



## **CITY OF PRINCE ALBERT**

### **BUDGET COMMITTEE REGULAR MEETING**

# **MINUTES**

**WEDNESDAY, NOVEMBER 16, 2022, 8:07 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 Ogradnick  
Councillor Blake Edwards  
Councillor Dawn Kilmer  
Councillor Ted Zurakowski

Terri Mercier, City Clerk  
Sherry Person, City Manager  
Kris Olsen, Fire Chief  
Jason Maier, Finance Controller  
Melodie Boulet, Finance Manager  
Jeff Da Silva, Operations Manager  
Wes Hicks, Director of Public Works  
Nykol Miller, Capital Projects Manager  
Kiley Bear, Director of Corporate Services  
Jody Boulet, Director of Community Services  
Craig Guidinger, Director of Planning and Development Services

## **1. CALL TO ORDER**

Mayor Dionne called the meeting to order.

## **2. APPROVAL OF AGENDA**

0018. **Moved by:** Councillor Miller

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 the PowerPoint Presentation from Alex Juorio, Director, Library Services, Prince Albert Public Library Board received November 4, 2022, be added for consideration with Item No. 5.3.1.1; and,
2. That the Correspondence from Bill Powalinsky, Chief Executive Officer, Prince Albert Community Service Centre dated November 15, 2022, be added for consideration with Item No. 5.16.1.1.

**CARRIED**

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

- 3.1 Councillor Edwards – Item 5.14.8 – Board Member of the Carlton Park Community Club.

## **4. ADOPTION OF MINUTES**

0019. **Moved by:** Councillor Kilmer

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

1. November 1, 2021;
2. November 17, 2021;
3. November 18, 2021;
4. November 19, 2021;
5. November 20, 2021;
6. December 1, 2021;
7. December 2, 2021; and,
8. February 7, 2022.

**CARRIED**

## **5. GENERAL FUND BUDGET FOR REVIEW**

### **5.1 OVERVIEW & FINANCIAL HIGHLIGHTS**

#### 5.1.1 Overview & Financial Highlights

PowerPoint Presentation was provided by Sherry Person, City Manager.

5.1.1.1 Report Tab 1 – Items Referred to 2023 Budget from City Council/Executive Committee/Budget Committee (RPT 22-388)

5.1.1.2 Report Tab 2 – 2023 Long Term Debt Summary (RPT 22-380)

5.1.1.3 Report Tab 6 – Assessment Appeals Risk (RPT 22-338)

### **5.2 POLICE SERVICE**

#### 5.2.1 Police Functional Area

5.2.1.1 2023 Prince Albert Police Service Budget – Chief of Police Financial Overview (RPT 22-386)

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

0020. **Moved by:** Councillor Zurakowski

1. That the 2023 Prince Albert Police Service be funded in the amount of \$18,336,700, 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**

### **5.3 PRINCE ALBERT PUBLIC LIBRARY**

#### 5.3.1 Prince Albert Public Library Functional Area

##### 5.3.1.1 Prince Albert Public Library 2023 Budget Submission (CORR 22-92)

PowerPoint Presentation was provided by Alex Juorio, Director, Library Services, Prince Albert Public Library.

0021. **Moved by:** Councillor Head

That the 2023 Prince Albert Public Library be funded in the amount of \$2,253,950, inclusive of Capital expenditures.

**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 2023 Budget (RPT 22-378)

##### 5.4.1.2 Prince Albert Downtown Business Improvement District 2023 Budget Presentation (CORR 22-96)

Verbal Presentation was provided by Rhonda Trusty, Executive Director, Prince Albert Downtown Business Improvement District.

0022. **Moved by:** Councillor Kilmer

1. That the 2023 Prince Albert Downtown Business Improvement District be funded in the amount of \$62,000;
2. That the additional request to fund downtown security and additional contractors for downtown events be approved at a maximum amount of \$80,000 from the Prince Albert Downtown Business Improvement Operating Reserve; and,
3. That the total Prince Albert Downtown Business Improvement District Functional Area be approved at \$142,000.

**CARRIED**

The meeting recessed at 10:15 a.m.

The meeting reconvened at 10:35 a.m.

## 5.5 CAPITAL PROJECTS

### 5.5.1 C1-01 – Networking

0023. **Moved by:** Councillor Kilmer

That Item No. C1-01 with respect to Networking be approved at a cost of \$25,000 from the Information Technology Reserve.

Absent: Councillor Lennox-Zepp

**CARRIED**

### 5.5.2 C1-02 – End User Computing and Printing

0024. **Moved by:** Councillor Miller

That Item No. C1-02 with respect to End User Computing and Printing be approved at a cost of \$109,800 from the Information Technology Reserve.

Absent: Councillor Lennox-Zepp

**CARRIED**

### 5.5.3 C1-03 – Corporate Portal and Intranet Systems

0025. **Moved by:** Councillor Kilmer

That Item No. C1-03 with respect to Corporate Portal and Intranet Systems be approved at a cost of \$89,900 from the Information Technology Reserve.

Absent: Councillor Lennox-Zepp

**CARRIED**

### 5.5.4 C1-04 – Business Continuity

0026. **Moved by:** Councillor Kilmer

That Item No. C1-04 with respect to Business Continuity be approved at a cost of \$215,000 from the Information Technology Reserve.

Absent: Councillor Lennox-Zepp

**CARRIED**

5.5.5 C1-05 – Web and Portal Systems

0027. **Moved by:** Councillor Head

That Item No. C1-05 with respect to Web and Portal Systems be approved at a cost of \$10,500 from the Information Technology Reserve.

Absent: Councillor Lennox-Zepp

**CARRIED**

5.5.6 C1-06 – Finance and Administrative Systems

0028. **Moved by:** Councillor Head

That Item No. C1-06 with respect to Finance and Administrative Systems be approved at a cost of \$49,500 from the Information Technology Reserve.

Absent: Councillor Lennox-Zepp

**CARRIED**

5.5.7 C1-07 – Playground Replacement Program

5.5.7.1 Report Tab 13 – State of the Playgrounds 2022 (RPT 22-362)

0029. **Moved by:** Councillor Ogradnick

That Item No. C1-07 with respect to Playground Replacement Program be approved at a cost of \$150,000.

**CARRIED**

5.5.8 C1-08 – Reconstruction of Park Pathways

0030. **Moved by:** Councillor Ogradnick

That Item No. C1-08 with respect to Reconstruction of Park Pathways be approved at a cost of \$60,000.

**CARRIED**

5.5.9 C1-09 – Roofing Projects

5.5.9.1 Report Tab 14 – 2022 Roofing Report (RPT 22-329)

0031. **Moved by:** Councillor Edwards

That Item No. C1-09 with respect to Roofing Projects be approved at a cost of \$200,000.

Absent: Councillor Lennox-Zepp

**CARRIED**

5.5.10 C1-10 – Landscaping Projects

0032. **Moved by:** Councillor Head

That Item No. C1-10 with respect to Landscaping Projects be approved at a cost of \$50,000.

**CARRIED**

5.5.11 C1-11 – Prime Ministers' Park Improvements

0033. **Moved by:** Councillor Zurakowski

That Item No. C1-11 with respect to Prime Ministers' Park Improvements be approved at a cost of \$27,100 from the Prime Ministers' Park Reserve.

**CARRIED**

5.5.12 C1-12 – Golf Course – Reconstruction and Repair of Pathways

0034. **Moved by:** Councillor Cody

That Item No. C1-12 with respect to Golf Course – Reconstruction and Repair of Pathways be approved at a cost of \$60,000 from the Golf Course Improvement Reserve.

**CARRIED**

5.5.13 C1-13 – Little Red River Park Stages of Development

5.5.13.1 Report Tab 15 – Little Red River Park Development Update (RPT 22-239)

0035. **Moved by:** Councillor Lennox-Zepp

That Item No. C1-13 with respect to Little Red River Park Stages of Development be approved at a cost of \$210,000 from the Pehonan Parkway Reserve.

**CARRIED**

5.5.14 C1-14 – E.A. Rawlinson Centre Improvements

0036. **Moved by:** Councillor Head

That Item No. C1-14 with respect to E.A. Rawlinson Centre Improvements be approved at a cost of \$20,000 from the E.A. Rawlinson Centre Facility Fee Reserve, which includes the reserve savings in the amount of \$20,000 with the removal of window coverings.

**MOTION DEFEATED**

0037. **Moved by:** Councillor Ogradnick

That Item No. C1-14 with respect to E.A. Rawlinson Centre Improvements be approved at a cost of \$40,000 from the E.A. Rawlinson Centre Facility Fee Reserve.

**CARRIED**

5.5.15 C1-15 – Boat Launch Improvements and Preliminary Design Options

0038. **Moved by:** Councillor Head

That Item No. C1-15 with respect to Boat Launch Improvements and Preliminary Design Options be approved at a cost of \$25,000 from the Pehonan Parkway Reserve.

**CARRIED**

5.5.16 C1-16 – Continuation of Resurfacing the Municipal Service Centre Shop Bay Concrete Floor

0039. **Moved by:** Councillor Kilmer

That Item No. C1-16 with respect to Continuation of Resurfacing the Municipal Service Centre Shop Bay Concrete Floor be approved at a cost of \$50,000.

**CARRIED**

5.5.17 C1-17 – Marquis Road East Widening

0040. **Moved by:** Councillor Ogradnick

That Item No. C1-17 with respect to Marquis Road East Widening be approved at a cost of \$1,000,000 from the Future Infrastructure Reserve.

**MOTION DEFEATED**

5.5.18 C1-18 – Concrete Sidewalk, Curb and Median Rehabilitation

Councillor Lennox-Zepp assumed the Chair.

0041. **Moved by:** Mayor Dionne

That Item No. C1-18 with respect to Concrete Sidewalk, Curb and Median Rehabilitation be approved at a cost of \$300,000, which includes savings in the amount of \$200,000 with the removal of the additional funding request.

**CARRIED**

Mayor Dionne resumed the Chair.

5.5.19 C1-19 – Roadways Recapping Program

5.5.19.1 Report Tab 16 –Riverside Drive Paving – Agreement (RPT 22-350)

0042. **Moved by:** Councillor Cody

That Item No. C1-19 with respect to Roadways Recapping Program be approved at a cost of \$4,100,000.

**CARRIED**

5.5.20 C1-20 – Long-Term Debt Repayment – Golf Course Irrigation Replacement

0043. **Moved by:** Councillor Cody

That Item No. C1-20 with respect to Long-Term Debt Repayment – Golf Course Irrigation Replacement be approved at a cost of \$68,000 from the Golf Course Improvement Reserve.

**CARRIED**

5.5.21 C1-21 – Long-Term Debt Repayment – West Hill Infrastructure Improvements

0044. **Moved by:** Councillor Zurakowski

That Item No. C1-21 with respect to Long-Term Debt Repayment – West Hill Infrastructure Improvements be approved at a cost of \$22,800.

**CARRIED**

5.5.22 C1-22 – Long-Term Debt Repayment – City Transit Buses

0045. **Moved by:** Councillor Zurakowski

That Item No. C1-22 with respect to Long-Term Debt Repayment – City Transit Buses be approved at a cost of \$259,000.

**CARRIED**

5.5.23 C1-23 – Long-Term Debt Repayment – Aquatic and Arenas Centre

0046. **Moved by:** Councillor Zurakowski

That Item No. C1-23 with respect to Long-Term Debt Repayment – Aquatic and Arenas Centre be approved at a cost of \$242,400 from the Civic Facilities Reserve.

**CARRIED**

The meeting recessed at 11:55 a.m.

The meeting reconvened at 12:58 p.m.

**5.6 CAPITAL PROJECTS NOT FUNDED**

5.6.1 Capital Projects Not Funded

5.6.1.1 Report Tab 17 – Concrete Sidewalk Replacement Program – Senior Residence (RPT 21-320)

0047. **Moved by:** Councillor Lennox-Zepp

That Item No. C2-04 with respect to Concrete Sidewalk Replacement Program – Senior Residence be approved at a cost of \$65,000 from the Future Infrastructure Reserve.

**CARRIED**

0048. **Moved by:** Councillor Lennox-Zepp

That Item No. C2-07 with respect to Central Avenue River Street to 10<sup>th</sup> Street Revitalization – Phase 1 – Construction 2024 be approved at a cost of \$600,000.

**MOTION DEFEATED**

0049. **Moved by:** Councillor Miller

That the following 2023 Capital Budget Projects be received as information and filed:

|       |   |           |
|-------|---|-----------|
| C2-01 | Prince Albert Historical Museum – Window Replacement  | \$250,000 |
| C2-02 | Scissor Lift  | \$100,000 |
| C2-03 | Downtown Public Washroom  | \$500,000 |
| C2-05 | Municipal Service Centre Fuel Tanks and Pumps   | \$395,000 |
| C2-06 | Parking Lot Rehabilitation Program  | \$235,000 |
| C2-07 | Central Avenue River Street to 10 <sup>th</sup> Street Revitalization – Phase 1 – Construction 2024 | \$600,000 |

**CARRIED**

## 5.7 CAPITAL BUDGET

### 5.7.1 2023 Capital Budget Approval

#### 5.7.1.1 Report Tab 3 – 2022 General Fund Capital Projects Update (RPT 22-389)

0050. **Moved by:** Councillor Head

That the 2023 General Fund Capital Budget in the total amount of \$6,692,040 including \$263,040 in Police Capital be approved as follows:

|                                    |             |
|------------------------------------|-------------|
| Capital Funding                    | \$4,910,000 |
| Reserve Funding                    | \$1,500,240 |
| External Funding                   | \$0         |
| Long-Term Debts Principal Payments | \$281,800   |
| Total Capital Spending             | \$6,692,040 |

**CARRIED**

## 5.8 FLEET

### 5.8.1 Fleet Equipment Requests

0051. **Moved by:** Councillor Zurakowski

That Item No. FL-01 with respect to Replacement of Unit 515 – 2010 Dodge Journey SUV at a cost of \$40,000 be removed from the 2023 Fleet Equipment Replacement List.

**MOTION WITHDRAWN**

0052. **Moved by:** Councillor Edwards

That Item No. FL-03 with respect to Replacement of Unit 4802 – Forklift at a cost of \$135,000 be removed from the 2023 Fleet Equipment Replacement List.

**CARRIED**

Councillor Cody assumed the Chair.

0053. **Moved by:** Mayor Dionne

That Item No. FL-06 with respect to Replacement of Unit 7410 – Zamboni be approved at a cost of \$165,000 for a propane operated Zamboni.

**MOTION DEFEATED**

Mayor Dionne resumed the Chair.

0054. **Moved by:** Councillor Zurakowski

That only \$164,900 be allocated from the Equipment and Fleet Reserve for Item No. FL-07 with respect to Replacement of Units 120, 4504, 4507, 4544 and 4545 – Trucks.

**CARRIED**

Councillor Cody assumed the Chair.

0055. **Moved by:** Mayor Dionne

That Item No. FL-11 with respect to Replacement of Unit 2101 – 1 Ton Truck at a cost of \$105,000 be removed from the 2023 Fleet Equipment Replacement List.

**CARRIED**

Mayor Dionne resumed the Chair.

0056. **Moved by:** Councillor Cody

That only \$110,000 be allocated from the Equipment and Fleet Reserve for Item No. FL-17 with respect to Replacement of Units 102, 132, 140 and 146 – Trucks.

**CARRIED**

0057. **Moved by:** Councillor Edwards

That Item No. FL-18 with respect to Replacement of Unit 52 – Asphalt Roller at a cost of \$225,000 be removed from the 2023 Fleet Equipment Replacement List.

**MOTION WITHDRAWN**

Councillor Cody assumed the Chair.

0058. **Moved by:** Mayor Dionne

That Item No. FL-18 with respect to Replacement of Unit 52 – Asphalt Roller at a cost of \$225,000 be removed from the 2023 Fleet Equipment Replacement List.

**CARRIED**

Mayor Dionne resumed the Chair.

0059. **Moved by:** Councillor Edwards

That Item No. FL-22 with respect to Replacement of Unit 911 – 40 ft Transit Bus at a cost of \$700,000 be removed from the 2023 Fleet Equipment Replacement List.

**CARRIED**

0060. **Moved by:** Councillor Edwards

That Item No. FL-24 with respect to Replacement of Unit 751 – Loader at a cost of \$850,000 be removed from the 2023 Fleet Equipment Replacement List.

**MOTION WITHDRAWN**

The meeting recessed at 3:00 p.m.

The meeting reconvened at 3:15 p.m.

0061. **Moved by:** Councillor Zurakowski

That the total 2023 Budget for the Fleet Equipment be approved at a cost of \$5,813,400 funded from the Equipment and Fleet, Fire Equipment, Golf Course Equipment and Golf Cart Reserves, identified as follows, and the allocations of \$296,000 funded from the Police Fleet Reserve and \$55,000 from External Funding:

| Community Services Equipment          |  |             |
|---------------------------------------|--|-------------|
| FL-01                                 | Replacement of Unit 515 – 2010 Dodge Journey SUV           | \$40,000    |
| FL-02                                 | Replacement of Unit 145 – Pickup Truck                     | \$100,000   |
| FL-04                                 | Replacement of Units 6073, 6072 & 6019 – Grass Mowers      | \$160,000   |
| FL-05                                 | Replacement of Unit 6138 – Mower                           | \$165,000   |
| FL-06                                 | Replacement of Unit 7410 – Zamboni                         | \$205,000   |
| FL-07                                 | Replacement of Units 120, 4504, 4507, 4544 & 4545 – Trucks | \$164,900   |
| FL-08                                 | New Addition – Trim and Surround Mower                     | \$68,500    |
| FL-09                                 | Replacement Program – Golf Carts                           | \$70,000    |
| Fire and Emergency Services Equipment |  |             |
| FL-10                                 | Replacement Program – Self Contained Breathing Apparatus   | \$35,000    |
| FL-12                                 | Replacement of Unit 2108 – Fire Engine                     | \$1,300,000 |
| Planning and Development Equipment    |  |             |
| FL-13                                 | Replacement of Unit 502 Truck                              | \$40,000    |
| Public Works Equipment                |  |             |
| FL-14                                 | Replacement of Unit 123 – ¾ Ton Truck                      | \$60,000    |
| FL-15                                 | Replacement of Unit 439 – Transit for Disabled Bus         | \$120,000   |
| FL-16                                 | Replacement of Units 802, 803 & 804 – Trucks               | \$165,000   |
| FL-17                                 | Replacement of Units 102, 132, 140 & 146 – Trucks          | \$110,000   |
| FL-19                                 | Replacement of Unit 36 – Motor Grader                      | \$475,000   |
| FL-20                                 | Replacement of Unit 14 – Loader                            | \$510,000   |
| FL-21                                 | Replacement of Unit 28 – Four Yard Loader                  | \$610,000   |
| Sanitation Equipment                  |  |             |
| FL-23                                 | Replacement of Unit 64 – Automated Waste Collection Truck  | \$475,000   |
| FL-24                                 | Replacement of Unit 751 – Loader                           | \$850,000   |

|                           |  |             |
|---------------------------|--|-------------|
| Water and Sewer Equipment |  |             |
| FL-25                     | Replacement of Unit 207 – Steamer Unit | \$90,000    |
|                           | Total Fleet Purchases                  | \$5,813,400 |

|                                |             |
|--------------------------------|-------------|
| Reserve Allocation             |             |
| Equipment and Fleet Reserve    | \$4,339,900 |
| Fire Equipment Reserve         | \$1,335,000 |
| Public Transit Reserve         | \$0         |
| Golf Course Equipment Reserve  | \$68,500    |
| Golf Course Golf Carts Reserve | \$70,000    |
| Police Service Fleet Reserve   | \$296,000   |
| External Funding               | \$55,000    |
| Total Fleet Funding            | \$6,164,400 |

**CARRIED**

## 5.9 CITY MANAGER, CITY SOLICITOR, CITY CLERK, MAYOR & COUNCIL

### 5.9.1 City Clerk Functional Area

0062. **Moved by:** Councillor Edwards

That the total 2023 Operating Budget for the City Clerk Functional Area be approved at a cost of \$596,480, as presented.

**CARRIED**

### 5.9.2 City Manager Functional Area

0063. **Moved by:** Councillor Miller

That the total 2023 Operating Budget for the City Manager Functional Area be approved at a cost of \$464,350, as presented.

**CARRIED**

### 5.9.3 Mayor Functional Area

0064. **Moved by:** Councillor Zurakowski

That the total 2023 Operating Budget for the Mayor Functional Area be approved at a cost of \$202,160, as presented.

**CARRIED**

5.9.4 City Council Functional Area

0065. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the City Council Functional Area be approved at a cost of \$405,160, as presented.

**CARRIED**

5.9.5 City Solicitor Functional Area

0066. **Moved by:** Councillor Cody

That the total 2023 Operating Budget for the City Solicitor Functional Area be approved at a cost of \$496,350, as presented.

**CARRIED**

**5.10 CORPORATE SERVICES**

5.10.1 Corporate Communications Functional Area

0067. **Moved by:** Councillor Miller

That the total 2023 Operating Budget for the Corporate Communications Functional Area be approved at a cost of \$156,420, as presented.

**CARRIED**

5.10.2 Human Resources Functional Area

0068. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Human Resources Functional Area be approved at a cost of \$996,020, as presented.

**CARRIED**

5.10.3 Occupational Health and Safety Functional Area

0069. **Moved by:** Councillor Cody

That the total 2023 Operating Budget for the Occupational Health and Safety Functional Area be approved at a cost of \$146,640, as presented.

**CARRIED**

5.10.4 Information Technology Functional Area

5.10.4.1 Report Tab 5 – 2023 Information Technology Budget Allocations to Departments (RPT 22-385)

0070. **Moved by:** Councillor Kilmer

That the total 2023 Operating Budget for the Information Technology Functional Area be approved at a cost of \$1,401,050, as presented.

**CARRIED**

**7. ADJOURNMENT – 4:15 P.M.**

0071. **Moved by:** Councillor Edwards

That this Committee do now adjourn until Thursday, November 17, 2022 at 8:00 a.m. to continue consideration of the 2023 General Fund Operating and Capital Budgets.

**CARRIED**



MAYOR GREG DIONNE



CITY CLERK

MINUTES ADOPTED THIS 16<sup>TH</sup> DAY OF NOVEMBER, A.D. 2023.