



CITY OF PRINCE ALBERT

# GENERAL FUND

APPROVED BY COUNCIL AT THE  
DECEMBER 12, 2022 CITY COUNCIL MEETING

FOR YEAR ENDING  
DECEMBER 31, 2023



City of  
**Prince  
Albert**

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## MESSAGE FROM THE CITY MANAGER

Following Budget Committee's consideration, we are pleased to provide you with the 2023 General Fund Municipal Budget.

The City continues to make significant progress with designing and enhancing outdoor spaces to promote healthy activity for all of our residents and visitors. In 2023, the City of Prince Albert will dedicate resources to park pathway improvements, invest in the upgrade of another City playground and expand upon our public facilities at Little Red River Park. We are also proud to dedicate another \$4.1 million to repaving City streets in the coming year.

Looking ahead, we are pleased that we are able to maintain our existing service levels while making some new key investments in our snow operations, fire department staffing and an increased focus on the City's Information Technology capabilities including improvements that will build up the reliability of the City's network and allow us to further develop online service offerings.

Throughout the 2023 Budget, Administration and Council aligned its plans for the coming year with the new 2023-2025 Strategic Plan. We are excited for what lies ahead for Prince Albert; this progressive budget along with our focused Strategic Plan charts a course for the ongoing growth and development of our City for the future.

**Sherry Person**  
City Manager



## LETTER OF TRANSMITTAL: DIRECTOR OF FINANCIAL SERVICES

December 3, 2022

This document represents The City of Prince Albert's General Fund Budget for 2023.

The General Fund accounts for a wide variety of City services and activities. The costs of policing, fire services, streets and roads, transit operations, parks, recreation, building maintenance as well as the majority of administrative costs of the City are shown in this fund. Although most areas of service within the General Fund will have revenue that is used to help offset the cost of the service provided, the remaining costs within the General Fund are funded by the property tax levy.

The other Funds that make up the balance of The City of Prince Albert's activities are: Water Utility Fund, Sanitation Fund, Airport Fund, and Land Fund.

The City of Prince Albert presents its budget document pursuant to municipal best practices. The 2023 Budget Document presents all General Fund revenues and all General Fund expenses in a single table, but then further segments those values by operating areas sorted by Departments and Functional Areas. Overall the formatting makes the ongoing comparison of Budgets and Financial Statements more understandable and meaningful.

A few notable comments to make with respect to the information within the City's Budget are:

- The General Fund Budget is separated by two distinct areas – operating and capital. The operating section focuses on the costs incurred in day to day operations in order to provide City services and continues to enhance and improve upon the delivery of those services. The capital section focuses on larger scale projects and endeavors to support the City's infrastructure to ensure it can continue to provide a long lasting benefit.
- While the impact of COVID-19 is less significant than it was in previous years, there continues to be an impact on global economics causing inflationary pressures. The City worked to ensure the 2023 budget was as lean as possible in the areas that were under our control in order to mitigate the impact on the costs outside of our control.

The City of Prince Albert's 2023 General Fund Budget recognizes projected revenues necessary to fund operating expenses, capital projects, and transfers to reserves.

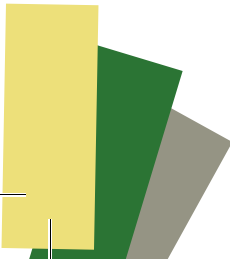
**Ramona Fauchoux**  
Director of Financial Services



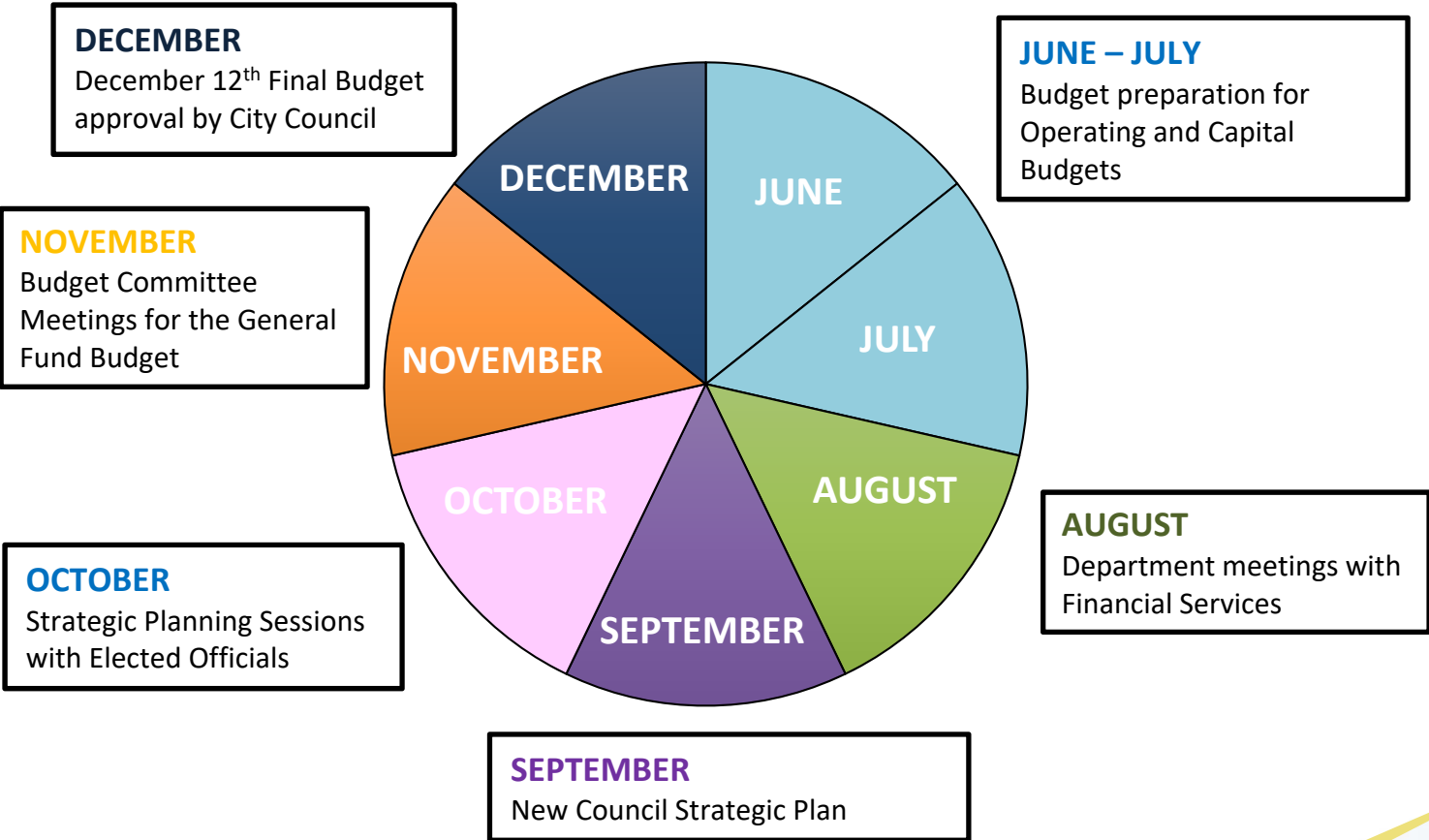


# Strategic Plan 2023-2025

VALUE	WHAT IT MEANS
Accessibility	We ensure all residents are given opportunities for meaningful interaction and the ability to contribute to the growth of our City in their own way.
Accountability & Leadership	We lead by example so we maintain the trust of the community we serve.
Diversity & Respect	We seek out and integrate the perspectives and lived experiences of our community members as we work to meet our community's needs.
Engagement & Communication	We are committed to robust discussion with sectors involved prior to making decisions and will maintain engagement throughout implementation.
Innovation & Creativity	We embrace new ideas and are open to change that benefits our diverse community's needs.



# 2023 BUDGETING PROCESS





## HIGHLIGHTS TO THE 2023 OPERATIONAL BUDGET

- \$920,000 increase in the Municipal Revenue Sharing Grant from the Province which is based on PST revenues.
- \$835,210 increase anticipated from grants in lieu of taxes, primarily related to an increase in Municipal Surcharge revenue from SaskPower and SaskEnergy. Both entities are increasing their rates in 2022 and 2023 which increases the Municipal Surcharge revenue collected.
- \$63,530 increase in the collection of the Library Levy.
- \$120,000 increase anticipated from revenue from Parking Meters and Parking Ticket Violations.
- \$50,000 increase anticipated from increased Transit Ticket passes.
- Approval of three **new** firefighters will ensure that primary response apparatus are effectively staffed, and that all emergency responses including fire and all-hazard emergencies meet National Fire Protection Association and Occupational Health and Safety requirements for a responding engine company.
- Approval of two **new** Roadways Staffing positions of Foreman II and Truck Driver/Equipment Operator. In order to better improve the use of the City's existing fleet and improve the response to requests for service and coordination of work, the Foreman II position will assist with both operating equipment, and coordinating crews. The second position is an additional Truck Driver/Equipment Operator to help make use of the City's existing fleet of Roadways Equipment.
- Approval of a **new** Infrastructure Systems Analyst to ensure that current and future workload can be met and that the City has the necessary backup in place. This will ensure the Infrastructure Systems Team Lead can operate effectively and protect the City's critical infrastructure.
- \$77,350 increase in the Sale of Products at Concessions for Recreation Facilities.
- \$103,900 increase anticipated in revenue for Golf Fees. This is due to an increase in rounds of golf played and a 2% Fee increase as per Cooke Municipal Golf Course Rates & Fees Report.
- \$61,000 increase anticipated in revenue for Golf Cart Rentals at Cooke Municipal Golf Course.
- \$20,000 increase anticipated in revenue for admission at the Kinsmen Water Park.

- \$25,000 from The Community Initiatives Fund Community Grant Program for the Artists in Communities project. This CIF CGP grant we usually apply mostly for payment to artists and supplies for the programs and workshops they do in the community.
- \$45,600 new revenue for Year 2023 for the EA Rawlinson Centre who has received a 2 year term with the Canadian Artists Presentation Fund.
- \$160,000 increase in Interest Income. Amount relates to interest earned on our bank account - earned at a rate of primes less 1.05%. Given the current economic climate, prime has continued to increase and is currently at 5.45%. It is anticipated that prime will continue to be a high rate into 2023.
- \$50,000 increase in Public Transit Revenue for transit tickets and passes to be sold in Year 2023.

## KEY CHALLENGES FOR the 2023 Operational Budget

Uncontrollable cost to the 2023 Budget included:

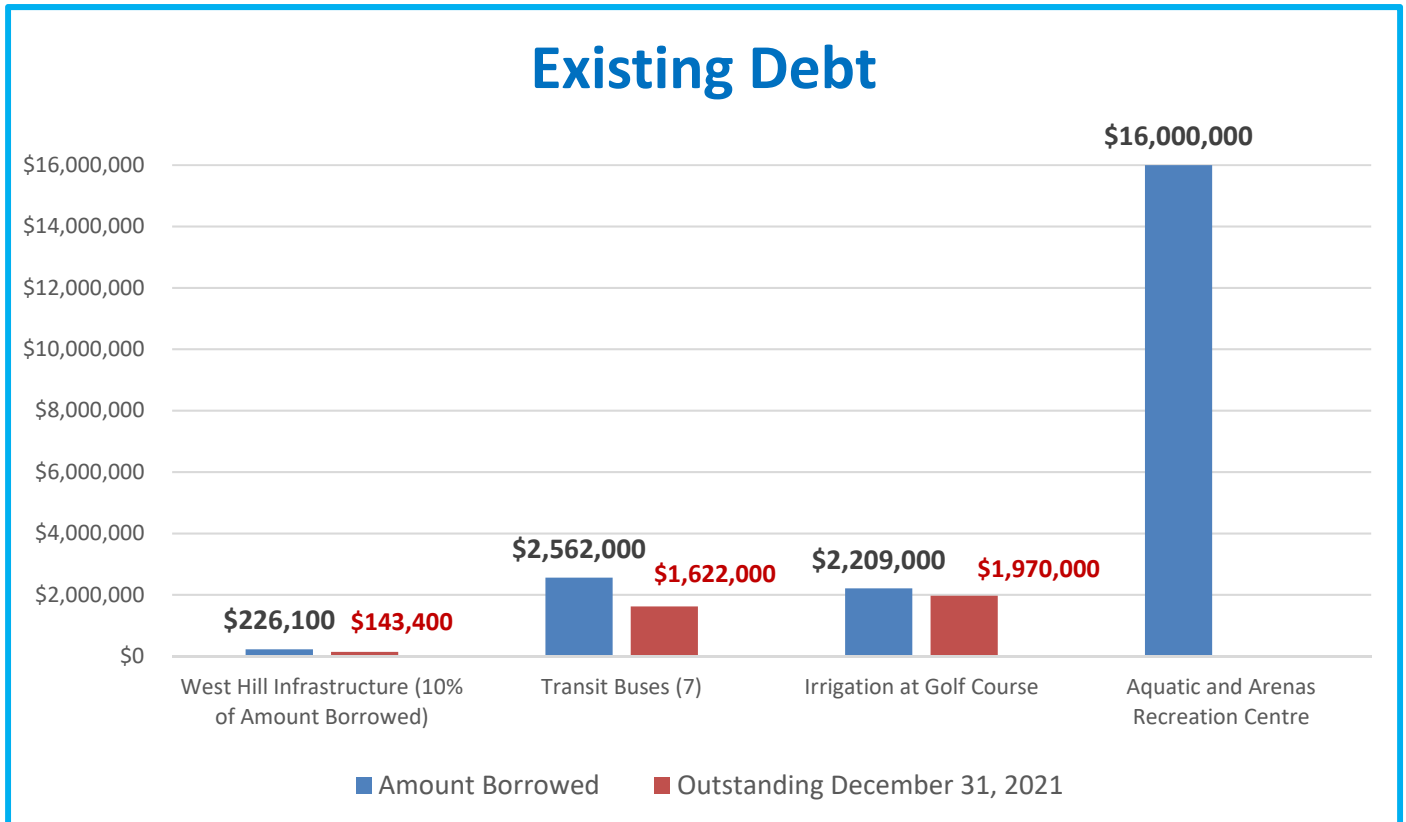
	% Increase in Mill Rate
<b>Salaries Wages and Benefits</b>	<b>5.73%</b>
<b>Utilities</b>	<b>0.85%</b>
<b>Insurance</b>	<b>0.30%</b>
<b>Total 2023 Increases for Uncontrollable Costs</b>	<b>6.89%</b>

- CPP costs will rise from 5.7% in 2022 to 5.95% in 2023. The employer matches the employee cost for CPP.
- WCB costs have risen from \$1.44/\$100 of WCB assessable earnings in 2021 to \$1.94/\$100 of WCB assessable earnings in 2022. This resulted in approximately \$200,000 of additional WCB costs in 2022 which are expected to continue into 2023. The additional WCB costs were not budgeted for in 2022 because Administration only found out about this increase after the budget for 2022 was finalized.
- The employer-paid group benefit costs went up approximately \$200 per employee with family coverage in 2022. This amount was not budgeted for in 2022 because Administration only found out about this increase after the budget was finalized.



## EXISTING DEBT

Purpose of Loan	Year Borrowed	Amount Borrowed	Outstanding December 31, 2021	Interest Rate	Final Year of Payment	Term (Years)
West Hill Infrastructure (10% of Amount Borrowed)	2017	\$226,100	\$143,400	3.40%	2027	10
Transit Buses (7)	2017	\$2,562,000	\$1,622,000	3.40%	2027	10
Irrigation at Golf Course	2017	\$2,209,000	\$1,970,000	3.40%	2042	25
Aquatic and Arenas Recreation Centre	2022	\$16,000,000	\$0	3.45%	2057	35
<b>TOTAL EXISTING DEBT</b>		<b>\$20,997,100</b>	<b>\$3,735,400</b>			



## HISTORICAL OPERATING BUDGETS - REVENUES

Revenues	2020 Budget	2021 Budget	2022 Budget	2023 Budget
Taxation	\$40,396,280	\$41,154,280	\$44,370,240	\$45,950,360
User Charges and Fees	8,273,970	8,335,830	8,380,340	8,499,710
Operating Grants and Donations	11,390,730	11,625,640	11,860,650	12,318,020
Grants in Lieu of Taxes	7,759,860	7,765,960	6,940,860	7,776,070
Interest and Penalties	1,211,330	1,099,050	1,024,870	1,101,190
Sundry	479,980	365,000	382,980	385,120
<b>Total Revenues</b>	<b>\$69,512,150</b>	<b>\$70,345,760</b>	<b>\$72,959,940</b>	<b>\$76,030,470</b>
<b>% Increase</b>		<b>1.20%</b>	<b>3.72%</b>	<b>4.21%</b>

## HISTORICAL OPERATING BUDGETS - EXPENSES

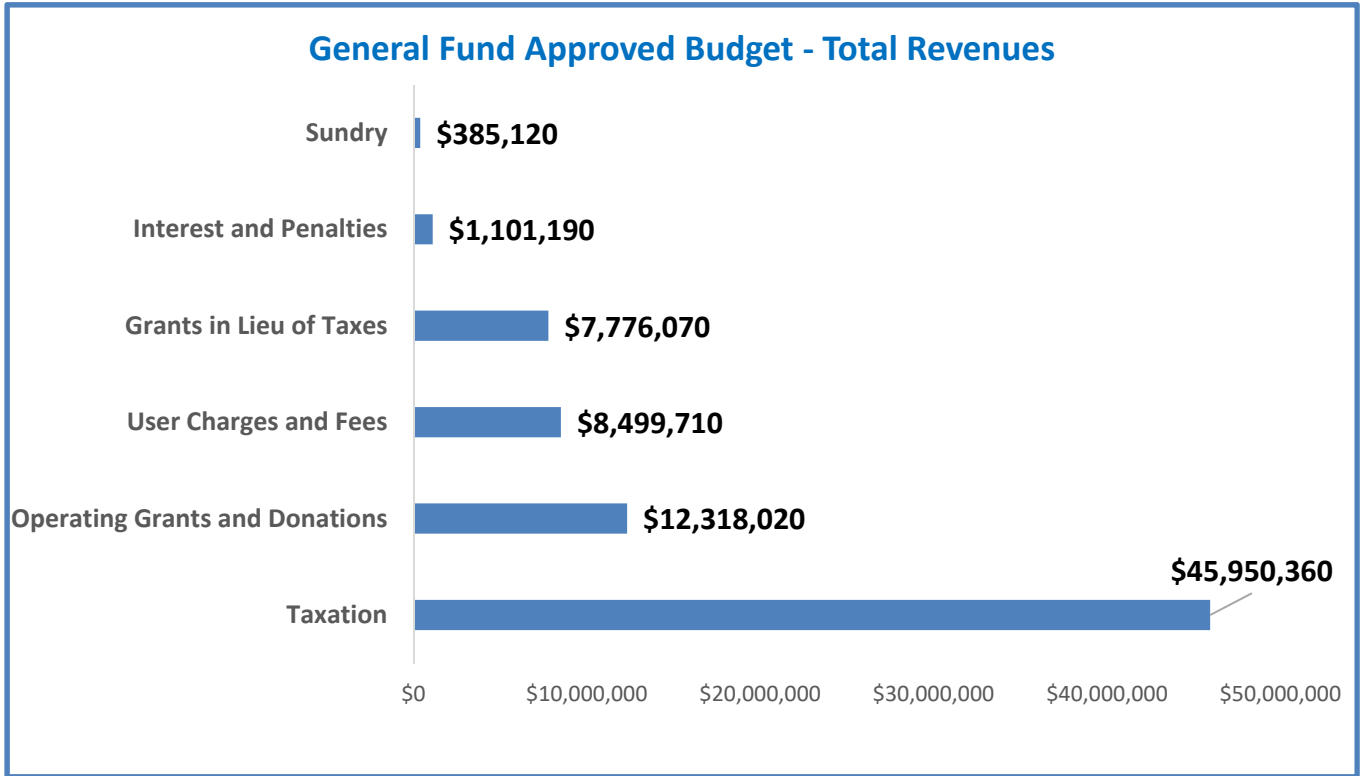
Expenses	2020 Budget	2021 Budget	2022 Budget	2023 Budget
Council Remuneration	\$435,260	\$426,620	\$447,930	\$450,140
Salaries Wages and Benefits	40,341,230	41,244,860	43,023,100	45,323,390
Contracted and General Services	5,570,410	5,873,020	5,724,290	6,228,120
Financial Charges	149,880	150,000	158,500	157,370
Grants and Donations	3,354,240	3,368,560	3,434,150	3,299,210
Utilities	2,632,220	2,761,900	2,726,260	2,970,420
Interest on Long Term Debt	158,620	341,850	593,450	1,323,570
Fleet Expenses	3,634,950	3,414,950	3,648,990	4,189,720
Maintenance Materials and Supplies	5,386,140	5,902,540	6,726,290	6,661,690
Insurance	499,620	546,510	550,630	654,150
Bad Debt Expense	152,500	152,400	153,510	272,000
<b>Total Expenses</b>	<b>\$62,315,070</b>	<b>\$64,183,210</b>	<b>\$67,187,100</b>	<b>\$71,529,780</b>
<b>% Increase</b>		<b>3.00%</b>	<b>4.68%</b>	<b>6.46%</b>





## 2023 GENERAL FUND - REVENUES

The total 2023 Revenues for the City is as follows:

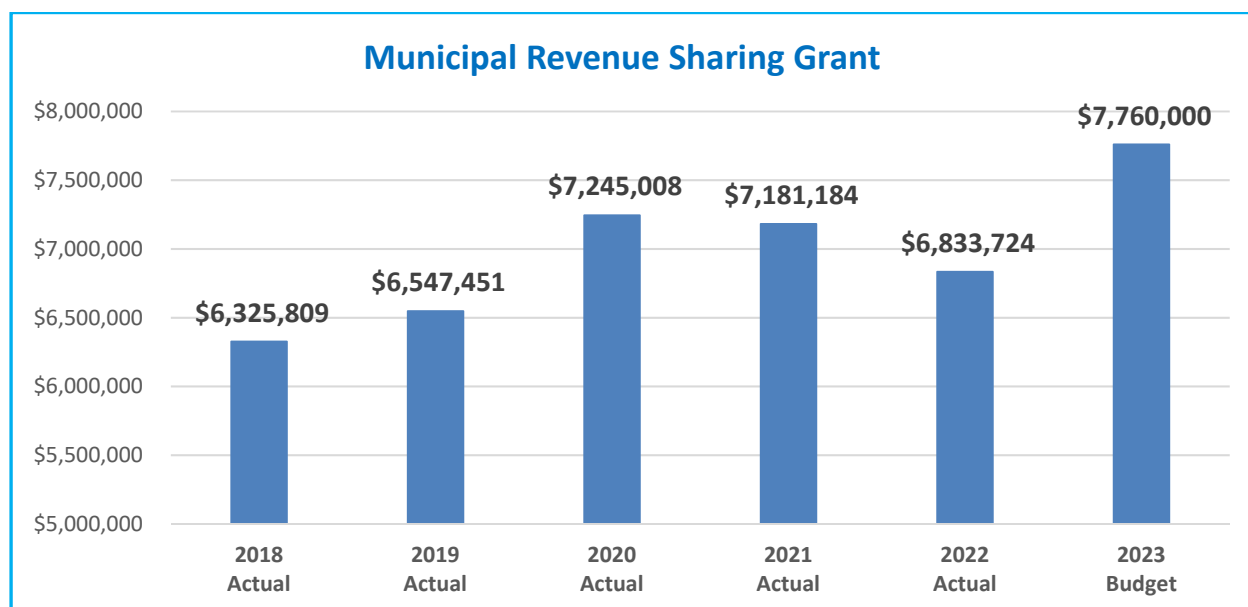


## OPERATING GRANTS AND DONATIONS

<b>Operating Grants and Donations</b>	
Municipal Revenue Sharing Grant	\$7,760,000
Community Services - Facilities	\$163,600
Saskatchewan Lotteries	\$142,980
Urban Highway Connector Program	\$168,360
Transit Assistance for People with Disabilities	\$180,000
Transit Passes - Ministry of Social Services	\$75,000
Prince Albert Police Service - Municipal Provincial Grants	\$3,487,000
Victim Services Provincial Funding	\$295,180
Police Service - Intersection Safety	\$45,900
<b>Total Operating Grants and Donations</b>	<b>\$12,318,020</b>



## MUNICIPAL REVENUE SHARING GRANT



## GRANTS IN LIEU OF TAXES

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change
Power Corporation Surcharge	\$4,240,000	\$3,825,330	\$414,670
Federal Government	\$143,000	\$140,300	\$2,700
Provincial Government	\$1,801,000	\$1,816,100	(\$15,100)
First Nations Reserve Lands	\$363,100	\$319,540	\$43,560
SaskEnergy Natural Gas Franchise	\$1,170,000	\$800,000	\$370,000
Transgas Natural Gas Franchise	\$25,000	\$6,220	\$18,780
Eastview/Driftwood Trailer Courts	\$31,800	\$31,200	\$600
Twilite Motel	\$2,170	\$2,170	\$0
<b>Total Grants in Lieu of Taxes</b>	<b>\$7,776,070</b>	<b>\$6,940,860</b>	<b>\$835,210</b>

## USER CHARGES AND FEES

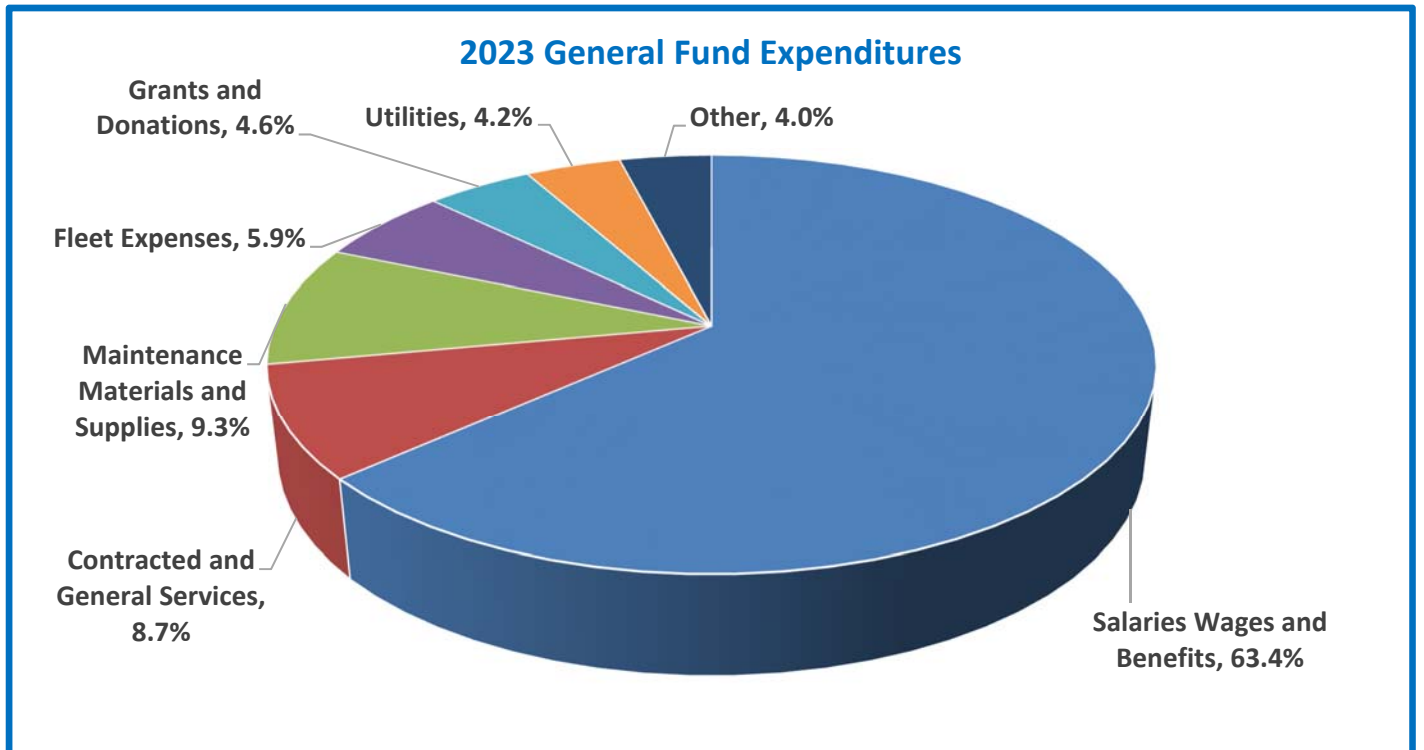
Breakdown of Total User Charges and Fees include:

<b>User Charges and Fees Revenue</b>	<b>2023 Budget</b>
Community Services Department - City & Recreation Facilities	\$4,806,720
Prince Albert Police Service User Charges and Fees	\$1,055,610
Transit Service Operations - Transit Tickets, Passes, etc.	\$472,890
Impound Lot Revenue (Storage Fees, Towing, Impoundment)	\$402,000
Parking Meter Revenue	\$400,000
Business Licensing Revenue	\$275,000
Building Permit Revenue	\$260,000
Fire Services - R.M. of Prince Albert Agreement	\$227,000
Downtown Parking Lots	\$104,000
Saskatchewan Polytechnic Parking Lot Revenue	\$96,000
Billboard Revenue - Planning	\$90,000
Fire Services - Responding to SGI Accidents	\$80,000
Tax Enforcement and Search Fees	\$54,600
Development Permits - Planning	\$30,000
Fire Services - Saskatchewan Penitentiary Agreement	\$28,570
Public Works - Miscellaneous Revenue	\$26,000
Signs, Direct Sellers, etc. - Economic Development	\$25,000
Cost to remove unsafe structures and Stores Inventory	\$22,000
Traffic Accommodation Requests	\$18,000
Fire Services - Other (Fire Inspections, Sale of Fire Equipment)	\$14,500
Financial Services - Other Revenue (NSF, A/R)	\$8,820
Board of Revision Fees	\$3,000
<b>Total 2023 User Charges and Fees Revenue</b>	<b>\$8,499,710</b>

2023 GENERAL FUND EXPENDITURES

	2023 Budget	2022 Budget	Increase (Decrease)	% Change	% of Total Expenses
Council Remuneration	\$450,140	\$447,930	\$2,210	0.49%	0.6%
Salaries Wages and Benefits	45,323,390	43,023,100	2,300,290	5.35%	63.4%
Contracted and General Services	6,228,120	5,724,290	503,830	8.80%	8.7%
Financial Charges	157,370	158,500	(1,130)	-0.71%	0.2%
Grants and Donations	3,299,210	3,434,150	(134,940)	-3.93%	4.6%
Utilities	2,970,420	2,726,260	244,160	8.96%	4.2%
Interest on Long Term Debt	1,323,570	593,450	730,120	123.03%	1.9%
Fleet Expenses	4,189,720	3,648,990	540,730	14.82%	5.9%
Maintenance Materials and Supplies	6,661,690	6,726,290	(64,600)	-0.96%	9.3%
Insurance	654,150	550,630	103,520	18.80%	0.9%
Bad Debt Expense	272,000	153,510	118,490	77.19%	0.4%
<b>Total Expenses</b>	<b>\$71,529,780</b>	<b>\$67,187,100</b>	<b>\$4,342,680</b>	<b>6.46%</b>	<b>100.0%</b>

Major Expenditures of the 2023 Budget include:





## UTILITIES

### Electricity:

- SaskPower announced a 4% increase effective September 1, 2022, another 4% increase effective April 1, 2023, and an increase in carbon tax from \$50 to \$65 on April 1, 2023.

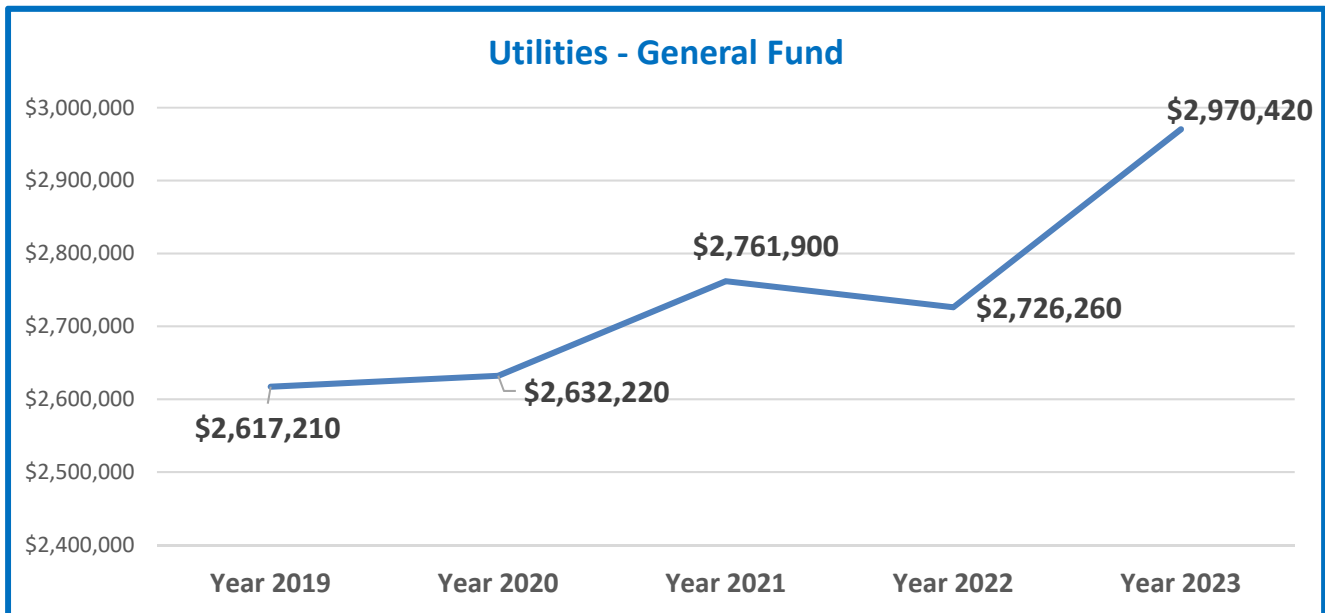
### Heating:

- SaskEnergy budget includes 3 rate increases:
  - Rate increase effective November 2021 that had not been reflected in the 2022 budget (as not announced until October 2021, after the budget was prepared).
  - Rate increase effective August 2022 that had not been reflected in the 2022 budget (as not announced until October 2021, after the budget was prepared).
  - June 2023 rate increase.

The impact to the 2023 Budget in the **increased** amount of **\$244,160**, an 8.96% increase over 2022.

	Year 2022	Year 2023	Increase	% Increase
Electricity Increase	\$1,996,400	\$2,103,020	\$106,620	5.34%
Heating Fuels Increase	\$399,200	\$553,440	\$154,240	38.64%
Water & Sewer Increase	\$330,660	\$313,960	(\$16,700)	-5.05%
<b>Total Increase – Utilities</b>	<b>\$2,726,260</b>	<b>\$2,970,420</b>	<b>\$244,160</b>	<b>8.96%</b>

Since 2019, Utilities has increased by 13.5%.

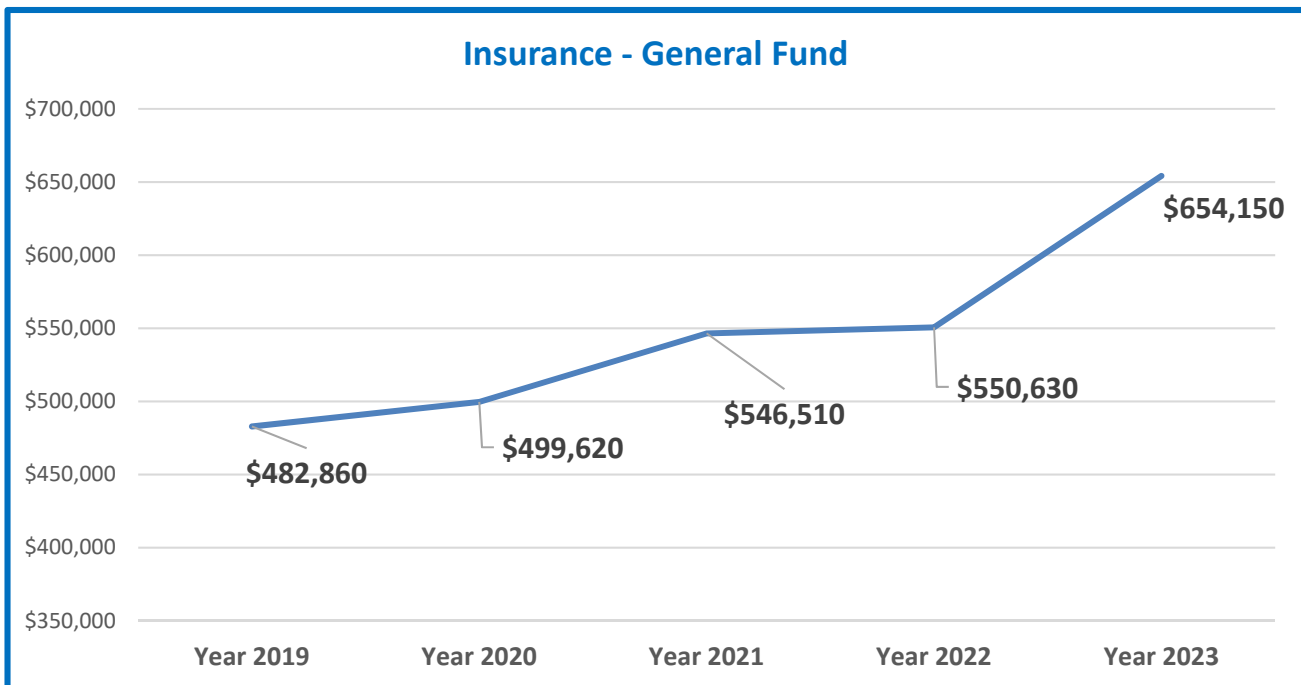


## INSURANCE

Insurance has **increased** by the amount of **\$103,520** over 2022, representing an 18.80% increase.

The largest increase relates to the premiums for our umbrella liability policy and cyber insurance policy (\$36,920 and \$15,330 respectively).

The increase also incorporates estimates for annual increases provided from the City’s Insurance Broker and insurance related to new property additions since prior year’s budget.

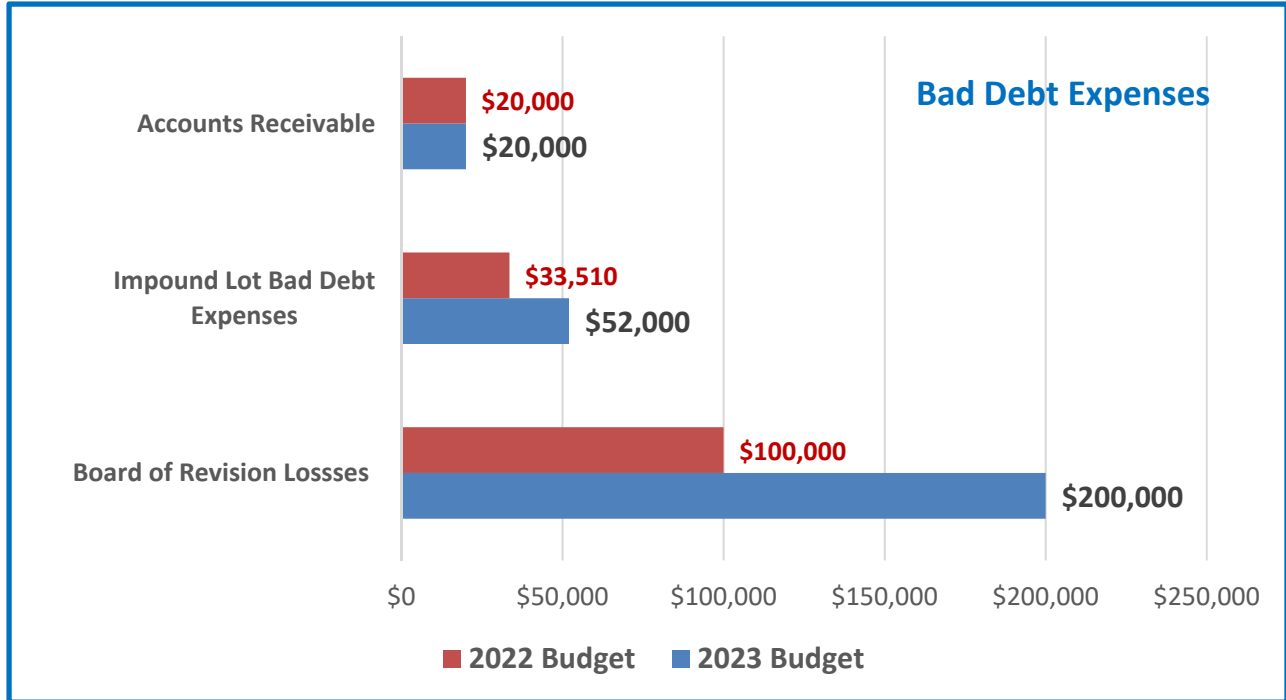


**Since 2019, Insurance has increased by 35.5%.**



## BAD DEBT EXPENSE

Bad Debt has **increased** by the amount of **\$118,490** over 2022, representing a 77.19% increase.



### Accounts Receivable Bad Debt Expense

Bad debts relate to customer accounts that have been deemed uncollectable and are recorded at year end. Historically the balance has reflected either an expense or a recovery and fluctuates every year. The current budget is sufficient based on this.

### Impound Lot Bad Debt Expense

Vehicles are sent to auction if they are abandoned and not claimed. If the proceeds from the auction do not cover all the outstanding fees, the balance is written off to bad debt. The fees would include towing, impound, storage, etc.

### Board of Revision Losses Bad Debt Expense

Budget for 2023 was increased to \$200,000 as approved by Council. This amount relates to potential payout of successful assessment appeals.



## AMORTIZATION

Amortization is an accounting method for spreading out the cost of a capital asset over the expected useful life of that asset (i.e. the cost is spread out over multiple years). The City budgets for 100% of the cost of a capital asset within the capital budget. Due to this difference, amortization is shown as a non-cash adjustment within the budget.

For Year 2023, Amortization has increased from \$7,600,000 to **\$7,800,000, an increase of \$200,000.**

## INTERFUND TRANSFERS

Below are the Interfund Transfers approved for the General Fund Budget:

	<b>2023 Budget</b>	2022 Budget	(Favourable) Unfavourable Change
Land Development Capital Fund	(\$76,500)	(\$85,000)	\$8,500
Transfer from Utility Fund	(614,000)	(614,000)	0
Transfer from Sanitation Fund	(266,510)	(260,510)	(6,000)
Transfer from Fleet	(3,645,000)	(3,330,000)	(315,000)
Transfer to Airport Fund	337,690	308,440	29,250
Transfer to Prince Albert Police Service	18,336,700	17,405,140	931,560
Transfer from Utility Fund - City Facilities	(266,930)	(280,500)	13,570
Transfer from Sanitation Fund - City Facilities	(47,030)	(47,030)	0
Prince Albert Police Service - Transfer	(18,336,700)	(17,405,140)	(931,560)
PADBID - Grant in Lieu of Taxes	(22,000)	(22,000)	0
PADBID - Transfer for Grant in Lieu of Taxes	22,000	22,000	0
<b>Total Interfund Transfers</b>	<b>(\$4,578,280)</b>	<b>(\$4,308,600)</b>	<b>(\$269,680)</b>

- \$76,500 Transfer from Land Development Fund - The calculation of the Transfer to the General Fund is based on the forecasted number of residential properties to be sold in 2023. Based on the projected number of residential land sales, it is expected that the transfer to the General Fund will be \$76,500. Transfer is 17% of the land sales.

Budgeted Land Sale Revenue for 2023	\$450,000
<b>17% of Land Sales</b>	<b>\$76,500</b>





- \$614,000 Transfer from Utility Fund - Prior to 2010, the Utility Fund transferred a 5% franchise fee to the General Fund. Following 2010, that transfer amount was changed to represent the apportionment of costs for employees who contribute to the operation of the Utility Fund. The transfer amount was set as \$614,000 in 2012 and has remained unchanged.
- \$266,510 Transfer from Sanitation Fund - Each year a Franchise fee equal to five percent (5%) of the Sanitation Fund's total revenues is paid to the General Fund. This fee offsets the sanitation operational costs typically paid by the General Fund.

Total Approved 2022 Sanitation Revenues	\$5,380,760
Less Revenue for CF-Facilities	(\$50,600)
	<b>\$5,330,160</b>
<b>5% - Transfer to General Fund</b>	<b>\$266,508</b>

- \$3,645,000 Transfer to the Reserves that includes City’s Fleet Reserve, Police and Fire Fleet Reserves, Golf Course Reserves, Public Transit Reserve and the Information Technology Reserve.
- \$337,960 Transfer to Airport Fund - In 2006 City Council authorized a transfer of 30% of the total cost of the Airport operation to be funded from the City’s General Fund to fund the operations of the Airport. As per approved 2022 Total Expenditures, the Transfer from General Fund for 2023 is the amount of \$337,690, an increase of \$29,250 from the General Fund.

<b>General Fund - Funding to Airport</b>		<b>30%</b>
2022 Approved Total Expenditures	\$1,125,630	<b>\$337,689</b>

- \$18,336,700 Transfers for the Prince Albert Police Service:

	<u>Year 2023</u>
Operating (Surplus) Deficit	\$18,694,760
2023 Police Service Capital Projects	\$263,040
Transfer from Proactive Policing Reserve	(\$621,100)
<b>Year 2023 Transfer from the City</b>	<b>\$18,336,700</b>



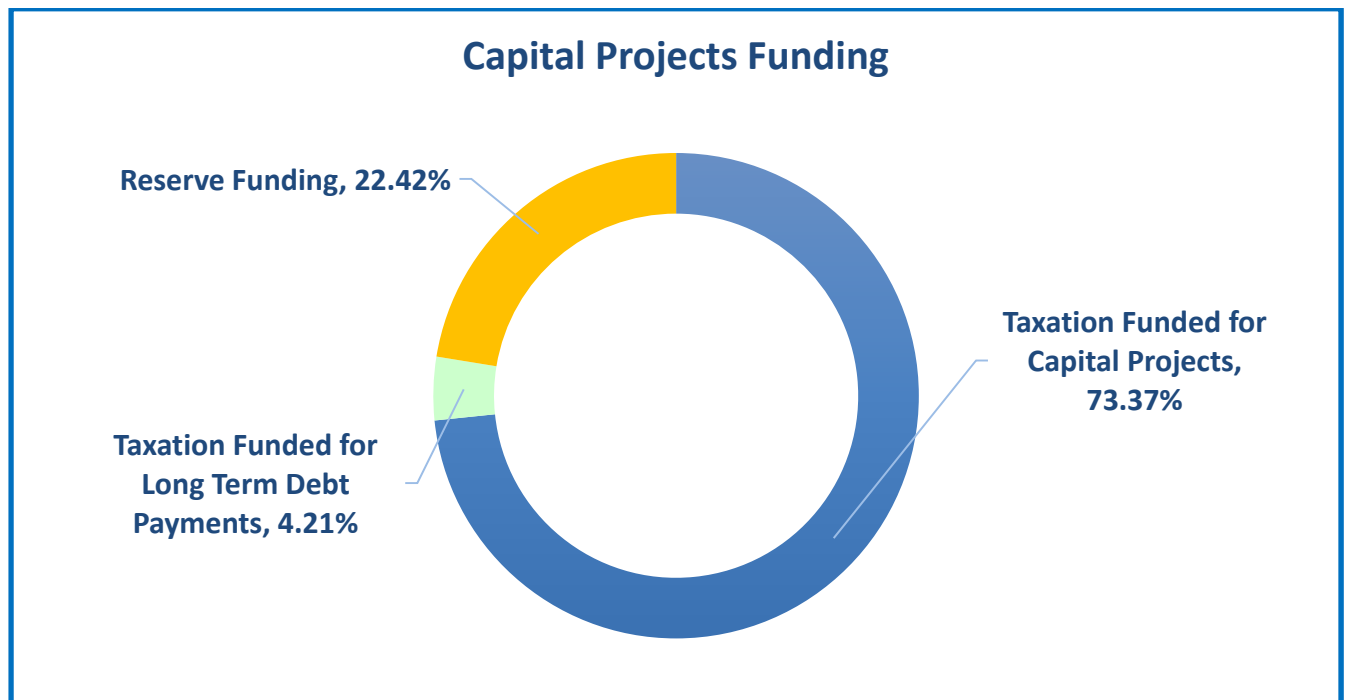
- \$266,930 Transfer from Utility Fund – City Facilities - The transfer is based on Financial Services review and forecast of City facilities water and sewer utility charges for 2023.
- \$47,030 Transfer from Sanitation Fund – City Facilities: The City transfer is based on Financial Services review and forecast of City facilities sanitation charges for 2023. City Facilities are charged the sanitation surcharge on their water bills but then an interfund transfer is made at year end to offset this revenue.
- \$22,000 Prince Albert Downtown Business Improvement District – City of Prince Albert Grant In Lieu of Taxes.



## 2023 CAPITAL PROJECTS FOR FUNDING

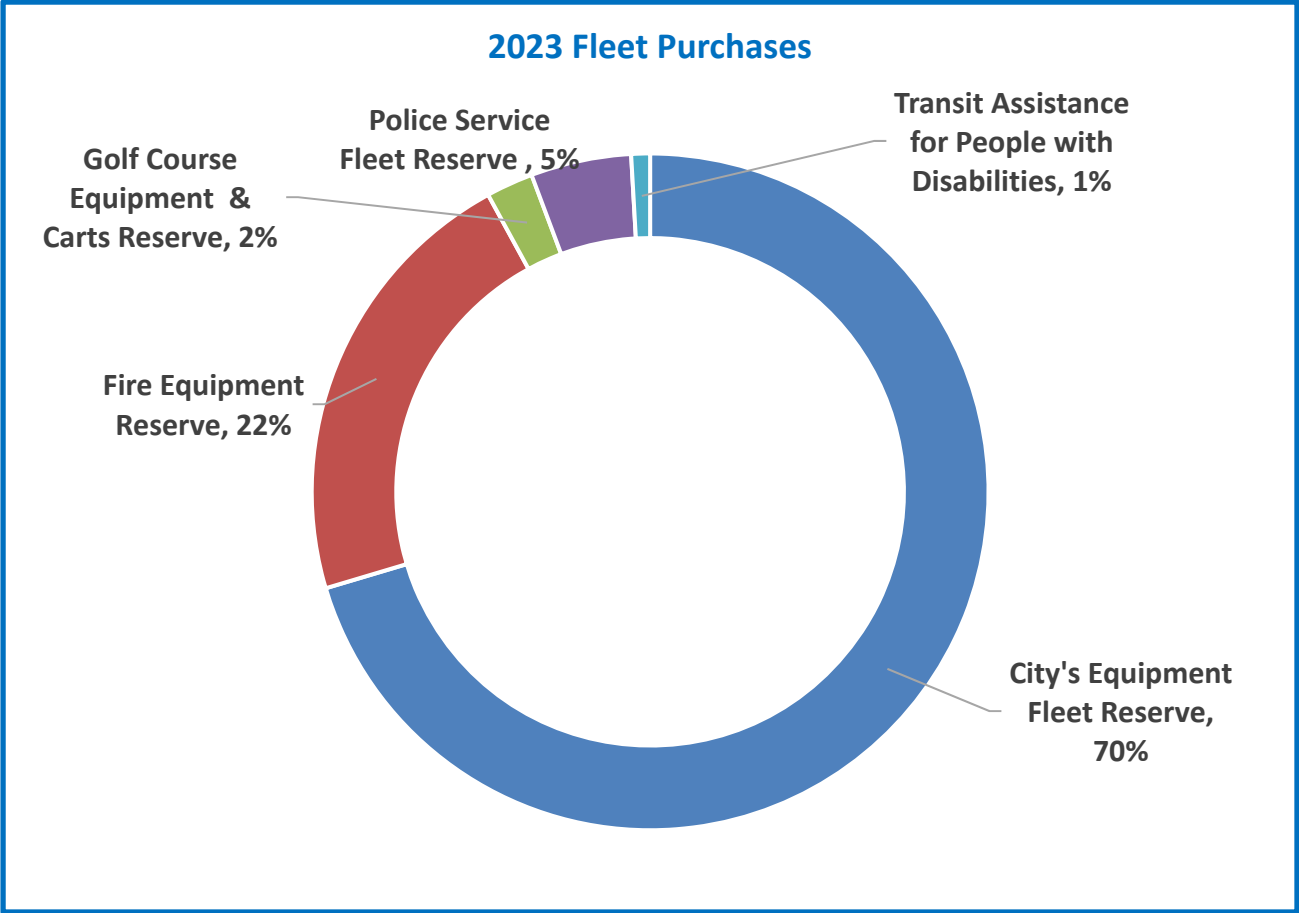
The Capital Projects for 2023 will be funded as follows:

Capital Funding (Taxation) - Projects	\$4,910,000
Capital Funding (Taxation) - Long Term Debt Payments	\$281,800
Prime Ministers Park Reserve Fund	\$27,100
Pehonan Parkway Reserve	\$235,000
EA Rawlinson Centre Facility Fee Reserve	\$40,000
Golf Course Improvements Reserve	\$128,000
Information Technology Reserve	\$499,700
Civic Facilities Reserve	\$242,400
Future Infrastructure Reserve	\$65,000
Police Service Capital Reserve	\$263,040
<b>Total Capital Projects - Funding</b>	<b>\$6,692,040</b>



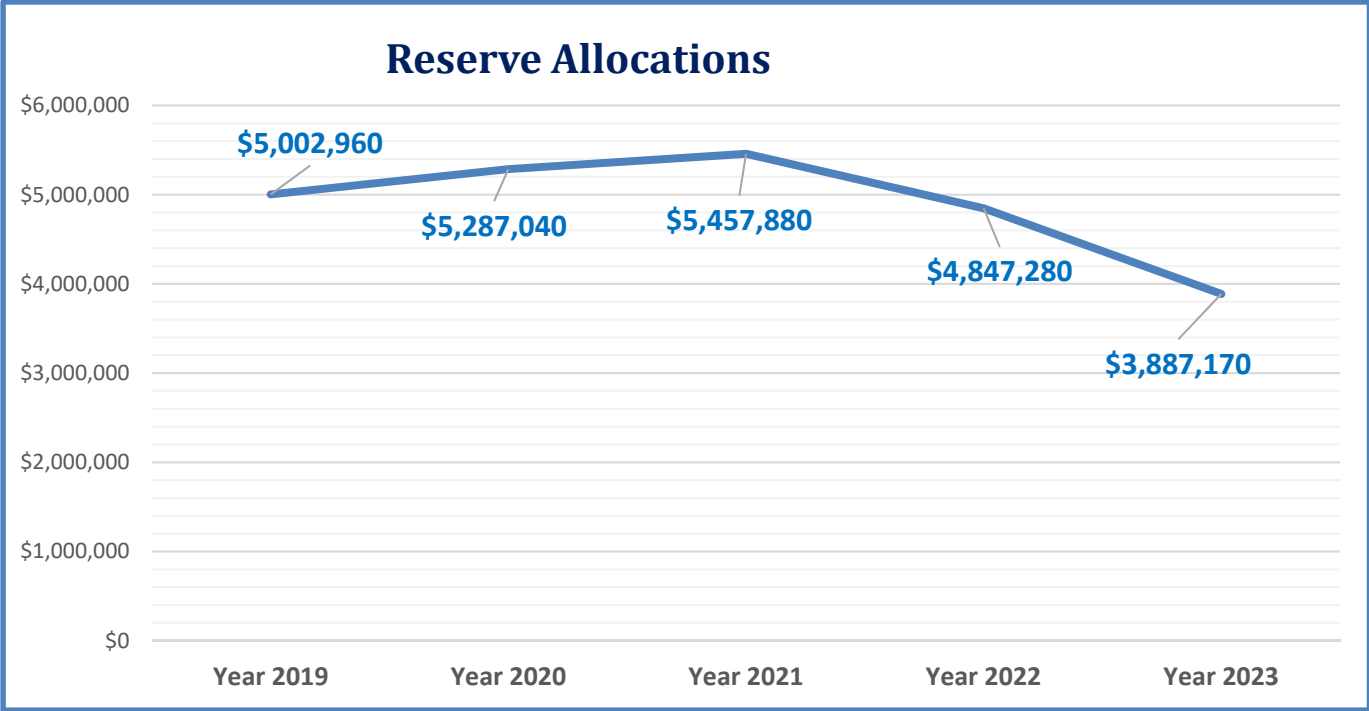
## 2023 FLEET PURCHASES

City's Equipment Fleet Reserve	\$4,339,900
Fire Equipment Reserve	\$1,335,000
Golf Course Equipment Reserve	\$68,500
Golf Course Golf Carts Reserve	\$70,000
Police Service Fleet Reserve	\$296,000
Transit Assistance for People with Disabilities	\$55,000
<b>Total Fleet Purchases - Funding</b>	<b>\$6,164,400</b>





### RESERVE ALLOCATIONS



## GENERAL GOVERNMENT – CONSOLIDATED OPERATING BUDGET

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change
<b>REVENUES</b>			
Taxation	(\$45,950,360)	(\$44,370,240)	(\$1,580,120)
User Charges and Fees	(8,499,710)	(8,380,340)	(119,370)
Operating Grants and Donations	(12,318,020)	(11,860,650)	(457,370)
Grants in Lieu of Taxes	(7,776,070)	(6,940,860)	(835,210)
Interest and Penalties	(1,101,190)	(1,024,870)	(76,320)
Sundry	(385,120)	(382,980)	(2,140)
<b>Total Revenues</b>	<b>(76,030,470)</b>	<b>(72,959,940)</b>	<b>(3,070,530)</b>
<b>EXPENSES</b>			
Council Remuneration	450,140	447,930	2,210
Salaries Wages and Benefits	45,323,390	43,023,100	2,300,290
Contracted and General Services	6,228,120	5,724,290	503,830
Financial Charges	157,370	158,500	(1,130)
Grants and Donations	3,299,210	3,434,150	(134,940)
Utilities	2,970,420	2,726,260	244,160
Interest on Long Term Debt	1,323,570	593,450	730,120
Fleet Expenses	4,189,720	3,648,990	540,730
Maintenance Materials and Supplies	6,661,690	6,726,290	(64,600)
Insurance	654,150	550,630	103,520
Bad Debt Expense	272,000	153,510	118,490
<b>Total Expenses</b>	<b>71,529,780</b>	<b>67,187,100</b>	<b>4,342,680</b>
<b>Operating (Surplus) Deficit</b>	<b>(4,500,690)</b>	<b>(5,772,840)</b>	<b>1,272,150</b>
<b>CAPITAL AND INTERFUND TRANSACTIONS</b>			
Amortization	7,800,000	7,600,000	200,000
Interfund Transfers	(4,578,280)	(4,308,600)	(269,680)
<b>Capital and Interfund Transactions</b>	<b>3,221,720</b>	<b>3,291,400</b>	<b>(69,680)</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>(1,278,970)</b>	<b>(2,481,440)</b>	<b>1,202,470</b>
<b>Allocations:</b>			
Capital Expenditures	4,910,000	5,226,500	(316,500)
Reserve Allocations	3,887,170	4,847,280	(960,110)
Principal Payments on Loans	281,800	274,300	7,500
Transfer from Fiscal Stabilization	0	(266,640)	266,640
Non-Cash Adjustment - Amortization	(7,800,000)	(7,600,000)	(200,000)
	<b>1,278,970</b>	<b>2,481,440</b>	<b>(1,202,470)</b>
<b>Balanced Budget - (Surplus) Deficit</b>	<b>0</b>	<b>0</b>	<b>0</b>



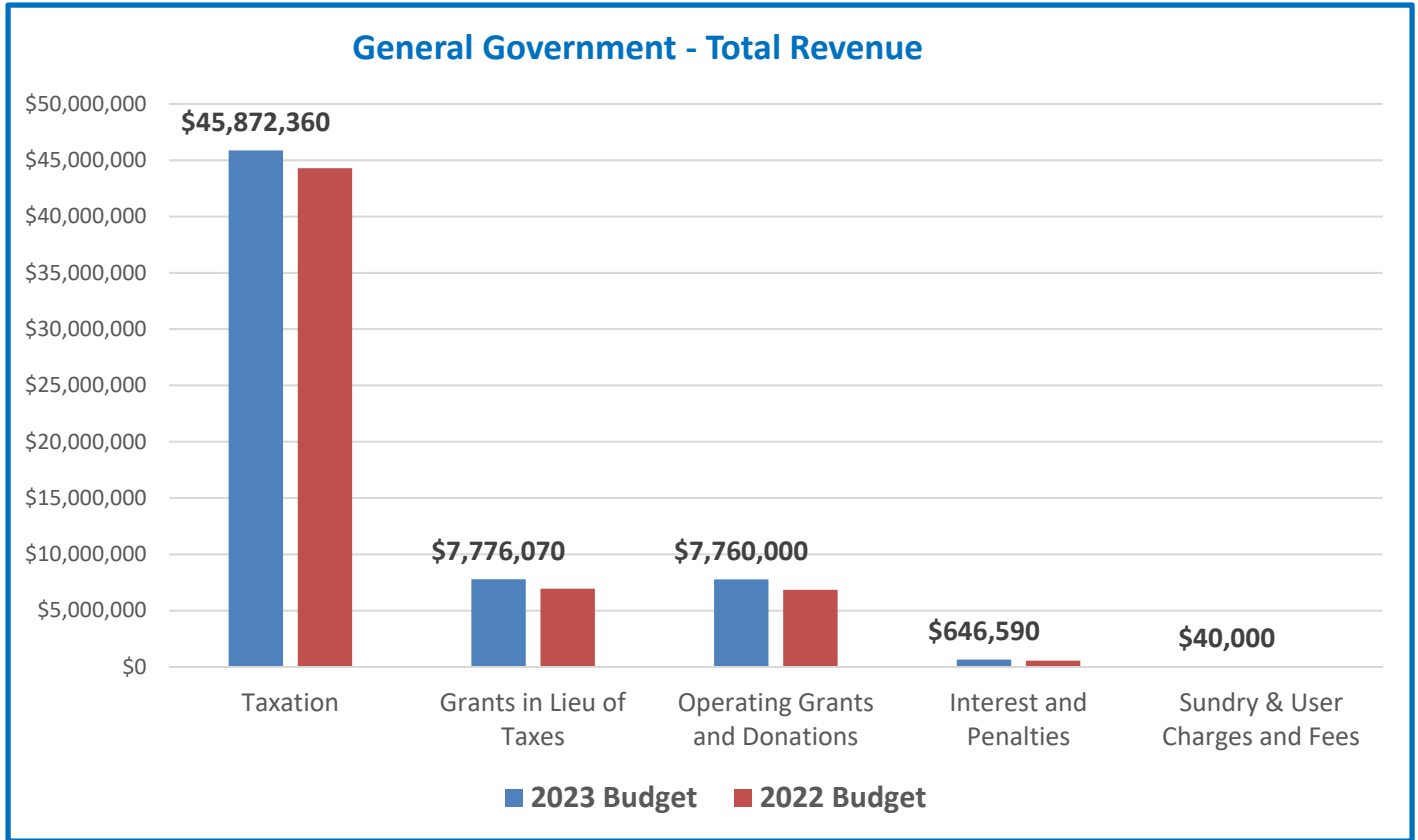


# GENERAL GOVERNMENT



City of  
**Prince  
Albert**

## GENERAL GOVERNMENT



## TAXATION

### Special taxes

- 2022 Police special tax: \$35/door
- 2022 Snow special tax: \$60/residential roll, \$20/multi-residential unit, sliding commercial scale
- 2022 Roadways special tax: \$189/residential roll, \$63/multi-residential unit, sliding commercial scale

### Base tax

- A new base tax was introduced in 2022 charged as \$40/residential roll,
- \$20/multi-residential unit, and a sliding commercial scale.
- This base tax was introduced in order to isolate the previous snow management and future infrastructure base tax into one special tax dedicated to snow management.
- The revenue generated from this base tax is available to fund general operations of the City.



## 2023 APPROVED GENERAL FUND BUDGET

Taxation revenue also includes budgeted items for property tax discounts, penalties, supplemental adjustments during the year, and rebates/abatements.

	<b>2023 Budget</b>	2022 Budget	(Favourable) Unfavourable Change
Property Tax Levy	\$34,221,550	\$33,576,210	\$645,340
Supplemental - Property Tax Levy	\$100,000	\$100,000	\$0
Base Tax - Snow	\$1,473,560	\$1,305,000	\$168,560
Base Tax - Paving	\$4,100,000	\$4,100,000	\$0
Base Tax- Police	\$554,600	\$554,600	\$0
Base Tax	\$720,000	\$0	\$720,000
Street Oiling Levy	\$58,000	\$58,000	\$0
Destination Marketing Levy	\$351,500	\$351,500	\$0
Capital Projects Levy	\$1,543,200	\$1,541,000	\$2,200
Supplemental - Capital Projects	\$4,000	\$4,000	\$0
Property Tax Penalties	\$364,000	\$375,000	(\$11,000)
Property Tax Surcharge	\$273,000	\$286,510	(\$13,510)
Discounts Current Tax Discounts-Expense	(\$45,000)	(\$50,000)	\$5,000
Property Tax Rebates Tax Rebates-Expense	(\$100,000)	(\$100,000)	\$0
Library Levy	\$2,253,950	\$2,190,420	\$63,530
<b>Total Taxation</b>	<b>\$45,872,360</b>	<b>\$44,292,240</b>	<b>\$1,580,120</b>

### **2022 Snow Management Special Tax**

The current Snow Management & Infrastructure Base Tax has been restructured to a Snow Management Special Tax to specifically fund snow management costs.

The special tax is proposed to be charged as follows:

- \$60 per Residential,
- \$20 per Multi-Residential; and,
- Commercial tier amounts remain the same.

The Snow Management Special Tax will provide annual funding of the snow management costs.



Previous costs for Snow Management include:

Snow Management	Budget	Actual Costs	(Surplus) / Deficit
Year 2014	\$696,090	\$962,976	\$266,886
Year 2015	\$840,540	\$782,607	(\$57,933)
Year 2016	\$873,360	\$642,093	(\$231,267)
Year 2017	\$855,590	\$780,571	(\$75,019)
Year 2018	\$874,750	\$1,147,971	\$273,221
Year 2019	\$885,980	\$1,071,263	\$185,283
Year 2020	\$999,440	\$1,521,043	\$521,603
Year 2021	\$1,118,490	\$1,200,530	\$82,040

### USER CHARGES AND FEES

**\$22,000** Total User Charges and Fees Revenue:

- \$20,000 for the cost to remove unsafe structures. This charge is usually transferred to the tax roll when payment is not collected, but most properties with unsightly properties eventually go through tax enforcement and become City owned properties. Increase of \$2,000 for 2023. This revenue is offset by \$20,000 in contracted and general services.
- \$2,000 for obsolete stores inventory items sold at auction.

### OPERATING GRANTS AND DONATIONS

**\$920,000 increase** for Operating Grants and Donations regarding an increase in Municipal Revenue Sharing Grant from the Province. Total 2023 Revenue of \$7,760,000.

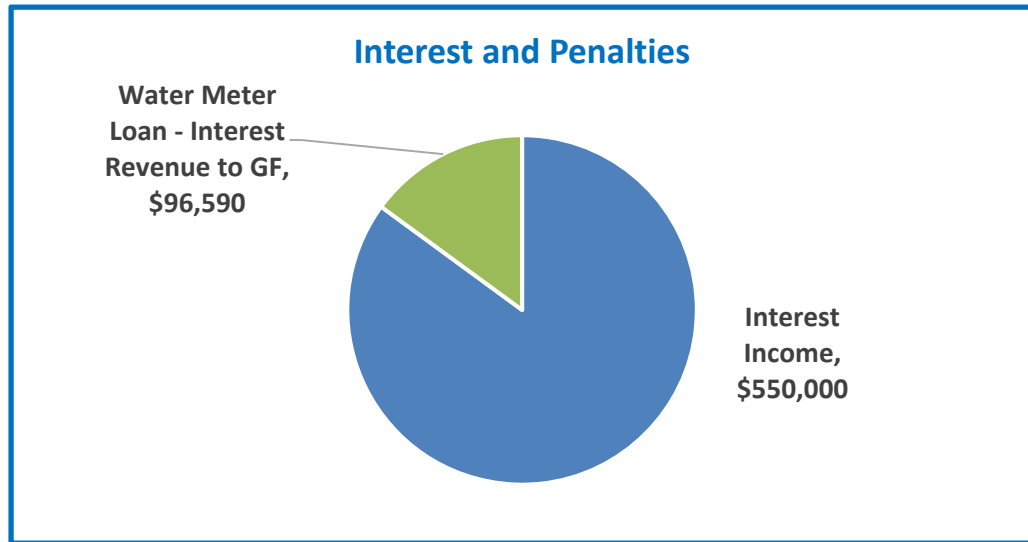
### GRANTS IN LIEU

**\$835,210 increase** for Grants in Lieu of Taxes. This increase is related to an increase in Municipal Surcharge revenue from SaskPower and SaskEnergy. Both entities are increasing their rates in 2022 and 2023 which increases the Municipal Surcharge revenue collected. Total 2023 Revenue of \$7,776,070.





INTEREST AND PENALTIES



Notes:

Interest Income relates to interest earned on bank account - earned at a rate of primes less 1.05%. Given the current economic climate, prime has continued to increase and is currently at 5.45%. It is anticipated that prime will continue to be a high rate into 2023. Budgeted amount is based on current rates and amount collected to date in 2022. **Increase** in revenue of **\$160,000**.

Water Meter Loan - Interest paid by the Water and Sewer Utility Fund on internal loan for the Water Meter Replacement Project. The interest decreases annually as principal payments are made.

**SALARIES WAGES AND BENEFITS**

This account is reflective of the budget for the City’s Wellness Program for its employees and members of Council (Active Living Program); vacation and sick payroll benefits expense, along with budgeted amounts for retro payments. That increase is offset by Administration budgeting a 1% vacancy savings.



## INTEREST ON LONG TERM DEBT

Interest on Long Term Debt has **increased \$747,770** since 2022.

The 2023 Budget includes an interest expense for the borrowing of \$30.0 million for the Aquatic and Arenas Recreation Centre. City Council has approved that Administration proceed with borrowing \$30.0 million dollars in Year 2023 for the construction of the Aquatic and Arenas Recreation Centre.

It is assumed that the new \$30 million loan required for the Aquatic and Arenas Recreation Centre to be financed in 2023 will be at an interest rate of 4.45% over a term of 35 years. The loan agreement is assumed to be executed on July 1, 2023 and the debenture payments will be made annually commencing July 1, 2024 with the payment fixed for the duration of the loan. These assumptions are subject to change, as a request for proposal will be issued for the new \$30 million loan. The loan payment will be funded from the Civic Facilities Reserve and The Yard Development Taxation. The interest for the \$30.0 million loan is \$667,500 for Year 2023.

The first payment for the borrowing of \$16.0 million for the Aquatic and Arenas Recreation Centre is \$545,030, an increase of \$81,030 for 2023. That amount is just the interest payment. The principle payment is included under the Capital Budget.

	2023 Budget	2022 Budget	Increase
West Hill Infrastructure Loan	\$3,830	\$4,590	(\$760)
Aquatic and Arenas Recreation Centre - Loan \$16.0 m	\$545,030	\$464,000	\$81,030
Aquatic and Arenas Recreation Centre - Loan \$30.0 m	\$667,500	\$0	\$667,500
<b>Total Interest on Long Term Debt</b>	<b>\$1,216,360</b>	<b>\$468,590</b>	<b>\$747,770</b>

## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area: GENERAL GOVERNMENT**  
**Fund: General Fund**

The General Government functional area is not a City department on its own but a group of accounts that are managed predominantly by Financial Services and includes revenues and expenditures that are attributable to the City overall. The salaries wages and benefits line are for the administration of City wide expenditures such as Worker's Compensation, vested sick leave, sick bank, retroactive pay and other provisions.

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change
<b>REVENUES</b>			
Taxation	(\$45,872,360)	(\$44,292,240)	(\$1,580,120)
User Charges and Fees	(22,000)	(20,000)	(2,000)
Operating Grants and Donations	(7,760,000)	(6,840,000)	(920,000)
Grants in Lieu of Taxes	(7,776,070)	(6,940,860)	(835,210)
Interest and Penalties	(646,590)	(551,270)	(95,320)
Sundry	(18,000)	(25,000)	7,000
<b>Total Revenues</b>	<b>(62,095,020)</b>	<b>(58,669,370)</b>	<b>(3,425,650)</b>
<b>EXPENSES</b>			
Salaries Wages and Benefits	572,200	499,880	72,320
Contracted and General Services	38,000	68,000	(30,000)
Financial Charges	48,840	58,590	(9,750)
Interest on Long Term Debt	1,216,360	468,590	747,770
Fleet Expenses	500	(18,490)	18,990
Maintenance Materials and Supplies	40,720	40,070	650
Insurance	317,780	259,940	57,840
Bad Debt Expense	220,000	120,000	100,000
<b>Total Expenses</b>	<b>2,454,400</b>	<b>1,496,580</b>	<b>957,820</b>
<b>Operating (Surplus) Deficit</b>	<b>(59,640,620)</b>	<b>(57,172,790)</b>	<b>(2,467,830)</b>
<b>CAPITAL AND INTERFUND TRANSACTIONS</b>			
Amortization	7,800,000	7,600,000	200,000
Interfund Transfers	(4,578,280)	(4,308,600)	(269,680)
<b>Capital and Interfund Transactions</b>	<b>3,221,720</b>	<b>3,291,400</b>	<b>(69,680)</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>(56,418,900)</b>	<b>(53,881,390)</b>	<b>(2,537,510)</b>
			<b>47.09%</b>





CITY MANAGER, CITY SOLICITOR,  
CITY CLERK, MAYOR,  
AND CITY COUNCIL



City of  
**Prince  
Albert**

## CORPORATE GOVERNANCE

### CITY MANAGER, CITY CLERK, MAYOR, CITY COUNCIL AND CITY SOLICITOR

#### SALARY SAVINGS – CITY MANAGER’S OFFICE

\$54,170 savings due to hiring of incumbents for City Manager, Executive Assistant and Confidential Secretary at reduced starting rates.

#### COUNCIL REMUNERATION

The budget for Council Remuneration includes the following for each Elected Official:

- Elected official Indemnity Payment, Benefits & Per Diems
- Councillor: Yearly Vehicle Allowance of \$2,400
- Councillor: Yearly Travel Budget of \$3,600
- Mayor: Yearly Vehicle Allowance of \$7,800
- Mayor: Yearly Travel Budget of \$5,000
- Wellness Program

#### CONTRACTED AND GENERAL SERVICES: CITY SOLICITOR & OUTSIDE LEGAL COSTS

**\$450,500** in Contracted and General Services relating to legal Services as follows:

- \$275,000 for the City Solicitor contract – in-house City Solicitor at City Hall.
- \$100,000 for outside legal services. Upon a review of the actual costs for outside legal services that include personnel, legal, bylaw, legislative, arbitrations, assessment appeals, etc., it was noted that the budget has not been increased for several years due to fiscal challenges. For 2023, the legal services budget is being increased to reflect actual costs.
- \$50,000 for Human Resources Legal matters.
- \$25,500 PST amount on all invoices.

Outside legal services requires specialty legal services for various law firms/investigators in regards to complex issues and files, and to mitigate the risk to the City. The above outside legal services includes:

- Assessment appeals
- Court of Appeals
- Workplace Investigations
- Harassment Claims
- Bylaw enforcement
- Tax enforcement
- Human Resources and personnel matters
- Lawsuit Claims

### **BOARD OF REVISION**

- **\$3,000** User Charges and Fees **Revenue** represents Board of Revision Fees received from Applications for Property Assessment Appeals. Any Assessment Appeal Fee refunds are allocated to Board of Revision Refunds. The difference between these amounts provide the revenue that the City would receive from Assessment Appeals submitted through the Board of Revision.
- **\$11,500** budgeted under Contracted and General Services. Payment for the Remuneration of the Board of Revision. This expense increased significantly in 2022 due to change in reassessment and additional residential appeal hearings. The City expects that appeals will continue to increase.

### **MAINTENANCE MATERIALS AND SUPPLIES**

Budget of \$1,520 for each Councillor for Conventions & Delegations. Budget for the cost of the conference events such as SUMA, FCM, and other conventions and events.

Budget of \$3,680 for the Mayor for Conventions & Delegations.

Budget of \$4,000 for Mayor's Compassionate Fund.

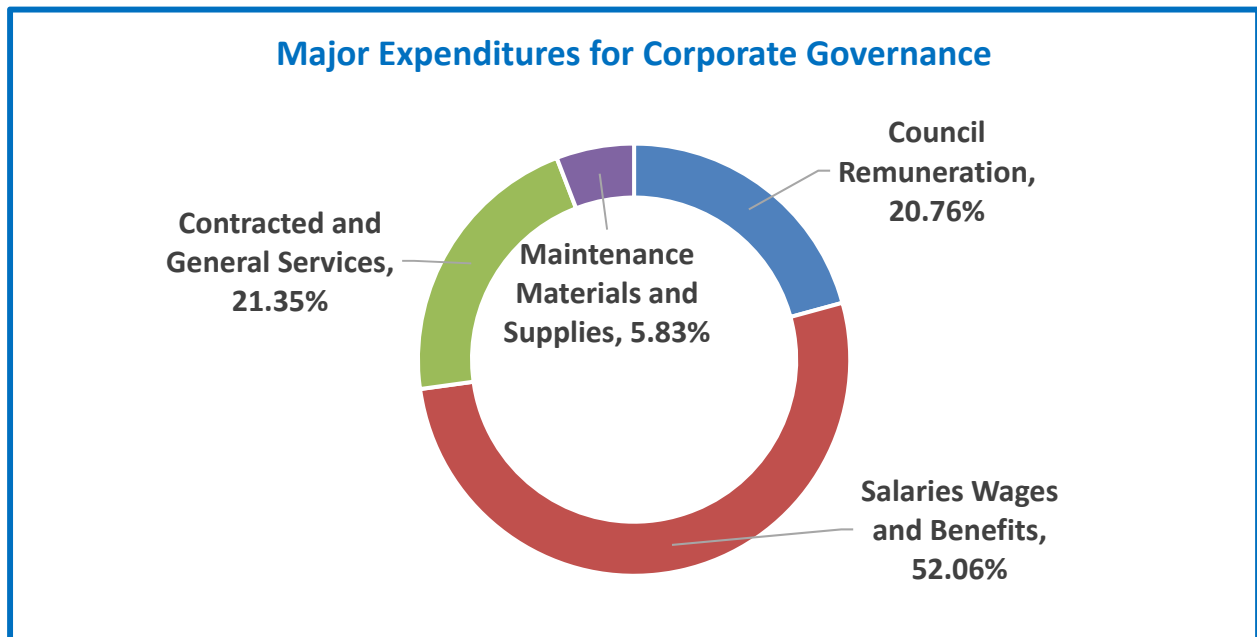
Budget of \$17,600 relating to the allocation of Computer Programming for Corporate Governance.

Each Councillor has until the end of the year to submit receipts for an annual allocation of \$500 for home office expenses.

**CORPORATE GOVERNANCE**

**CITY MANAGER, CITY CLERK, MAYOR, CITY COUNCIL AND CITY SOLICITOR**

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change
<b>REVENUES</b>			
User Charges and Fees	(\$3,000)	(\$3,000)	\$0
Sundry	(800)	(800)	0
<b>Total Revenues</b>	<b>(3,800)</b>	<b>(3,800)</b>	<b>0</b>
<b>EXPENSES</b>			
Council Remuneration	450,140	447,930	2,210
Salaries Wages and Benefits	1,128,860	1,186,510	(57,650)
Contracted and General Services	462,950	372,130	90,820
Maintenance Materials and Supplies	126,350	124,200	2,150
<b>Total Expenses</b>	<b>2,168,300</b>	<b>2,130,770</b>	<b>37,530</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>2,164,500</b>	<b>2,126,970</b>	<b>37,530</b>
			<b>1.76%</b>





## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:** CITY CLERK  
**Department:** City Manager, City Solicitor, City Clerk, Mayor, and City Council  
**Fund:** General Fund

The Office of the City Clerk is the primary contact regarding City Council business and administers the legislative process for the municipality.

The Office manages Council and committee meetings, quasi-judicial boards, execution of official corporate documents, and the safekeeping of the official records of the City. In addition, the City Clerk acts as the Head of the Local Authority Freedom of Information and Protection of Privacy Act (LAFOIPP) and the Returning Officer for Municipal and In-City School Division Elections.

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change	% Change
<b>REVENUES</b>				
User Charges and Fees	(\$3,000)	(\$3,000)	\$0	
Sundry	(800)	(800)	0	
<b>Total Revenues</b>	<b>(3,800)</b>	<b>(3,800)</b>	<b>0</b>	<b>0.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	566,280	580,600	(14,320)	-2.47%
Contracted and General Services	12,450	7,450	5,000	67.11%
Maintenance Materials and Supplies	21,550	21,360	190	0.89%
<b>Total Expenses</b>	<b>600,280</b>	<b>609,410</b>	<b>(9,130)</b>	<b>-1.51%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>596,480</b>	<b>605,610</b>	<b>(9,130)</b>	<b>-1.51%</b>



**Functional Area:** CITY MANAGER  
**Department:** City Manager, City Solicitor, City Clerk, Mayor, and City Council  
**Fund:** General Fund

The City Manager is the administrative head of the City of Prince Albert. In this capacity, the City Manager is responsible for keeping City Council informed of the operations and affairs of the City as well as ensuring that the decisions and the policy direction set out by City Council are implemented. It is through the City Departments that the City Manager implements the policies, programs and decisions of City Council.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	%
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$401,080</b>	\$452,150	(\$51,070)	-11.29%
Contracted and General Services	<b>0</b>	1,980	(1,980)	-100.00%
Maintenance Materials and Supplies	<b>63,270</b>	62,130	1,140	1.83%
Total Expenses	<b>464,350</b>	516,260	(51,910)	<b>-10.06%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>464,350</b>	<b>516,260</b>	<b>(51,910)</b>	<b>-10.06%</b>



**Functional Area:** MAYOR  
**Department:** City Manager, City Solicitor, City Clerk, Mayor and City Council  
**Fund:** General Fund

Mayor and Council lead the community and corporation and oversee three Governance Officers: the City Manager, the City Clerk and the City Solicitor. The Mayor is the Chief Elected Official for the citizens of Prince Albert. The Mayor’s Office is responsible for all administrative matters involving City Council and is the primary customer service representative between Mayor and Council, the public, elected officials, and community organizations. This budget represents the remuneration for the Mayor’s Office. This includes expenditures related to strategic planning, travel, conferences, training, and vehicle allowances.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Council Remuneration	\$104,420	\$103,790	\$630	0.61%
Salaries Wages and Benefits	82,760	79,680	3,080	3.87%
Maintenance Materials and Supplies	14,980	14,980	0	0.00%
Total Expenses	<b>202,160</b>	198,450	3,710	<b>1.87%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>202,160</b>	<b>198,450</b>	<b>3,710</b>	<b>1.87%</b>



**Functional Area:** CITY COUNCIL  
**Department:** City Manager, City Solicitor, City Clerk, Mayor and City Council  
**Fund:** General Fund

The Council of the City of Prince Albert has a broad mandate to provide good government, develop and maintain a safe and viable community, and to supply desirable and necessary services to the community. Prince Albert's City Council is made up of nine elected representatives including one Mayor and eight City Councillors. This functional area represents the remuneration for the eight Councillors, and a portion of the Mayor's office staffing cost.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Council Remuneration	<b>\$345,720</b>	\$344,140	\$1,580	0.46%
Salaries Wages and Benefits	<b>33,850</b>	32,540	\$1,310	4.03%
Maintenance Materials and Supplies	<b>25,590</b>	24,460	\$1,130	4.62%
Total Expenses	<b>405,160</b>	<b>401,140</b>	<b>4,020</b>	<b>1.00%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>405,160</b>	<b>401,140</b>	<b>4,020</b>	<b>1.00%</b>



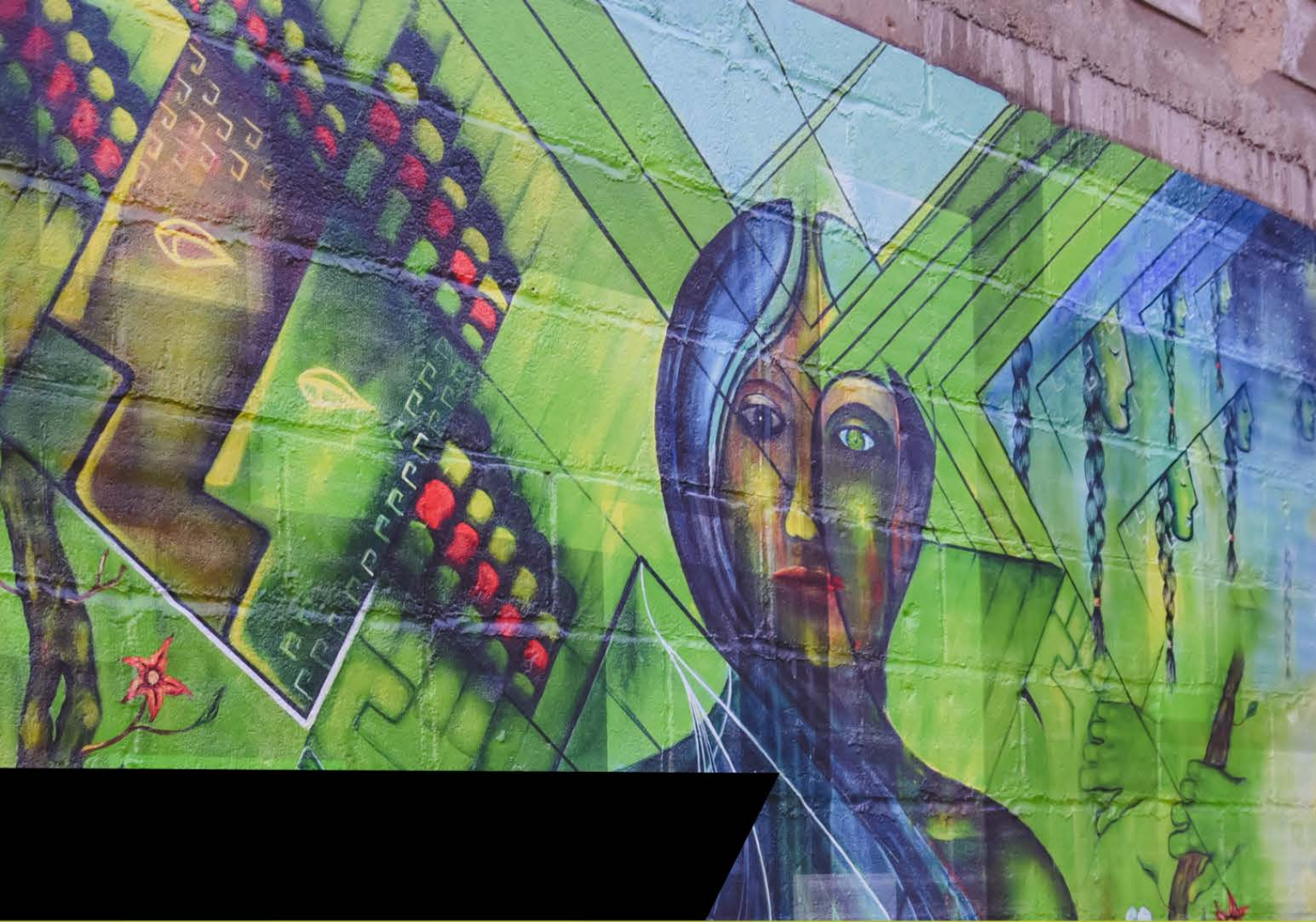
**Functional Area:** CITY SOLICITOR  
**Department:** City Manager, City Solicitor, City Clerk, Mayor and City Council  
**Fund:** General Fund

The City Solicitor is one of the three Officers of Council and reports directly to City Council. The primary responsibility of the City Solicitor is to direct and manage the legal affairs of the City on a day to day basis to ensure the interests of the City are properly advocated and protected. This budget is attributed to the remuneration of the City Solicitor, and office staffing costs for the City Solicitor’s office at City Hall.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	%
			Change	Change
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$44,890</b>	\$41,540	\$3,350	8.06%
Contracted and General Services	<b>450,500</b>	362,700	87,800	24.21%
Maintenance Materials and Supplies	<b>960</b>	1,270	(310)	-24.41%
Total Expenses	<b>496,350</b>	405,510	90,840	<b>22.40%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>496,350</b>	<b>405,510</b>	<b>90,840</b>	<b>22.40%</b>







# CORPORATE SERVICES



City of  
**Prince  
Albert**

## CORPORATE SERVICES

### CORPORATE COMMUNICATIONS, HUMAN RESOURCES, PAYROLL, OCCUPATIONAL HEALTH & SAFETY AND INFORMATION TECHNOLOGY

#### NEW INFRASTRUCTURE SYSTEMS ANALYST POSITION

**\$100,500** for the position of a permanent Infrastructure Systems Analyst. The addition of this position is expected to ensure that current and future workloads can be met and that the City has the necessary backup in place. This will ensure the Infrastructure Systems Team Lead can operate effectively and protect the City's critical infrastructure.

This skillset is required now to ensure that the team has the required skills to adequately support and maintain our critical infrastructure systems. The additional resources proposed for IT will assist with project management of both the implementation of new projects as well as sound management of existing business systems and infrastructure projects.

#### DEPARTMENT RESTRUCTURING

The position of Payroll Supervisor and two payroll clerks have been transferred from the Financial Services Department to the Human Resources Division. Transfer of salaries.

As well, the position of Communications Manager has been restructured to a Human Resources Manager.

#### CONTRACTED AND GENERAL SERVICES

- **\$30,000** total Contracted and General Services regarding Arbitration Panel Expenses for City Nominee at 5 Arbitrations outstanding in the amount of \$27,500 and Investigation Services at \$2,500.
- **\$15,000** for Corporate Communication that consists of: Graphic Design \$2,500; Event Photography \$2,500; and Video Production \$10,000.
- **\$15,000** for Information Technology Consultants. This relates to professional services typically used for network and servers. This item is expected to be reduced with the SaskTel network managed services agreement; equipment expected to be installed in 2023.
- **\$4,200** new budget for ergonomics assessments for approximately 12 employees. Estimate based on employees moving offices and new hires. Assessments previously completed by City staff.



### **INFORMATION TECHNOLOGY INCREASES FOR 2023**

- **\$29,120** increase for telephone costs. The IT Communications budget was updated by the IT Manager in 2022 and now includes all costs related to the centralized management of: VOIP telephone & related services (licensing & support); Telephone handset renewal; Primary data connection for City Network; IT Landlines/mobility; and SD-WAN.

There is a new charge that will support the SD-WAN service which includes firewall, pre-existing switches and spare equipment. This charge is applicable whether the City manages the SD-WAN equipment or uses managed services.

- **\$53,720** increase for Computer Services. This line item is a consolidation of all annual licensing fees for IT software across all City Departments for tracking purposes. These expenses are allocated back to departments based on usage to better reflect the cost of IT services at a departmental level across the organization.
- **\$20,100** for licensing fees. This budget is for the operations and support of the City data centre, network, security and related systems including costs for licensing, and support.
- **\$9,300** increase for memberships and dues. Increase reflects full year of SRNet membership including taxes. Also includes renewal of InfoTech, IIBA and MISA memberships.

### **INFORMATION TECHNOLOGY - RESERVE**

The IT functional area has conducted a review of IT business systems and infrastructure needs in consultation with all City Departments. The creation of the Information Technology Administrative Group (ITAG) has enabled the City to prioritize and evaluate opportunities for projects and bring together necessary resources that benefit all departments and the City as a whole. IT is now in a position to anticipate what the capital budget needs will be for the next five to ten years.

The 2023 Transfer to the Reserve is **\$450,000** which represents a decrease of \$50,000 from 2022. Reserve funding at this level provides permanent and ongoing funding that will build and be available for known future projects that are required.

**CENTRALIZATION OF IT COMPUTER BUDGET**

To assist with long term planning and oversight of IT projects, starting Year 2022, the IT operating budget included all Computer Services previously budgeted independently by departments under the 238 account. To ensure the cost of IT services are still accounted for in each department budget, costs will be allocated back to departments (Object Code 410) based on usage of the systems (some systems are shared across departments, others are used exclusively by one department).

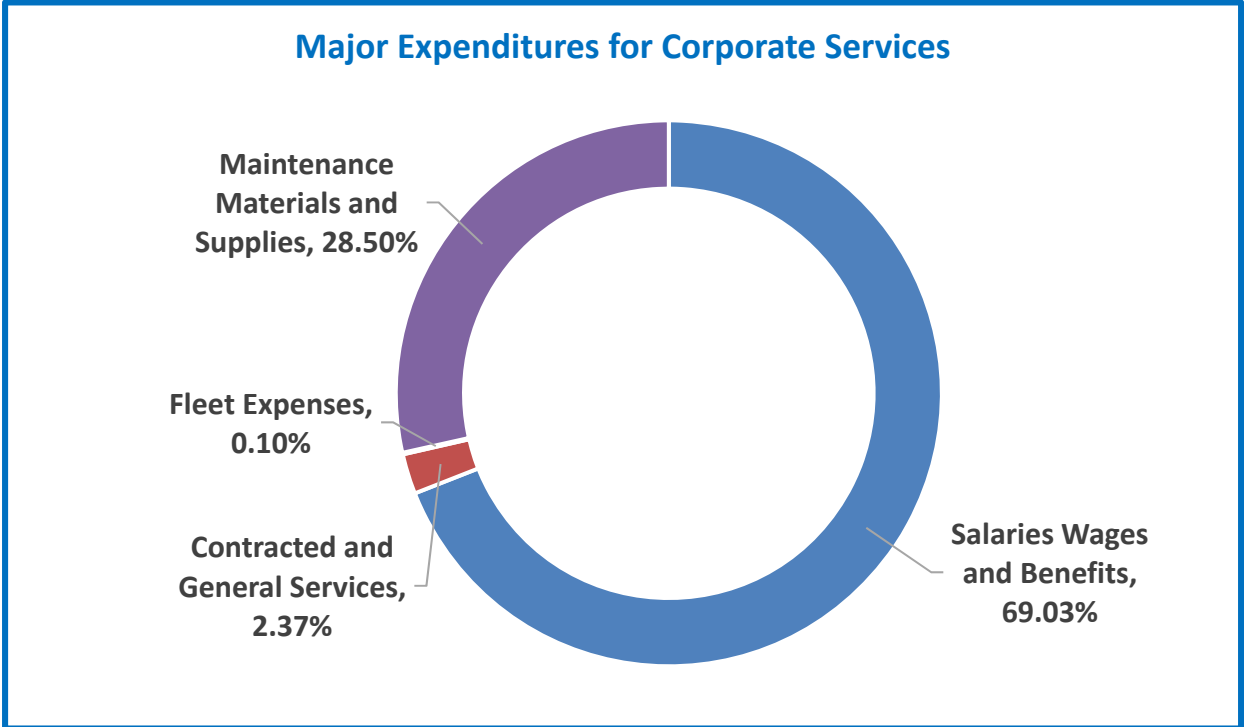
This change will result in one-time adjustments in each functional area. Below are the IT Allocations to the various Department's Budget:

<b><u>INFORMATION TECHNOLOGY ALLOCATIONS</u></b>		<b><u>BUDGET</u></b>	<b><u>BUDGET</u></b>	
		<b><u>Year 2022</u></b>	<b><u>Year 2023</u></b>	<b><u>Increase</u></b>
Computer Services	Expenses			
Information Technology	1-2-12220- <b>238</b>	\$504,400	\$561,470	\$57,070
<b>Information Technology - Computer Allocations 410</b>		<b>-\$504,400</b>	<b>-\$561,470</b>	<b>(\$57,070)</b>
		\$0	\$0	(\$0)
<b><u>410 Allocations to Departments</u></b>		<b><u>Year 2022</u></b>	<b><u>Year 2023</u></b>	<b><u>Increase</u></b>
City Manager's Department		\$16,910	\$17,600	\$690
Corporate Services			\$70,280	\$70,280
Financial Services		\$149,360	\$108,130	(\$41,230)
Community Services		\$103,270	\$122,570	\$19,300
Public Works		\$115,950	\$113,290	(\$2,660)
Fire Department		\$34,000	\$25,150	(\$8,850)
Planning		\$31,310	\$54,090	\$22,780
		<b>\$450,800</b>	<b>\$511,110</b>	<b>\$60,310</b>
Sanitation Fund (Landfill)		\$16,000	\$10,105	(\$5,895)
Water and Sewer Fund (Billing and Collection)		\$37,600	\$40,255	\$2,655
		<b>\$53,600</b>	<b>\$50,360</b>	<b>(\$3,240)</b>
<b>Total Computer Services - Allocations to Departments</b>		<b>\$504,400</b>	<b>\$561,470</b>	<b>\$57,070</b>
Variance		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Please note that for Year 2022, there was no cost allocated to Corporate Services. For Year 2023, the amount of \$70,280 is allocated to Corporate Services.



MAJOR EXPENDITURES OF CORPORATE SERVICES:



2023 APPROVED CAPITAL PROJECTS TO BE FUNDED FROM INFORMATION TECHNOLOGY RESERVE

\$215,000	Business Continuity
\$109,800	End User Computing & Printing
\$89,900	Corporate Portal & Intranet Systems
\$49,500	Finance & Administration Systems
\$25,000	Networking
\$10,500	Web & Portal Systems

**TOTAL CAPITAL SPENDING \$499,700**



## CORPORATE SERVICES

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change
<b>REVENUES</b>			
<b>EXPENSES</b>			
Salaries Wages and Benefits	<b>\$1,863,840</b>	\$1,462,580	\$401,260
Contracted and General Services	<b>64,200</b>	87,500	(23,300)
Fleet Expenses	<b>2,650</b>	2,500	150
Maintenance Materials and Supplies	<b>769,440</b>	736,120	33,320
Total Expenses	<b>2,700,130</b>	2,288,700	411,430
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>2,700,130</b>	<b>2,288,700</b>	<b>411,430</b>
			<b>17.98%</b>

**Functional Area: CORPORATE COMMUNICATIONS**  
**Department: Corporate Services**  
**Fund: General Fund**

The Corporate Communications Office is responsible for delivering timely, accurate and relevant information regarding City services, programs and Council decisions to Prince Albert residents, through a variety of mediums. The Corporate Communications Office provides a degree of centralization to the communications function for the City. Each City department maintains responsibility for the distribution of the communications material that is relevant to their activities, programs and services. The Corporate Communications office serves as a liaison between The City and media and advertising agencies and often provides assistance and advice to departments.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	%
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$104,110</b>	\$210,810	(\$106,700)	-50.61%
Contracted and General Services	<b>15,000</b>	21,500	(6,500)	-30.23%
Maintenance Materials and Supplies	<b>37,310</b>	49,260	(11,950)	-24.26%
Total Expenses	<b>156,420</b>	281,570	(125,150)	<b>-44.45%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>156,420</b>	<b>281,570</b>	<b>(125,150)</b>	<b>-44.45%</b>



**Functional Area: HUMAN RESOURCES**  
**Department: Corporate Services**  
**Fund: General Fund**

Human Resources promotes a fully engaged workforce throughout the City and provides services to the organization to attract, retain, support and develop our employees in serving our community. Key functions include attraction and orientation of new employees, compensation and benefits, employee development and retention, labour relations and negotiations, employee wellness, and disability management. The Payroll Division is now part of Human Resources as per the current Departmental Restructuring.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$859,680</b>	\$472,820	\$386,860	81.82%
Contracted and General Services	<b>30,000</b>	30,000	0	0.00%
Maintenance Materials and Supplies	<b>106,340</b>	45,080	61,260	135.89%
Total Expenses	<b>996,020</b>	547,900	448,120	<b>81.79%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>996,020</b>	<b>547,900</b>	<b>448,120</b>	<b>81.79%</b>



**Functional Area: OCCUPATIONAL HEALTH AND SAFETY**  
**Department: Corporate Services**  
**Fund: General Fund**

The Health, Safety and Environment Coordinator Manager provides resources in health and safety to all of the departments including Police and Fire Services. OHS functions include health and wellness, safety, occupational health and is also responsible for processing all reported incidents, workers' compensation claims, back to work processes, and support for employees, supervisors and managers for both occupational and non-occupational injuries and illness.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$113,480</b>	\$118,550	(\$5,070)	-4.28%
Contracted and General Services	<b>4,200</b>	0	4,200	100.00%
Fleet Expenses	<b>2,650</b>	2,500	150	6.00%
Maintenance Materials and Supplies	<b>26,310</b>	39,210	(12,900)	-32.90%
Total Expenses	<b>146,640</b>	160,260	(13,620)	<b>-8.50%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>146,640</b>	<b>160,260</b>	<b>(13,620)</b>	<b>-8.50%</b>





**Functional Area: INFORMATION TECHNOLOGY**  
**Department: Corporate Services**  
**Fund: General Fund**

Proper use of technology allows the City to provide information and services in an accessible manner. As the provider of necessary technology to all areas of the organization, the IT branch has an important role to play in ensuring that City employees have the proper tools and solutions needed to do their jobs.

IT designs, develops and maintains the technology systems, including managing application software, technology infrastructure, and support services while ensuring information is secure and protected.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$786,570</b>	\$660,400	\$126,170	19.11%
Contracted and General Services	<b>15,000</b>	36,000	(21,000)	-58.33%
Maintenance Materials and Supplies	<b>599,480</b>	602,570	(3,090)	-0.51%
Total Expenses	<b>1,401,050</b>	1,298,970	102,080	<b>7.86%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>1,401,050</b>	<b>1,298,970</b>	<b>102,080</b>	<b>7.86%</b>

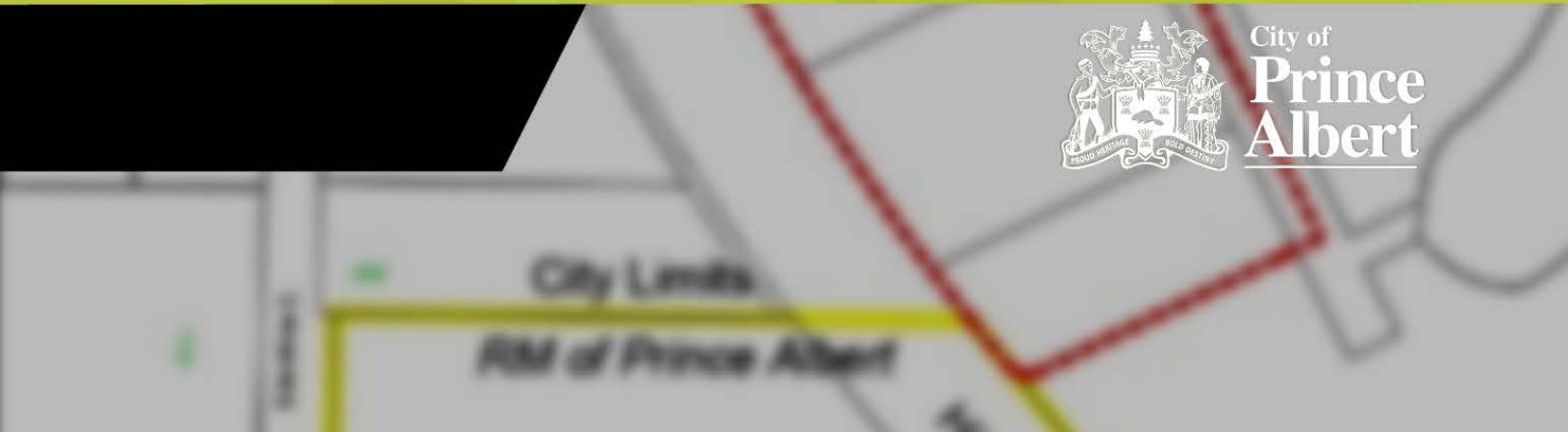




# PLANNING AND DEVELOPMENT SERVICES



City of  
**Prince  
Albert**

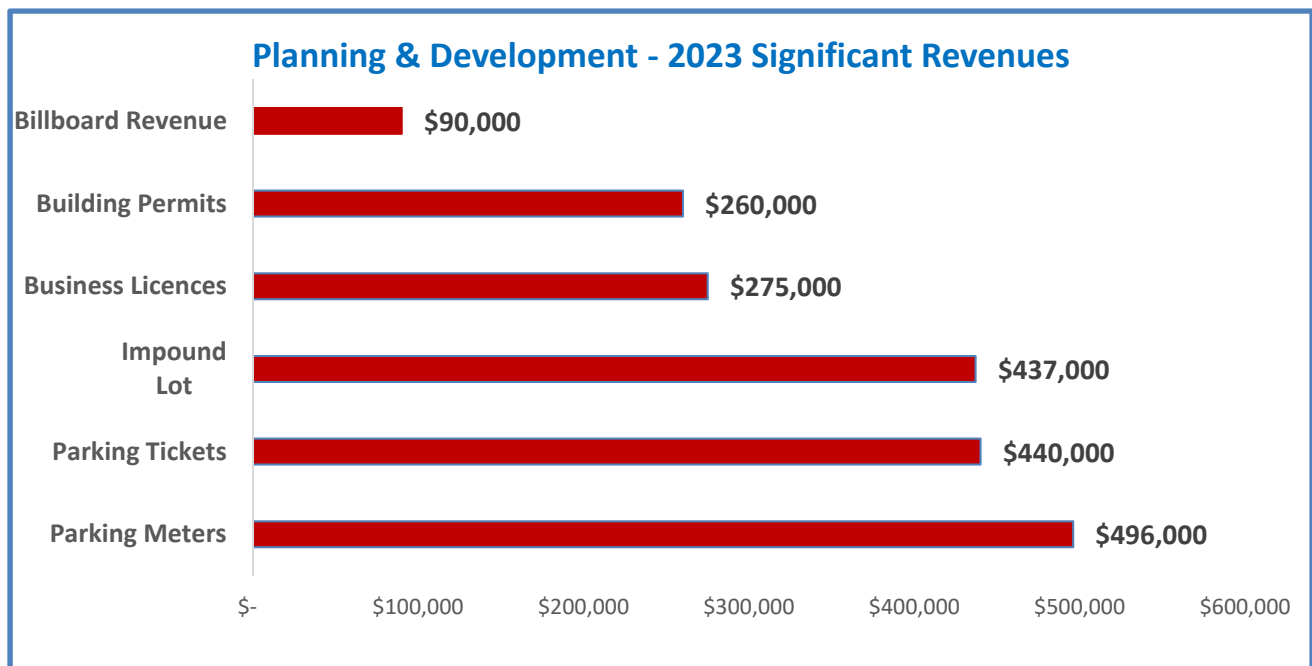


## PLANNING & DEVELOPMENT SERVICES

### PLANNING, ECONOMIC DEVELOPMENT, BUILDING INSPECTIONS, BYLAW ENFORCEMENT, PARKING TICKETS AND IMPOUND LOT

#### INCREASED/DECREASED REVENUE FOR 2023

- \$45,000 increase in revenue anticipated for Parking Ticket Violations.
- \$75,000 increase in revenue anticipated for Parking Meters.
- \$20,000 increase in revenue anticipated for Building Permits.
- \$15,000 decrease in Business License Revenue. This revenue primarily accounts for business licensing throughout the City. The City currently have approximately 1,500 in operation for 2022 and we expect that to remain consistent for 2023. The revenue has adjusted to reflect revenue based on an average for the last three years.
- \$21,450 decrease in revenue for the Impound Lot. Storage Revenue is based on the number of tows and the average days a vehicle is in the impound lot. If the vehicle is sold for less than the fees incurred, the difference is written off to "Impound Lot Bad Debt Expense". This is a reduction of vehicles in the impound lot.

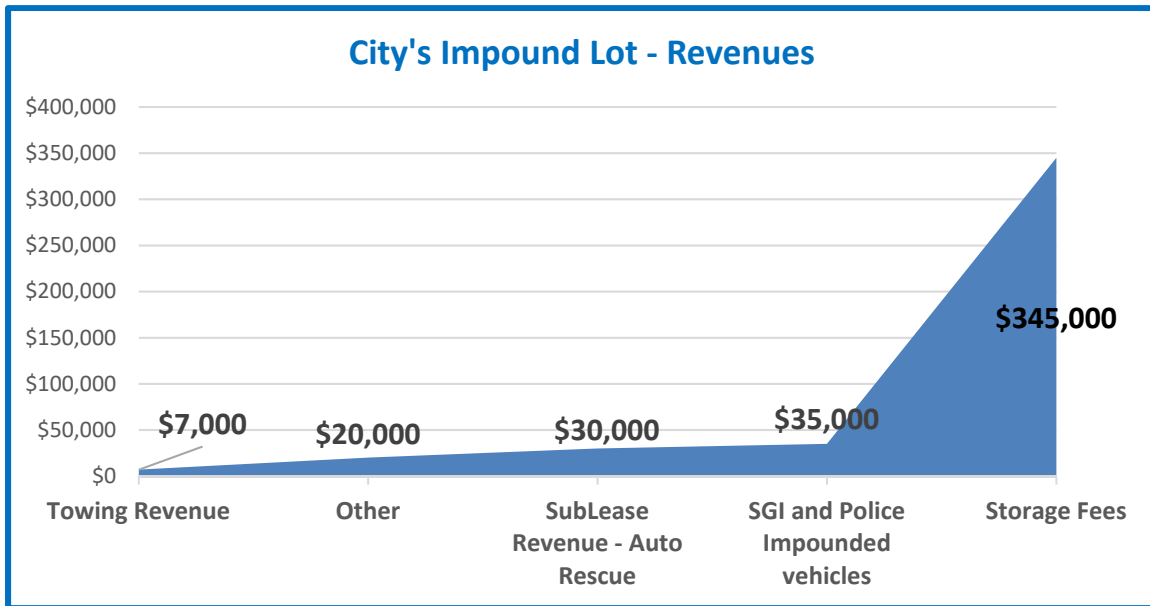


Parking Meters Revenue: \$90,000 related to revenue from the Sask Polytechnic Lot.



**CITY'S IMPOUND LOT**

The City's Municipal Impound Lot receives all vehicles towed by the Prince Albert City Police and the City's Bylaw Officers. This functional area coordinates contractors to provide towing and auction services. This budget accounts for revenue from towing, storage and other related fees as well as expenses such as lot maintenance, building and land leases along with coordinating vehicle releases. This Division is now part of the Bylaw Services Division.



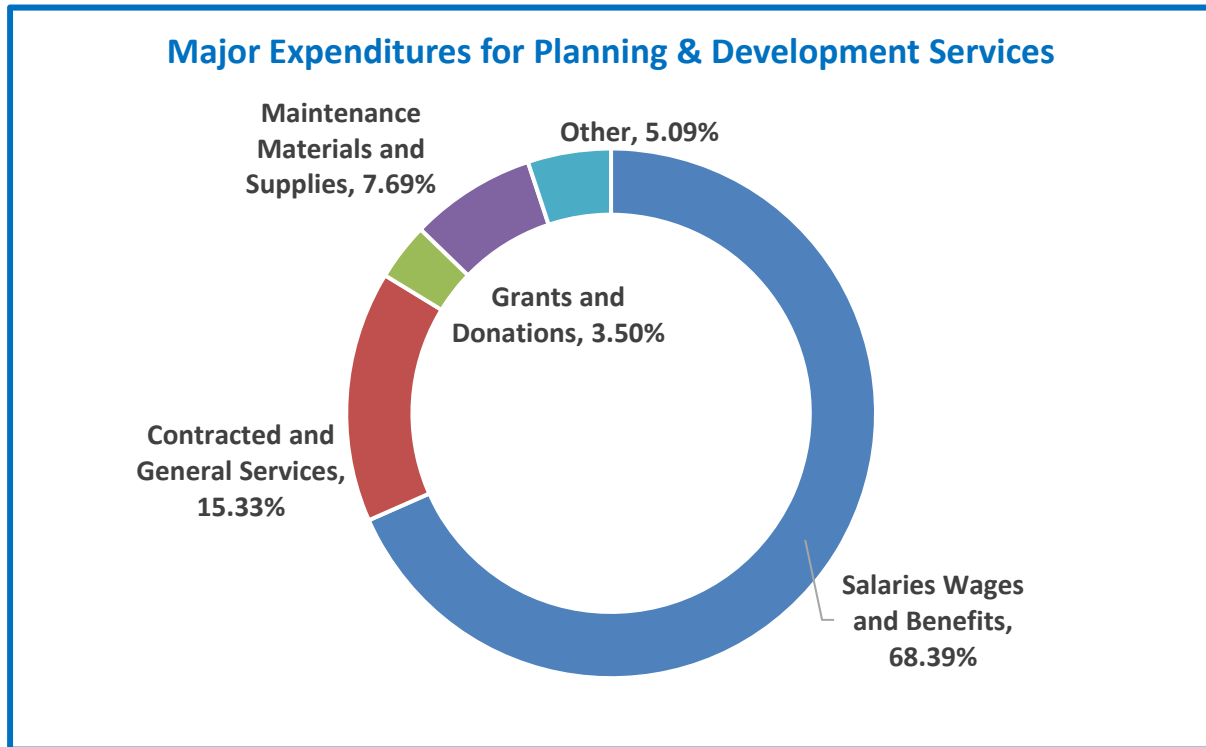
Note: Other Revenue consists of lien checks, removing plates and returning to SGI, reimbursement for SGI auction costs.

**MAJORITY OF THE COSTS FOR THE IMPOUND LOT INCLUDE:**

- \$500 for commissionaire services.
- \$1,500 for ISC Searches.
- \$9,500 regarding electricity and heating for the trailer at the Impound Lot.
- \$9,608 for property taxes. The City pays the property taxes as part of the lease for this property. Increase to the budget by \$6,330 is to reflect the increase in property taxes.
- \$10,382 for the trailer rental at the Impound Lot.
- \$14,000 for Auction commission costs.
- \$38,400 for the leased land by the City to SPCA for the Impound Lot land.
- \$52,000 for Bad Debt Expense. Vehicles are sent to auction if they are abandoned and not claimed. If the proceeds from the auction do not cover all the outstanding fees, the balance is written off to bad debt. The fees would include towing, impound, storage, etc.
- \$85,000 is the Fee to Auto Rescue for being the City's Towing Company.



**MAJOR EXPENDITURES FOR PLANNING & DEVELOPMENT SERVICES**



Note: Other includes Insurance, Bad Debt Expense, Financial Charges, Fleet Expenses and Utilities.

**DECREASE – GRANTS AND DONATIONS**

- \$200,000 decrease in funding under Grants and Donations to PAREDA and Tourism for 2023.

**DEPARTMENT RESTRUCTURE**

The positions that have been transferred to the Bylaw Services Division includes the Bylaw Services Manager, Meter Services Supervisor, and three Parking Meter Inspectors. All staffing costs are included in the Bylaw Services Division. Transfer of salaries and wages from Financial Services to the Bylaw Services Division.

The increase is also contributed to the restructuring of the Property Coordinator position to a GIS Technician position. 100% charge of the GIS Technician position charged to the General Fund (previously 75% of the Property Coordinator position was charged to the Land Fund).



### **PRINCE ALBERT SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS INC. (SPCA)**

The City pays the Prince Albert Society of the Prevention of Cruelty to Animals Inc. (SPCA) for providing pound keeper and animal protection services within the confines of the City. The pound keeping and lease agreement outlines the power and duties of the SPCA within the limits of the City, as specified in the bylaws and all amendments.

\$310,600 Total Contracted and General Services under the Bylaw Services Division as follows:

- **\$81,600** is the Animal Control Service Agreement. The Animal Control Service Agreement between the City and SPCA to provide animal control services to the City.
- **\$229,000** for the Poundkeeping Agreement. The Poundkeeping Agreement is between the City and SPCA. The City appoints the SPCA as the City's Poundkeeper. The fee for service payable by the City during the term of the Agreement shall be deemed as contributing toward all the operating costs of the SPCA while it operates as Poundkeeper.

### **PRINCE ALBERT DISTRICT PLANNING COMMISSION**

The members of the Prince Albert District Planning Commission include: City of Prince Albert, Rural Municipality of Buckland and the Rural Municipality of Prince Albert. The City provides a grant to the Prince Albert District Planning Commission who advises the majority of the funds going towards staff salary and office services.

The Budget for the Prince Albert District Planning Commission is under the Planning Division. A budget of \$18,060 is the total budget presented for the City. The City's agreed upon portion is **\$10,840**.

### **PRINCE ALBERT HOUSING AUTHORITY – HOUSING GRANT**

The Prince Albert Housing Authority is overseen by a volunteer board of directors on behalf of the Saskatchewan Housing Corporation. The City has a contractual obligation for 5% of the annual operating losses for specific properties owned by the Prince Albert Housing Authority and operated by Saskatchewan Housing Corporation.

The City's 5% cost helps house approximately 1,000 people (seniors, adults, and children). The 2023 budget projected was increased by \$37,930 to a total grant and donation of **\$52,920** to be paid to the Prince Albert Housing Authority as per annual operating losses. **Council has approved the total grant and donation of \$52,920 to be funded from the Housing Reserve for 2023.**

**PLANNING & DEVELOPMENT SERVICES**

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change
<b>REVENUES</b>			
User Charges and Fees	(\$1,578,000)	(\$1,606,450)	\$28,450
Interest and Penalties	(454,600)	(473,600)	19,000
Sundry	(35,000)	(34,800)	(200)
<b>Total Revenues</b>	<b>(2,067,600)</b>	<b>(2,114,850)</b>	<b>47,250</b>
<b>EXPENSES</b>			
Salaries Wages and Benefits	1,915,170	1,745,800	169,370
Contracted and General Services	429,440	414,110	15,330
Financial Charges	6,890	5,350	1,540
Grants and Donations	97,920	259,990	(162,070)
Utilities	9,500	7,700	1,800
Fleet Expenses	72,420	59,540	12,880
Maintenance Materials and Supplies	215,410	175,110	40,300
Insurance	1,630	1,520	110
Bad Debt Expense	52,000	33,510	18,490
<b>Total Expenses</b>	<b>2,800,380</b>	<b>2,702,630</b>	<b>97,750</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>732,780</b>	<b>587,780</b>	<b>145,000</b>
			<b>24.67%</b>

**2023 APPROVED CAPITAL PROJECT TO BE FUNDED FROM TAXATION:**

\$40,000 Replacement of Unit 502 – Truck for Parking Meter Staff



**2023 APPROVED GENERAL FUND BUDGET**

**Functional Area: PLANNING**  
**Department: Planning and Development Services**  
**Fund: General Fund**

Planning is responsible for the planning and development of land in the City. The primary goal is to build an increasingly sustainable community over time, with an enhanced quality of life, consistent with the vision and core strategies of the City’s Strategic Plan.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	%
			Change	Change
<b>REVENUES</b>				
User Charges and Fees	<b>(\$120,000)</b>	(\$117,500)	(\$2,500)	2.13%
Total Revenues	<b>(120,000)</b>	(117,500)	(2,500)	2.13%
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>828,010</b>	682,940	145,070	21.24%
Contracted and General Services	<b>17,840</b>	4,500	13,340	296.44%
Grants and Donations	<b>52,920</b>	14,990	37,930	253.04%
Maintenance Materials and Supplies	<b>81,040</b>	57,210	23,830	41.65%
Total Expenses	<b>979,810</b>	759,640	220,170	28.98%
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>859,810</b>	<b>642,140</b>	<b>217,670</b>	<b>33.90%</b>





**Functional Area: BUILDING INSPECTIONS**  
**Department: Planning and Development Services**  
**Fund: General Fund**

Building Inspections reviews plans and construction sites to ensure compliance with the minimum requirements of the National Building Code of Canada and its sister acts. If you are planning on building, renovating, moving a building, demolishing a building or planning a change of use or addition to a new or existing building, the Building Division will be your primary contact. The Building Division also administers other bylaws such as the Portable Sign Bylaw, the Building Bylaw and the Maintenance and Occupancy Bylaw.

As part of its building permit process, the Building Inspections reviews and approves plans for construction that meet building codes and bylaws. Building Inspections will also conduct inspections during construction to verify that building code regulations have been followed.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	<b>(\$260,000)</b>	(\$240,000)	(\$20,000)	8.33%
<b>Total Revenues</b>	<b>(260,000)</b>	(240,000)	(20,000)	<b>8.33%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>298,570</b>	302,690	(4,120)	-1.36%
Fleet Expenses	<b>9,370</b>	8,840	530	6.00%
Maintenance Materials and Supplies	<b>13,930</b>	11,290	2,640	23.38%
<b>Total Expenses</b>	<b>321,870</b>	322,820	(950)	<b>-0.29%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>61,870</b>	<b>82,820</b>	<b>(20,950)</b>	<b>-25.30%</b>



**Functional Area: ECONOMIC DEVELOPMENT**  
**Department: Planning and Development Services**  
**Fund: General Fund**

The City of Prince Albert's Economic Development Division is focused on making our community a place where businesses continue to thrive, and new businesses are welcomed, both locally and regionally. Our goal is to work towards providing economic opportunities by attracting new business, supporting business expansion, and assisting with business retention. The Economic Development Office also processes and issues business licenses.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	<b>(\$300,000)</b>	(\$315,000)	\$15,000	-4.76%
<b>Total Revenues</b>	<b>(300,000)</b>	(315,000)	15,000	<b>-4.76%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>64,180</b>	175,070	(110,890)	-63.34%
Contracted and General Services	<b>0</b>	2,700	(2,700)	-100.00%
Financial Charges	<b>1,500</b>	0	1,500	
Grants and Donations	<b>45,000</b>	245,000	(200,000)	-81.63%
Maintenance Materials and Supplies	<b>11,000</b>	12,000	(1,000)	-8.33%
<b>Total Expenses</b>	<b>121,680</b>	434,770	(313,090)	<b>-72.01%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>(178,320)</b>	<b>119,770</b>	<b>(298,090)</b>	



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:** BYLAW SERVICES DIVISION  
**Department:** Planning and Development Services  
**Fund:** General Fund

The Bylaw Enforcement Division is responsible for the compliance and enforcement of municipal bylaws to ensure a safe, quiet and pleasant environment is provided for all residents of our community. Bylaw Enforcement Officers investigate concerns in relation to all City Bylaws. As per the Departmental Restructuring, the Bylaw Services Manager and Parking Staff have moved to be part of the Bylaw Services Division.

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change	% Change
<b>REVENUES</b>				
Interest and Penalties	(\$14,600)	(\$14,600)	\$0	0.00%
Total Revenues	<b>(14,600)</b>	(14,600)	0	<b>0.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>720,030</b>	215,840	504,190	233.59%
Contracted and General Services	<b>310,600</b>	310,600	0	0.00%
Fleet Expenses	<b>28,050</b>	17,680	10,370	58.65%
Maintenance Materials and Supplies	<b>11,300</b>	8,000	3,300	41.25%
Total Expenses	<b>1,069,980</b>	552,120	517,860	<b>93.79%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>1,055,380</b>	<b>537,520</b>	<b>517,860</b>	<b>96.34%</b>



**Functional Area:      PARKING TICKETS AND METERS**  
**Department:         Financial Services**  
**Fund:                    General Fund**

Parking Services provides a coordinated approach to the provision, regulation, enforcement and collection services related to parking in Prince Albert.

This budget accounts for revenue from parking ticket violations and parking meters. Costs are also required for parking meter maintenance, software and hardware requirements. This Division is now part of the Bylaw Services Division.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	<b>(\$496,000)</b>	(\$510,500)	\$14,500	-2.84%
Interest and Penalties	<b>(440,000)</b>	(459,000)	19,000	-4.14%
<b>Total Revenues</b>	<b>(936,000)</b>	(969,500)	33,500	<b>-3.46%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>1,580</b>	366,460	(364,880)	-99.57%
Financial Charges	<b>3,590</b>	3,850	(260)	-6.75%
Fleet Expenses	<b>33,410</b>	31,520	1,890	6.00%
Maintenance Materials and Supplies	<b>32,730</b>	23,150	9,580	41.38%
<b>Total Expenses</b>	<b>71,310</b>	424,980	(353,670)	<b>-83.22%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>(864,690)</b>	<b>(544,520)</b>	<b>(320,170)</b>	<b>58.80%</b>



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:**           **IMPOUND LOT**  
**Department:**           **Financial Services**  
**Fund:**                       **General Fund**

The City's Municipal Impound Lot receives all vehicles towed by the Prince Albert City Police and the City's Bylaw Officers. This functional area coordinates contractors to provide towing and auction services.

This budget accounts for revenue from towing, storage and other related fees as well as expenses such as lot maintenance, building and land leases along with coordinating vehicle releases. This Division is now part of the Bylaw Services Division.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	<b>(\$402,000)</b>	(\$423,450)	\$21,450	-5.07%
Sundry	<b>(35,000)</b>	(34,800)	(200)	0.57%
<b>Total Revenues</b>	<b>(437,000)</b>	(458,250)	21,250	<b>-4.64%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>2,800</b>	2,800	0	0.00%
Contracted and General Services	<b>101,000</b>	96,310	4,690	4.87%
Financial Charges	<b>1,800</b>	1,500	300	20.00%
Utilities	<b>9,500</b>	7,700	1,800	23.38%
Fleet Expenses	<b>1,590</b>	1,500	90	6.00%
Maintenance Materials and Supplies	<b>65,410</b>	63,460	1,950	3.07%
Insurance	<b>1,630</b>	1,520	110	7.24%
Bad Debt Expense	<b>52,000</b>	33,510	18,490	55.18%
<b>Total Expenses</b>	<b>235,730</b>	208,300	27,430	<b>13.17%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>(201,270)</b>	(249,950)	48,680	<b>-19.48%</b>

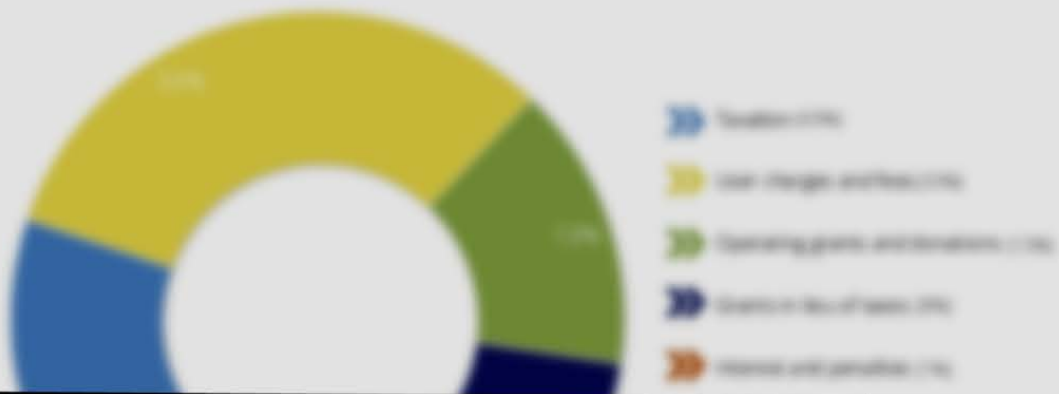


# REVENUE

Total consolidated revenue increased by \$3.7 million from 2020 to 2021.

The main sources of revenue are taxation, user charges and fees, and operating grants and donations as reflected in Table 2.

**TABLE 2 2021 SUMMARY OPERATIONAL REVENUE**



# FINANCIAL SERVICES

	2021	2020	2019	2018	2017
Operating revenue	1,746,322	1,673,685	1,671,685	1,681,288	1,626,242
Operating expenses	(782,277)	(788,127)	(788,127)	(788,127)	(788,127)
Operating profit	964,045	885,558	883,558	893,161	838,115
Operating loss	(216,725)	(216,725)	(216,725)	(216,725)	(216,725)



City of  
**Prince  
Albert**

## FINANCIAL SERVICES

### ASSESSMENT, TAXATION, ASSET MANAGEMENT, FINANCIAL SERVICES, PURCHASING AND STORES

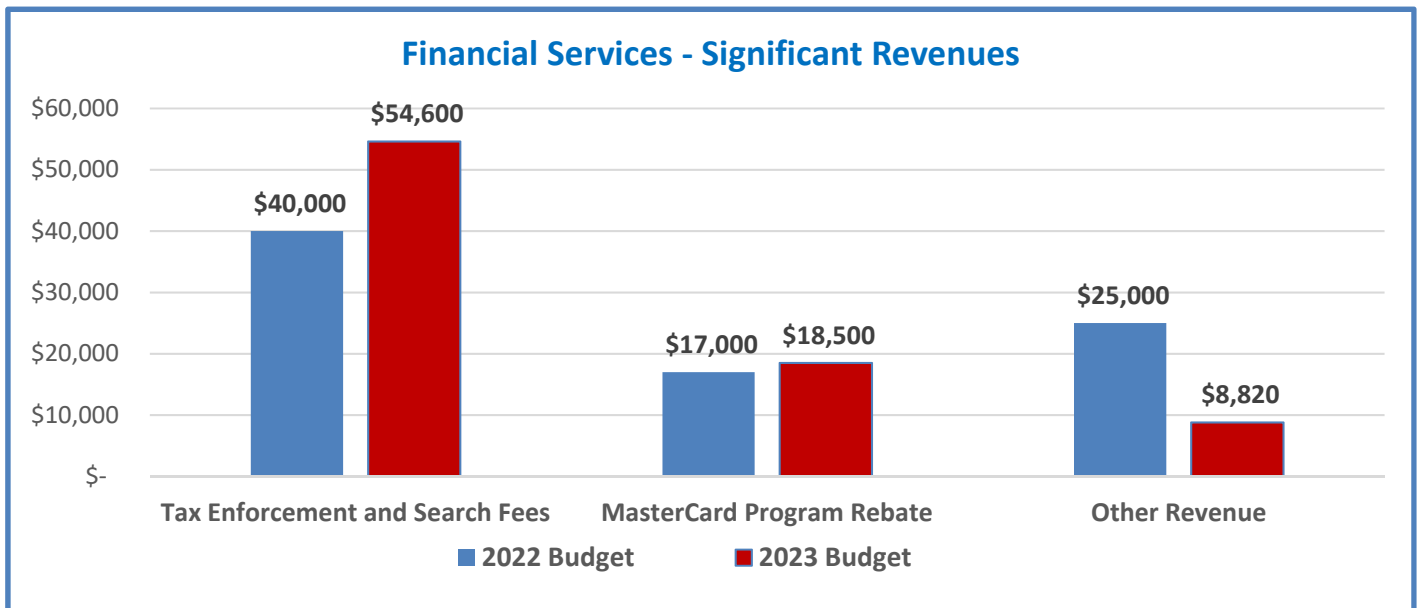
#### DEPARTMENT RESTRUCTURING

The positions of Payroll Supervisor and two payroll clerks have been transferred from the Financial Services Department to the Human Resources Division in Corporate Services. Transfer of salaries.

The positions of Bylaw Services Manager, Meter Services Supervisor, and three Parking Meter Inspectors have been transferred from the Financial Services Department to the Bylaw Enforcement Division in Planning & Development Services. All staffing costs are included in the Bylaw Services Division. Transfer of Salaries.

The positions of Chief Clerk and a Taxation Manager have been transferred from the Assessment Division to the Financial Services Division.

#### SIGNIFICANT REVENUES



Note: Other Revenue: \$16,180 reduction for User Charges and Fees. Adjusted revenue of (\$8,820) for 2023: \$1,920 (\$160/month) for various service charges + \$3,600 (\$300/month) for NSF cheques + \$3,300 (\$275/month) AR Finance Charges.





## AUDITING SERVICES

Council has awarded the Request for Proposal No. 29 of 2022 for the Audit of Annual Financial Statements to MNP LLP, for a five (5) year term for the year ended December 31, 2022 to the year ended December 31, 2026. The Request for Proposal included the Audit of the City’s Annual Financial Statements and the City’s Annual Municipal Annual Expenditure Report (MAER) required as per the Canada Community Building Fund (previously called Gas Tax Funding). As per The Public Libraries Act, 1996, the Prince Albert Public Library must also use our Auditor.

As per the submitted Proposal, below is the proposed Budget for the next five (5) year term for the year ending December 31, 2022 to the year ending December 31, 2026. The cost includes the Audit of the Annual Financial Statements and the Audit of the Municipal Annual Expenditure Report (MAER), excluding GST costs:

2023 Budget	\$79,921
2024 Budget	\$84,027
2025 Budget	\$88,301
2026 Budget	\$92,796
2027 Budget	\$97,514
<b>Total</b>	<b>\$442,559</b>

\$16,890 increase in Audit Fees as approved by Council for 2023 Audit Services.

## ASSESSMENT

The Assessment Functional Area falls under Financial Services. The Functional Area is responsible for determining the assessed values of the properties within the City. This determination is made by following legislation, assessment guides and manuals. Assessment is a key component to the City’s operations and property tax cycle as the values are determined from the City’s tax base which is the main component of the property tax calculation. Assessment has a total net budget of \$626,550 to perform these services.

## COMPUTER SERVICES

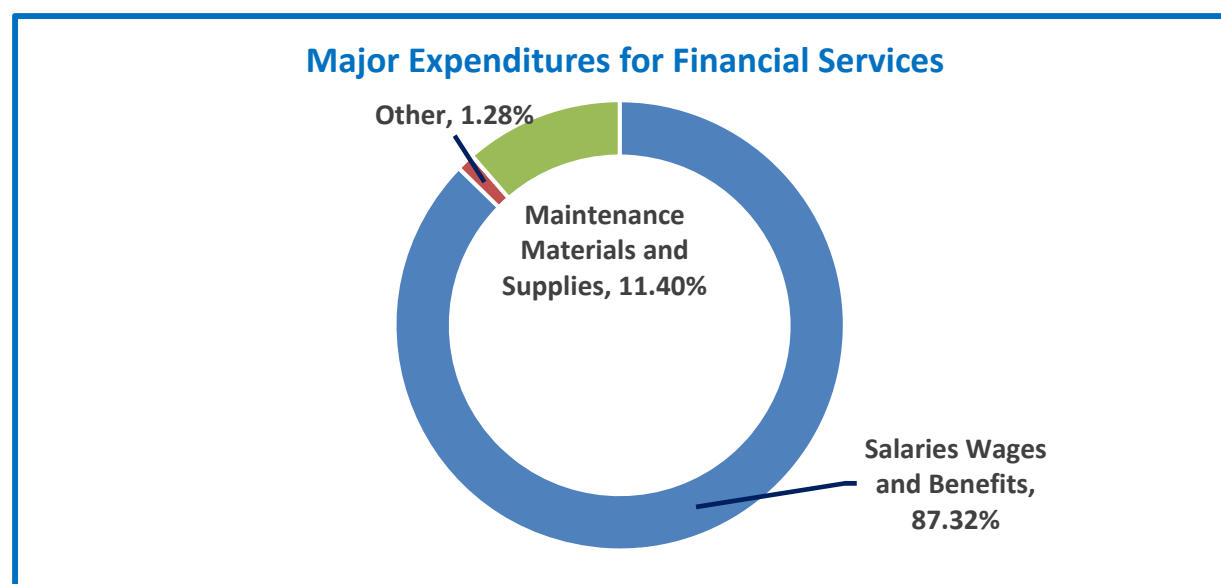
In Financial Services for 2023, the allocation of funds for computer services is **\$108,130**.

The decrease in 2023 of (\$41,230) is due to elimination of Synerion software, decrease of Worktech licenses, and new pending agreement with CAMALot.

## FINANCIAL SERVICES

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change
<b>REVENUES</b>			
User Charges and Fees	(\$63,420)	(\$65,000)	\$1,580
Sundry	(18,500)	(17,000)	(1,500)
<b>Total Revenues</b>	<b>(81,920)</b>	<b>(82,000)</b>	<b>80</b>
<b>EXPENSES</b>			
Salaries Wages and Benefits	2,464,250	2,569,070	(104,820)
Contracted and General Services	14,700	18,700	(4,000)
Financial Charges	6,100	6,100	0
Fleet Expenses	15,230	14,370	860
Maintenance Materials and Supplies	321,760	363,940	(42,180)
<b>Total Expenses</b>	<b>2,822,040</b>	<b>2,972,180</b>	<b>(150,140)</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>2,740,120</b>	<b>2,890,180</b>	<b>(150,060)</b>
			<b>-5.19%</b>

### MAJOR EXPENDITURES FOR FINANCIAL SERVICES



Note: Other includes Contracted and General Services, Financial Charges and Fleet Expenses.

**Functional Area: ASSESSMENT**  
**Department: Financial Services**  
**Fund: General Fund**

The City of Prince Albert annually produces assessed values for every property within the City. This value is used to calculate property taxes and is based on a number of factors, including the approximate market value, the size of the property and its location. The City determines a home's assessed value by comparing the property with sales of other properties. Pursuant to The Cities Act and the other Provincial legislation there are a number of requirements for inspection and valuation of properties.

	<b>2023</b>	2022	(Favourable) Unfavourable	%
	<b>Budget</b>	Budget	Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	<b>(\$54,600)</b>	(\$40,000)	(\$14,600)	36.50%
<b>Total Revenues</b>	<b>(54,600)</b>	(40,000)	(14,600)	<b>36.50%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>601,680</b>	778,950	(177,270)	-22.76%
Contracted and General Services	<b>13,200</b>	17,200	(4,000)	-23.26%
Fleet Expenses	<b>9,380</b>	8,850	530	5.99%
Maintenance Materials and Supplies	<b>56,890</b>	62,920	(6,030)	-9.58%
<b>Total Expenses</b>	<b>681,150</b>	867,920	(186,770)	<b>-21.52%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>626,550</b>	<b>827,920</b>	<b>(201,370)</b>	<b>-24.32%</b>



Functional Area: **ASSET MANAGEMENT**  
 Department: **Financial Services**  
 Fund: **General Fund**

Asset Management is responsible for recording asset purchases and disposals, ensuring proper classification of assets, and the calculation of amortization. Asset information is in compliance with the Public Sector Accounting Board (PSAB) accounting standards.

	<b>2023</b>	2022	(Favourable) Unfavourable	%
	<u>Budget</u>	Budget	Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$88,870</b>	\$77,760	\$11,110	14.29%
Total Expenses	<b>88,870</b>	77,760	11,110	<b>14.29%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>88,870</b>	<b>77,760</b>	<b>11,110</b>	<b>14.29%</b>



**Functional Area:** FINANCIAL SERVICES  
**Department:** Financial Services  
**Fund:** General Fund

The Financial Services functional area is responsible for the administration of financial reporting and audits, budgeting, accounts payable, accounts receivable, payment processing, utility and taxation account management, collections, and insurance. As per the Departmental Restructuring, Payroll is now part of the Human Resources Division and Parking is now part of the Bylaw Services Division.

	<b>2023</b>	2022	(Favourable) Unfavourable	%
	<b>Budget</b>	Budget	Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	<b>(\$8,820)</b>	(\$25,000)	\$16,180	-64.72%
Sundry	<b>(18,500)</b>	(17,000)	(1,500)	8.82%
<b>Total Revenues</b>	<b>(27,320)</b>	(42,000)	14,680	<b>-34.95%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>1,429,810</b>	1,377,870	51,940	3.77%
Contracted and General Services	<b>1,500</b>	1,500	0	0.00%
Financial Charges	<b>500</b>	500	0	0.00%
Maintenance Materials and Supplies	<b>253,240</b>	288,490	(35,250)	-12.22%
<b>Total Expenses</b>	<b>1,685,050</b>	1,668,360	16,690	<b>1.00%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>1,657,730</b>	<b>1,626,360</b>	<b>31,370</b>	<b>1.93%</b>



**Functional Area: PURCHASING AND STORES**  
**Department: Financial Services**  
**Fund: General Fund**

Purchasing and Stores is responsible for acquiring materials, equipment and services, disposing of obsolete and surplus materials and equipment, and for maintaining adequate inventory levels.

It is the policy of The City to purchase the best quality goods while being environmentally responsible, at the best prices available, and ensuring that as many suppliers as practical are given the opportunity to quote on City business.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$343,890</b>	\$334,490	\$9,400	2.81%
Financial Charges	<b>5,600</b>	5,600	0	0.00%
Fleet Expenses	<b>5,850</b>	5,520	330	5.98%
Maintenance Materials and Supplies	<b>11,630</b>	12,530	(900)	-7.18%
Total Expenses	<b>366,970</b>	358,140	8,830	<b>2.47%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>366,970</b>	<b>358,140</b>	<b>8,830</b>	<b>2.47%</b>







# FIRE DEPARTMENT



City of  
**Prince  
Albert**



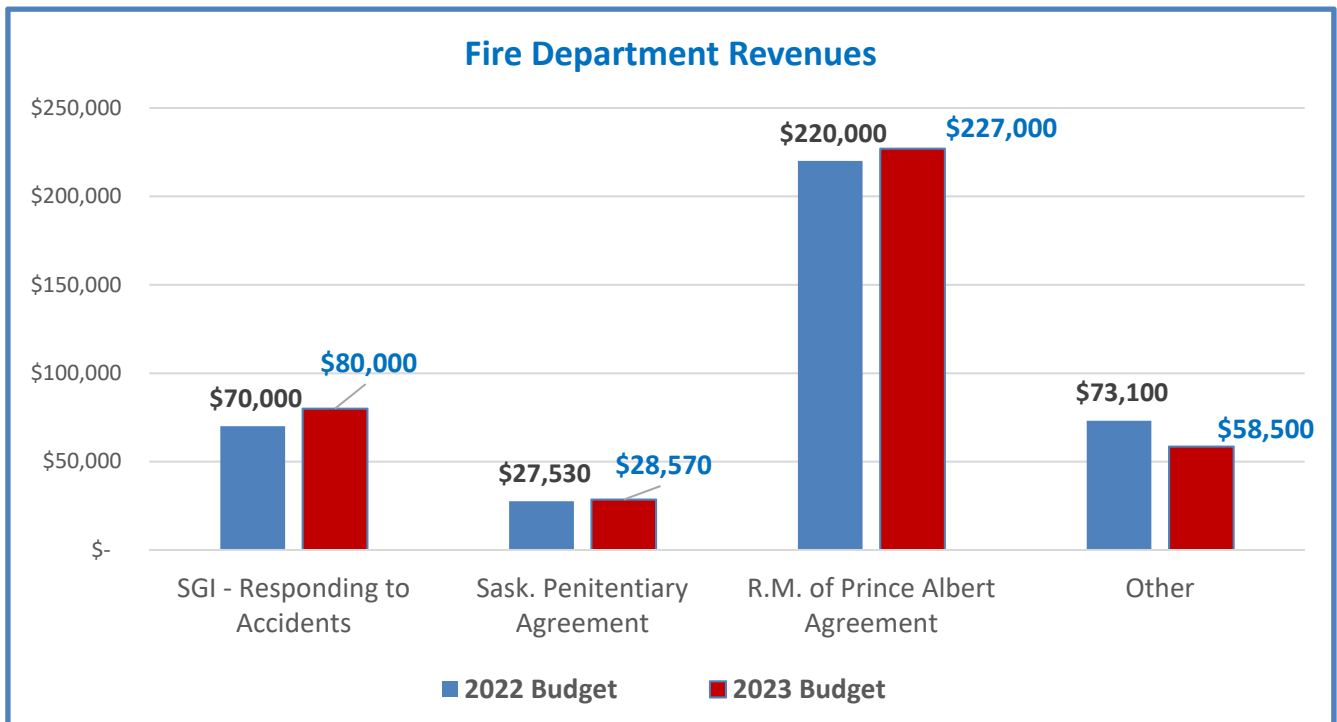


## FIRE SERVICES

**“THE PRINCE ALBERT FIRE DEPARTMENT IS DEDICATED TO THE SAFETY OF OUR RESIDENTS, BUSINESS COMMUNITY AND TOURISTS.”**

### REVENUES

- **\$10,000** increase in revenue generated from Saskatchewan Government Insurance for fire and rescue services provided by Prince Albert Fire Department involving SGI insured vehicles. Increase from \$70,000 to \$80,000.
- **\$28,750** revenue from the Service agreement for the provision of fire and rescue services to the Saskatchewan Penitentiary. This three year agreement expires March 31, 2023. Adjustment to 2022 actual with estimated 3% increase.
- **\$227,000** in revenue for 2023 to include a 3% fee for service increase to the 3 year Agreement (21-23) to provide fire and rescue services to the R.M. of Prince Albert. Increase in revenue of \$7,000 for 2023.



**Other Revenue:**

- \$1,500 in revenue from fees generated from fire and fire extinguisher training.
- \$4,000 in revenue for firefighter recruiting fee paid by each participant to off-set recruiting costs.
- \$5,000 represents sale of used firefighting equipment.
- \$8,000 relating to revenue from Fire Inspections required for Federal and Provincial approved facilities.
- \$15,000 relating to cost recovery for securing property affected by fire and non compliance with the fire safety bylaw.
- \$25,000 in revenue from fire work permits, SCBA air filling, file searches, and LAFOIP.

**OPERATING BUDGET – APPROVAL OF THREE (3) NEW FIRE FIGHTERS**

**\$277,304** funding for three **new** firefighters will ensure that primary response apparatus are effectively staffed, and that all emergency responses including fire and all-hazard emergencies meet National Fire Protection Association and Occupational Health and Safety requirements for a responding engine company.

**TRAINING FOR FIRE FIGHTERS AND LICENSE REQUIREMENTS**

- **\$9,000** to maintain firefighter training and professional license requirements. Total 2023 training budget of \$67,000.

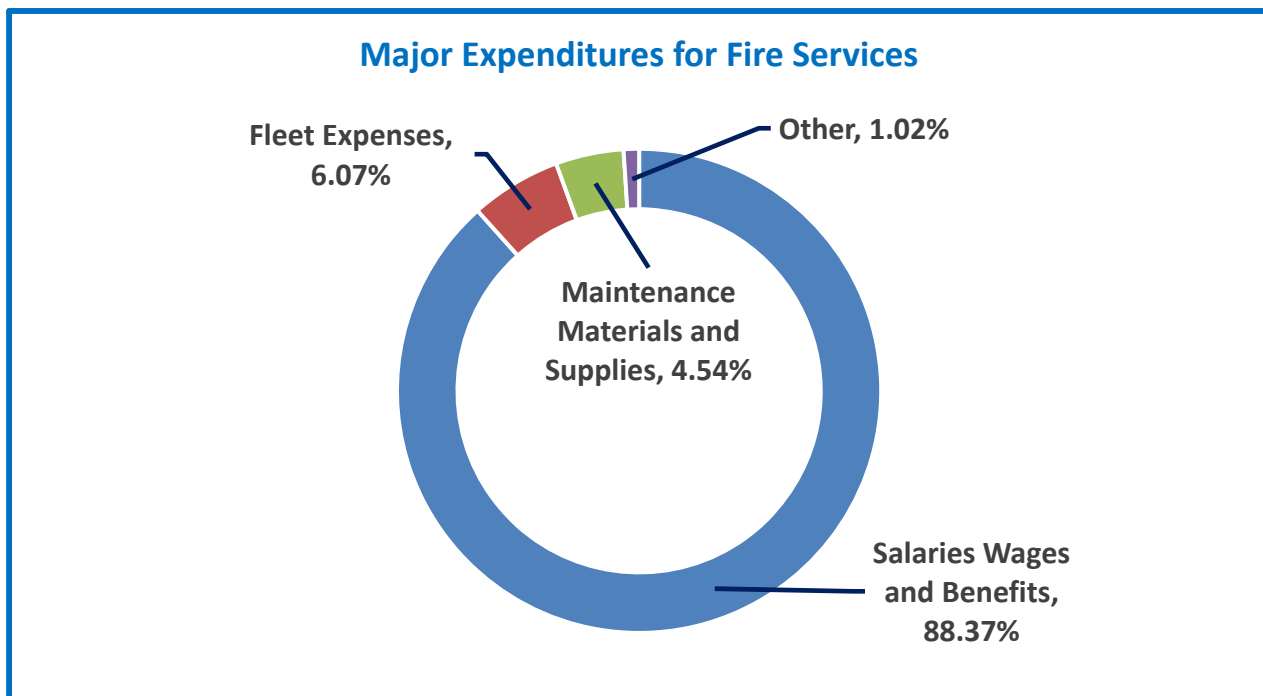
**CONTRACTED AND GENERAL SERVICES: \$37,880**

- **\$15,000** relating Contractor fees for securing property affected by fire and noncompliance with the fire safety bylaw. This typically will include boarding of windows and doors. In extreme cases could include demolition. All expenditures are invoiced back to the property owner and deposited into revenue account: Sundry Revenue account.
- **\$1,500** for dry cleaning of uniforms and alterations to department issued clothing.
- **\$2,500** for contracted laundry service for bedding and kitchen linens.
- **\$18,880** relating to the Dispatch Service Agreement with the Saskatchewan Public Safety Agency. The Saskatchewan Public Safety Agency increased the per capita rate for Dispatch services by .25 cents in 2023. This increase is applied to the Statistic Canada 2021 Census population of 37,756 x \$0.50 = \$18,878.

**FIRE SERVICES EQUIPMENT**

- **\$71,000** for Firefighting foam, hose, nozzles and other firefighting equipment.
- **\$57,500** for Department uniforms and accessories as identified in the Collective Bargaining Agreement. Increase required to meet the rising cost to purchase and supply uniforms.
- **\$50,000** for turnout gear, helmets, wildland gear, structural fire boots and other safety supplies.
- **\$26,500** based on actual charges for Operational Communication Equipment: Satellite phone and PPSTN Radio charges.
- **\$10,000** for Hydro Testing on SCBA, Annual Hydraulic tools maintenance and repair and SCBA repair.

**MAJOR EXPENDITURES FOR FIRE SERVICES:**



Note: Other consists of Insurance, Utilities for Fire Hall and Contracted and General Services.

**2023 APPROVED CAPITAL PROJECTS TO BE FUNDED FROM FIRE FLEET RESERVE:**

- \$1,300,000 New Fire Engine Truck. Anticiapte new Truck late Year 2024.
- \$35,000 Replacement of Self Contained Breathing Apparatus (SCBA)



**FIRE SERVICES**

	<b>2023 Budget</b>	2022 Budget	(Favourable) Unfavourable Change
<b>REVENUES</b>			
User Charges and Fees	(\$350,070)	(\$328,030)	(\$22,040)
Sundry	(44,000)	(62,600)	18,600
<b>Total Revenues</b>	<b>(394,070)</b>	(390,630)	(3,440)
<b>EXPENSES</b>			
Salaries Wages and Benefits	7,967,740	7,198,340	769,400
Contracted and General Services	37,880	27,780	10,100
Utilities	50,400	41,200	9,200
Fleet Expenses	546,930	520,830	26,100
Maintenance Materials and Supplies	409,730	429,500	(19,770)
Insurance	4,090	3,160	930
<b>Total Expenses</b>	<b>9,016,770</b>	8,220,810	795,960
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>8,622,700</b>	<b>7,830,180</b>	<b>792,520</b>
			<b>10.12%</b>



**Functional Area: FIRE ADMINISTRATION**  
**Department: Fire Department**  
**Fund: General Fund**

The Fire Administration strives to provide community risk reduction strategies through the delivery of rescue services, fire prevention programs and public education by managing the protective infrastructure for such services.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
Sundry	<b>(\$15,000)</b>	(\$15,000)	\$0	0.00%
Total Revenues	<b>(15,000)</b>	(15,000)	0	<b>0.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>1,177,400</b>	1,150,530	26,870	2.34%
Contracted and General Services	<b>15,000</b>	15,000	0	0.00%
Maintenance Materials and Supplies	<b>56,600</b>	66,170	(9,570)	-14.46%
Insurance	<b>210</b>	160	50	31.25%
Total Expenses	<b>1,249,210</b>	1,231,860	17,350	<b>1.41%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>1,234,210</b>	<b>1,216,860</b>	<b>17,350</b>	<b>1.43%</b>



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:** FIRE FIGHTING  
**Department:** Fire Department  
**Fund:** General Fund

The Prince Albert Fire Department provides a highly trained and professional staff to ensure safe, effective and efficient services for the public.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	<b>(\$337,070)</b>	(\$319,030)	(\$18,040)	5.65%
Sundry	<b>(29,000)</b>	(47,600)	18,600	-39.08%
<b>Total Revenues</b>	<b>(366,070)</b>	(366,630)	560	<b>-0.15%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>6,474,020</b>	5,733,830	740,190	12.91%
Contracted and General Services	<b>20,380</b>	10,280	10,100	98.25%
Maintenance Materials and Supplies	<b>176,600</b>	165,100	11,500	6.97%
<b>Total Expenses</b>	<b>6,671,000</b>	5,909,210	761,790	<b>12.89%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>6,304,930</b>	<b>5,542,580</b>	<b>762,350</b>	<b>13.75%</b>



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:** FIRE PREVENTION  
**Department:** Fire Department  
**Fund:** General Fund

Through the Fire Inspection Division the Fire Inspectors reach the public through fire inspections, fire investigations, and public education in an effort to change behaviors regarding fire safety.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	%
			Change	Change
<b>REVENUES</b>				
User Charges and Fees	(\$8,000)	(\$4,000)	(\$4,000)	100.00%
Total Revenues	<b>(8,000)</b>	(4,000)	(4,000)	<b>100.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>302,990</b>	300,650	2,340	0.78%
Maintenance Materials and Supplies	<b>13,030</b>	13,030	0	0.00%
Total Expenses	<b>316,020</b>	313,680	2,340	<b>0.75%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>308,020</b>	<b>309,680</b>	<b>(1,660)</b>	<b>-0.54%</b>





**Functional Area: FIRE FLEET AND EQUIPMENT**  
**Department: Fire Department**  
**Fund: General Fund**

The Fire Fleet and Equipment functional area ensures the provision of the fleet, firefighting equipment and personal protective equipment is maintained and replaced when required to ensure the health and safety of Fire Department personnel.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	<b>(\$5,000)</b>	(\$5,000)	\$0	0.00%
Total Revenues	<b>(5,000)</b>	(5,000)	0	<b>0.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>1,850</b>	1,850	0	0.00%
Fleet Expenses	<b>546,930</b>	520,830	26,100	5.01%
Maintenance Materials and Supplies	<b>133,000</b>	131,200	1,800	1.37%
Insurance	<b>50</b>	50	0	0.00%
Total Expenses	<b>681,830</b>	653,930	27,900	<b>4.27%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>676,830</b>	<b>648,930</b>	<b>27,900</b>	<b>4.30%</b>



**Functional Area: FIRE BUILDING MAINTENANCE**  
**Department: Fire Department**  
**Fund: General Fund**

The Fire Building Maintenance area is responsible for the operation and maintenance required for the Fire Hall.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	\$11,480	\$11,480	\$0	0.00%
Contracted and General Services	2,500	2,500	0	0.00%
Utilities	50,400	41,200	9,200	22.33%
Maintenance Materials and Supplies	30,500	54,000	(23,500)	-43.52%
Insurance	3,830	2,950	880	29.83%
Total Expenses	<b>98,710</b>	112,130	(13,420)	<b>-11.97%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>98,710</b>	<b>112,130</b>	<b>(13,420)</b>	<b>-11.97%</b>







# COMMUNITY SERVICES



City of  
**Prince  
Albert**



## COMMUNITY SERVICES

### KEY HIGHLIGHTS:

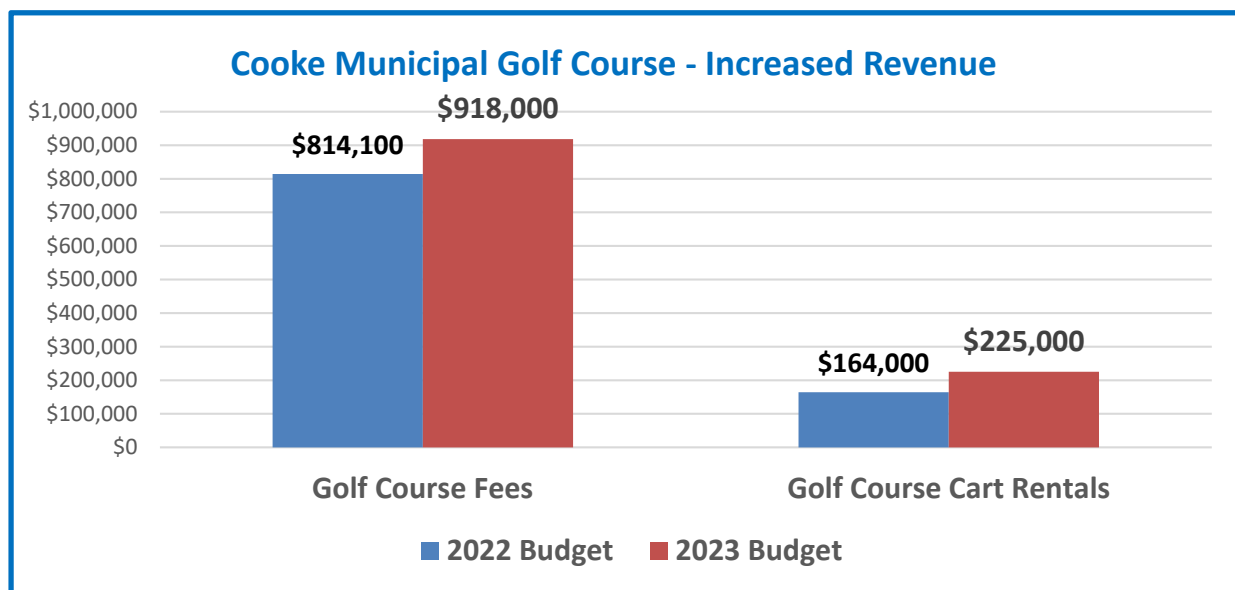
- **\$77,350** increase in the Sale of Products at Concessions for Recreation Facilities.

### INCREASE IN CONCESSION REVENUES AT CITY FACILITIES: 12.71%

	2022 Budget	2023 Budget	Increase (Decrease)
Alfred Jenkins Field House	\$37,600	\$40,000	\$2,400
Art Hauser Centre	350,000	400,000	50,000
Steuart Arena	30,100	30,100	-
Kinsmen Arena	91,000	91,000	-
Kinsmen Water Park	60,050	75,000	14,950
Outdoor Sports Fields	40,000	50,000	10,000
<b>Total Concession Revenue</b>	<b>\$608,750</b>	<b>\$686,100</b>	<b>\$77,350</b>
			<b>12.71%</b>

- **\$103,900** increase anticipated in revenue for Golf Fees. This is as a result of an increase in rounds of golf played and a 2% Fee increase as per Cooke Municipal Golf Course Rates & Fees Report.
- **\$61,000** increase anticipated in revenue for Golf Cart Rentals at Cooke Municipal Golf Course.

### INCREASE IN REVENUE FOR COOKE MUNICIPAL GOLF COURSE: \$164,900, 16.55%

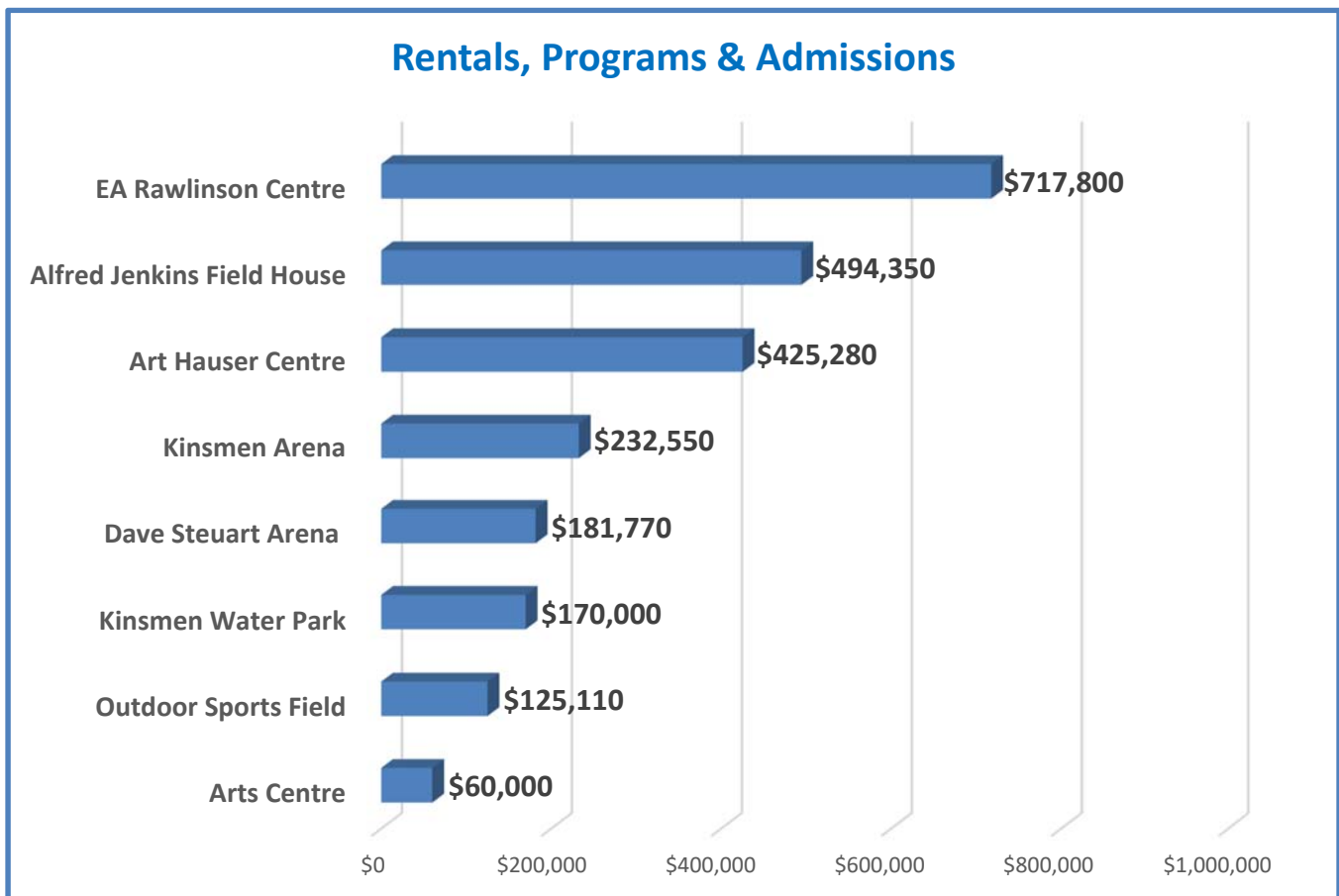


- \$20,000 increase anticipated in revenue for admission at the Kinsmen Water Park.

**KINSMEN WATER PARK**

- 2022 Attendance was over 30,000
- Increase in Admission revenue of \$20,000
- Increase in Concession revenue of \$10,000
- \$45,600 new revenue for Year 2023. The EA Rawlinson Centre has received a 2 year term with the Canadian Artists Presentation Fund.
- \$25,000 from The Community Initiatives Fund Community Grant Program for the Artists in Communities project. This CIF CGP grant we usually apply mostly for payment to artists and supplies for the programs and workshops they do in the community.

**RENTALS, PROGRAMS AND ADMISSIONS FOR CITY FACILITIES:**



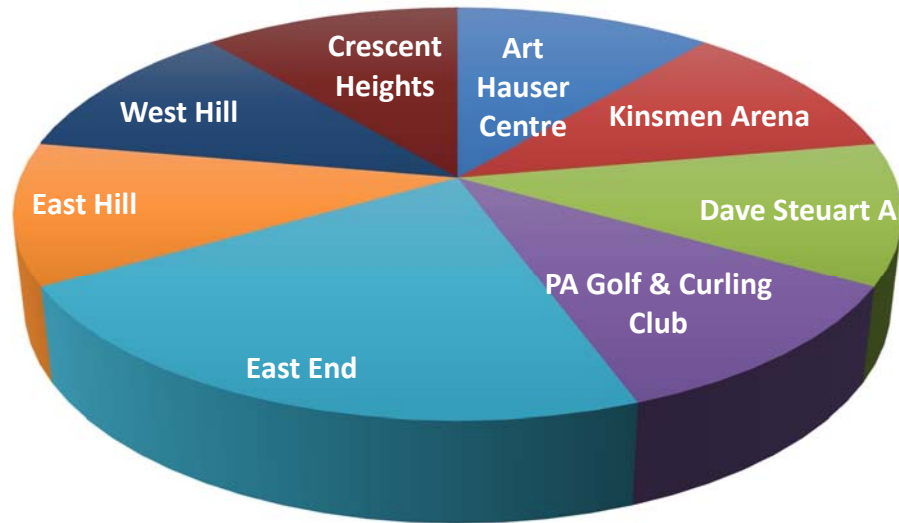
**COMMUNITY CLUBS**

- **\$125,750** for Operating Grants for 9 Community Clubs: \$15,000 per Year  
4 Community Clubs with Indoor Rinks: \$15,500 per Year
  - West Hill, East Hill, Crescent Heights and East End5 Community Clubs (Halls, Recreation) – \$12,750 per year
  - Crescent Acres, Carlton Park, Midtown, Hazeldell, Nordale
- **\$34,470** Maintenance Grant for Community Club = \$3,830 per Club

**COMMUNITY RINK AFFORDABILITY GRANT: \$22,500**

7 Community Clubs – \$2,500  
East End - \$5,000

**Community Rink Affordability Grant**



## **SASKATCHEWAN LOTTERIES PROGRAM**

**\$142,980** Total Operating Grants and Donations Revenue regarding Community Grant Program. City of Prince Albert receives \$142,985 per year. This is based off a formula of population (35,926) X Per Capita Amount (\$3.98) = \$142,985.00.

The Community Grant Program Funded by Saskatchewan Lotteries, the Community Grant program assists non-profit volunteer organizations. Development in sports, culture and recreation is the goal of these grants.

This grant is aimed to get people involved in activities by assisting in the needs of city residents.

## **OTHER GRANTS AND DONATIONS**

**\$65,200** - Lease Agreement Payment to the Prince Albert Golf & Curling Club.

**\$30,780** - Disaster Mitigation Adaptation Fund (DMAF) Partnership between the City and Saskatchewan Provincial Safety Authority (SPSA) for Fire Smart Management through selective removal. This for fire prevention work in the Nisbet Forest.

**\$28,260** - As per the Operating Agreement with Knotty Pine Bistro for the operation of the Cosmo Lodge. January to April \$3,533.33 monthly, and May to December \$1,766.66 monthly.

**\$25,000** – Operational Grant for running the Kinsmen Ski Hill.

**\$16,580** - \$12,750 for the Annual Operating Grant as per the Lease Agreement with the West Flat Citizen's Group; and \$3,830 for the Annual Improvement Grant as per Lease Agreement with the West Flat Citizen's Group.

**\$6,500** - Operating Grants to PA Slo-Pitch League for the Lakeland Ford Park & PA Minor Baseball for Mair Park.

## **SALE OF MARGO FOURNIER CENTRE**

The Margo Fournier Centre was sold in 2022 to the Prince Albert Grand Council effective September 1, 2022. The City will maintain a Lease Agreement for the Kinsmen Community Heritage Centre. Under the Lease Agreement the City will continue to provide maintenance & janitorial services.

## PARKS

- **\$143,800** for use on monitoring and surveying for Dutch Elm Disease, large tree removals, assistance with tree pruning initiatives such as the City Cemetery, Golf Course, Parks, boulevards, tree inventory collection and documentation.
- **\$15,000** as S.H.A.R.E. provides services for garbage picking throughout the Central Ave Business District.

## MUNICIPAL CULTURE PLAN

The total expenses budget for the Municipal Cultural Action Plan is **\$75,000**. That represents the \$40,000 funding from the City (that amount has been consistent for the last several years for the Program), along with grant revenue of \$35,000, for total budget of \$75,000. Comprised:

- \$65,250 for Event Grants and Artists in Communities Project:  
Artists in Communities project; Event grant; Diversity, Equity, Inclusion grant;  
Culture Days; Reconciliation initiatives; Diversity initiatives, etc.
- \$6,000 Program Supplies for Cultural Days, targeted initiatives and cultural protocols.
- \$3,250 for Advertising
- \$500 Meeting Incidentals

## ROOFING PROJECTS FOR 2023

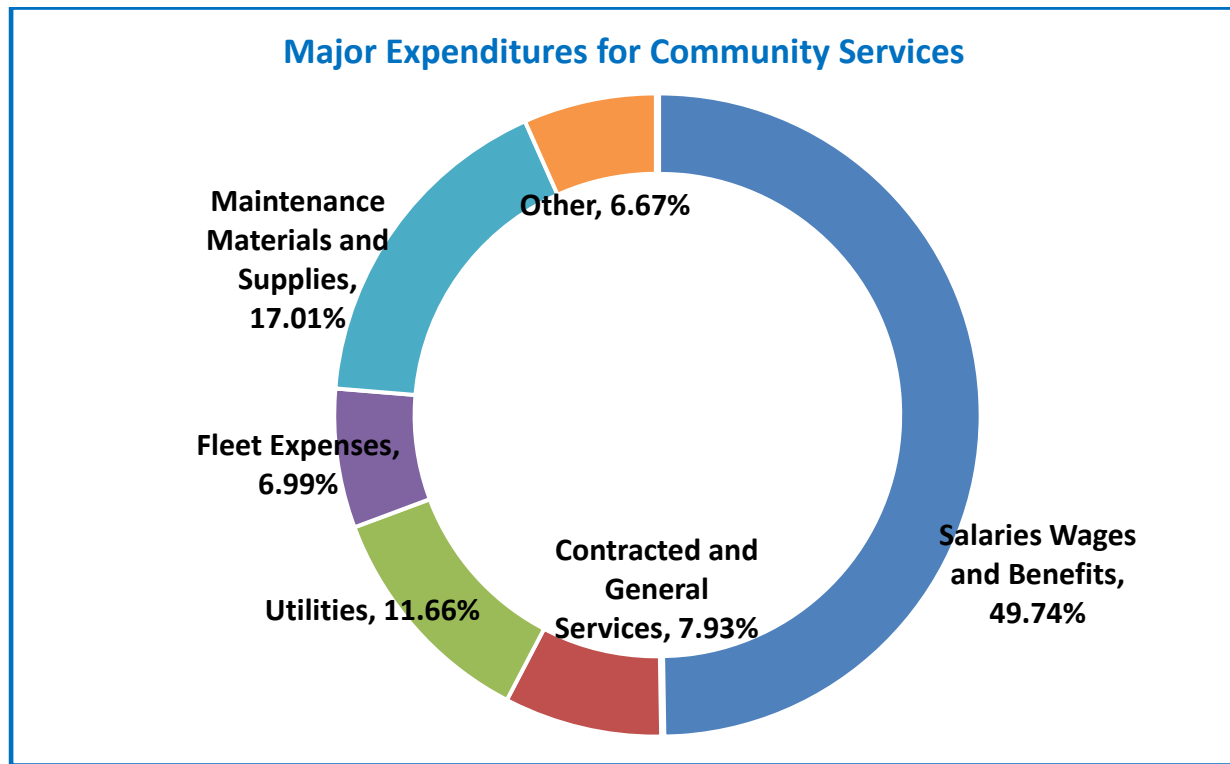
**\$535,000** to be completed in 2023

- Alfred Jenkins Field House - \$325,000
- Fire Hall - \$100,000
- City Yards - \$110,000





**MAJOR EXPENDITURES FOR COMMUNITY SERVICES:**



Note: Other consists of Financial Charges, Interest on Long Term Debt (Golf Course Irrigation), Insurance (City Facilities) and Grants and Donations (Community Club Grants, Saskatchewan Lotteries Grants, etc.)

**2023 APPROVED CAPITAL PROJECTS TO BE FUNDED FROM TAXATION:**

- \$200,000 Roofing Projects
- \$150,000 Playground Replacement Project
- \$60,000 Reconstruction of Park Pathways
- \$50,000 Landscapping Projects

**2023 APPROVED CAPITAL PROJECTS TO BE FUNDED FROM RESERVES**

- \$210,000 Little Red River Stages of Development
- \$60,000 Golf Course – Reconstruction of Park Pathways
- \$40,000 EA Rawlinsons Centere Improvements
- \$27,100 Prime Ministers Park Improvements
- \$25,000 Boat Launch Review and Recommendations

**TOTAL CAPITAL SPENDING \$822,100**



## COMMUNITY SERVICES

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change
<b>REVENUES</b>			
User Charges and Fees	<b>(\$4,806,720)</b>	(\$4,572,130)	(\$234,590)
Operating Grants and Donations	<b>(306,580)</b>	(256,980)	(49,600)
Sundry	<b>(268,820)</b>	(242,780)	(26,040)
<b>Total Revenues</b>	<b>(5,382,120)</b>	(5,071,890)	(310,230)
<b>EXPENSES</b>			
Salaries Wages and Benefits	<b>6,828,210</b>	6,637,670	190,540
Contracted and General Services	<b>1,089,200</b>	1,030,850	58,350
Financial Charges	<b>94,790</b>	87,710	7,080
Grants and Donations	<b>475,520</b>	518,860	(43,340)
Utilities	<b>1,600,370</b>	1,445,980	154,390
Interest on Long Term Debt	<b>63,910</b>	66,150	(2,240)
Fleet Expenses	<b>960,320</b>	925,480	34,840
Maintenance Materials and Supplies	<b>2,334,980</b>	2,229,130	105,850
Insurance	<b>281,770</b>	245,180	36,590
<b>Total Expenses</b>	<b>13,729,070</b>	13,187,010	542,060
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>8,346,950</b>	<b>8,115,120</b>	<b>231,830</b>
			<b>2.86%</b>



**Functional Area:** FACILITIES MAINTENANCE – OTHER  
**Department:** Community Services Department  
**Fund:** General Fund

This budget covers facility related staffing costs and expenses not included under other functional areas. This functional area also includes the annual budget for Facilities Maintenance Projects. Facilities Maintenance staff prepare a listing of prioritized maintenance projects that they deem to be necessary for the City’s various facilities.

	<b>2023</b>	2022	(Favourable) Unfavourable	%
	<b>Budget</b>	Budget	Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$131,060</b>	\$126,750	\$4,310	3.40%
Utilities	<b>11,530</b>	9,760	1,770	18.14%
Maintenance Materials and Supplies	<b>314,340</b>	330,340	(16,000)	-4.84%
Total Expenses	<b>456,930</b>	466,850	(9,920)	<b>-2.12%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>456,930</b>	<b>466,850</b>	<b>(9,920)</b>	<b>-2.12%</b>



<b>2023 List of Proposed Facilities Projects – Operating Budget</b>				
<b>Project</b>	<b>Story</b>	<b>Taxation</b>	<b>Reserve</b>	<b>Total</b>
Art Centre Replace Accessibility Stair Lift	The accessibility stair lift has been on the Facilities radar for several years. Parts for the existing lift are no longer available. As this is an accessible building the stair lift is a required piece of equipment.  <i><b>One-time expenditure of \$25,000</b></i>	25,000		25,000
	<b>Total for Art Centre</b>	<b>25,000</b>		<b>25,000</b>
City Hall Replace Sewage Pumps	There are two (2) sewage grinder pumps in the basement mechanical room at City Hall. We had an issue with one of the pumps in 2022 and to the Facilities Division's knowledge they are original to the building. These pumps require replacement.  <i><b>One-time expenditure of \$10,000.</b></i>	10,000		10,000
City Hall Camera Outside and in Financial Services	The parking lot area of City Hall currently does not have any cameras. Facilities is recommending 2 cameras on the exterior of the building and replacing the cameras in Financial Services  <i><b>One-time expenditure of \$7,000.</b></i>	7,000		7,000
	<b>Total for City Hall</b>	<b>17,000</b>		<b>17,000</b>
Fire Hall Replace Unit Heaters	There are two (2) unit heaters in the truck bay area of the Prince Albert Fire Hall that require replacement.  <i><b>One-time expenditure of \$5,000.</b></i>	5,000		5,000
	<b>Total for Fire Hall</b>	<b>5,000</b>		<b>5,000</b>



**2023 APPROVED GENERAL FUND BUDGET**

<b>Project</b>	<b>Story</b>	<b>Taxation</b>	<b>Reserve</b>	<b>Total</b>
Kinsmen Water Park  Maintenance Issues	<p>Community Services is recommending the following be completed in the spring of 2023 at the Kinsmen Water Park:</p> <p>1)Waterslide preventive maintenance 2)Replace boiler for the tot pool 3)Tile repair in change room building 4)Sandblast and paint waterslide stair structure</p> <p>The total cost for these projects is \$50,000. \$25,000 will be funded by the Facilities Budget and \$25,000 will be funded from the Kinsmen Water Park Reserve.</p> <p><b><i>One-time expenditure of \$50,000.</i></b></p>	25,000	25,000	50,000
<b>Total for Kinsmen Water Park</b>		<b>25,000</b>	<b>25,000</b>	<b>50,000</b>
Kinsmen Arena  Upgrade Shower in Dressing Rooms	<p>The shower area in dressing rooms 3 &amp; 4 require an upgrade. Currently the two dressing rooms use a common shower area. The walls are rotting and the fixtures are deteriorated and require replacement.</p> <p><b><i>One-time expenditure of \$35,000.</i></b></p>	35,000		35,000
Kinsmen Arena  Replace Flooring with Rubber Flooring	<p>The flooring at the Kinsmen Arena requires replacement. The current flooring contains asbestos and in some areas is worn to concrete.</p> <p><b><i>One-time expenditure of \$35,000.</i></b></p>	35,000		35,000
<b>Total for Kinsmen Arena</b>		<b>70,000</b>		<b>70,000</b>
Old City Yards  Replace Flooring	<p>The flooring in the main building at Old City Yards is past needing replacement. Tiles are missing throughout and the floor around the urinals is a health concern.</p> <p><b><i>One-time expenditure of \$30,000.</i></b></p>	30,000		30,000
<b>Total for Old City Yards</b>		<b>30,000</b>		<b>30,000</b>



**2023 APPROVED GENERAL FUND BUDGET**

<b>Project</b>	<b>Story</b>	<b>Taxation</b>	<b>Reserve</b>	<b>Total</b>
Prince Albert Golf & Curling Club Freon Detector and Sensors	For the safety of staff and contractors that are in the ice plant room a Freon Sensor is required. This project includes installing sensors and a detector to monitor the Freon gas levels in case of a leak and will be funded from the Safety Reserve.  <i>One-time expenditure of \$15,000.</i>		15,000	15,000
Prince Albert Golf & Curling Club Rubber Pave Stairs and Walkway	The walkway, stairs and landing to the main entrance is damaged with bad cracking. The most economical solution to this issue is to rubber pave this area. Facilities has used rubber paving in the past and it is very durable and makes for an excellent surface in this application.  <i>One-time expenditure of \$5,000.</i>	5,000		5,000
Prince Albert Golf & Curling Club Replace Roof Top AC Unit	The roof top air conditioning unit failed in late summer 2022. The total replacement cost is \$50,000. \$30,000 will be funded by the Facilities Budget and \$20,000 will be funded from the PAGCC Mechanical Reserve.  <i>One-time expenditure of \$50,000.</i>	30,000	20,000	50,000
Prince Albert Golf & Curling Club Overhaul Compressor	Compressor #1 will require an overhaul due to the amount of hours it will have on it in 2023.  <i>One-time expenditure of \$25,000.</i>	25,000		25,000
	<b>Total for Prince Albert Golf &amp; Curling Club</b>	<b>60,000</b>	<b>35,000</b>	<b>95,000</b>
<b>Total 2023 Proposed Facilities Projects - Operating</b>		<b>\$232,000</b>	<b>\$60,000</b>	<b>\$292,000</b>
<b>Total Funded from</b>		<b>Taxation</b>	<b>Reserve</b>	<b>Total</b>



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:** ALFRED JENKINS FIELD HOUSE (AJF)  
**Department:** Community Services Department  
**Fund:** General Fund

The Alfred Jenkins Field House offers a variety of services and programs that are certain to please all levels of fitness enthusiasts. The facility houses indoor turf fields, a gymnasium, fitness centre, climbing wall, and a variety of multi-purpose rooms. The Alfred Jenkins Field House budget is comprised of staffing costs, programming costs including booking of the outdoor sports fields, and maintenance and operation costs of the building.

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change	% Change
<b>REVENUES</b>				
User Charges and Fees	(\$541,650)	(\$538,250)	(\$3,400)	0.63%
Operating Grants and Donations	(3,000)	(3,000)	0	0.00%
Sundry	(83,500)	(83,500)	0	0.00%
<b>Total Revenues</b>	<b>(628,150)</b>	<b>(624,750)</b>	<b>(3,400)</b>	<b>0.54%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	532,950	500,830	32,120	6.41%
Contracted and General Services	47,000	50,820	(3,820)	-7.52%
Financial Charges	14,690	14,690	0	0.00%
Utilities	160,600	148,690	11,910	8.01%
Fleet Expenses	5,860	5,530	330	5.97%
Maintenance Materials and Supplies	87,470	78,040	9,430	12.08%
Insurance	37,520	34,010	3,510	10.32%
<b>Total Expenses</b>	<b>886,090</b>	<b>832,610</b>	<b>53,480</b>	<b>6.42%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>257,940</b>	<b>207,860</b>	<b>50,080</b>	<b>24.09%</b>



**Functional Area:** ART HAUSER CENTRE (AHC)  
**Department:** Community Services Department  
**Fund:** General Fund

The Art Hauser Centre is a sport, entertainment and banquet show place and stands as one of several examples of the commitment that the residents of Prince Albert have to their community. The Art Hauser Centre budget is comprised of staffing costs and maintenance and operation costs of the building.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	<b>(\$850,280)</b>	(\$800,280)	(\$50,000)	6.25%
Sundry	<b>(15,000)</b>	(9,460)	(5,540)	58.56%
<b>Total Revenues</b>	<b>(865,280)</b>	(809,740)	(55,540)	<b>6.86%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>759,890</b>	735,160	24,730	3.36%
Contracted and General Services	<b>24,370</b>	24,370	0	0.00%
Financial Charges	<b>12,710</b>	12,710	0	0.00%
Utilities	<b>345,750</b>	269,420	76,330	28.33%
Fleet Expenses	<b>53,000</b>	50,000	3,000	6.00%
Maintenance Materials and Supplies	<b>304,610</b>	284,660	19,950	7.01%
Insurance	<b>63,530</b>	57,100	6,430	11.26%
<b>Total Expenses</b>	<b>1,563,860</b>	1,433,420	130,440	<b>9.10%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>698,580</b>	<b>623,680</b>	<b>74,900</b>	<b>12.01%</b>





**Functional Area:**           **ARTS CENTRE**  
**Department:**           **Community Services Department**  
**Fund:**                       **General Fund**

The Prince Albert Arts Centre has a long and varied history within our community. One of the last of its kind on the prairies and a national historic landmark, the Prince Albert Town Hall and Opera House was completed in 1893 and is still going strong. Today it is a thriving 'arts' facility offering a wide variety of art, craft and creative opportunities for all members of our community.

The Arts Centre budget is comprised of staffing costs, programming costs and maintenance and operation costs of the building.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	%
			Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	(\$60,000)	(\$60,000)	\$0	0.00%
Operating Grants and Donations	(10,000)	(10,000)	0	0.00%
<b>Total Revenues</b>	<b>(70,000)</b>	(70,000)	0	<b>0.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>123,260</b>	124,210	(950)	-0.76%
Contracted and General Services	<b>37,300</b>	37,600	(300)	-0.80%
Financial Charges	<b>2,800</b>	2,420	380	15.70%
Utilities	<b>15,540</b>	13,400	2,140	15.97%
Maintenance Materials and Supplies	<b>24,980</b>	23,080	1,900	8.23%
Insurance	<b>2,370</b>	1,780	590	33.15%
<b>Total Expenses</b>	<b>206,250</b>	202,490	3,760	<b>1.86%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>136,250</b>	<b>132,490</b>	<b>3,760</b>	<b>2.84%</b>



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:** BERNICE SAYESE CENTRE  
**Department:** Community Services Department  
**Fund:** General Fund

The Bernice Sayese Centre is a hub for recreational activities in the West Flat area of the City. Located at 1350 15th Avenue East. The City has two tenants in the Bernice Sayese Centre: West Flat Citizens Group and the River Bank Development Corporation. The City is required to pay the cost of heating, light, power, public liability insurance and water used at this facility.

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change	% Change
<b>REVENUES</b>				
User Charges and Fees	(\$11,500)	(\$11,500)	\$0	0.00%
<b>Total Revenues</b>	<b>(11,500)</b>	<b>(11,500)</b>	<b>0</b>	<b>0.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	8,040	7,640	400	5.24%
Contracted and General Services	6,000	6,000	0	0.00%
Grants and Donations	16,580	16,580	0	0.00%
Utilities	41,410	34,260	7,150	20.87%
Maintenance Materials and Supplies	7,450	7,450	0	0.00%
Insurance	6,100	4,570	1,530	33.48%
<b>Total Expenses</b>	<b>85,580</b>	<b>76,500</b>	<b>9,080</b>	<b>11.87%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>74,080</b>	<b>65,000</b>	<b>9,080</b>	<b>13.97%</b>



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:** CEMETERY  
**Department:** Community Services Department  
**Fund:** General Fund

The South Hill Cemetery is a landscaped, well-maintained site that is owned and operated by the City. The South Hill Cemetery provides burial choices for traditional interments and cremated remains as well as special arrangements for fiberglass, concrete or steel vaults, and double depth interment. Revenue is from fees generated from licensing, interments, etc.

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change	% Change
<b>REVENUES</b>				
User Charges and Fees	(\$140,000)	(\$131,000)	(\$9,000)	6.87%
Sundry	(15,000)	(10,000)	(5,000)	50.00%
<b>Total Revenues</b>	<b>(155,000)</b>	<b>(141,000)</b>	<b>(14,000)</b>	<b>9.93%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	155,290	154,090	1,200	0.78%
Contracted and General Services	2,500	2,500	0	0.00%
Utilities	6,230	5,270	960	18.22%
Fleet Expenses	48,980	48,980	0	0.00%
Maintenance Materials and Supplies	29,000	29,000	0	0.00%
Insurance	550	410	140	34.15%
<b>Total Expenses</b>	<b>242,550</b>	<b>240,250</b>	<b>2,300</b>	<b>0.96%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>87,550</b>	<b>99,250</b>	<b>(11,700)</b>	<b>-11.79%</b>



**2023 APPROVED GENERAL FUND BUDGET**

**Functional Area: FACILITIES MAINTENANCE – CITY HALL**  
**Department: Community Services Department**  
**Fund: General Fund**

This budget is related to facility staffing, maintenance costs, insurance, security, and janitorial services for the City Hall building.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$214,730</b>	\$205,450	\$9,280	4.52%
Contracted and General Services	<b>53,640</b>	53,640	0	0.00%
Utilities	<b>105,900</b>	98,280	7,620	7.75%
Fleet Expenses	<b>410</b>	390	20	5.13%
Maintenance Materials and Supplies	<b>42,650</b>	42,450	200	0.47%
Insurance	<b>12,790</b>	10,560	2,230	21.12%
Total Expenses	<b>430,120</b>	410,770	19,350	<b>4.71%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>430,120</b>	<b>410,770</b>	<b>19,350</b>	<b>4.71%</b>



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:**           **COMMUNITY CLUBS**  
**Department:**           **Community Services Department**  
**Fund:**                       **General Fund**

The residents of Prince Albert are fortunate to have 10 community clubs available for sports and recreation activities: Carlton Park, Crescent Acres, Crescent Heights, East End, East Hill, Hazeldale, Midtown, Nordale, and West Hill.

	<b>2023</b>	2022	(Favourable) Unfavourable	%
	<b>Budget</b>	Budget	Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	(\$20,280)	(\$29,180)	\$8,900	-30.50%
Total Revenues	<b>(20,280)</b>	(29,180)	8,900	<b>-30.50%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>25,560</b>	22,660	2,900	12.80%
Contracted and General Services	<b>15,000</b>	15,000	0	0.00%
Grants and Donations	<b>160,220</b>	160,220	0	0.00%
Utilities	<b>175,900</b>	162,860	13,040	8.01%
Fleet Expenses	<b>530</b>	500	30	6.00%
Maintenance Materials and Supplies	<b>5,700</b>	5,700	0	0.00%
Insurance	<b>38,680</b>	29,400	9,280	31.56%
Total Expenses	<b>421,590</b>	396,340	25,250	<b>6.37%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>401,310</b>	<b>367,160</b>	<b>34,150</b>	<b>9.30%</b>



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:** COMMUNITY SERVICES ADMINISTRATION  
**Department:** Community Services Department  
**Fund:** General Fund

This budget accounts for costs associated with Community Services Department personnel including payroll, benefits, telephone, training, advertising, computer, and consulting services.

	<b>2023 Budget</b>	2022 Budget	(Favourable) Unfavourable Change	<b>% Change</b>
<b>REVENUES</b>				
Operating Grants and Donations	(\$27,500)	(\$27,500)	\$0	0.00%
Total Revenues	<b>(27,500)</b>	(27,500)	0	<b>0.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>530,120</b>	507,110	23,010	4.54%
Utilities	<b>490</b>	400	90	22.50%
Fleet Expenses	<b>1,780</b>	1,780	0	0.00%
Maintenance Materials and Supplies	<b>160,180</b>	147,320	12,860	8.73%
Total Expenses	<b>692,570</b>	656,610	35,960	<b>5.48%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>665,070</b>	<b>629,110</b>	<b>35,960</b>	<b>5.72%</b>



**Functional Area:** COOKE MUNICIPAL GOLF COURSE  
**Department:** Community Services Department  
**Fund:** General Fund

The Cooke Municipal Golf Course is a beautiful and serene, public golf course in the heart of Prince Albert. The golf course offers a wide range of services including a 15 bay grass green tee driving range, golf club and cart rentals, a fully stocked pro shop specializing in custom fitted clubs and lessons, and a club house with food services and a fully licensed lounge.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	(\$1,255,810)	(\$1,089,100)	(\$166,710)	15.31%
Operating Grants and Donations	0	(26,000)	26,000	-100.00%
<b>Total Revenues</b>	<b>(1,255,810)</b>	<b>(1,115,100)</b>	<b>(140,710)</b>	<b>12.62%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	341,210	334,130	7,080	2.12%
Contracted and General Services	190,600	178,480	12,120	6.79%
Financial Charges	17,000	13,000	4,000	30.77%
Grants and Donations	65,200	65,200	0	0.00%
Utilities	131,900	124,540	7,360	5.91%
Interest on Long Term Debt	63,910	66,150	(2,240)	-3.39%
Fleet Expenses	211,800	201,710	10,090	5.00%
Maintenance Materials and Supplies	135,850	121,070	14,780	12.21%
Insurance	2,820	2,400	420	17.50%
<b>Total Expenses</b>	<b>1,160,290</b>	<b>1,106,680</b>	<b>53,610</b>	<b>4.84%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>(95,520)</b>	<b>(8,420)</b>	<b>(87,100)</b>	



**Functional Area: DAVE G. STEUART ARENA**  
**Department: Community Services Department**  
**Fund: General Fund**

The Dave G. Steuart Arena facility has an ice surface and a spectator capacity of 600 persons. Amenities include a heated lobby area, concession, four dressing rooms and an electronic score clock. The arena also contains a concrete floor and therefore is able to host events such as in-line hockey, lacrosse, seminars, trade shows/sales, banquets, dances and Exhibition Association activities during the summer months. This budget includes staffing costs at the arena, along with operating and maintenance costs of the arena.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	<b>(\$215,270)</b>	(\$215,270)	\$0	0.00%
Sundry	<b>(3,530)</b>	(3,530)	0	0.00%
<b>Total Revenues</b>	<b>(218,800)</b>	(218,800)	0	<b>0.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>218,620</b>	218,130	490	0.22%
Contracted and General Services	<b>4,100</b>	4,100	0	0.00%
Financial Charges	<b>5,560</b>	5,560	0	0.00%
Utilities	<b>103,620</b>	91,590	12,030	13.13%
Fleet Expenses	<b>20,000</b>	20,000	0	0.00%
Maintenance Materials and Supplies	<b>30,560</b>	32,610	(2,050)	-6.29%
Insurance	<b>4,700</b>	3,540	1,160	32.77%
<b>Total Expenses</b>	<b>387,160</b>	375,530	11,630	<b>3.10%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>168,360</b>	<b>156,730</b>	<b>11,630</b>	<b>7.42%</b>





## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:** EA RAWLINSON CENTRE  
**Department:** Community Services Department  
**Fund:** General Fund

The EA Rawlinson Centre for the Arts presents artists of world-class caliber diverse in genre and disciplines, enhancing the cultural fabric of Prince Albert and region, and provides opportunities for community engagement through local artist, audience, and event development. The EA Rawlinson Centre also houses the Mann Art Gallery and the Olive and John G. Diefenbaker Theatre.

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change	% Change
<b>REVENUES</b>				
User Charges and Fees	(\$717,800)	(\$717,800)	\$0	0.00%
Operating Grants and Donations	(48,100)	(2,500)	(45,600)	1824.00%
Sundry	(65,000)	(65,000)	0	0.00%
<b>Total Revenues</b>	<b>(830,900)</b>	<b>(785,300)</b>	<b>(45,600)</b>	<b>5.81%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	584,330	552,800	31,530	5.70%
Contracted and General Services	342,310	337,310	5,000	1.48%
Financial Charges	13,000	13,000	0	0.00%
Utilities	160,380	124,630	35,750	28.68%
Maintenance Materials and Supplies	167,900	151,200	16,700	11.04%
Insurance	14,910	11,110	3,800	34.20%
<b>Total Expenses</b>	<b>1,282,830</b>	<b>1,190,050</b>	<b>92,780</b>	<b>7.80%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>451,930</b>	<b>404,750</b>	<b>47,180</b>	<b>11.66%</b>



**Functional Area:** CITY BEAUTIFICATION  
**Department:** Community Services Department  
**Fund:** General Fund

During the 2019 and 2020 budget deliberations additional funding was approved in support of various City beautification initiatives. Initiatives have included floral displays, improvements to the City’s entrances and the 2<sup>nd</sup> Avenue Corridor. The Department will develop a plan based on the priorities set through consultation with the Community Services Advisory Committee and City Council.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	\$20,080	\$20,080	\$0	
Contracted and General Services	35,000	35,000	0	
Fleet Expenses	500	500	0	
Maintenance Materials and Supplies	20,720	20,720	0	
Total Expenses	76,300	76,300	0	0.00%
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>76,300</b>	<b>76,300</b>	<b>0</b>	<b>0.00%</b>



**Functional Area: FRANK J. DUNN SWIMMING POOL**  
**Department: Community Services Department**  
**Fund: General Fund**

The Frank J. Dunn Swimming Pool, located at Carlton Comprehensive High School, is jointly operated by the City and the Saskatchewan Rivers School Division #119. The pool is equipped with a five lane twenty-five meter pool and a separate diving tank with a one meter and a three meter diving board.

This budget is comprised mainly of the staff costs related to lifeguards, and the cost of maintaining and operating the pool. The City has a contract with Saskatchewan Rivers School Division #119 whereby the City is responsible for 62% of the operating costs and 50% of the capital costs.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	<b>(\$225,000)</b>	(\$215,000)	(\$10,000)	4.65%
Sundry	<b>(5,400)</b>	(5,400)	0	0.00%
<b>Total Revenues</b>	<b>(230,400)</b>	(220,400)	(10,000)	<b>4.54%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>388,410</b>	358,700	29,710	8.28%
Contracted and General Services	<b>29,620</b>	29,620	0	0.00%
Financial Charges	<b>5,200</b>	5,200	0	0.00%
Maintenance Materials and Supplies	<b>325,390</b>	307,100	18,290	5.96%
<b>Total Expenses</b>	<b>748,620</b>	700,620	48,000	<b>6.85%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>518,220</b>	<b>480,220</b>	<b>38,000</b>	<b>7.91%</b>



**Functional Area:** PRINCE ALBERT PUBLIC LIBRARY  
**Department:** Community Services Department  
**Fund:** General Fund

This budget is for the maintenance costs of the John M. Cuelenaere Library Building and contractual service for maintenance of the emergency power system.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	\$6,560	\$6,260	\$300	4.79%
Utilities	850	850	0	0.00%
Maintenance Materials and Supplies	7,380	7,380	0	0.00%
Insurance	8,070	5,590	2,480	44.36%
Total Expenses	<b>22,860</b>	20,080	2,780	<b>13.84%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>22,860</b>	<b>20,080</b>	<b>2,780</b>	<b>13.84%</b>



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:** KINSMEN ARENA  
**Department:** Community Services Department  
**Fund:** General Fund

The Kinsmen Arena has an ice surface and spectator capacity of 600 persons. Amenities include a heated lobby area, concession, four dressing rooms and an electronic score clock. The arena also contains a concrete floor and therefore is able to host events such as in-line hockey, lacrosse, seminars, and trade shows/sales. This budget includes staffing costs at the arena, along with operating and maintenance costs of the arena.

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change	% Change
<b>REVENUES</b>				
User Charges and Fees	(\$332,420)	(\$332,420)	\$0	0.00%
Sundry	(6,090)	(6,090)	0	0.00%
<b>Total Revenues</b>	<b>(338,510)</b>	<b>(338,510)</b>	<b>0</b>	<b>0.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	286,300	287,620	(1,320)	-0.46%
Contracted and General Services	2,700	2,700	0	0.00%
Financial Charges	7,030	7,030	0	0.00%
Utilities	144,160	141,630	2,530	1.79%
Fleet Expenses	26,210	26,210	0	0.00%
Maintenance Materials and Supplies	66,750	66,250	500	0.75%
Insurance	9,170	6,850	2,320	33.87%
<b>Total Expenses</b>	<b>542,320</b>	<b>538,290</b>	<b>4,030</b>	<b>0.75%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>203,810</b>	<b>199,780</b>	<b>4,030</b>	<b>2.02%</b>



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:** KINSMEN PARK  
**Department:** Community Services Department  
**Fund:** General Fund

The Kinsmen Park is located along the west side of Central Avenue between 22<sup>nd</sup> Street West and 28<sup>th</sup> Street West. The North portion of the park contains picnic shelters, tables, basketball court, amphitheater, playground, spray park, and washrooms that are for only open seasonally and closed for the winter. The south portion of the park includes two baseball diamonds, soccer field, picnic shelters, tables as well as the Kinsmen Water Park and washrooms also opened seasonally and closed for the winter.

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change	% Change
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	\$41,880	\$41,380	\$500	1.21%
Contracted and General Services	12,980	12,980	0	0.00%
Utilities	20,300	28,300	(8,000)	-28.27%
Fleet Expenses	12,000	13,770	(1,770)	-12.85%
Maintenance Materials and Supplies	20,600	20,600	0	0.00%
Insurance	2,680	2,130	550	25.82%
Total Expenses	110,440	119,160	(8,720)	-7.32%
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>110,440</b>	<b>119,160</b>	<b>(8,720)</b>	<b>-7.32%</b>



**Functional Area:** KINSMEN SKI HILL  
**Department:** Community Services Department  
**Fund:** General Fund

The Kinsmen Ski Hill is located in the heart of Little Red River Park. The City has a skilled and experienced private operator in place with a renewed operating agreement for an additional two years extending his tenure until March of 2024. The City owns the buildings and large Snow Cat groomer and provides these for use with an operating grant to help fund operations, expertise and safe operational processes during the winter season.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$6,260</b>	\$9,160	(\$2,900)	-31.66%
Grants and Donations	<b>25,000</b>	25,000	0	0.00%
Utilities	<b>400</b>	0	400	100.00%
Fleet Expenses	<b>33,990</b>	32,070	1,920	5.99%
Maintenance Materials and Supplies	<b>20,840</b>	20,790	50	0.24%
Insurance	<b>4,030</b>	3,050	980	32.13%
Total Expenses	<b>90,520</b>	90,070	450	<b>0.50%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>90,520</b>	<b>90,070</b>	<b>450</b>	<b>0.50%</b>



**Functional Area:** KINSMEN WATER PARK  
**Department:** Community Services Department  
**Fund:** General Fund

The Kinsmen Water Park operates a swimming pool, whirlpool, tot pool, junior slide, two giant slides over 300 feet in length and a river slide. There is also play equipment for youngsters, a concession and ample leisure space. This budget is comprised mainly of the staff costs related to lifeguards, and the maintenance budget associated with maintaining and operating the Kinsmen Water Park.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	<b>(\$245,000)</b>	(\$203,390)	(\$41,610)	20.46%
Sundry	<b>(25,000)</b>	(20,500)	(4,500)	21.95%
<b>Total Revenues</b>	<b>(270,000)</b>	(223,890)	(46,110)	<b>20.59%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>345,340</b>	312,730	32,610	10.43%
Contracted and General Services	<b>250</b>	0	250	
Financial Charges	<b>4,500</b>	4,500	0	0.00%
Utilities	<b>15,550</b>	14,590	960	6.58%
Fleet Expenses	<b>1,630</b>	1,540	90	5.84%
Maintenance Materials and Supplies	<b>89,930</b>	71,210	18,720	26.29%
Insurance	<b>2,820</b>	2,120	700	33.02%
<b>Total Expenses</b>	<b>460,020</b>	406,690	53,330	<b>13.11%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>190,020</b>	<b>182,800</b>	<b>7,220</b>	<b>3.95%</b>





**Functional Area:** LITTLE RED PARK  
**Department:** Community Services Department  
**Fund:** General Fund

The City has a skilled and experienced Operator in place with an Operating Agreement that expires in April of 2025. The operator is responsible for the Knotty Pine Bistro located within the Cosmopolitan Lodge located in the heart of Little Red River Park. The Operator is responsible for the day to day operations of the Knotty Pine Bistro and provides food services, cleaning services, access to washrooms and regular maintenance of those washrooms within the Cosmo Lodge. City parks staff are responsible for the care and maintenance of the Park grounds and road maintenance.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
Sundry	<b>(\$6,000)</b>	\$0	(\$6,000)	100.00%
<b>Total Revenues</b>	<b>(6,000)</b>	0	(6,000)	<b>100.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>92,400</b>	80,000	12,400	15.50%
Contracted and General Services	<b>8,000</b>	2,000	6,000	300.00%
Grants and Donations	<b>28,260</b>	71,600	(43,340)	-60.53%
Utilities	<b>60,950</b>	48,400	12,550	25.93%
Fleet Expenses	<b>5,240</b>	4,940	300	6.07%
Maintenance Materials and Supplies	<b>70,650</b>	47,860	22,790	47.62%
Insurance	<b>12,840</b>	9,600	3,240	33.75%
<b>Total Expenses</b>	<b>278,340</b>	264,400	13,940	<b>5.27%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>272,340</b>	<b>264,400</b>	<b>7,940</b>	<b>3.00%</b>



**Functional Area: MARGO FOURNIER CENTRE**  
**Department: Community Services Department**  
**Fund: General Fund**

The Margo Fournier Centre is a multi-purpose recreation facility located at 1211 1st Avenue West. The costs associated with this budget include staff, programming, and maintenance costs for the operation of the building.

	<b>2023 Budget</b>	2022 Budget	(Favourable) Unfavourable Change	<b>% Change</b>
<b>REVENUES</b>				
User Charges and Fees	\$0	(\$51,960)	\$51,960	-100.00%
<b>Total Revenues</b>	<b>0</b>	<b>(51,960)</b>	<b>51,960</b>	<b>-100.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>13,500</b>	147,990	(134,490)	-90.88%
Contracted and General Services	<b>0</b>	18,800	(18,800)	-100.00%
Financial Charges	<b>3,900</b>	1,200	2,700	225.00%
Utilities	<b>13,010</b>	53,100	(40,090)	-75.50%
Maintenance Materials and Supplies	<b>9,000</b>	21,400	(12,400)	-57.94%
Insurance	<b>370</b>	10,950	(10,580)	-96.62%
<b>Total Expenses</b>	<b>39,780</b>	<b>253,440</b>	<b>(213,660)</b>	<b>-84.30%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>39,780</b>	<b>201,480</b>	<b>(161,700)</b>	<b>-80.26%</b>

The Margo Fournier Centre was sold in 2022 to the Prince Albert Grand Council effective September 1, 2022. The City will maintain a Lease Agreement for the Kinsmen Community Heritage Centre. Under the Lease Agreement the City will continue to provide maintenance & janitorial services for its share of the facility.



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area: MUSEUMS**  
**Department: Community Services Department**  
**Fund: General Fund**

There are four museums in the City. They include the Prince Albert Historical Museum, the Prince Albert Evolution of Education Museum, the Diefenbaker House, and the Rotary Museum of Police and Correction. The City provides an annual grant to the Historical Society and carries an annual budget to cover the staffing and the operation and general maintenance of the museums.

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change	% Change
<b>REVENUES</b>				
Operating Grants and Donations	(\$20,000)	(\$20,000)	\$0	0.00%
Total Revenues	<b>(20,000)</b>	(20,000)	0	<b>0.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	151,580	119,970	31,610	26.35%
Contracted and General Services	1,000	600	400	66.67%
Utilities	25,780	22,410	3,370	15.04%
Maintenance Materials and Supplies	23,580	19,980	3,600	18.02%
Insurance	4,550	3,720	830	22.31%
Total Expenses	<b>206,490</b>	166,680	39,810	<b>23.88%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>186,490</b>	<b>146,680</b>	<b>39,810</b>	<b>27.14%</b>



**Functional Area: OUTDOOR SPORTS FIELDS**  
**Department: Community Services Department**  
**Fund: General Fund**

Prince Albert has a large variety of Class ‘A’ outdoor sport facilities which offer softball and baseball diamonds, soccer and rugby pitches, football fields and a 400-meter track and field facility. These facilities also provide attractive green space for the surrounding residential areas. Outdoor sports fields are located at Prime Ministers’ Park, Crescent Acres Park, Kinsmen Park, Nordale, Normandy Park and Carlton Park as well as many Public and Catholic school grounds.

Revenue from these fields come mostly from rentals of the ball, soccer, football, and track facilities as well as the concession at Prime Ministers’ Park. Saskatchewan Rivers Public School Division pays for 35% of Prime Ministers’ Park operating expenses. Expenses include grass cutting, fertilizing, aerating, irrigation, track maintenance, lining sports field, turf maintenance, fence maintenance, etc.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	(\$175,110)	(\$160,680)	(\$14,430)	8.98%
Sundry	(34,300)	(34,300)	0	0.00%
<b>Total Revenues</b>	<b>(209,410)</b>	<b>(194,980)</b>	<b>(14,430)</b>	<b>7.40%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	219,090	217,650	1,440	0.66%
Contracted and General Services	13,610	15,610	(2,000)	-12.81%
Financial Charges	400	400	0	0.00%
Grants and Donations	6,500	6,500	0	0.00%
Utilities	40,350	35,600	4,750	13.34%
Fleet Expenses	34,470	32,520	1,950	6.00%
Maintenance Materials and Supplies	73,200	71,010	2,190	3.08%
Insurance	16,570	13,240	3,330	25.15%
<b>Total Expenses</b>	<b>404,190</b>	<b>392,530</b>	<b>11,660</b>	<b>2.97%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>194,780</b>	<b>197,550</b>	<b>(2,770)</b>	<b>-1.40%</b>



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:**           **PARKS**  
**Department:**           **Community Services Department**  
**Fund:**                       **General Fund**

Prince Albert is renowned for its high quality parks containing a wide variety of playground, recreational and sports facilities. Our City's parks system has over 35 parks that total over 1,300 acres. This budget includes costs for staff to cut grass and the equipment and maintenance costs, operating supplies, insurance, etc.

	<b>2023</b>	2022	(Favourable)	%
	<b>Budget</b>	Budget	Unfavourable	<b>Change</b>
			Change	
<b>REVENUES</b>				
User Charges and Fees	<b>(\$8,000)</b>	(\$8,000)	\$0	0.00%
Total Revenues	<b>(8,000)</b>	(8,000)	0	<b>0.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>858,940</b>	818,840	40,100	4.90%
Contracted and General Services	<b>160,600</b>	160,600	0	0.00%
Grants and Donations	<b>30,780</b>	30,780	0	0.00%
Utilities	<b>4,780</b>	4,000	780	19.50%
Fleet Expenses	<b>495,190</b>	478,270	16,920	3.54%
Maintenance Materials and Supplies	<b>104,160</b>	102,720	1,440	1.40%
Insurance	<b>23,730</b>	22,150	1,580	7.13%
Total Expenses	<b>1,678,180</b>	1,617,360	60,820	<b>3.76%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>1,670,180</b>	<b>1,609,360</b>	<b>60,820</b>	<b>3.78%</b>



**Functional Area: PLAYGROUNDS AND PLAYSTRUCTURES**  
**Department: Community Services Department**  
**Fund: General Fund**

This functional area covers the cost of the Summer Playground Program and the repair and maintenance of playground amenities and structures at over 35 neighbourhood parks in our City.

The Summer Playground Program budget is comprised mainly of staff wages and program supplies. The programs also sources various employment grants, financial donations from individuals and businesses, gifts in kind and volunteer hours to help keep costs to a minimum.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	<b>(\$2,600)</b>	(\$2,600)	\$0	0.00%
Operating Grants and Donations	<b>(20,000)</b>	(20,000)	0	0.00%
<b>Total Revenues</b>	<b>(22,600)</b>	(22,600)	0	<b>0.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>180,010</b>	131,820	48,190	36.56%
Contracted and General Services	<b>8,100</b>	8,100	0	0.00%
Utilities	<b>3,600</b>	3,700	(100)	-2.70%
Fleet Expenses	<b>3,430</b>	1,710	1,720	100.58%
Maintenance Materials and Supplies	<b>90,300</b>	90,450	(150)	-0.17%
Insurance	<b>0</b>	900	(900)	-100.00%
<b>Total Expenses</b>	<b>285,440</b>	236,680	48,760	<b>20.60%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>262,840</b>	<b>214,080</b>	<b>48,760</b>	<b>22.78%</b>



**Functional Area: PRINCE ALBERT GOLF AND CURLING CENTRE**  
**Department: Community Services Department**  
**Fund: General Fund**

This functional area captures the costs associated with maintaining the Prince Albert Golf and Curling Centre building.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	%
			Change	Change
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$5,920</b>	\$5,620	\$300	5.34%
Financial Charges	<b>8,000</b>	8,000	0	0.00%
Fleet Expenses	<b>1,000</b>	1,000	0	0.00%
Maintenance Materials and Supplies	<b>12,880</b>	12,880	0	0.00%
Insurance	<b>11,000</b>	8,500	2,500	29.41%
<b>Total Expenses</b>	<b>38,800</b>	36,000	2,800	<b>7.78%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>38,800</b>	<b>36,000</b>	<b>2,800</b>	<b>7.78%</b>



**Functional Area: RECREATION**  
**Department: Community Services Department**  
**Fund: General Fund**

Community and Recreation Facilities enhance the livability and vibrancy of the city by providing places and opportunities for the community to gather, connect, recreate and celebrate. This budget accounts for personnel cost, telephone, training, advertising, computer and consulting services. It also accounts for the annual investments into the City’s Municipal Cultural Action Plan and Public Art Policy.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
Operating Grants and Donations	<b>(\$35,000)</b>	(\$5,000)	(\$30,000)	600.00%
Sundry	<b>(10,000)</b>	(5,000)	(5,000)	100.00%
<b>Total Revenues</b>	<b>(45,000)</b>	(10,000)	(35,000)	<b>350.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>565,360</b>	572,680	(7,320)	-1.28%
Contracted and General Services	<b>77,500</b>	18,000	59,500	330.56%
Fleet Expenses	<b>4,300</b>	4,060	240	5.91%
Maintenance Materials and Supplies	<b>78,130</b>	88,080	(9,950)	-11.30%
Insurance	<b>460</b>	340	120	35.29%
<b>Total Expenses</b>	<b>725,750</b>	683,160	42,590	<b>6.23%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>680,750</b>	<b>673,160</b>	<b>7,590</b>	<b>1.13%</b>





**Functional Area:** SASKATCHEWAN LOTTERIES PROGRAM  
**Department:** Community Services Department  
**Fund:** General Fund

The City accepts applications for the Saskatchewan Lotteries Community Grant Program.

The Saskatchewan Lotteries Community Grant Program is a partnership among Sask Sport Inc., SaskCulture Inc. and the Saskatchewan Parks and Recreation Association Inc. and assists by providing funds to non-profit community organizations operated by volunteers. The program's goal is to get people involved in sport, culture and recreation programs and activities by enabling communities to address the needs of local residents.

	<b>2023 Budget</b>	2022 Budget	(Favourable) Unfavourable Change	<b>% Change</b>
<b>REVENUES</b>				
Operating Grants and Donations	(\$142,980)	(\$142,980)	\$0	0.00%
Total Revenues	(142,980)	(142,980)	0	0.00%
<b>EXPENSES</b>				
Grants and Donations	142,980	142,980	0	0.00%
Total Expenses	142,980	142,980	0	0.00%
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>



**Functional Area: SKATEBOARD PARK**  
**Department: Community Services Department**  
**Fund: General Fund**

The Kinsmen Skateboard and BMX Park is a multi-use concrete park that is 20,000 square feet in size. It is located adjacent to Prime Ministers' Park and just south of the Art Hauser Centre. This budget is comprised of the City employing one full time Park Supervisor to work May to August and commissionaire services for security of the skateboard park.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	%
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$15,950</b>	\$13,040	\$2,910	22.32%
Contracted and General Services	<b>9,900</b>	9,900	0	0.00%
Utilities	<b>1,920</b>	2,300	(380)	-16.52%
Maintenance Materials and Supplies	<b>4,050</b>	1,050	3,000	285.71%
<b>Total Expenses</b>	<b>31,820</b>	26,290	5,530	<b>21.03%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>31,820</b>	<b>26,290</b>	<b>5,530</b>	<b>21.03%</b>



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:** TOURIST INFORMATION CENTRE  
**Department:** Community Services Department  
**Fund:** General Fund

This budget is for general maintenance costs completed by city staff associated with the Tourist Information Centre located at 3700 2nd Avenue West.

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change	% Change
<b>REVENUES</b>				
User Charges and Fees	(\$6,000)	(\$5,700)	(\$300)	5.26%
<b>Total Revenues</b>	<b>(6,000)</b>	<b>(5,700)</b>	<b>(300)</b>	<b>5.26%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	5,570	5,170	400	7.74%
Contracted and General Services	7,120	7,120	0	0.00%
Utilities	9,470	8,000	1,470	18.38%
Maintenance Materials and Supplies	6,730	6,730	0	0.00%
Insurance	1,510	1,160	350	30.17%
<b>Total Expenses</b>	<b>30,400</b>	<b>28,180</b>	<b>2,220</b>	<b>7.88%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>24,400</b>	<b>22,480</b>	<b>1,920</b>	<b>8.54%</b>





# PUBLIC WORKS



City of  
**Prince  
Albert**



## PUBLIC WORKS

### ROADWAYS DIVISION RESOURCING – ADDITIONAL STAFFING APPROVED

In analyzing the challenges in clearing snow in the 2021/2022 snow season, Public Works has identified specific resources that would have improved the snow clearing response during the previous winter and which would improve the winter maintenance levels of service during a more typical season.

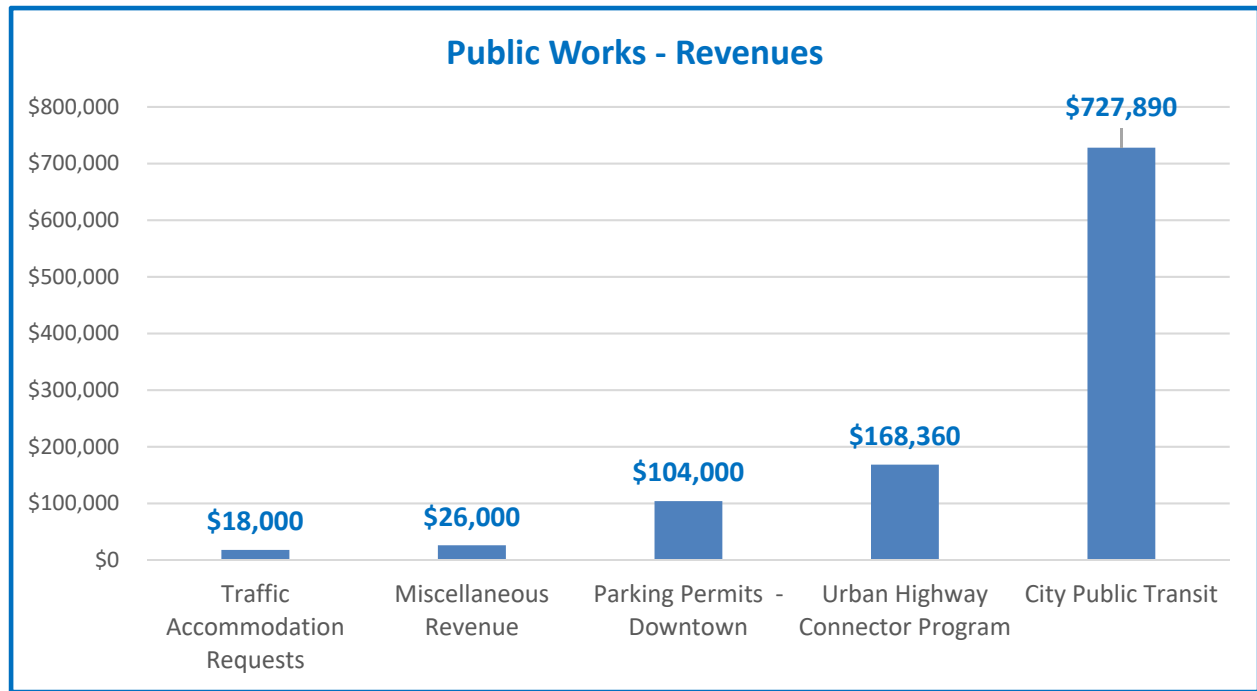
The first priority and least operationally expensive option to improve the winter maintenance service would be the addition of two staff members to help expand the use of the City's existing winter maintenance fleet. The current Roadways Winter staffing level of 14 full time staff does not fully allow for the City to make use of all 22 pieces of winter maintenance equipment. When winter maintenance is being completed, City equipment sits in the Municipal Service Centre yard due to a lack of operators available to run equipment. Often times the Foreman III is required to operate equipment to keep maintenance activities moving along while also organizing the ongoing work and taking requests for service. This is not an efficient use of the Foreman III position, which is meant to be focused on coordinating the winter maintenance activities and the on the ground response to requests for service.

In order to better improve the use of the City's existing fleet and improve the response to requests for service and coordination of work, Administration recommended two positions to the Roadways Division. The first is a Foreman II position to assist with both operating equipment, and coordinating crews. The second position is an additional Truck Driver/Equipment Operator to help make use of the City's existing fleet of Roadways Equipment. The annual cost for these two additional positions are detailed in the table below.

Position	Annual Expense
Foreman II	\$79,549
Truck Driver/Equipment Operator	\$71,124
<b>Total</b>	<b>\$150,673</b>

The amount of **\$150,673** was approved for the two positions for Year 2023.

2023 PUBLIC WORKS REVENUES



2023 PUBLIC WORKS EXPENDITURES

MUNICIPAL SERVICE CENTRE RENOVATIONS

**\$40,000** for a **one-time project** at the Municipal Service Centre. The amount of \$40,000 will be used for office renovations to upgrade the office area at the Municipal Service Centre for the office spaces of the Purchasing Manager, OHS Coordinator, Operations Manager and Fleet Manager. The current configuration for the office space only provides partial dividers which does not permit staff and managers to discuss sensitive items privately and does not allow for securing of sensitive documents in a secured office space.

SERVICE EXPENDITURES

- \$155,000 funding as annual sidewalk maintenance needs are assessed for their size and complexity. Smaller and more routine sidewalk maintenance is typically completed by City forces while larger jobs are contracted out in order to keep City crews working on important smaller jobs. The proportion of work completed by City crews and contractors varies from year to year depending on the nature of the work required.



- \$40,960 increase in Street Lighting for a total 2023 Budget of \$985,460 for street lights.
- \$26,300 increase in asphalt costs. Increased cost of 23% for asphalt. Budget used for roadway maintenance and pothole repairs.
- \$26,050 increase for Contracted and General Services. Budget for longitudinal traffic line painting. In 2021, paint cost \$82.50 per pail and in 2022 it is \$147 per pail. This paired with increased operation costs for paint crews (fuel, wages etc.) has driven prices up. Total 2023 Budget of \$95,000 under contracted and general services for longitudinal traffic line painting.
- \$20,000 increase under Traffic Lights operating supplies. Budget is used to purchase traffic signal supplies needed for signal repairs, replacements and installations. Supplies include traffic signal poles and heads, control cabinets, cables, fasteners, breakaway brackets, sensors, signal housing, pedestrian lights, anchor bolts, templates, Opticom emitters, backup power supplies, junction boxes etc. 2nd Avenue West and Marquis Road intersection to be upgraded in 2023.
- \$14,000 increase for chemicals. Cost per liter for street oiling went up by 28%.
- \$11,000 increase in Contracted and General Services for pressure washing of retaining walls along 2nd Avenue, as well as the Central and 6th Avenue Viaducts. Pressure washing removes the buildup of winter salt and grit to help maintain the integrity of the surface and underlying structure of the bridge rails, decks and of the retaining walls.
- \$7,500 increase for Contracted and General Services. Every year, City equipment sustains damage from low hanging branches on Streets and Back Lanes. Annual budget to complete Street and Back Lane tree pruning in order to avoid and reduce the damage to City equipment that uses back lanes. Total 2023 Budget of \$22,500.

## **URBAN HIGHWAY CONNECTOR PROGRAM**

**\$206,640 reduction** in Operating Grants and Donations relating to the recently approved new Urban Highway Connector Program (UHCP) Framework Agreement. The amended funding is **\$168,360** as per the Urban Highway Connector Program (UHCP) Framework Agreement. This revenue matches the expenses under Contracting and General Services relating to work to be completed under the Urban Highway Connector Program Framework Agreement.

The Operations and Maintenance Grant is utilized for operational items such as snow removal, line painting, pothole repairs and power washing bridge and overpass railings & jersey barriers. Currently the City is provided with an annual Operations and Maintenance Grant for repair and upkeep. There is an application process for capital improvements for projects within the urban connectors and bridge structures. Each of the connectors is allocated a level of Provincial interest which defines the percentage that the Ministry will contribute.

The costs for the amount of \$168,360 are as follows:

- \$138,530 for Contracted and General Services
- \$10,000 for Operating Supplies
- \$11,470 for fleet costs
- \$8,360 for Salaries Wages and Benefits

## **SNOW MANAGEMENT COSTS**

**\$284,300 increase** in the budgets for Snow Management and Snow Downtown based on actuals over the last three years actuals:

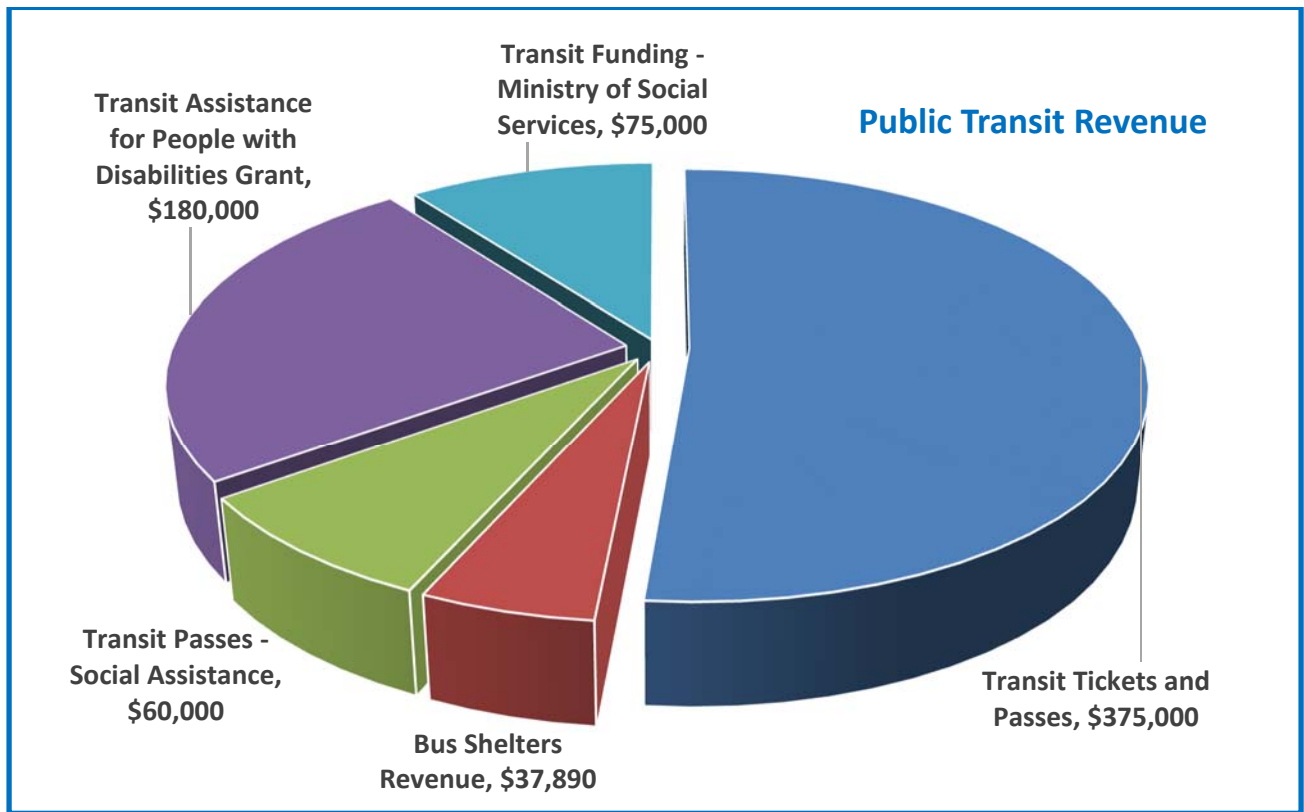
- \$136,140 increase in Salaries Wages and Benefits. Includes 50% of the new approved positions in the amount of \$75,400.
- \$143,160 increase for Fleet Expenses.
- \$5,000 increase for Maintenance Materials and Supplies as the purchase of grader blades, loader blades and skid steer brooms. Cost of these supplies have gone up in price.



**PUBLIC TRANSIT**

- \$55,000 decrease in revenue for Public Transit Advertising. Transit Advertising Contract has concluded with Jim Pattison Broadcast Group. Measurements and photos of the current transit fleet has been sent to Pattison but they are uninterested on advertising on this style of bus. A new Transit Advertising Contract will be worked on when the Transit Fleet is stable.
- Total Revenue for Public Transit was decreased by the amount of \$167,730 from Year 2022. Since COVID began in 2020, ridership and bus passes have plummeted to below 63% of 2018 and 2019 numbers. With restored consistent transit we expect to see recovery for 2023.

**THE REVENUE FROM PUBLIC TRANSIT IS AS FOLLOWS: \$727,890 TOTAL**



\$180,000 revenue reflects the Transit Assistance for People with Disabilities grant funding for operations (TAPD). TAPD is a performance-based program. The funding formula allots participating municipalities with an annual operating grant calculated using the number of public service trips provided by each municipality in the previous calendar year, and a per trip amount based on which of the four population categories the community is in (under 2,500; 2,501 to 20,000; 20,001 to 100,000; and 100,001 or more). The population figures are obtained through the most recent Statistics Canada census. There is also capital grant funding in the amount of \$55,000 for replacement of Unit 439 - Transit for Disabled Bus.



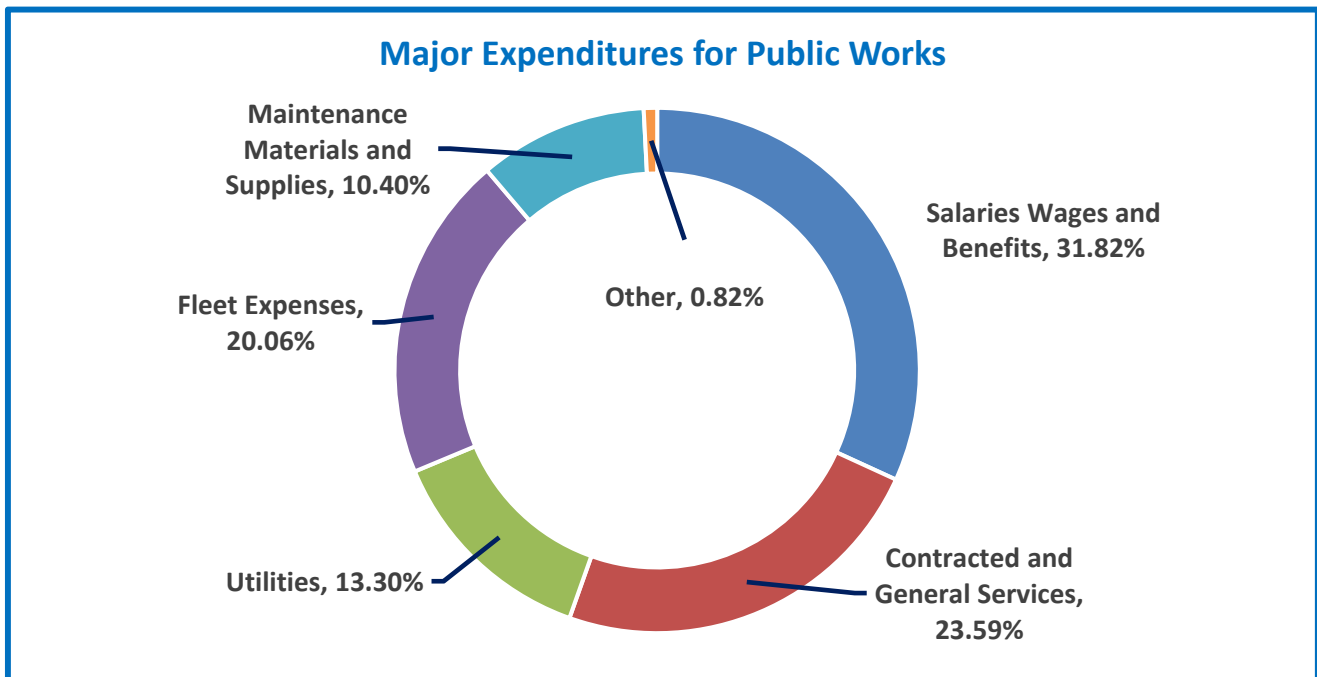
**\$238,810** increase under Transit Operation as the costs for contracted transit services as per the existing contract between the City and First Canada. The cost for transit services in 2023 will be increased based on the set rates in the contract. Operating costs will increase related to the cost of leased transit buses through First Canada. This cost includes \$100,800 to lease 8 transit buses for the year. **The amount of \$100,800 for the leased buses will be funded from the Public Transit Reserve for Year 2023.**

\$1,603,220 Total Contracted and General Services is as follows:

- \$1,593,220 for Transit Operation:
  - 8 leased buses - \$100,800
  - Cleaning - \$4,200
  - Transit Operation - \$1,488,220
  
- \$10,000 as per bus pass vendor, 10% commission fees for sold bus passes.

\$215,880 increase in Fleet Expenses. The budget is based on the Asset Management Plan / Fleet projections for the Public Transit Reserve.

**MAJOR EXPENDITURES FOR PUBLIC WORKS:**



Note: Other consists of Insurance and Interest on Long Term Debt (Transit Buses).



**PUBLIC WORKS**

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change
<b>REVENUES</b>			
User Charges and Fees	(\$620,890)	(\$760,120)	\$139,230
Operating Grants and Donations	(423,360)	(655,000)	231,640
<b>Total Revenues</b>	<b>(1,044,250)</b>	<b>(1,415,120)</b>	<b>370,870</b>
<b>EXPENSES</b>			
Salaries Wages and Benefits	2,794,840	2,449,950	344,890
Contracted and General Services	2,072,150	1,822,400	249,750
Utilities	1,167,940	1,100,680	67,260
Interest on Long Term Debt	43,300	51,950	(8,650)
Fleet Expenses	1,762,090	1,363,280	398,810
Maintenance Materials and Supplies	913,320	858,870	54,450
Insurance	29,070	22,850	6,220
<b>Total Expenses</b>	<b>8,782,710</b>	<b>7,669,980</b>	<b>1,112,730</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>7,738,460</b>	<b>6,254,860</b>	<b>1,483,600</b>
			<b>23.72%</b>

**2023 APPROVED CAPITAL PROJECTS TO BE FUNDED FROM TAXATION:**

\$4,100,000 Roadways Recapping Program  
 \$300,000 Concrete Sidewalk, Curb & Median Revitalization  
 \$50,000 Resurfacing Municipal Service Centre Sho Bay Concrete Floor

**2023 APPROVED CAPITAL PROJECTS TO BE FUNDED FROM RESERVES**

\$65,000 Concrete Sidewalk Replacement Program - Senior Residence

**TOTAL CAPITAL SPENDING \$4,515,000**



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area: PUBLIC WORKS ADMINISTRATION**  
**Department: Public Works Department**  
**Fund: General Fund**

This budget accounts for the administration support for Public Works including management, engineering and support services.

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change	% Change
<b>REVENUES</b>				
User Charges and Fees	(\$25,000)	(\$25,000)	\$0	0.00%
Total Revenues	<b>(25,000)</b>	(25,000)	0	<b>0.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>762,090</b>	724,540	37,550	5.18%
Fleet Expenses	<b>35,830</b>	33,800	2,030	6.01%
Maintenance Materials and Supplies	<b>199,290</b>	201,950	(2,660)	-1.32%
Insurance	<b>3,660</b>	3,630	30	0.83%
Total Expenses	<b>1,000,870</b>	963,920	36,950	<b>3.83%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>975,870</b>	<b>938,920</b>	<b>36,950</b>	<b>3.94%</b>



**Functional Area: MUNICIPAL SERVICE CENTRE**  
**Department: Public Works Department**  
**Fund: General Fund**

The Municipal Service Centre (MSC) houses the fleet of large City equipment such as sweepers, snow equipment, maintenance shop operations, mechanics garage, purchasing, stores, collection and distribution, and roadways personnel.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$141,510</b>	\$116,510	\$25,000	21.46%
Contracted and General Services	<b>40,000</b>	16,000	24,000	150.00%
Utilities	<b>90,740</b>	72,680	18,060	24.85%
Fleet Expenses	<b>62,940</b>	49,170	13,770	28.00%
Maintenance Materials and Supplies	<b>(157,540)</b>	(115,570)	(41,970)	36.32%
Insurance	<b>12,490</b>	9,540	2,950	30.92%
<b>Total Expenses</b>	<b>190,140</b>	<b>148,330</b>	<b>41,810</b>	<b>28.19%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>190,140</b>	<b>148,330</b>	<b>41,810</b>	<b>28.19%</b>



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:** OLD CITY YARDS  
**Department:** Public Works Department  
**Fund:** General Fund

The Old City Yards houses the parking meter shop, sign shop, parks operations, some mechanics, the maintenance shop (small motors), building maintenance, and concrete operations.

	2023 Budget	2022 Budget	(Favourable) Unfavourable Change	% Change
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	\$68,270	\$43,410	\$24,860	57.27%
Contracted and General Services	6,500	21,340	(14,840)	-69.54%
Utilities	54,650	47,500	7,150	15.05%
Fleet Expenses	340	320	20	6.25%
Maintenance Materials and Supplies	(42,220)	(31,630)	(10,590)	33.48%
Insurance	11,740	8,790	2,950	33.56%
<b>Total Expenses</b>	<b>99,280</b>	<b>89,730</b>	<b>9,550</b>	<b>10.64%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>99,280</b>	<b>89,730</b>	<b>9,550</b>	<b>10.64%</b>



**Functional Area: BACK LANES MAINTENANCE**  
**Department: Public Works Department**  
**Fund: General Fund**

Back lane maintenance involves grading of back lanes to restore the proper slope of the alley to allow water to successfully drain. This also includes back lane gravelling and some back lane reconstruction to correct drainage, rutting and poor ride quality issues.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$27,310</b>	\$27,310	\$0	0.00%
Contracted and General Services	<b>22,500</b>	15,000	7,500	50.00%
Fleet Expenses	<b>25,000</b>	27,000	(2,000)	-7.41%
Maintenance Materials and Supplies	<b>9,000</b>	11,000	(2,000)	-18.18%
Total Expenses	<b>83,810</b>	80,310	3,500	<b>4.36%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>83,810</b>	<b>80,310</b>	<b>3,500</b>	<b>4.36%</b>



## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:**           **SIDEWALKS**  
**Department:**           **Public Works Department**  
**Fund:**                       **General Fund**

This budget is allocated to maintaining the City sidewalks in a safe condition for pedestrian traffic and to reduce or eliminate personal injury claims. The work is directed by Council and by public complaints.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$37,230</b>	\$34,630	\$2,600	7.51%
Contracted and General Services	<b>155,000</b>	155,000	0	0.00%
Fleet Expenses	<b>9,790</b>	9,240	550	5.95%
Maintenance Materials and Supplies	<b>30,000</b>	28,000	2,000	7.14%
Total Expenses	<b>232,020</b>	226,870	5,150	<b>2.27%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>232,020</b>	<b>226,870</b>	<b>5,150</b>	<b>2.27%</b>





**Functional Area:** SNOW DOWNTOWN  
**Department:** Public Works Department  
**Fund:** General Fund

This budget is for the snow management in the downtown area. The remaining budget for the City's snow removal activities can be found in the Snow Management functional area.

In 2014, a Snow Management Reserve was established to fund any annual deficits related to the Snow Downtown and Snow Management functional areas. Any annual surpluses are credited to this Reserve to fund future deficits. The Snow Management Reserve had a deficit balance of \$697,927 as of December 31, 2021.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$81,500</b>	\$81,500	\$0	0.00%
Fleet Expenses	<b>55,760</b>	52,600	3,160	6.01%
Maintenance Materials and Supplies	<b>20,600</b>	20,600	0	0.00%
Total Expenses	<b>157,860</b>	154,700	3,160	<b>2.04%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>157,860</b>	<b>154,700</b>	<b>3,160</b>	<b>2.04%</b>



**Functional Area: SNOW MANAGEMENT**  
**Department: Public Works Department**  
**Fund: General Fund**

The City has crews ready to work 7 days a week to provide safe winter conditions for drivers and pedestrians. Additional staff and outside contractors help during and following snow events, so major streets can be salted, sanded and cleared as quickly as possible. The City’s Snow Management Program is conducted according to a priority system, starting with major roadways and emergency streets and includes grading, sanding, and snow removal. The remaining budget for the City’s snow removal activities can be found in the Snow Downtown functional area.

In 2014, a Snow Management Reserve was established to fund any annual deficits related to the Snow Downtown and Snow Management functional areas. Any annual surpluses are credited to this reserve to fund future deficits. The Snow Management Reserve had a deficit balance of \$697,927 as of December 31, 2021.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$615,400</b>	\$479,260	\$136,140	28.41%
Fleet Expenses	<b>510,140</b>	370,140	140,000	37.82%
Maintenance Materials and Supplies	<b>265,500</b>	260,500	5,000	1.92%
Total Expenses	<b>1,391,040</b>	1,109,900	281,140	<b>25.33%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>1,391,040</b>	<b>1,109,900</b>	<b>281,140</b>	<b>25.33%</b>



Functional Area: **STREET LIGHTING**  
 Department: **Public Works Department**  
 Fund: **General Fund**

Street lights are paid for on a flat rate per lamp basis. As the City grows or if Council directs that more lights are installed, our lighting costs will increase.

The purpose of roadway lighting is to produce timely, accurate and safe visibility at night. As a result, this will:

- Facilitate the safe movement of vehicles and pedestrians;
- Reduce night time accidents;
- Raise a sense of personal security; and,
- Encourage the night time use of the area.

	<b>2023</b>	2022	(Favourable) Unfavourable	%
	<b>Budget</b>	Budget	Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Utilities	<b>\$985,460</b>	\$944,500	\$40,960	4.34%
Total Expenses	<b>985,460</b>	944,500	40,960	<b>4.34%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>985,460</b>	<b>944,500</b>	<b>40,960</b>	<b>4.34%</b>



Functional Area: **STREETS AND ROADS**  
 Department: **Public Works Department**  
 Fund: **General Fund**

The City maintains all paved streets and lanes in safe driving condition for vehicle and pedestrian traffic. This budget also includes the maintenance of the Rotary Trail. Maintenance includes the following activities:

- Inspection of streets on a regular basis.
- Annual crack filling and pothole repairs.
- Repair of various paved street failures such as dips, frost boils, etc.
- Milling of rutted sections identified through inspections.
- Temporary cold mix repairs to potholes and small excavations during the winter.
- Surface works grading and gravelling, surface works oiling and road patching.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
Operating Grants and Donations	<b>(\$168,360)</b>	(\$375,000)	\$206,640	-55.10%
<b>Total Revenues</b>	<b>(168,360)</b>	(375,000)	206,640	<b>-55.10%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>513,540</b>	448,200	65,340	14.58%
Contracted and General Services	<b>138,530</b>	175,300	(36,770)	-20.98%
Utilities	<b>1,100</b>	1,100	0	0.00%
Fleet Expenses	<b>242,580</b>	228,580	14,000	6.12%
Maintenance Materials and Supplies	<b>180,660</b>	154,850	25,810	16.67%
<b>Total Expenses</b>	<b>1,076,410</b>	1,008,030	68,380	<b>6.78%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>908,050</b>	<b>633,030</b>	<b>275,020</b>	<b>43.45%</b>



Functional Area: **STREET SWEEPING**  
 Department: **Public Works Department**  
 Fund: **General Fund**

The City’s Street Cleaning Program removes sanding materials and debris that has accumulated on roads and along major sidewalks and boulevards during the winter months. This road maintenance helps make our roads safer, reduces material from entering the storm water collection system, protects the environment, and improves the appearance of city roads.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$130,910</b>	\$127,310	\$3,600	2.83%
Contracted and General Services	<b>11,000</b>	0	11,000	100.00%
Fleet Expenses	<b>150,600</b>	142,080	8,520	6.00%
Maintenance Materials and Supplies	<b>13,500</b>	8,500	5,000	58.82%
Total Expenses	<b>306,010</b>	277,890	28,120	<b>10.12%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>306,010</b>	<b>277,890</b>	<b>28,120</b>	<b>10.12%</b>



Functional Area: **PARKING LOTS**  
 Department: **Public Works Department**  
 Fund: **General Fund**

Parking is an essential element of the City's transportation network. The City is committed to contributing to the economic health of downtown Prince Albert by providing an adequate supply of parking to residents, businesses and visitors.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	( <b>\$104,000</b> )	(\$104,000)	\$0	0.00%
Total Revenues	( <b>104,000</b> )	(104,000)	0	<b>0.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>750</b>	750	0	0.00%
Utilities	<b>4,640</b>	4,300	340	7.91%
Maintenance Materials and Supplies	<b>610</b>	610	0	0.00%
Total Expenses	<b>6,000</b>	5,660	340	<b>6.01%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>(98,000)</b>	<b>(98,340)</b>	<b>340</b>	<b>-0.35%</b>



**Functional Area: TRAFFIC COUNTS AND LANE MARKINGS**  
**Department: Public Works Department**  
**Fund: General Fund**

With the City growing and more cars on our streets and traffic congestion is a major challenge. The Transportation Manager and his/her division are continuously working to keep traffic moving and also take action to meet the needs of all street users. Traffic safety is important and a major priority for the City. A safe transportation system contributes to a strong sense of community and the livability of our city. The division makes the roads safer through education, engineering, and evaluation.

	<b>2023 Budget</b>	2022 Budget	(Favourable) Unfavourable Change	<b>% Change</b>
<b>REVENUES</b>				
User Charges and Fees	<b>(\$1,000)</b>	(\$1,000)	\$0	0.00%
Total Revenues	<b>(1,000)</b>	(1,000)	0	0.00%
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>64,140</b>	47,240	16,900	35.77%
Contracted and General Services	<b>95,000</b>	68,950	26,050	37.78%
Fleet Expenses	<b>1,000</b>	3,930	(2,930)	-74.55%
Maintenance Materials and Supplies	<b>39,110</b>	33,390	5,720	17.13%
Total Expenses	<b>199,250</b>	153,510	<b>45,740</b>	<b>29.80%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>198,250</b>	<b>152,510</b>	<b>45,740</b>	<b>29.99%</b>



**Functional Area:** TRAFFIC LIGHTS  
**Department:** Public Works Department  
**Fund:** General Fund

Traffic lights control the flow of traffic and pedestrians to improve safety and access to roads. This budget is to provide for the safe and efficient movement of traffic on roads through professional traffic engineering. This budget includes designing and installing signalization.

This budget is associated with costs of operating supplies for the traffic lights and electricity costs of the traffic lights. Operating Supplies consist of items to upgrade key intersections in the City to match traffic needs.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>\$132,760</b>	\$132,760	\$0	0.00%
Utilities	<b>29,650</b>	27,700	1,950	7.04%
Fleet Expenses	<b>35,150</b>	33,160	1,990	6.00%
Maintenance Materials and Supplies	<b>173,280</b>	153,100	20,180	13.18%
Total Expenses	<b>370,840</b>	346,720	24,120	<b>6.96%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>370,840</b>	<b>346,720</b>	<b>24,120</b>	<b>6.96%</b>





**Functional Area:** TRAFFIC SIGNS  
**Department:** Public Works Department  
**Fund:** General Fund

Traffic road signs are intended to guide, warn and regulate traffic. Road signs apply to motor vehicles, pedestrians, bicycles, and other travelers. Traffic road signs must fulfill a need, command attention, convey a clear message, command respect from travelers, and give adequate time for a response.

This budget includes the costs to regulate and maintain our traffic signage throughout the City and the costs of equipment for signage. The main categories of traffic signs are parking signs, regulatory signs, construction signs, warning signs, street signs, etc.

	<b>2023</b>	2022	(Favourable)	%
	<b>Budget</b>	Budget	Unfavourable	<b>Change</b>
			Change	
<b>REVENUES</b>				
User Charges and Fees	<b>(\$18,000)</b>	(\$14,500)	(\$3,500)	24.14%
<b>Total Revenues</b>	<b>(18,000)</b>	(14,500)	(3,500)	<b>24.14%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>219,430</b>	186,530	32,900	17.64%
Contracted and General Services	<b>400</b>	400	0	0.00%
Utilities	<b>1,700</b>	2,900	(1,200)	-41.38%
Fleet Expenses	<b>67,420</b>	63,600	3,820	6.01%
Maintenance Materials and Supplies	<b>79,190</b>	66,250	12,940	19.53%
Insurance	<b>1,180</b>	890	290	32.58%
<b>Total Expenses</b>	<b>369,320</b>	320,570	48,750	<b>15.21%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>351,320</b>	<b>306,070</b>	<b>45,250</b>	<b>14.78%</b>



**Functional Area:** CITY PUBLIC TRANSIT  
**Department:** Public Works Department  
**Fund:** General Fund

The City's Public Transit System, operated by First Canada ULC, is designed to provide safe, reliable, affordable and accessible transportation in support of Council's vision for inclusiveness, accessibility, affordability and environmental sustainability.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	<b>(\$472,890)</b>	(\$615,620)	\$142,730	-23.18%
Operating Grants and Donations	<b>(255,000)</b>	(280,000)	25,000	-8.93%
<b>Total Revenues</b>	<b>(727,890)</b>	(895,620)	167,730	<b>-18.73%</b>
<b>EXPENSES</b>				
Contracted and General Services	<b>1,603,220</b>	1,370,410	232,810	16.99%
Interest on Long Term Debt	<b>43,300</b>	51,950	-8,650	-16.65%
Fleet Expenses	<b>565,540</b>	349,660	215,880	61.74%
Maintenance Materials and Supplies	<b>102,340</b>	67,320	35,020	52.02%
<b>Total Expenses</b>	<b>2,314,400</b>	1,839,340	475,060	<b>25.83%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>1,586,510</b>	<b>943,720</b>	<b>642,790</b>	<b>68.11%</b>



# PRINCE ALBERT POLICE SERVICE



## **PRINCE ALBERT POLICE SERVICE**

### **“WITH INTEGRITY AND INNOVATION WE DELIVER PROFESSIONAL SERVICE TO OUR CITIZENS”**

#### **RECENT POLICE SERVICE AND BOARD ENHANCEMENTS**

Coming into 2023, there have been many recent positive changes aimed to support our community safety and enhance policing in our City that the Board approved to fund as a priority:

- Approval of the Saskatchewan Trafficking Response Team (STRT) for the Prince Albert Police Service to add another two (2) provincially funded sworn positions so the Prince Albert Police Service can better meet the needs of our community in delivering professional policing services to our citizens.
- Paramedic Cell Block Pilot Project Extended – partnership agreement with SHA and Parkland Ambulance Care Ltd. to provide emergency medical services in the Prince Albert Police Detention Facility. The intent of the emergency medical services is to provide the necessary support to detained individuals experiencing addiction and mental health challenges, and provide health services to them. The program continues to be externally funded for the period of April 1, 2022 to March 31, 2023.
- Supporting Mental Health Strategists to create programs and meet with staff in support of enhancing member wellness. Our Mental Health Strategists were funded with savings when an officer was seconded to ICE Coordinator. The secondment has ended, but PAPS has budgeted for the Mental Health Strategists to continue. This program is extremely valued by members of PAPS. In 2022 they began offering lunch and learns, with very positive feedback from members.
- Sector-leading commitment to and success in securing enhanced funding to acquire state-of-the-art policing equipment for PAPS members.
- The completion of several capital projects including projects funded externally.
- All members needing ballistic armour or whose armour will expire this year have been replaced. We continue to make safety our top priority.
- Transition to 9mm Glock Firearms. We expect to have 9mm Glock’s for all officers in 2023.

## RECENT POLICE SERVICE AND BOARD ENHANCEMENTS – CON'T

- Transition to Taser 7. We have purchased eleven (11) Taser 7's with a plan to transition completely to Taser 7's by early 2023.
- Enhanced supervision to the Detention Centre.
- Opening the Substation in September of 2022 to the public. Hours are Monday to Friday 8:30am – 4:30pm, closed between 12:00pm-1:00pm.
- Court Liaison position to professionalize and remove duties from Community Safety Officers, or NCOs keeping more members policing in the Community.
- Secured funding to upgrade radio communications for all police members. Project was completed in 2022 at minimal cost to Prince Albert Police Service.
- Substation loan was paid in full in 2022 allowing us to reallocate capital funds to enhance our equipment.
- Indigenous Mentorship Program - working with PAGC and MN-S to enhance diversity within PAPS with external funding and remove employment barriers.
- Professionalizing the Police Service Fleet equipment purchases with thirteen vehicles purchased at the time of writing this report.
- The addition of two (2) temporary Community Safety Officers, to fill vacancies and support front line policing while we wait for spots to open at Police College.
- Police Service Main Building renovations to enhance the life term of the building, maximize efficiencies of space and enhance the aesthetics of the building to be more professional and up to date. We were able to secure an unpaid summer maintenance student for six (6) weeks in 2022 who helped with some of our projects.

## **PRINCE ALBERT POLICE SERVICE AUTHORIZED STRENGTH**

The Board, as of today's date, has approved an authorized strength of 135 permanent employees.

- 5 out of scope Administrative sworn members
- 101 Police sworn members (includes the 4 members funded by the Multi-Year Proactive Policing Strategy)
- 28 Civilian Staff (IT, Administrative, PRMC, Victim Services, Missing Persons, Indigenous Resource Officer, Janitorial, and Public Relations, etc.)

The Board has approved this position for an increase to the Prince Albert Police Service authorized strength by one civilian member as follows:

- One (1) new out of scope Building and Fleet Technician.

## **PROVINCIAL FUNDING – MUNICIPAL POLICING GRANTS**

In Year 2022, the Prince Albert Police Service received provincial funding for a total of twenty-seven (27) sworn officers.

- 21 Officers at the rate of \$110,000 per officer;
- 1 Officer at the rate of \$45,833.00 for the ICE Provincial Coordinator position. Pro-rated at 5 months due to ending secondment June 1, 2022;
- 3 Officers at the rate of \$120,000 per officer (CTSS Program); and,
- 2 New STRT officers at the rate of \$91,667 pro-rated at 5 months, due to contract.

The Prince Albert Police Service also receives provincial funding for an out of scope civilian Intelligence Analyst at the rate of \$75,000.00

Total amount of sworn officer and civilian funding, \$2,807,500.00 in salary positions.

The Budget for Year 2023 includes the additional new funding under the Municipal Police Grant:

- 2 new funded sworn members for Saskatchewan Trafficking Response Team (STRT) – approved in 2022.

The Budget for Year 2023 includes the reduction in funding for ICE. We ended our secondment as the ICE Coordinator June 2022. Saskatoon Police Service has taken over this position.

	<b>2023 Budget</b>
23 Sworn Members funded at \$110,000	\$ 2,530,000
3 Sworn Members funded at \$120,000	\$ 360,000
1 out of scope Civilian Intelligence Analyst at \$75,000	\$ 75,000
CRT Operating Funds	\$ 308,000
CTSS Operating Funds	\$ 180,000
STRT Operating Funds	\$ 34,000
<b>Total Municipal Provincial Grant</b>	<b>\$ 3,487,000</b>

Funding through Municipal Police Grant by the Ministry of Corrections, Policing and Public Safety allows police agencies around Saskatchewan to work together to combat crime and target complex issues that threaten the safety of the wider community. The partnerships support a more focused approach to effectively address crime and illegal activity in our communities

Below is the breakdown of the Provincially Funded Positions:

<b>Provincially Funded Positions</b>	
<b>Building Partnerships to Reduce Crime (BPRC)</b>	
SHOCAP (Serious Habitual Offender Comprehensive Action Program)	1
CRT (Crime Reduction Team)	7
Missing Persons Task Force	1
Child Sexual Exploitation	1
ICE	1
PACT (Police and Crisis Team)	1
Enhanced Investigative Policing	6
Combined Traffic Services - SGI	3
Combined Traffic Services - Provincially Funded	3
STRT (Saskatchewan Trafficking Response Team)	2
<b>Total Provincially Funded Positions</b>	<b>26</b>



**MULTI-YEAR PROACTIVE POLICING STRATEGY**

City Council on May 3, 2021, approved the following motion:

*That the City transfers to the Prince Albert Board of Police Commissioners the funding amount of \$554,000 annually to be directed to the Proactive Policing Strategy for the Prince Albert Police Service; and,*

*That the unspent funds from the City transfer of \$554,000 annually be forwarded to the Police Service Proactive Policing Reserve created specifically to fund the proposed six (6) year Multi-Year Proactive Policing Strategy for the Prince Albert Police Service.*

The Police Base Tax approved by Council illustrated a funding model to support the expense of four (4) new police officers. The Police Service will deploy the staff into a patrol support shift who will serve primarily a proactive uniform support capacity.

The 2023 Police Service Budget includes a transfer from the Police Service Proactive Policing Reserve in the amount of \$621,100.

The budgeted amount of \$621,100 represents the following costs:

<b>Forecasted Costs for 4 New Sworn Members -2023</b>	
Salaries & Benefits (full year)	\$559,770
Ongoing expenditures - fleet, clothing, etc.	\$61,330
<b>Total Forecasted Costs for Year 2023</b>	<b>\$621,100</b>

The Multi-Year Proactive Policing Strategy is an enhancement to the Prince Albert Police Service authorized strength and will provide the ability to focus efforts and provide ownership and oversight to areas that require greater attention.

As per the approved Multi-Year Proactive Policing Strategy, the revenue collected from the Police Base Tax will fund four (4) officers over multiple years.





**REVENUES FOR PRINCE ALBERT POLICE SERVICE**

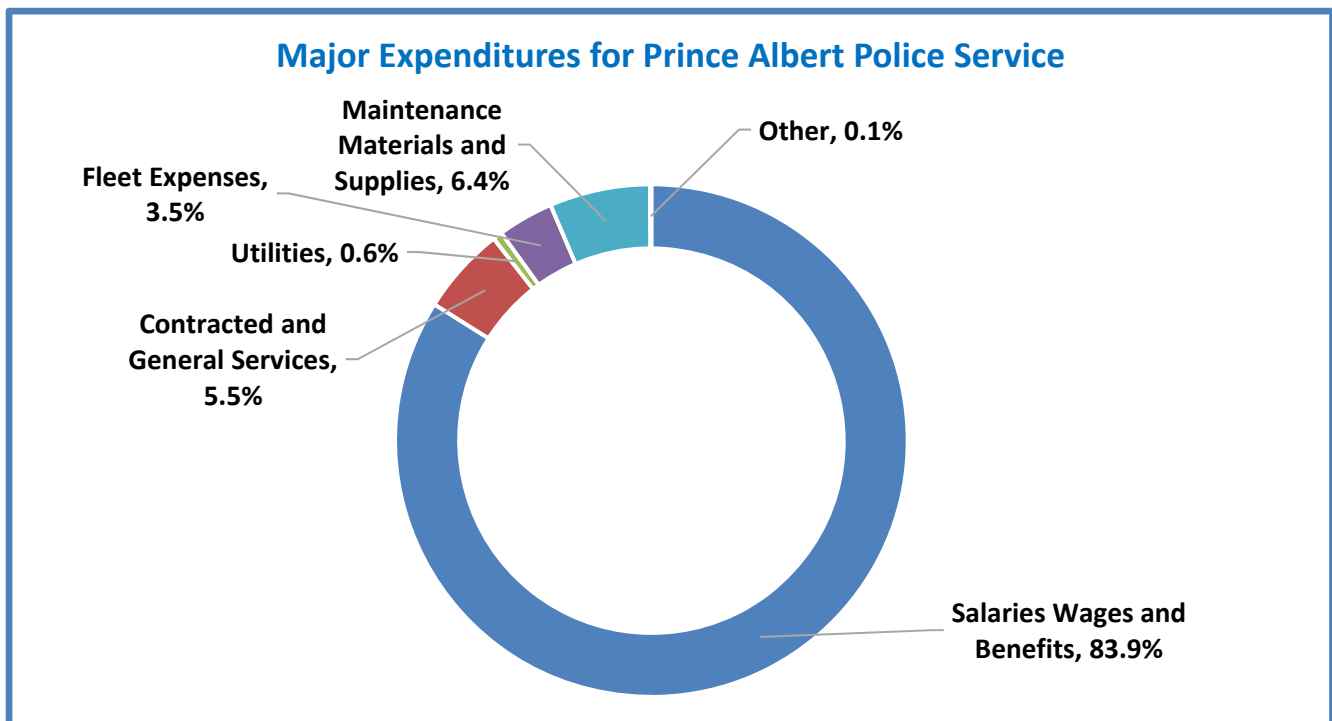
User Charges and Fees have increased by \$30,000 due to the increase budget for Provincial Magistrate revenue. Revenue increased by \$30,000 due to three-year average.

Operating Grants and Donations have decreased by \$280,590 as follows:

Reduction of ICE Program Funding	\$554,000
Victim Services Program and Missing Persons Program	(\$19,410)
Saskatchewan Trafficking Response Team Program Funding	(\$254,000)
<b>Decrease in Operating Grants and Donations</b>	<b>\$280,590</b>

MUNICIPAL PROVINCIAL GRANT FUNDING	\$3,487,000
VICTIM SERVICES PROGRAM	\$295,180
SJI TRAFFIC ENFORCEMENT	\$45,900
USER CHARGES AND FEES	\$1,055,610
<b>TOTAL REVENUES</b>	<b>\$4,883,690</b>

**MAJOR EXPENDITURES FOR PRINCE ALBERT POLICE SERVICE**



Note: Other includes Financial Charges and Insurance.



**CONTRACTED AND GENERAL SERVICES**

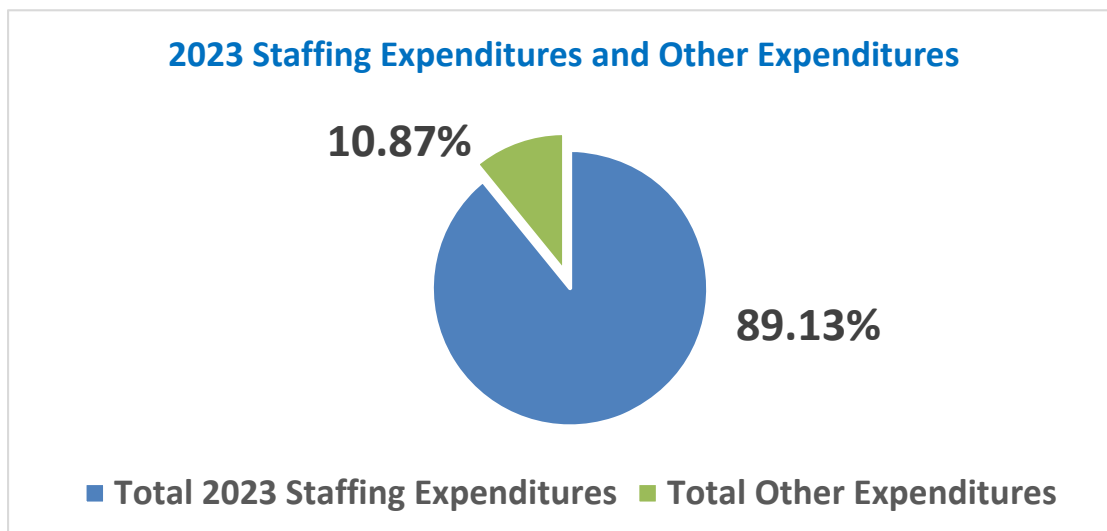
\$1,033,600	Contract for Police Dispatching Staff (PECC)
\$103,340	Mental Health Strategists Program
\$91,350	Legal Services (discipline hearings, member legal fees, etc.)
\$31,000	Laundry Services
\$17,600	Information Technology Contracted Specialist
\$11,220	Provincial Analyst
\$7,200	CBA Dog Handler allowance (\$1,800 annually per officer)
\$3,240	Kennel and Vet Services for Canine Dogs
\$2,250	IDENT Allowance as per CBA (\$750 annually per officer)
\$2,000	SWAT – ambulance calls
\$240	Mechanical Maintenance City

**STAFFING COSTS – PRINCE ALBERT POLICE SERVICE**

As staffing costs is the majority portion of the overall budget, it deserves an in depth explanation.

Staffing the Prince Albert Police Service entails salaries, benefits for the members, involves legal expenses, wellness, and the cost of the dispatching contract. Below is a summary of the staffing cost for policing the Prince Albert Police Service. Includes 1% vacancy savings of \$200,000:

Salaries Wages and Benefits	\$19,788,280	
Dispatching Agreement - CanOps	\$1,033,600	
Mental Health Strategists	\$103,340	
Legal Expenses	\$91,350	
<b>Total 2023 Staffing Expenditures</b>	<b>\$21,016,570</b>	<b>89.13%</b>
<b>Total Other Expenditures</b>	<b>\$2,561,880</b>	<b>10.87%</b>



**Functional Area: POLICE SERVICE**  
**Department: Police Service**  
**Fund: General Fund**

The Prince Albert Police Service is dedicated to community safety and committed to reducing crime. The diverse group of men and women within the Prince Albert Police Service work diligently to make Prince Albert a safe place to live, work and do business.

The City of Prince Albert Police Service reports to the Prince Albert Board of Police Commissioners, which in turn, reports to City Council.

	<b>2023</b>	2022	(Favourable) Unfavourable	%
	<b>Budget</b>	Budget	Change	<b>Change</b>
<b>REVENUES</b>				
User Charges and Fees	(\$1,055,610)	(\$1,025,610)	(\$30,000)	2.93%
Operating Grants and Donations	(3,828,080)	(4,108,670)	280,590	-6.83%
<b>Total Revenues</b>	<b>(4,883,690)</b>	(5,134,280)	250,590	<b>-4.88%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	19,788,280	19,210,500	577,780	3.01%
Contracted and General Services	1,303,040	1,300,810	2,230	0.17%
Financial Charges	750	750	0	0.00%
Utilities	139,210	129,900	9,310	7.17%
Interest on Long Term Debt	0	6,760	(6,760)	-100.00%
Fleet Expenses	829,580	781,480	48,100	6.15%
Maintenance Materials and Supplies	1,497,780	1,743,200	(245,420)	-14.08%
Insurance	19,810	17,980	1,830	10.18%
<b>Total Expenses</b>	<b>23,578,450</b>	23,191,380	387,070	<b>1.67%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>18,694,760</b>	<b>18,057,100</b>	<b>637,660</b>	



For Year 2023, the amount of \$621,100 is budgeted to be transferred from the Proactive Policing Reserve to fund the Proactive Policing Strategy for 2023.

This results in a **net budget request for 2023 of \$18,336,700** compared to \$17,805,140 in 2022 as follows:

	<b>Year 2023</b>
<b>Operating (Surplus) Deficit</b>	<b>\$18,694,760</b>
2023 Police Service Capital Projects	\$263,040
Transfer from Proactive Policing Reserve	(\$621,100)
<b>Year 2023 Transfer from the City</b>	<b>\$18,336,700</b>
Approved 2022 Transfer from the City	\$17,805,140
<b>Increase in 2023 Budget from 2022 Budget</b>	<b>\$531,560</b>
Percentage Increase	2.99%
Mill Rate Increase	1.67%

The Board has approved a motion that the City accept a \$200,000 transfer from the Police Service Operating Reserve as approved by the Prince Albert Board of Police Commissioners to assist the City with budget shortfalls.

**2023 APPROVED CAPITAL PROJECTS TO BE FUNDED FROM POLICE SERVICE CAPITAL RESERVE**

- \$78,508      Transition to Taser 7
- \$63,000      Firewall and Security Replacement
- \$34,032      Computer Replacement
- \$32,500      MDT Replacement
- \$20,000      In Car Camera Replacement
- \$20,000      Virtual Server Replacement
- \$15,000      Security and Information Event Management

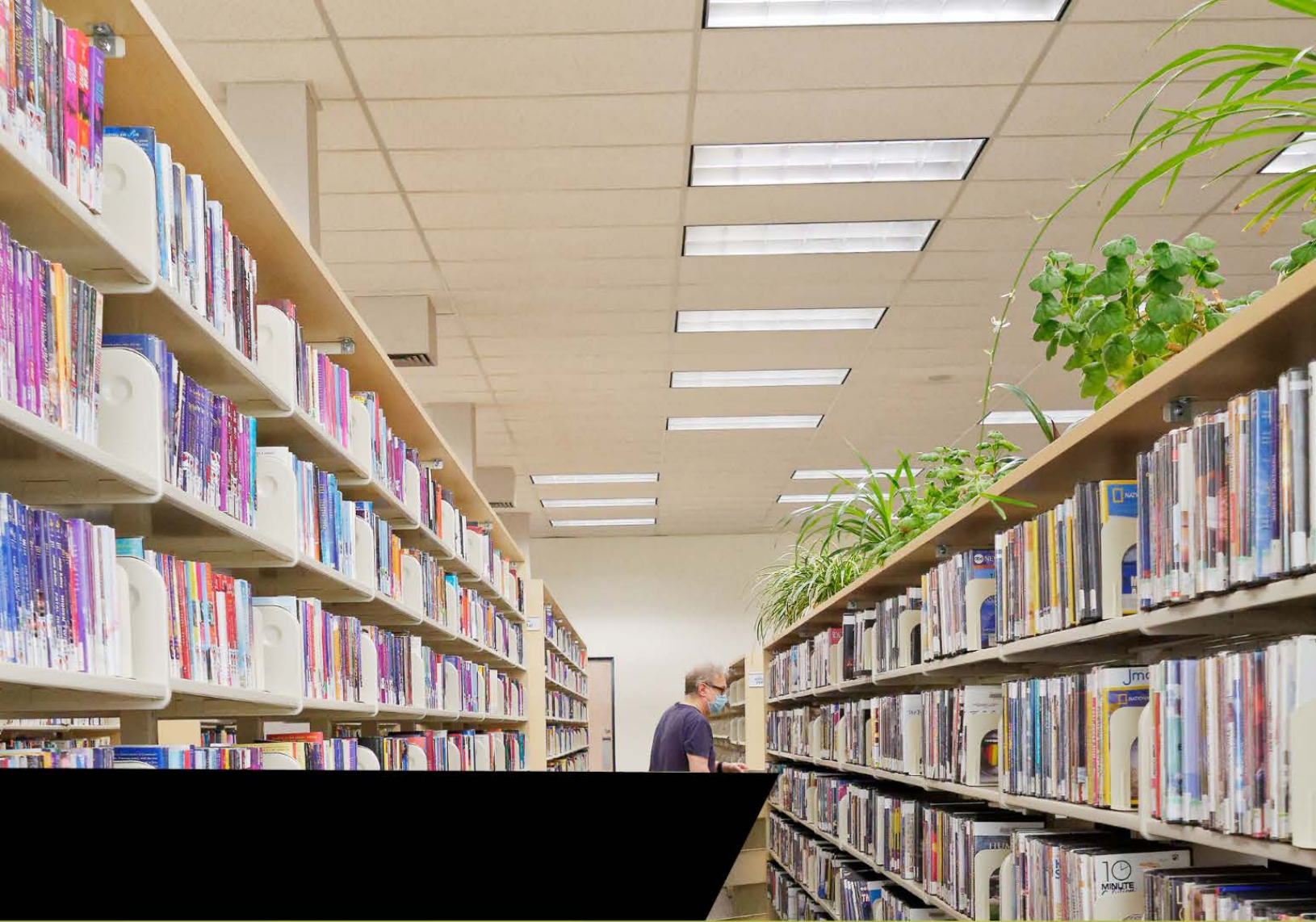
**TOTAL CAPITAL SPENDING \$263,040**

**2023 APPROVED FLEET PURCHASES TO BE FUNDED FROM POLICE SERVICE FLEET RESERVE**

- \$296,000      2023 Police Service Vehicle Replacement





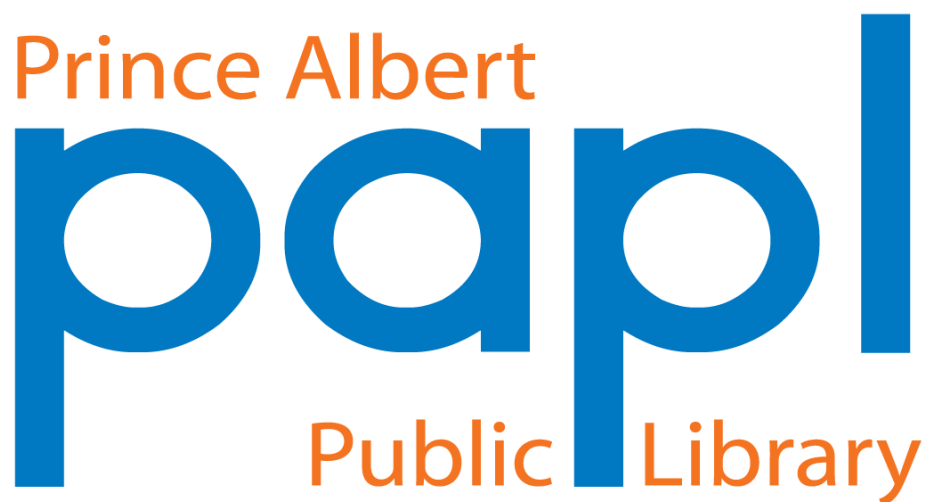


# PRINCE ALBERT PUBLIC LIBRARY



City of  
**Prince  
Albert**





## PRINCE ALBERT PUBLIC LIBRARY

For Year 2023, the budget has been increased by the amount of **\$63,530** as per the increased revenue to be levied from the Library Levy.

Increases in the request are driven by the following factors:

- A capital request of \$50,000 is included in the proposed 2023 budget. The library capital request is used for building upgrades, and as a savings fund to build a new service point in the city.
- A yet to be negotiated collective agreement. The current collective agreement expires December 31<sup>st</sup>.

The library remains committed to continuous improvements in efficiency. In 2022, additional occupancy sensors were added to the library LED lights so that lights are only on when necessary. The library plans to add more occupancy sensors to save utility costs going forward.

Library visits are increasing steadily. By the end of August 2022, there have been 63,000 physical visits to the library. This is an increase of 20,000 visits compared with the same period in 2021. The princealbertlibrary.ca website was visited over 285,000 times from January to August 2022. This is already well over the 186,000 visits observed in all of 2021.

A newly created Community Librarian position will allow the library to more outreach with community partners and expand hours at the Bernice Sayese Location in 2023. Prince Albert Public Library is a popular service in the community. Support from the City allows the Library to maintain this service, and contribute to making the community better for everyone who lives in it.

## 2023 APPROVED GENERAL FUND BUDGET

**Functional Area:** THE CITY OF PRINCE ALBERT PUBLIC LIBRARY BOARD  
**Department:** THE CITY OF PRINCE ALBERT PUBLIC LIBRARY BOARD  
**Fund:** General Fund

The Prince Albert Public Library receives grant funding from the City of Prince Albert collected through a levy to support general and capital activities in four categories: acquiring digital and physical materials for the collection, programs and community outreach, building operation and renovations, and staff salaries.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Grants and Donations	<b>\$2,253,950</b>	\$2,190,420	\$63,530	2.90%
Total Expenses	<b>2,253,950</b>	2,190,420	63,530	<b>2.90%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>2,253,950</b>	<b>2,190,420</b>	<b>63,530</b>	<b>2.90%</b>







# PRINCE ALBERT DOWNTOWN BUSINESS IMPROVEMENT DISTRICT



City of  
**Prince  
Albert**





## PRINCE ALBERT DOWNTOWN BUSINESS IMPROVEMENT DISTRICT

The amount of \$75,000 has been approved to fund Downtown Security. As well, the amount of \$5,000 has been approved for additional subcontractors to provide music and partnerships for various events.

The total amount of **\$80,000** will be funded from the **Prince Albert Downtown Business Improvement District Operating Reserve**.

The \$220,000 expenditures for the Prince Albert Downtown Business Improvement District is funded as follows:

Prince Albert Business Improvement Tax Levy	\$78,000
City of Prince Albert Grant In Lieu of Taxes	\$22,000
Reserve Funding for Programs and Projects	\$40,000
Prince Albert Downtown Business Improvement Reserve	\$80,000
<b>Total Funding</b>	<b>\$220,000</b>

\$40,000 under Grants and Donations is regarding the Grants paid as follows funded from the Downton Improvement Reserve:

- \$20,000 for Downtown Events
- \$10,000 for Façade Grants
- \$10,000 for Mini Façade Grants

**Functional Area:** PRINCE ALBERT DOWNTOWN BUSINESS IMPROVEMENT DISTRICT  
**Department:** Prince Albert Downtown Business Improvement District  
**Fund:** General Fund

The establishment of the Prince Albert Downtown Business Improvement District (PADBID) is in accordance with the Cities Act and Bylaw No. 4 of 2005. The Board of a Business Improvement District constitutes the corporation. The Board is made up of an appointed Council member, property owners and business persons in the downtown. The mission is to encourage and facilitate the continuing development of a vibrant and prosperous downtown district by promoting and marketing the area and by undertaking initiatives and projects. The City collects a levy on behalf of PADBID. The PADBID levy is reviewed when property tax tools are approved by Council after the budget is approved. The City also provides a grant in lieu of taxes for City owned properties within the PADBID District.

	<b>2023</b>	2022	(Favourable) Unfavourable	%
	<b>Budget</b>	Budget	Change	<b>Change</b>
<b>REVENUES</b>				
Taxation	(\$78,000)	(\$78,000)	\$0	0.00%
Total Revenues	<b>(78,000)</b>	(78,000)	0	<b>0.00%</b>
<b>EXPENSES</b>				
Salaries Wages and Benefits	<b>0</b>	62,800	(62,800)	-100.00%
Contracted and General Services	<b>144,800</b>	10,250	134,550	1312.68%
Grants and Donations	<b>40,000</b>	40,000	0	0.00%
Utilities	<b>3,000</b>	800	2,200	275.00%
Maintenance Materials and Supplies	<b>32,200</b>	26,150	6,050	23.14%
Total Expenses	<b>220,000</b>	140,000	80,000	<b>57.14%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>142,000</b>	<b>62,000</b>	<b>80,000</b>	<b>129.03%</b>





## EXTERNAL AGENCIES



City of  
**Prince  
Albert**

## EXTERNAL AGENCIES

### PRINCE ALBERT AND DISTRICT COMMUNITY SERVICE CENTRE – SPECIAL NEEDS TRANSPORTATION

The City provides the buses required for this service. The budget for fleet costs for 2023 have increased \$6,940 for a total fleet budget / grant of \$122,640.

### PRINCE ALBERT AND DISTRICT COMMUNITY SERVICE CENTRE – SENIOR'S TRANSPORTATION

### PRINCE ALBERT ARTS BOARD

The City provides in kind support to the Arts Board through 20% of the Arts & Culture Coordinator's time for admin support and 2 events at the EA Rawlinson Centre (Arts Board Hall of Fame event & Parts for the Arts event).

### PRINCE ALBERT HISTORICAL SOCIETY

In addition to the annual funding grant, the City provides the building that the organization operates out of rent free and the City pays for the maintenance, utilities, and building insurance costs, and the Museum Tour Guides wages.

### THE MANN ART GALLERY

In addition to the annual funding grant, the City provides the building that the organization operates out of rent free and the City pays for the maintenance, utilities, and building insurance costs.

### PRINCE ALBERT MOBILE CRISIS UNIT

**Functional Area:** PRINCE ALBERT COMMUNITY SERVICE CENTRE  
**- SPECIAL NEEDS TRANSPORTATION**  
**Department:** External Agencies  
**Fund:** General Fund

The City provides a fee for service grant to the Prince Albert Community Service Centre, who provide barrier-free, courteous, door-to-door service, seven days a week, including holidays, to disabled persons within the City limits. A lift provides convenient, roll-on, roll-off access for wheelchairs, and accessible stairs aid clients with walkers, elbow crutches, canes, or someone who cannot walk long distances. Bus rides can also be scheduled up to a month in advance or for regular transportation to work or school. The Prince Albert Community Service Centre is subsidized by the City and the Province of Saskatchewan.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	%
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Contracted and General Services	\$571,760	\$571,760	\$0	0.00%
Grants and Donations	122,640	115,700	6,940	6.00%
Total Expenses	694,400	687,460	6,940	1.01%
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>694,400</b>	<b>687,460</b>	<b>6,940</b>	<b>1.01%</b>



**Functional Area:** PRINCE ALBERT COMMUNITY SERVICE CENTRE – SENIORS  
**TRANSPORTATION**  
**Department:** External Agencies  
**Fund:** General Fund

The City provides a grant to the Prince Albert Community Service Centre, who provides courteous, door-to-door transportation and car services, five days a week, to seniors who have difficulties using other transportation.

The Prince Albert Community Service Centre is subsidized by the City and the Province of Saskatchewan.

	<b>2023 Budget</b>	2022 Budget	(Favourable) Unfavourable Change	<b>% Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Grants and Donations	<b>\$69,500</b>	\$69,500	\$0	0.00%
Total Expenses	<b>69,500</b>	69,500	0	<b>0.00%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>69,500</b>	<b>69,500</b>	<b>0</b>	<b>0.00%</b>





**Functional Area: PRINCE ALBERT ARTS BOARD**  
**Department: External Agencies**  
**Fund: General Fund**

Prince Albert Arts Board’s mandate is to develop, promote, administer and co-ordinate arts policies, program, facilities and issues of the arts in the City and to implement and provide advice to City Council pursuant to the City’s Civic Arts Policy.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Grants and Donations	\$25,000	\$25,000	\$0	0.00%
Total Expenses	<b>25,000</b>	25,000	0	<b>0.00%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>0.00%</b>



**Functional Area:** PRINCE ALBERT HISTORICAL SOCIETY - MUSEUM  
**Department:** External Agencies  
**Fund:** General Fund

The Prince Albert Historical Society manages the Prince Albert Historical Museum, the Rotary Museum of Police and Corrections, Evolution of Education Museum, Diefenbaker House Museum, is responsible for the Nisbet Presbyterian School as well as the Bill Smiley Archives to serve the people of Prince Albert and area.

The grant funding provided by the City assists with staffing costs as well as other operation costs, including the salary and benefits of the museum curator.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	%
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Grants and Donations	<b>\$71,080</b>	\$71,080	\$0	0.00%
Total Expenses	<b>71,080</b>	71,080	0	<b>0.00%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>71,080</b>	<b>71,080</b>	<b>0</b>	<b>0.00%</b>





**Functional Area:** MANN ART GALLERY  
**Department:** External Agencies  
**Fund:** General Fund

The Mann Art Gallery engages and facilitates the development, presentation and preservation of the visual arts in a diverse and inclusive community. The gallery is located within the EA Rawlinson Centre and is governed by a board of directors elected by the Mann Art Gallery membership. It is incorporated as a not-for-profit organization with charitable status.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	<b>%</b>
			Change	<b>Change</b>
<b>REVENUES</b>				
<b>EXPENSES</b>				
Grants and Donations	<b>\$100,000</b>	\$100,000	\$0	0.00%
Total Expenses	<b>100,000</b>	100,000	0	<b>0.00%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>	<b>0.00%</b>



**Functional Area:** PRINCE ALBERT MOBILE CRISIS  
**Department:** External Agencies  
**Fund:** General Fund

Prince Albert Mobile Crisis provides emergency intervention and support services to the people of the City of Prince Albert and surrounding areas. They provide crisis intervention service, having no fee for service. The service they provide spans across the specific mandates of the community agencies and groups responsible for social and health programs. Funding for this program comes from four agencies: City of Prince Albert, Prince Albert Parkland Health Region, Ministry of Social Services and Ministry of Justice.

	<b>2023</b>	2022	(Favourable)	
	<b>Budget</b>	Budget	Unfavourable	%
			Change	Change
<b>REVENUES</b>				
<b>EXPENSES</b>				
Grants and Donations	<b>\$43,600</b>	\$43,600	\$0	0.00%
Total Expenses	<b>43,600</b>	43,600	0	<b>0.00%</b>
<b>TOTAL (SURPLUS) DEFICIT</b>	<b>43,600</b>	<b>43,600</b>	<b>0</b>	<b>0.00%</b>





# CAPITAL BUDGET



City of  
**Prince  
Albert**

## 2023 CAPITAL BUDGET

### 2023 APPROVED CAPITAL PROJECTS TO BE FUNDED FROM TAXATION - \$5,191,800:

#### PUBLIC WORKS

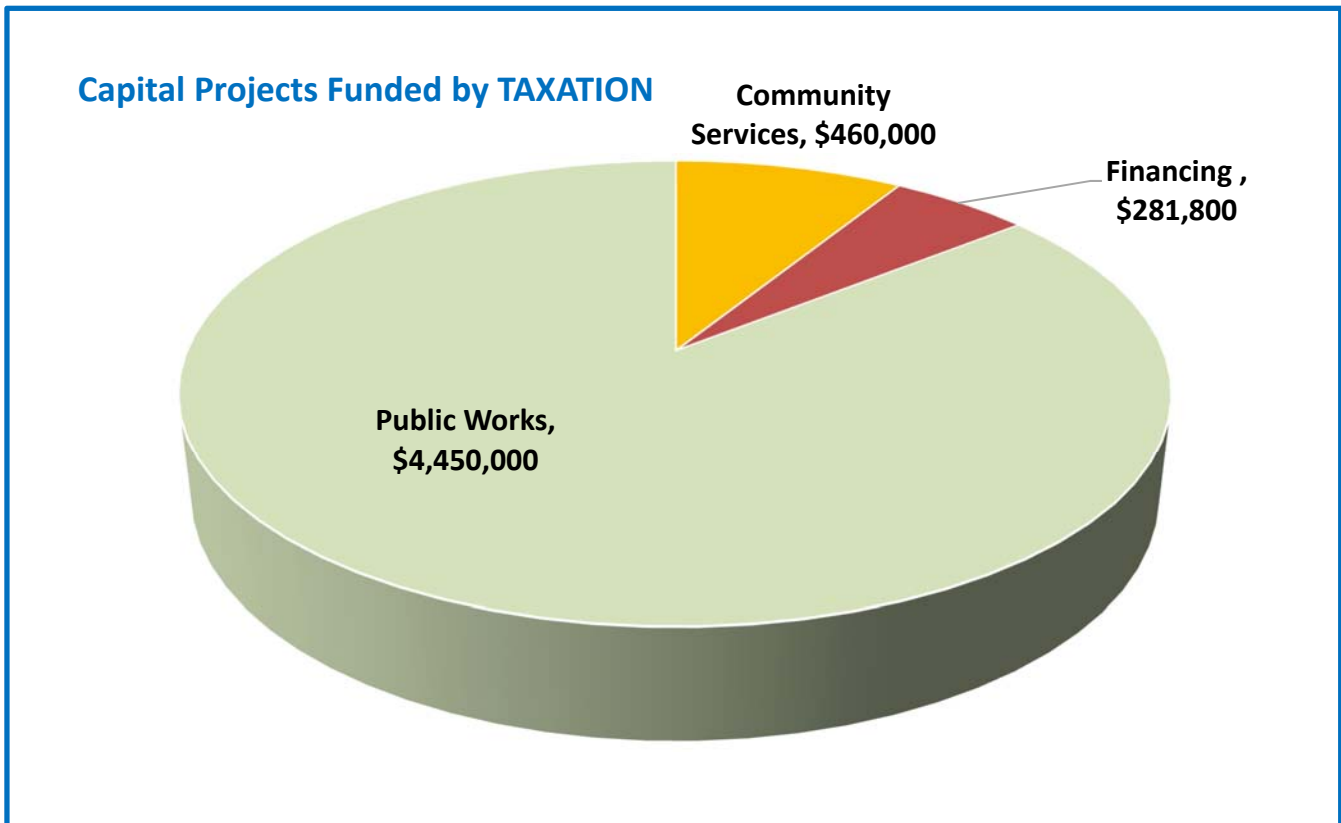
\$4,100,000	Roadways Recapping Program
\$50,000	Resurfacing Municipal Service Centre Shop Bay Concrete Floor
\$300,000	Concrete Sidewalk, Curb & Median Revitalization

#### COMMUNITY SERVICES

\$200,000	Roofing Projects
\$150,000	Playground Replacement Project
\$60,000	Reconstruction of Park Pathways
\$50,000	Landscapping Projects

#### FINANCING

\$259,000	Long Term Debt Repayment – Transit Buses
\$22,800	Long Tern Debt Repayment – West Hill Infrastructure



**2023 APPROVED CAPITAL PROJECTS TO BE FUNDED FROM RESERVES**

**COMMUNITY SERVICES**

\$210,000	Little Red River Stages of Development
\$60,000	Golf Course – Reconstruction of Park Pathways
\$40,000	EA Rawlinsons Centere Improvements
\$27,100	Prime Ministers Park Improvements
\$25,000	Boat Launch Review and Recommendations

**CORPORATE SERVICES**

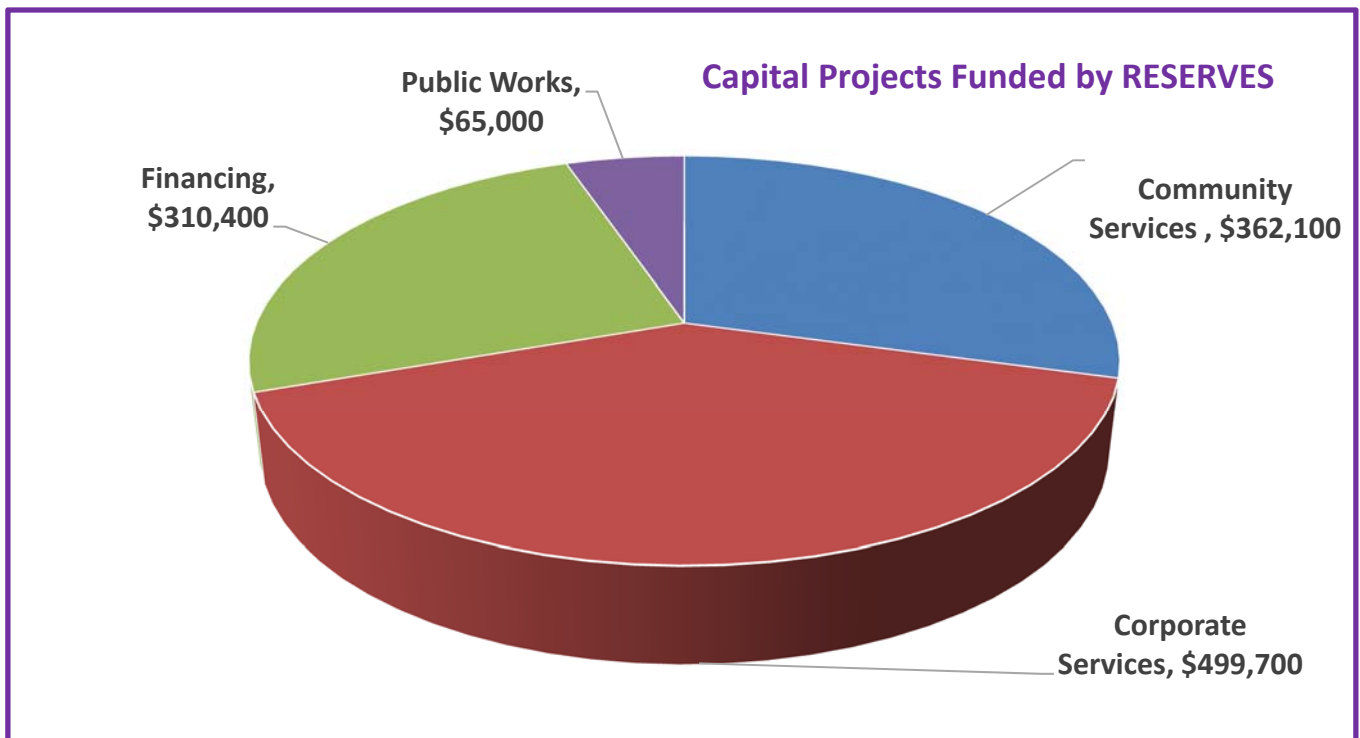
\$215,000	Business Continuity
\$109,800	End User Computing & Printing
\$89,900	Corporate Portal & Intranet Systems
\$49,500	Finance & Administration Systems
\$25,000	Networking
\$10,500	Web & Portal Systems

**PUBLIC WORKS**

\$65,000	Concrete Sidewalk Replacement Program - Senior Residence
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**FINANCING**

\$242,400	Long Term Debt Repayment - Aquatic and Arenas Recreation Centre
\$68,000	Long Term Debt Repayment - Golf Course Irrigation



2023 CAPITAL PROJECTS				
CORPORATE SERVICES				
C1-01	Networking	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Networking Investment &amp; Renewal Plan: This program includes capital planning for the City's networking infrastructure at all City locations. The City's network enables collaboration and communication between sites and connects to the outside world (for data and telephone services).</p> <p><b>Purpose:</b> Initiatives previously funded that extend into 2023 include SD-Wan &amp; Remote Sites Switching Projects and Wi-Fi at City Hall.</p> <p>Additional work required includes:</p> <p>Wi-Fi (remote sites) - \$25,000 - With the carry-over project of implementing Wi-Fi at City Hall, exploring opportunities to expand to remote sites with managed services (similar to SD WAN). Will combine this project under one agreement. The scope includes upgrade of Wi-Fi at City Hall and remote sites to address connectivity issues and enable uninterrupted email and programs online.</p> <p><b>Funding Source:</b> IT Reserve</p>		25,000	



C1-02	End User Computing & Printing	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> End User Computing &amp; Printing Investment &amp; Renewal Plan:</p> <p>This program includes the renewal of computers, laptops, monitors and tablets (to support the mobile workforce).</p> <p>Retail Point of Sale hardware replacement was approved for 2022 to coincide with the replacement of the recreation management system to ensure capability. This hardware is now expected to be replaced in 2023.</p> <p><b>Purpose:</b> Laptop &amp; workstation renewal - \$33,000 for replacement of computer workstations/laptops as identified in the IT equipment renewal schedule.</p> <p>Monitor renewal - \$5,800 for replacement of computer monitors as identified in the IT equipment renewal schedule.</p> <p>Printing device renewal - \$41,000 for replacement of printing equipment as identified in the IT equipment renewal schedule.</p> <p>Point of Sale/Retail Hardware renewal - \$20,000 for replacement of POS/retail hardware, not previously identified in the IT equipment renewal plan (due for replacement in 2022).</p> <p>Mobile device renewal - \$10,000 for expansion and replacement of mobile devices for GIS and work order systems field work.</p> <p><b>Funding Source:</b> IT Reserve</p>		109,800	



C1-03	<b>Corporate Portal &amp; Intranet Systems</b>			
	<p><b>Detail:</b> Corporate Portal &amp; Intranet System Investment and Renewal Plan:                  This program includes capital planning for internal systems to support collaboration, communication and controlled access to corporate information including records and contract management, document management, corporate internet, password &amp; access management and related systems.</p> <p><b>Purpose:</b> Agenda Management - \$75,000 - New agenda and meeting management system that will provide more user-friendly platform for residents to view City Council meeting agendas and minutes and reduce ongoing operating costs for City Clerk's Office to prepare and distribute agendas, minutes and decisions and improved workflow for Executive.</p> <p>Self Service Password Management - \$14,900 for Implementation of a self-service portal for password management to achieve secured access and improved account management across corporate systems.</p> <p><b>Funding Source:</b> IT Reserve</p>		89,900	





C1-04	Business Continuity	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Business Continuity Investment &amp; Renewal Plan: This program includes capital planning for disaster recovery and backup services to ensure the City can restore information, as required, to satisfy operations and is fully prepared to continue operations in the event of natural disaster or cyber-attack.</p> <p><b>Purpose:</b> Cybersecurity-Dual Authentication - \$25,000. Implement a security process that requires two separate forms of identification to access sensitive systems and data; making it harder for attackers to gain access to city devices or online accounts.</p> <p>Cybersecurity-Managed Threat Detection and Response - \$80,000. Real time monitoring of the networks, endpoints and cloud environments to help detect, respond and recover from cyber-attacks.</p> <p>Cybersecurity-Managed Security Awareness - \$30,000. Implement training programs to prepare employees to recognize, neutralize social engineering attacks and human error.</p> <p>Tape Backup System - \$30,000</p> <p>Cloud Backup/Disaster Recovery-\$50,000. Assessment of critical data, storage and security. Establish process to minimize overall impact of cyber-attack, security breach or a disaster on business operations. A cloud backup service copies information to a 3rd party offsite location where systems can quickly be restored.</p> <p><b>Funding Source:</b> IT Reserve</p>		215,000	



C1-05	Web & Portal Systems	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Web/Portal Systems Investment &amp; Renewal Plan:</p> <p>This program includes capital planning for online and mobile services for residents including the City's website, online payments, recreation programs &amp; registration, resident portal/mobile app and related systems.</p> <p><b>Purpose:</b> Initiative previously funded that extends into 2023 includes Recreation Management System (ActiveNet) Replacement.</p> <p>Additional work required includes:</p> <p>Online Payments (Virtual City Hall) - \$10,500 - one time implementation cost to fully set up this portal for viewing utilities and tax statements online. This module was purchased several years ago as part of ongoing operations.</p> <p><b>Funding Source:</b> IT Reserve</p>		10,500	



**2023 APPROVED GENERAL FUND BUDGET**

C1-06	Finance & Admin Systems	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Finance &amp; Administrative Systems Investment &amp; Renewal Plan:</p> <p>This program includes capital planning for financial, HR and other administrative systems including Great Plains, payroll, job postings, time &amp; attendance, budgeting and related systems.</p> <p><b>Purpose:</b> Initiatives previously funded that extend into 2022 includes a Chart of Accounts restructuring, Questica Budgeting implementation, Fixed Asset solution/Worktech Decommission, and Great Plains subledger consolidation.</p> <p>Additional work required includes:</p> <p>GP Reporting Enhancements - \$18,000 - Reporting enhancements to provide better information for Finance and Business Managers using improved chart of accounts.</p> <p>Business Process Optimization - \$31,500 - Review of existing workflows and processes of Financial ERP program - Microsoft Great Plains/Diamond and reporting tools. This review with the vendor includes all modules, security setup and applications for AP, AR, Payroll, Utilities, Business license and Tax. Overall improving services to residents and business owners.</p> <p><b>Funding Source:</b> IT Reserve</p>		49,500	
<b>CORPORATE SERVICES TOTAL</b>		-	<b>499,700</b>	-



COMMUNITY SERVICES				
C1-07	Playground Replacement Program	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> The Community Services Department annually inspects and completes an assessment for the entire inventory of playground equipment and park amenities. The results have been compiled through the State of the Playgrounds Report. Many of our Playground locations are ageing and require significant investment in new playground equipment and surfacing on an ongoing basis.</p> <p><b>Purpose:</b> The annual contribution will allow the prioritized plan to be developed based on the available funding amount and include lighting and surveillance cameras.</p>	150,000		
C1-08	Reconstruction of Park Pathways	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Reconstruction of Park Pathways</p> <p><b>Purpose:</b> Administration will determine the priority work to be completed and will proceed based on available funding budgetary funding.</p> <p>Administration have identified five potential candidates for pathway construction noting that these still require further discussion on the Public Works side regarding pricing and how much can we reasonably get done with the budget dollars provided.</p> <ul style="list-style-type: none"> <li>• Finishing James Isbister- second phase of pathway (walkway 1)</li> <li>• Midtown Plaza if playground and spray park are approved (walkway 2)</li> <li>• Cook Drive to McDonald (walkway 3)</li> <li>• Lake Estates around lake (walkway 4)</li> <li>• AC Howard Park (walkway 5)</li> </ul>	60,000		



**2023 APPROVED GENERAL FUND BUDGET**

C1-09	<b>Roofing Projects</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> The Department inspects the various roof structures each season to determine their status and provide a report to City Council with the recommendation for that season.</p> <p><b>Purpose:</b> The Department outlines the annual inventory of roof conditions in a report to City Council each year. The long-term replacement program has been established as an annual program since 2006. For 2023, it is recommended that \$200,000 be allocated to the program to be prioritized for roof repairs or replacement.</p>	200,000		
C1-10	<b>Landscaping Projects</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> There are a number areas where landscaping assistance is required on an annual basis.</p> <p><b>Purpose:</b> The annual funding is available for contractor assistance so that we can complete the annual commitments. The Department receives approximately 250 landscaping jobs each season and it is impossible to complete utilizing only internal resources.</p> <p>This has proven to be effective since implementing the funding in 2019 as the Department has been able to significantly decrease the number of outstanding work orders.</p> <p>The fund is specifically used to help in situations where we need additional supports in place that calendar year to complete work that may be at risk of non-completion.</p>	50,000		



C1-11	Prime Ministers Park Improvements	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Improvements proposed for Prime Ministers' Park to be funded from the Reserve Fund.</p> <p><b>Purpose:</b> Improvements include:                      - Shale \$13,000                      - Fence Capping \$5,100                      - 2 Scoreboard Controllers - \$9,000</p> <p>Total - \$27,100</p> <p><b>Funding Source:</b> Prime Ministers Park Reserve</p>		27,100	
C1-12	Golf Course - Reconstruction & Repair of Pathways	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Reconstruction &amp; Repair of the Pathways at the Cooke Municipal Golf Course.</p> <p><b>Purpose:</b> The pathway network throughout the golf course continues to deteriorate and requires continued investment. Similar to the annual amount allocated for the City's Park Pathways, it is recommended that an annual amount be budgeted in order to complete the work over time.</p> <p>It is also recommended that a portion of the annual funding collected through Cart Rentals &amp; Pathway Fees serve as the funding source. The golf course generates an annual average of \$243,000 in revenue through Cart Rentals &amp; Pathway fees.</p> <p>\$60,000 of the total fees collected is recommended to be allocated to the Golf Course Improvements Reserve for this purpose.</p> <p><b>Funding Source:</b> Golf Course Improvement Reserve</p>		60,000	



**2023 APPROVED GENERAL FUND BUDGET**

C1-13	Little Red River Park Stages of Development	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Please refer to RPT 22-220 - Little Red River Park Stages of Development</p> <p><b>Purpose:</b> The report outlines the following Capital priorities for 2023:</p> <ol style="list-style-type: none"> <li>1. New compostable outdoor toilets/washrooms through out the remainder of the park – an additional four handicapped accessible double jumbo toilet building units at approximately \$40,000 per unit for a total of approximately \$160,000.</li> <li>2. A 16 X 24 warm-up shelter used in the park for four season programming and winter warm-up. This would be a green initiative with solar panels for lighting and electrical power and a wood stove for heating purposes. Total projected cost for buildout would be \$50,000.</li> </ol> <p>Total improvements for consideration during 2023 budget deliberations - \$210,000</p> <p><b>Funding Source:</b> Pehonan Parkway Reserve</p>		210,000	



**2023 APPROVED GENERAL FUND BUDGET**

C1-14	<b>EA Rawlinson Centre Improvements</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> The EA Rawlinson Centre has maintained a 5 year Capital Plan for the Facility. This request represents the proposal for 2023.</p> <p><b>Purpose:</b> The following items are proposed for 2023:  Headset System Replacement - \$3,500  Window Coverings - \$20,000  Server Window &amp; Curved Wall Renovation - \$16,500</p> <p><b>Funding Source:</b> EA Rawlinson Centre Facility Fee Reserve</p>		40,000	
C1-15	<b>Boat Launch Improvements &amp; Preliminary Design Options</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Improve the Boat Launch Area and parking along the river.</p> <p><b>Purpose:</b> Includes the following:  1. Improvements to the roadway and boat launch area to improve access in the short-term. The Department is working with Public Works &amp; Planning to amend the necessary Bylaw to allow parking for vehicles &amp; trailers along River Street East adjacent to the Boat Launch area.  2. The proposed funding includes resources to develop future design options at the Boat Launch area and the Boat House location near 9th Avenue West.  a) The development of the design options will assist with consultation with members of Council, Emergency Services, related user groups and the general public.  b) The development of the future preliminary design options is necessary for the preparation of the related budget implications.  c) The development of the future preliminary design options will be required to secure Provincial and/or Federal approval once the final design option is selected.</p> <p><b>Funding Source:</b> Pehonan Parkway Reserve</p>		25,000	
<b>COMMUNITY SERVICES TOTAL</b>		<b>460,000</b>	<b>362,100</b>	





PUBLIC WORKS				
C1-16	<p><b>Continuation of Resurfacing MSC Shop Bay Concrete Floor</b></p> <p><b>Detail:</b> Refinishing two shop bay floors in the MSC shop with new concrete.</p> <p><b>Purpose:</b> The MSC shop was built in the mid 70's the concrete in some of the bays is rotten and needs to be replaced. Salt from storing sanders and other snow removal equipment has crumbled the concrete to the point where it is impossible to roll a floor jack under a vehicle or use a creeper, this is year three of this multiyear project. Due to the costs to re-pour the floors this project will occur over multiply years until the floor is once again in usable condition.</p>	Capital	Reserve	Externally Funded
		50,000		
C1-17	<p><b>Marquis Road East Widening</b></p> <p><b>Detail:</b> Marquis Road Widening (Central Ave to 4th Ave East) widening from a two lane rural roadway to a 4 lane urban roadway. Total Project Cost \$1,600,000 to be funded; \$600,000 - 2023 Roadways Recapping Program \$1,000,000 - Infrastructure Reserve Fund</p> <p><b>Purpose:</b> The project to rehabilitate and widen Marquis Road was first noted in the 2017 Transportation Master Plan adopted by City Council as the highest priority upgrade for the City confirming Administration's recommendations in 2013 and 2016. The City has been methodically repaving all of the east-west arterial and collector roadways through the City between 2nd Ave West and 6th Ave East. River St (2012 to 2019). 15th St (2017 &amp; 2021). 22nd St (2013 &amp; 2015). 28th St (2016). All have been paved in the last 11 years except Marquis Road. Marquis Road east of Central was last paved 30 years ago in 1993 and now has 45mm (1.75 inches) of severe rutting which poses a hydroplaning hazard during rain events. This is the only "E" level of service arterial or collector in the City with the highest 2 lane traffic count of 13,499 vehicles per day. Traffic will increase and is projected to become an "F" with the new Aquatic &amp; Arenas and Yard Development.</p> <p><b>Funding Source:</b> Future Infrastructure Reserve</p>	Capital	Reserve	Externally Funded
			Removed by Budget Committee	



**2023 APPROVED GENERAL FUND BUDGET**

C1-18	<b>Concrete Sidewalk, Curb &amp; Median Rehabilitation</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Rehabilitation of concrete sidewalks, curbs and medians throughout the City.</p> <p><b>Purpose:</b> Replacement and new construction of concrete sidewalks and curbs. Locations are primarily determined through the underground utility replacement program (water, sanitary &amp; storm) and the roadways recapping program. The historical budget allotment of \$300,000 did not provide enough for a concrete replacement for utility replacement locations, new concrete project construction or the replacement of asphalt curbs. Hence the additional funding amount of \$200,000 is required. Concrete repairs are completed within the recapping budget.</p>	300,000		
C1-19	<b>Roadways Recapping Program</b>	Capital	Reserve	Externally Funded
	<p><b>Details:</b> Asphalt Milling, Recapping and Reconstruction of the City's paved roadway network.</p> <p><b>Purpose:</b> This project is based on the results obtained from the Pavement Management System compiled in 2005 and updated yearly which indicates that \$4.5 million per year is required to maintain the pavement quality index. This does not address the current backlog estimated at \$45.5 million.</p> <p>Prior to 2021, the annual budget had reached \$4.235 million. After the 2021 reassessment, this value was reduced to \$4.1 million.</p> <p>The cost of construction increased dramatically due to inflation in 2022 which reduced the amount of City streets that were able to be paved.</p> <p>The \$4.1 million budget will include, pending budget approval, \$600,000 towards the Marquis Road East Widening project and for half the paving cost of Riverside Drive from 3 Ave NW to the westerly City Limits (approx. 12 Ave NW) to be cost shared with the Ministry of Highways and Infrastructure. Council Resolution 0286 of 2022.</p>	4,100,000		
<b>PUBLIC WORKS TOTAL</b>		<b>4,450,000</b>		



LONG-TERM DEBT PRINCIPAL PAYMENTS				
C1-20	<b>Long-Term Debt Repayment - Golf Course Irrigation Replacement</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> 25 Year Long-Term Debt Principal Payment.</p> <p><b>Purpose:</b> City Council approved long-term debt funding for the replacement of the Irrigation System in 2017. The debt is to be paid off over a period of 25 years.</p> <p>This loan is scheduled to be repaid in full in 2042.</p> <p><b>Funding Source:</b> Golf Course Improvement Reserve</p>		68,000	
C1-21	<b>Long-Term Debt Repayment - West Hill Infrastructure Improvements</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> 10 Year Long-Term Debt Principal Payment.</p> <p><b>Purpose:</b> This represents the principal payments for the long-term loan issued in 2009. This loan was required in order to fund the construction of the West Hill Infrastructure improvements completed in 2008 and 2009. It was for 20 years and was approved by City Council (resolution # 0932) on December 15, 2008. The interest rate noted for the first four years of the loan was set at 3.01%. Council approved the renewal of this loan with BMO in 2013 with the interest rate fixed for 5 years at 2.83%.</p> <p>In August 2018, Council approved the refinancing of this loan with RBC at a fixed rate of 3.4% for the remaining 10 years.</p> <p>The Land Fund is responsible for 90% of the cost of financing and the General Fund is responsible for the other 10%. The loan is scheduled to be repaid in full in 2027.</p>	22,800		



**2023 APPROVED GENERAL FUND BUDGET**

C1-22	<b>Long-Term Debt Repayment - City Transit Buses</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> 10 Year Long-Term Debt Principal Payment.</p> <p><b>Purpose:</b> In 2017, The City purchased seven new 35 foot transit buses, of which three were a 50/50 cost share between the City and the Federal Public Transit Infrastructure Fund. City Council approved the long-term debt funding for the new transit buses at the August 8, 2017 City Council Meeting. The debt is to be paid off over a period of 10 years.</p>	259,000		
C1-23	<b>Long term Debt Repayment - Aquatic &amp; Arenas Centre</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> 35 Year Long-Term Debt Principal Payment.</p> <p><b>Purpose:</b> The City's initial portion of the project is \$16 million and is being funded from a long-term debenture. The funds were borrowed on March 1, 2022. The budget for the principal repayment is based on an interest rate of 3.45% and a 35 year repayment schedule.</p> <p><b>Funding Source:</b> Civic Facilities Reserve</p>		242,400	

<b>LONG-TERM DEBT PRINCIPAL PAYMENTS TOTAL</b>	<b>281,800</b>	<b>310,400</b>	<b>-</b>
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CAPITAL PROJECTS FROM CATEGORY 2 ADDED BY BUDGET COMMITTEE				
C2-04	Concrete Sidewalk Replacement Program - Senior Residence	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Replacement of deteriorated sections of sidewalk in areas defined in the Senior Residence Sidewalk Replacement Program List. In 2022 the six worst location were repaired. To complete the remaining twelve locations, an expenditure of \$65,000 is included in the 2023 Budget deliberations for consideration.</p> <p><b>Purpose:</b> There are areas within the City adjacent to senior residences of 3 units or more that have sidewalks that are in a deteriorated state which fall within the City's criteria for requiring maintenance. This would complete the locations identified in the Senior Residence Sidewalk Replacement Program List and repair these areas.</p> <p><b>Funding Source:</b> Future Infrastructure Reserve</p>		65,000	
<b>TOTAL</b>			<b>65,000</b>	

<b>Total Capital Requests (Excluding Police Items)</b>	5,191,800	1,237,200	
<b>Police Capital (Refer to Police Budget Report)</b>		263,040	
<b>Total Capital Spending by Funding Source including Police</b>	5,191,800	1,500,240	
<b>Grand Total of All Capital Requests</b>		<b>6,692,040</b>	





# FLEET BUDGET

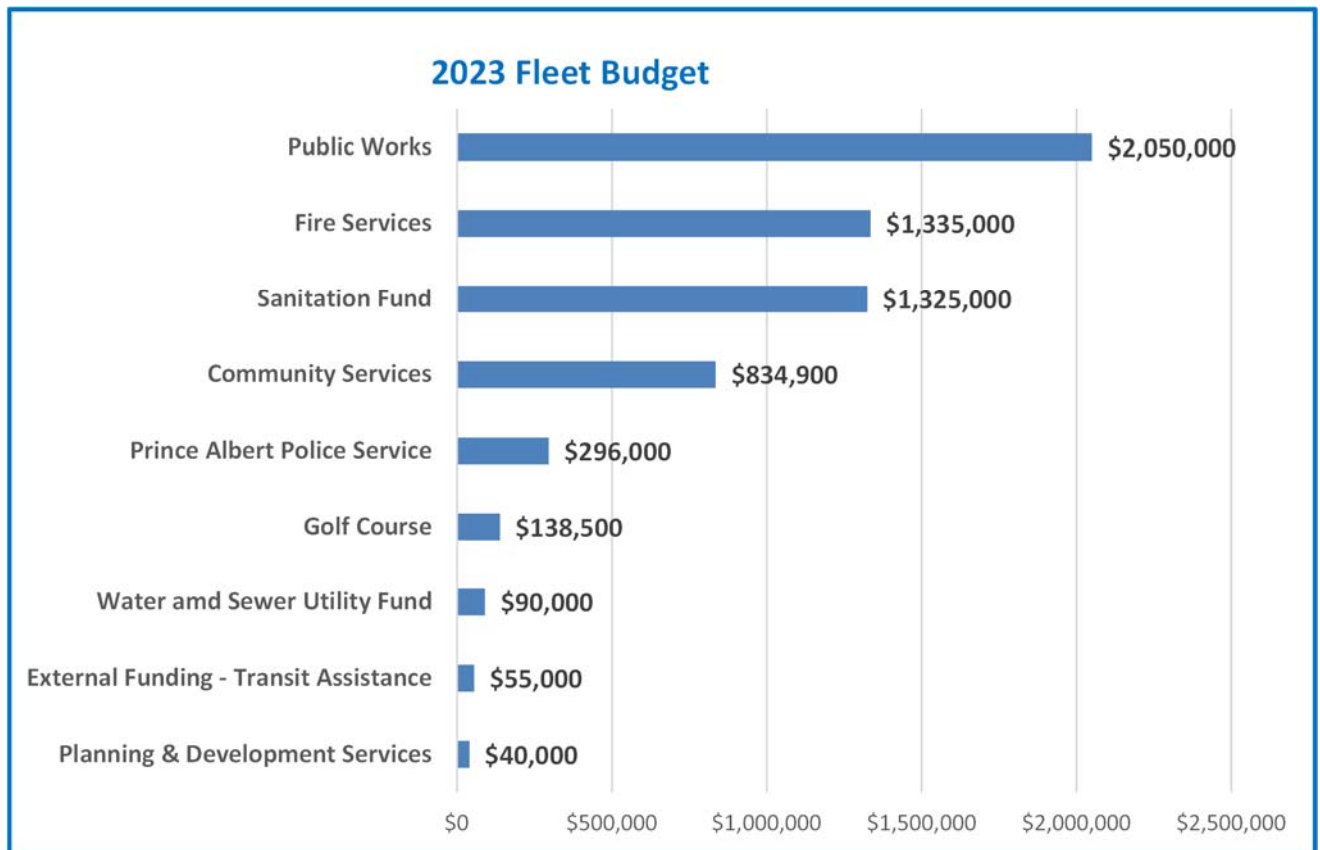


City of  
**Prince  
Albert**



## 2023 FLEET BUDGET

Planning & Development Services	\$40,000
External Funding - Transit Assistance	\$55,000
Water and Sewer Utility Fund	\$90,000
Golf Course	\$138,500
Prince Albert Police Service	\$296,000
Community Services	\$834,900
Sanitation Fund	\$1,325,000
Fire Services	\$1,335,000
Public Works	\$2,050,000
<b>Total 2023 Fleet Budget</b>	<b>\$6,164,400</b>



COMMUNITY SERVICES - EQUIPMENT				
FL-01	<b>Replacement of Unit 515</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Unit 515 is a 2010 Dodge Journey SUV</p> <p><b>Purpose:</b> Unit 515 is used by the janitors that clean the airport and landfill buildings. It was originally used by the Police Department but was decommissioned over 5 years ago. Unit 515 will be replaced with a fuel efficient vehicle with adequate cargo room to carry janitorial supplies. The average three year maintenance costs for Unit 515 are \$1,078 per year, with the cost in 2021 being \$1,810.</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		40,000	
FL-02	<b>Replacement of Unit 145 - Pickup Truck</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Replacement of Unit 145, a 2009 F150 Ford Pickup</p> <p><b>Purpose:</b> This is for the replacement and upgrade of one 1/2 ton pickup to a truck with a service body used by Community Services. 145 is used by Building Maintenance as their maintenance truck. The department has requested it be upgraded to a truck with a service body to carry supplies and better meet the department's needs. The current unit has a three year average maintenance cost of \$1,437.</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		100,000	
FL-03	<b>Replacement of Unit 4802 - Forklift</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Replacement of Unit 4802 - 2000 Fork Lift</p> <p><b>Purpose:</b> Unit 4802 is showing signs of wear and age. This unit is used by Community Services at the Art Hauser to load and unload material. It was bought used in 2008. It is suggested that since this unit is 23 years old that it be replaced in 2023. The possibility of finding a good used unit is an option. Average maintenance runs at \$1,442 per year.</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		Removed by Budget Committee	





FL-04	Replacement of Units 6073, 6072, 6019 - Grass Mowers	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Replacement of a Kubota 72" mower, Unit 6073 purchase in 2013, Unit 6072, a 2010 Grasshopper and Unit 6019, a 2011 Grasshopper</p> <p><b>Purpose:</b> Unit 6073 is 10 years old and has preformed well for the City. It is now time to replace it before it need major repairs that will be more than its value. The average three year maintenance cost is \$5,818 per year. Unit 6072 will be thirteen years old and has an average three year cost of \$1,591 per year. Unit 6019 will be twelve years old with a average three year cost of \$1,944 per year</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		160,000	
FL-05	Replacement of Unit 6138 - Mower	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Replacement of Unit 6138 - Mower - 11 foot John Deere</p> <p><b>Purpose:</b> Unit 6138 is a 2013 John Deere mower used by Community Services to mow parks and green areas. This mower is 10 years old and due for replacement before it has a major mechanical issue. The average three year maintenance costs are \$8,467 per year with a cost of \$3,641 in 2021.</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		165,000	
FL-06	Replacement of Unit 7410 - Zamboni	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Replacement of Unit 7410 a 2008 525 Zamboni.</p> <p><b>Purpose:</b> The replacement of Unit 7410, a 2008 525 Zamboni with 4,600 hours will cause a cascade effect for the City's Zambonis as the new unit will be the main ice machine at the Art Hauser Arena and all older units will be bumped down. This unit is budgeted as an electric unit and will likely go straight to the new complex as delivery will be at least a year from order date, a propane unit would reduce the costs by close to \$40,000</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		205,000	



**2023 APPROVED GENERAL FUND BUDGET**

FL-07	<b>Replacement of Units - Trucks (Budget Committee reduced the budget from \$275,000 to \$164,900 to replace 3 of the 5 trucks proposed for replacement.)</b>	Capital	Reserve	Externally Funded
	<p><b>Detail :</b> Replacement of Units 120, 4504, 4507, 4544, and 4545 - Pickups</p> <p><b>Purpose:</b> This is for the replacement of five light duty pickups used by Community Services. Unit 4544 and Unit 4545 are 2008 Ford 1/2 ton pickups, Unit 120, Unit 4504 and Unit 4507 are 2011 light duty pickups. These units have not cost the City major amounts for maintenance, but rust is starting to appear and the mileage is high on some. These units should be replaced before maintenance becomes an issue. The three year average maintenance costs are as follows, Unit 120 is \$373, Unit 4504 is \$974, Unit 4507 is \$1,263, Unit 4544 is \$1,773 and Unit 4545 is \$1,581 per year average.</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		164,900	
<b>GOLF COURSE- EQUIPMENT</b>				
FL-08	<b>New Addition - Trim and Surround Mower</b>	Capital	Reserve	Externally Funded
	<p><b>Detail :</b> 68" Contour Rotary Mower</p> <p><b>Purpose:</b> This will be an additional unit used to mow the slopes and surrounding areas throughout the golf course. Currently there is only one of these types of mowers used to maintain. Keeping up and maintaining these areas at an enjoyable level for everyday play with only one contour mower is very difficult. The addition will allow for the areas to be mowed more often and in a much more efficient manner.</p> <p><b>Funding Source:</b> Golf Course Equipment and Golf Cart Reserve</p>		68,500	



FL-09	Replacement Program - Golf Carts	Capital	Reserve	Externally Funded
	<p><b>Details:</b> Replacement of 10 golf carts</p> <p><b>Purpose:</b> In order to maintain the fleet of power carts at a reasonable cost, a replacement plan was developed and in 2023 the replacement of the 10 oldest power carts is required. In the last couple of years delivery has been slow, The carts ordered in 2022 have still not arrived and had an eighteen months delivery time.</p> <p><b>Funding Source:</b> Golf Course Equipment and Golf Cart Reserve</p>		70,000	
<b>COMMUNITY SERVICES TOTAL</b>		-	<b>973,400</b>	-

FIRE SERVICES - EQUIPMENT				
FL-10	Replacement Program - Self Contained Breathing Apparatus (SCBA)	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Replacement of SCBA equipment</p> <p><b>Purpose:</b> SCBAs are an integral piece of equipment for firefighters. They have a limited life span. This replacement program is intended to cycle the SCBA's to ensure that this equipment does not exceed its life cycle. This amount is for 3 new SCBA.</p> <p><b>Funding Source:</b> Fire Equipment Reserve</p>		35,000	
FL-11	Replacement of Unit 2101 - Truck - 1 Ton	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Replacement of Unit 2101, a command/rescue truck equipped with a skid mounted water pump and tank.</p> <p><b>Purpose:</b> Unit 2101 is a 2008 one ton 4 X 4 F350 truck with 85,000 km and 3,500 hours. This unit is equipped with a high pressure skid mounted fire pump and tank that is also foam capable.</p> <p><b>Funding Source:</b> Fire Equipment Reserve</p>		Removed by Budget Committee	



**2023 APPROVED GENERAL FUND BUDGET**

FL-12	Replacement of Unit 2108 - Fire Engine	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Unit 2108 is a 2007 Spartan fire engine assigned to main attach functions.(FD Reference - E-14)</p> <p><b>Purpose:</b> Unit 2108 was purchased in 2007 and slated for replacement after 15 years of frontline service, this unit has had 15 years and will have another 2 years by the time a new unit arrives. . It is our intent to replace this unit with a 'pumper' style of apparatus, the same as the old unit. The total time from tender until we receive the new unit will be close to two years (late 2024). This old unit will be bumped down and kept as an emergency spare with the current emergency spare being sold.</p> <p><b>Funding Source:</b> Fire Equipment Reserve</p>		1,300,000	

<b>FIRE SERVICES TOTAL</b>	-	<b>1,335,000</b>	-
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<b>PLANNING AND DEVELOPMENT SERVICES - EQUIPMENT</b>				
FL-13	Replacement of Unit 502 Truck	Capital	Reserve	Externally Funded
	<p><b>Detail :</b> Replacement of Unit 502 - 2012 Chev 1500</p> <p><b>Purpose:</b> Replacement of Unit 502, a 2012 Chev 1500 used as a Parking Meter vehicle. Replacement recommended due to accumulated mileage and body rust. The replacement would be a smaller SUV that would get substantially better fuel mileage, and better suited for the job. The average cost to maintain in the last three years is \$2,114 per year with some major repairs in 2020 at a cost of \$4,104.</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		40,000	
<b>PLANNING AND DEVELOPMENT SERVICES TOTAL</b>		-	<b>40,000</b>	-



PUBLIC WORKS – EQUIPMENT				
FL-14	<b>Replacement of Unit 123 - Truck - 3/4 Ton</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Replacement of Unit 123 - 3/4-ton truck</p> <p><b>Purpose:</b> Replacement of 2011 Dodge Crew Cab 3/4-ton truck due to accumulated mileage and hours of over 6000. The average maintenance costs over the last three years has been \$1,766 with 2021 costs being \$1,708. On a normal vehicle this amount of hours would put this unit well over 350,000km.</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		60,000	
FL-15	<b>Replacement of Unit 439 - Transit for Disabled Bus</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Replacement of Unit 439 a 2014 Ford E450</p> <p><b>Purpose:</b> The CSC operations manager in his 2023 budget submission, requested that the City purchase another Transit for Disabled Bus due to the age of the existing TFD vehicle fleet and the frame corrosion on this unit. In order to accommodate this request, it is suggested that the City only proceed with this request contingent on capital funding grant approval from the provincial Transit Assistance for Persons with Disabilities (TAPD) program. Total cost of a replacement bus is \$175,000 however, if the TAPD program provides funding, the amount of grant provided would be \$55,000. Average three year maintenance costs for this vehicle is \$13,025 per year</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve and External Funding (Transit Assistance for Persons with Disabilities Program)</p>		120,000	55,000



FL-16	Replacement of Units 802, 803, and 804 - Trucks	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Unit 802 is a 2011 Dodge Ram, Unit 803 is a 2013 Dodge Ram and Unit 804 is a 2011 Dodge Ram.</p> <p><b>Purpose:</b> These trucks were all originally purchased by the Police. Two in 2011 and one in 2014. Once retired from the Police, Fleet recycled them to recover any remaining life out off them instead of buying new units. Due to issues purchasing new Police vehicles the current units that are retiring are fully used up and not worth recycling, this will continue for the foreseeable future. Unit 802 is a 2011 Ram 1500. This vehicle is used by Fleet as a service and parts pickup vehicle. The unit has 151656km and 5233 hours as of June 2022. The average maintenance cost has been \$1,360 over the last three years. Unit 803 is a 2013 Ram 1500. This vehicle is a shared unit used by Public Works Streets and Roads in the summer and Sewer and Water in the winter. This unit has had an average maintenance cost of \$1,866 over the last three years. Unit 804 is a 2011 Ram 1500. This vehicle is used by Bylaw. This unit has had an average maintenance cost of \$974 over the last three years.</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		165,000	
FL-17	Replacement of – Trucks (Budget Committee reduced the budget from \$220,000 to \$110,000 to replace 2 of the 4 trucks proposed for replacement.)	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Replacement of Pickups - Unit 102, 132, 140 and 146 used by Public Works.</p> <p><b>Purpose:</b> Unit 102 is a 2011 Ford F150 used by the Traffic painting crew. This unit has an average maintenance cost of \$1,874 over the last three years. Unit 132 is a 2009 Ford F150 used by the Water Treatment Plant electrician. This unit has an average maintenance cost of \$1,158 over the last three years. Unit 140 is a 2013 Chevrolet 1500 used by the Sanitation department. This unit has an average maintenance cost of \$4,061 over the last three years. Unit 146 is a 2009 Chevrolet 1500 used by the Sanitation department. This unit has an average maintenance cost of \$1,144 over the last three years.</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		110,000	



FL-18	Replacement of Unit 52 - Asphalt Roller	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Replacement of Unit 52 - 66" Vibratory Smooth Drum Asphalt Roller.</p> <p><b>Purpose:</b> Unit 52 is 22 years old and is used by the Public Works Streets and Roads Department. We have kept this machine running as it is the only large asphalt roller the City owns. This is an essential part of our road maintenance equipment and parts are getting very hard to obtain. This unit needs to be replaced. The average three year maintenance cost for this machine are \$4,644 per year</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		Removed by Budget Committee	
FL-19	Replacement of Unit 36 - Motor Grader	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Replacement of Unit 36 a 2011 Caterpillar 120M Motor Grader This unit was used to maintain back alleys</p> <p><b>Purpose:</b> This motor grader is used to maintain back alleys, it is 12 years old and as of June 2022 has 12,220 hours. In 18 months when a replacement arrives it will have approximately 14,000 hour. It has received normal engine tune up work like injectors and other parts but nothing major yet. This is the ideal time to dispose of it before major components fail. This unit was purchased in 2017 as a used motor grader. It has been used year round as an alley machine in the summer and as a snow removal unit in the winter. It has seen far more hours than what was expected when purchased.</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		475,000	



**2023 APPROVED GENERAL FUND BUDGET**

FL-20	<b>Replacement of Unit 14 - Loader</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Replacement of Unit 14 - 2010 New Holland 3 Cubic Yard Loader</p> <p><b>Purpose:</b> Unit 14 is a 2010 loader used by Public Works. As of July 2022 it has just under 16,000 hours, by the time a new unit arrives it will have close to 18,000 hours. The three year average maintenance costs have been \$22,885 per year. This price also includes the addition of a snow bucket</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		510,000	
FL-21	<b>Replacement of Unit 28 - Four Yard Loader</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Replacement of Unit 28 - 2009 Case Four Yard Wheel Loader</p> <p><b>Purpose:</b> Unit 28 is used by the Public Works Streets and Roads Department and as of July 2022 it has 12,620 hours. By the time a replacement arrives in 18 months or more it will have 15,000 hours. In the summer it is used as a loader to load trucks, in the winter this is the loader that is large enough to handle the snow blower for snow removal. We have had a lot of issues with radiators, differentials, pins and bushing. The average cost per year for the last three years is \$20,325 with a cost of \$24,640 in 2021</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		610,000	
FL-22	<b>Replacement of Unit 911 - Transit Bus - 40ft</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Replacement of Unit 911 - 2010 New Flyer 40ft low floor transit bus.</p> <p><b>Purpose:</b> Unit 911 is due for replacement after 12 years of use. It could be kept a couple more years as a spare. The replacement will be two years down the road after ordering it.</p> <p><b>Funding Source:</b> Public Transit Reserve</p>		Removed by Budget Committee	
<b>PUBLIC WORKS TOTAL</b>		-	<b>2,050,000</b>	<b>55,000</b>





SANITATION – EQUIPMENT				
FL-23	<b>Replacement of Unit 64 - Automated Waste Collection Truck</b>	Capital	Reserve	Externally Funded
	<p><b>Details:</b> Unit 64 is a 2012 IHC Truck with the Rapid Rail Automated Refuse Collection System</p> <p><b>Purpose:</b> Unit 64 will have approximately 13,000 hours on it by June of 2023. It takes approximately one year before a replacement unit is delivered. This truck has been an ongoing maintenance issue due to the engine and emission system. Operational cost for repairs has averaged \$32,561 per year for the last three years.</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		475,000	
FL-24	<b>Replacement of Unit 751 - Loader</b>	Capital	Reserve	Externally Funded
	<p><b>Detail :</b> Replacement of Unit 751 - 2017 John Deere 5 Cubic Yard Loader</p> <p><b>Purpose :</b> Unit 751 is a 2017 loader used by the Sanitation Department, as of June 2022 it has over 10,000 hours by the time a new loader arrives in 2024 it will have in excess of 14,000. This was an economical unit to own but maintenance has begun to increase. The three year average maintenance costs have been \$47,750 per year. The replacement loader will be used for general landfill operations and Unit 751 will be repurposed to handle the sludge from the WWTP as it is fully landfill equipped with guarding and landfill tires.</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		850,000	
<b>SANITATION TOTAL</b>		-	<b>1,325,000</b>	-



WATER AND SEWER – EQUIPMENT				
FL-25	<b>Replacement of Unit 207 - Steamer Unit</b>	Capital	Reserve	Externally Funded
	<p><b>Detail:</b> Unit 207 is a 1967 Steamer Unit used for thawing catch basins, culverts and other frozen items.</p> <p><b>Purpose:</b> Unit 207 was condemned and pulled out of service by the provincial inspectors in the summer 2022. There was too much corrosion inside to fix. This unit is used to thaw valves, culverts and catch basins in the spring. There is no repairing this unit without a boiler replacement which is the cost of the steamer.</p> <p><b>Funding Source:</b> Equipment and Fleet Reserve</p>		90,000	
<b>WATER AND SEWER TOTAL</b>		-	<b>90,000</b>	-

Fleet Summary	Capital	Reserve	Externally Funded
<b>Total Fleet Purchases (Excluding Police Items)</b>	-	<b>5,813,400</b>	<b>55,000</b>
<b>Police Fleet Purchases (Refer to Police Budget Report)</b>	-	<b>296,000</b>	-
<b>Total Fleet Purchases by Funding Source Including Police</b>	-	<b>6,109,400</b>	<b>55,000</b>
<b>Grand Total of Fleet Purchase Requests</b>		<b>6,164,400</b>	

City's Equipment 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
Transit Assistance for People with Disabilities	\$55,000
<b>Total Fleet Purchases - Funding</b>	<b>\$6,164,400</b>





# RESERVE ALLOCATIONS



City of  
**Prince  
Albert**

## 2023 RESERVE ALLOCATIONS

RESERVE ALLOCATIONS	2022 Approved Allocations	2023 Budgeted Allocations	Variance
Alfred Jenkins Field House Improvements Reserve	\$103,500	\$103,500	\$0
Arenas Improvements Reserve	\$39,080	\$44,620	\$5,540
City Equipment Reserve	\$1,520,000	\$1,880,000	\$360,000
Civic Facilities Reserve - City of Prince Albert	\$1,541,000	\$1,543,200	\$2,200
Civic Facilities Reserve - Loan for \$16.0 million	(\$464,000)	(\$545,030)	(\$81,030)
Civic Facilities Reserve - Loan for \$30.0 million	\$0	(\$667,500)	(\$667,500)
Community Services Building Reserve	\$15,000	\$20,000	\$5,000
Destination Marketing Levy	\$351,500	\$351,500	\$0
Downtown Improvement	\$40,000	\$40,000	\$0
Downtown Improvement - 2023 Grants	(\$40,000)	(\$40,000)	\$0
E.A. Rawlinson Facility Reserve	\$65,000	\$65,000	\$0
E.A. Rawlinson Mechanical Reserve	\$10,000	\$10,000	\$0
Fire Fleet Reserve	\$300,000	\$300,000	\$0
Future Infrastructure	\$75,000	\$320,000	\$245,000
Group Benefits Reserve	\$0	(\$525,000)	(\$525,000)
Golf Course Cart Reserve	\$40,000	\$40,000	\$0
Golf Course Equipment Reserve	\$85,000	\$80,000	(\$5,000)
Golf Course Reserve - Improvements	\$190,000	\$195,000	\$5,000
Information Technology Reserve	\$500,000	\$450,000	(\$50,000)
Kinsmen Water Park	\$20,500	\$25,000	\$4,500
Kinsmen Water Park - Operating Maintenance	\$0	(\$25,000)	(\$25,000)
Prince Albert Slo-Pitch League Reserve	\$34,300	\$34,300	\$0
Prince Albert Golf and Curling Club Mechanical	\$10,000	(\$10,000)	(\$20,000)
Pehonan Parkway	\$82,000	\$82,000	\$0
Police Capital Reserve	\$263,040	\$263,040	\$0
Police Fleet Reserve	\$300,000	\$250,000	(\$50,000)
Police Operating Reserve - Transfer from Reserve	(\$400,000)	(\$200,000)	\$200,000
Prime Minister's Park Improvement Reserve	\$3,760	\$3,760	\$0
Proactive Policing Reserve	\$554,600	\$554,600	\$0
Proactive Policing Reserve - 2023 Policing Strategy	(\$515,000)	(\$621,100)	(\$106,100)
Project Beach Reserve	\$3,000	\$3,000	\$0
Public Art Capital Reserve	\$30,000	\$30,000	\$0
Public Transit Reserve	\$105,000	(\$34,800)	(\$139,800)
Transfer from Safety Reserve	(\$25,000)	(\$15,000)	\$10,000
South Hill Cemetery Perpetual Care Reserve	\$10,000	\$15,000	\$5,000
Transfer from Housing Reserve	\$0	(\$52,920)	(\$52,920)
Transfer from PADBID Reserve	\$0	(\$80,000)	(\$80,000)
<b>TOTAL</b>	<b>\$4,847,280</b>	<b>\$3,887,170</b>	<b>(\$960,110)</b>





