000.

CARRIED

The meeting recessed at 12:00 p.m.

The meeting reconvened at 1:04 p.m.

5.6.4 City Council Functional Area

0228. **Moved by:** Councillor T. Zurakowski

That \$120 be removed from Line No. 41 with respect to Council Expenses: Telephone and approved at a cost of \$0.

CARRIED

5.6.5 City Solicitor Functional Area

0229. **Moved by:** Councillor B. Edwards

That the total 2022 Operating Budget for the City Solicitor Functional Area be approved at a cost of \$405,510, as presented.

CARRIED

5.7 CORPORATE SERVICES

5.7.1 Corporate Communications Functional Area

0230. **Moved by:** Councillor C. Miller

That the total 2022 Operating Budget for the Corporate Communications Functional Area be approved at a cost of \$281,570, as presented.

CARRIED

5.7.2 Human Resources Functional Area

0231. **Moved by:** Councillor D. Cody

That Line No. 17 with respect to Legal and Investigation Services: Legal Service be reduced by \$20,000 and approved at a cost of \$30,000.

CARRIED

0232. **Moved by:** Councillor T. Zurakowski

That Line No. 31 with respect to Human Resources: Print Shop Services be reduced from \$1,500 to an approved cost of \$1,000.

CARRIED

0233. **Moved by:** Councillor D. Kilmer

That the total 2022 Operating Budget for the Human Resources Functional Area be approved at a cost of \$547,900, which includes the approved cost savings in the amount of \$20,500.

CARRIED

5.6.4 City Council Functional Area Continued

0234. **Moved by:** Councillor T. Head

That the Indemnities and Payroll Benefits Accounts for the various Ward Councillors be adjusted by \$11,430, as follows:

1. Line No. 4 with respect to Ward 1 Councillor: Indemnities be reduced from \$36,500 to an approved cost of \$34,530;
2. Line No. 8 with respect to Ward 2 Councillor: Indemnities be reduced from \$36,500 to an approved cost of \$34,530;
3. Line No. 12 with respect to Ward 3 Councillor: Indemnities be reduced from \$36,500 to an approved cost of \$34,530;
4. Line No. 20 with respect to Ward 5 Councillor: Indemnities be reduced from \$37,450 to an approved cost of \$35,480;
5. Line No. 24 with respect to Ward 6 Councillor: Indemnities be reduced from \$36,500 to an approved cost of \$34,530;

6. Line No. 26 with respect to Ward 7 Councillor: Payroll and Benefits be increased from \$1,590 to an approved cost of \$3,570;
7. Line No. 28 with respect to Ward 7 Councillor: Indemnities be reduced from \$36,120 to an approved cost of \$34,530; and,
8. Line No. 32 with respect to Ward 8 Councillor: Indemnities be reduced from \$36,500 to an approved cost of \$34,530.

CARRIED

0235. **Moved by:** Councillor T. Head

That the total 2022 Operating Budget for the City Council Functional Area be approved at a cost of \$401,140, which includes the approved cost savings of \$11,550 and a cost increase in the amount of \$2,160 for the Active Living Program being implemented for members of Council starting January 1, 2021.

CARRIED

5.7.3 Occupational Health and Safety Functional Area

0236. **Moved by:** Councillor T. Zurakowski

That Line No. 12 with respect to Occupational Health and Safety: Training Services be reduced by \$28,000 and approved at a cost of \$22,000.

CARRIED

0237. **Moved by:** Councillor D. Kilmer

That Line No. 13 with respect to Occupational Health and Safety: Health Services be reduced by \$1,800 and approved at a cost of \$1,200.

CARRIED

0238. **Moved by:** Councillor D. Kilmer

That the total 2022 Operating Budget for the Occupational Health and Safety Functional Area be approved at a cost of \$160,260, which includes the approved cost savings in the amount of \$29,800.

CARRIED

5.7.4 Information Technology Functional Area

0239. **Moved by:** Councillor D. Cody

That Line No. 7 with respect to Information Systems: Consulting Services be reduced by \$11,000 and approved at a cost of \$25,000.

MOTION DEFEATED

0240. **Moved by:** Councillor D. Cody

That Line No. 8 with respect to Information Systems: Travel and Accommodation be reduced from \$5,000 to an approved cost of \$2,000.

CARRIED

The meeting recessed at 3:06 p.m.

The meeting reconvened at 3:25 p.m.

0241. **Moved by:** Councillor B. Edwards

That the Information Technology Functional Area be tabled for consideration until following Item No. 5.12 Operating Issues.

CARRIED

5.8 PLANNING & DEVELOPMENT SERVICES

5.8.1 Planning Functional Area

0242. **Moved by:** Councillor D. Cody

That Line No. 18 with respect to Planning and Zoning: Publications and Subscriptions be reduced from \$400 to an approved cost of \$200.

CARRIED

0243. **Moved by:** Councillor D. Kilmer

That the total 2022 Operating Budget for the Planning Functional Area be approved at a cost of \$627,150, which includes the approved cost savings in the amount of \$200.

CARRIED

5.8.2 Building Inspections Functional Area

0244. **Moved by:** Councillor C. Miller

That Line No. 1 with respect to Building Permits: Other Revenue be increased from \$180,000 to an approved revenue amount of \$220,000.

CARRIED

0245. **Moved by:** Councillor C. Miller

That the total 2022 Operating Budget for the Building Inspections Functional Area be approved at a cost of \$102,820, which includes the approved revenue increase in the amount of \$40,000.

CARRIED

5.8.3 Economic Development Functional Area

0246. **Moved by:** Councillor T. Head

That Line No. 13 with respect to Economic Development: Consulting Services be reduced by \$7,300 and approved at a cost of \$2,700.

CARRIED

0247. **Moved by:** Councillor D. Cody

That the total 2022 Operating Budget for the Economic Development Functional Area be approved at a cost of \$139,770, which includes the approved cost savings in the amount of \$7,300.

CARRIED

5.8.4 Bylaw Enforcement Functional Area

0248. **Moved by:** Councillor D. Cody

That Line No. 14 with respect to Bylaw Enforcement: Health Services be reduced by \$2,000 and approved at a cost of \$0.

CARRIED

0249. **Moved by:** Councillor D. Cody

That the total 2022 Operating Budget for the Bylaw Enforcement Functional Area be approved at a cost of \$308,520, which includes the approved cost savings of \$2,000.

CARRIED

5.10 FIRE DEPARTMENT

5.10.1 Fire Administration Functional Area

0250. **Moved by:** Councillor T. Zurakowski

That Line No. 26 with respect to Fire Administration: Office Supplies be reduced from \$4,000 to an approved cost of \$2,000.

CARRIED

0251. **Moved by:** Councillor T. Head

That the total 2022 Operating Budget for the Fire Administration Functional Area be approved at a cost of \$1,216,860, which includes the approved cost savings in the amount of \$2,000.

CARRIED

5.10.2 Fire Fighting Functional Area

5.10.2.1 Report Tab 8 – Fire Dispatch Services Agreement – Amendment No. 1 – Saskatchewan Public Safety Agency (RPT 21-419)

0252. **Moved by:** Councillor D. Cody

That Line No. 2 with respect to Fire Fighting – Other: Non-Taxable Revenue be increased from \$59,000 to an approved revenue amount of \$70,000.

CARRIED

0253. **Moved by:** Councillor D. Cody

That Line No. 8 with respect to Fire Recruitment: Non-Taxable Revenue be increased from a cost of \$4,000 to an approved revenue amount of \$4,000.

CARRIED

0254. **Moved by:** Councillor B. Edwards

That the total 2022 Operating Budget for the Fire Fighting Functional Area be approved at a cost of \$5,542,580, which includes the approved revenue increase in the amount of \$19,000.

CARRIED

7. ADJOURNMENT – 4:55 P.M.

0255. **Moved by:** Councillor D. Kilmer

That this Committee do now adjourn until Thursday, November 18, 2021 at 8:00 a.m. to continue consideration of the 2022 General Fund Operating and Capital Budgets.

CARRIED



MAYOR GREG DIONNE



CITY CLERK

MINUTES ADOPTED THIS 16TH DAY OF NOVEMBER, A.D. 2022.