



**CITY OF PRINCE ALBERT
BUDGET COMMITTEE
REGULAR MEETING MINUTES**

**Thursday, January 9, 2025, 8:00 a.m.
COUNCIL CHAMBER, CITY HALL**

Council Present: Mayor Bill Powalinsky
Councillor Daniel Brown
Councillor Troy Parenteau
Councillor Tony Head
Councillor Bryce Laewetz
Councillor Stephen Ring
Councillor Blake Edwards
Councillor Dawn Kilmer
Councillor Darren Solomon

Admin Present: Terri Mercier, City Clerk
Sherry Person, City Manager
Kris Olsen, Fire Chief
Melodie Boulet, Finance Manager
Jeffrey Da Silva, Director of Public Works
Kiley Bear, Director of Corporate Services
Wilna Furstenberg, Communications Manager
Nasir Khan, Acting Senior Accounting Manager
Ramona Fauchoux, Director of Financial Services
Jody Boulet, Director Parks, Recreation and Culture
Craig Guidinger, Director of Community Development

1. CALL TO ORDER

Mayor Powalinsky, Chairperson, called the meeting to order at 8:02 a.m. and the stated Land Acknowledgement for Truth and Reconciliation.

2. APPROVAL OF AGENDA

3. DECLARATION OF CONFLICT OF INTEREST

3.1 Councillor Edwards - Item No. 5.6.28

Board Member of the Carlton Park Community Club.

3.2 Councillor Brown - Item No. 5.13.5.1

Sister is Chair of the Board.

4. ADOPTION OF MINUTES

5. GENERAL FUND BUDGET

5.1 OVERVIEW AND FINANCIAL HIGHLIGHTS

5.2 CAPITAL PROJECTS

5.3 CAPITAL PROJECTS UNFUNDED

5.4 CAPITAL BUDGET

5.5 FLEET

5.6 PARKS, RECREATION AND CULTURE

5.6.1 Alfred Jenkins Field House Functional Area

5.6.2 Bernice Sayese Centre Functional Area

5.6.3 Lake Country Co-op Leisure Centre Functional Area

5.6.4 Parks Administration Functional Area

5.6.5 Little Red River Park and Kinsmen Ski Hill Functional Area

5.6.6 Kinsmen Park Functional Area

5.6.7 Cemetery Functional Area

5.6.8 City Beautification Functional Area

5.6.9 Art Hauser Centre Functional Area

5.6.10 Kinsmen Arena Functional Area

5.6.11 Dave G. Steuart Arena Functional Area

5.6.12 E.A. Rawlinson Centre Functional Area

5.6.13 Museums Functional Area

5.6.14 Margo Fournier Arts Centre Functional Area

5.6.15 Public Art Functional Area

5.6.16 Municipal Cultural Action Plan Functional Area

5.6.17 City Hall Facility Maintenance Functional Area

Motion No. 0055.

Moved by: Councillor Ring

That the total 2025 Operating Budget for the City Hall Facility Maintenance Functional Area be approved at a cost of \$521,825, as presented.

CARRIED

5.6.18 Facility Maintenance Supervision Functional Area

Motion No. 0056.

Moved by: Councillor Brown

that the total 2025 Operating Budget for the Facility Maintenance Supervision Functional Area be approved at a cost of \$179,213, as presented.

CARRIED

5.6.19 Prince Albert Golf and Curling Centre - Maintenance Functional Area

Motion No. 0057.

Moved by: Councillor Laewetz

That the total 2025 Operating Budget for the Prince Albert Golf and Curling Centre - Maintenance Functional Area be approved at a cost of \$116,844, as presented.

CARRIED

5.6.20 Tourism Information Centre - Maintenance Functional Area

Motion No. 0058.

Moved by: Councillor Brown

That the total 2025 Operating Budget for the Tourism Information Centre - Maintenance Functional Area be approved at a cost of \$52,111, as presented.

CARRIED

5.6.21 Prince Albert Public Library - Maintenance Functional Area

Motion No. 0059.

Moved by: Councillor Kilmer

That the total 2025 Operating Budget for the Prince Albert Public Library - Maintenance Functional Area be approved at a cost of \$42,641, funded from the Prince Albert Library Levy.

CARRIED

5.6.22 Facility Maintenance - Other Facilities Functional Area

Motion No. 0060.

Moved by: Councillor Brown

That the total 2025 Operating Budget for the Facility Maintenance - Other Facilities Functional Area be approved at a cost of \$19,694, as presented.

CARRIED

5.6.23 Parks, Recreation and Culture Administration Functional Area

5.6.23.1 2025 Rates and Fees – City Facilities and Programs (RPT 2025-08)

Motion No. 0061.

Moved by: Councillor Parenteau

1. That the total 2025 Operating Budget for the Parks, Recreation and Culture Functional Area be approved at a cost of \$848,582, as presented; and,
2. That the Parks, Recreation and Culture Department develop an Accountability Reporting Framework for User Groups that receive annual subsidized access to City Facilities and report back to City Council in advance of implementing the Reporting Framework.

CARRIED

5.6.24 Recreation Supervision Functional Area

5.6.24.1 2025 Waiving of Fees Requests (RPT 2025-15)

Motion No. 0062.

Moved by: Councillor Head

1. That the total 2025 Operating Budget for the Recreation Supervision Functional Area be approved at a cost of \$629,009, as presented; and,
2. That the 2025 Waiving of Fees Requests, as outlined in RPT 2025-15, be approved.

CARRIED

5.6.25 Saskatchewan Lotteries Program Functional Area

Motion No. 0063.

Moved by: Councillor Kilmer

That the total 2025 Operating Budget for the Saskatchewan Lotteries Program Functional Area be approved at a cost of \$0, as presented.

CARRIED

5.6.26 Frank J. Dunn Swimming Pool Functional Area

Motion No. 0064.

Moved by: Councillor Solomon

That the total 2025 Operating Budget for the Frank J. Dunn Swimming Pool Functional Area be approved at a cost of \$234,855, as presented.

CARRIED

5.6.27 Kinsmen Water Park Functional Area

Motion No. 0065.

Moved by: Councillor Brown

That the total 2025 Operating Budget for the Kinsmen Waterpark Functional Area be approved at a cost of \$333,395, as presented.

CARRIED

5.6.28 Community Clubs Functional Area

Councillor Edwards declared a conflict on this item. (Board Member of the Carlton Park Community Club.)

Motion No. 0066.

Moved by: Councillor Ring

That the total 2025 Operating Budget for the Community Clubs Functional Area be approved at a cost of \$444,781, as presented.

Conflict (1): Councillor Edwards

CARRIED

5.6.29 Kinsmen Community Heritage Centre Functional Area

Motion No. 0067.

Moved by: Councillor Solomon

That the total 2025 Operating Budget for the Kinsmen Community Heritage Centre Functional Area be approved at a cost of \$61,961, as presented.

CARRIED

5.6.30 Playgrounds and Playstructures Functional Area

Motion No. 0068.

Moved by: Councillor Ring

That the total 2025 Operating Budget for the Playground and Playstructures Functional Area be approved at a cost of \$294,279, as presented.

CARRIED

5.6.31 Outdoor Sports Fields Functional Area

Motion No. 0069.

Moved by: Councillor Solomon

That the total 2025 Operating Budget for the Outdoor Sports Fields Functional Area be approved at a cost of \$279,011, as presented.

CARRIED

5.6.32 Skateboard Park Functional Area

Motion No. 0070.

Moved by: Councillor Brown

That the total 2025 Operating Budget for the Skateboard Park Functional Area be approved at a cost of \$54,180, as presented.

CARRIED

5.6.33 Cooke Municipal Golf Course Functional Area

5.6.33.1 2025 Rates and Fees – Cooke Municipal Golf Course (RPT 2025-19)

Motion No. 0071.

Moved by: Councillor Laewetz

That the following recommendations be considered at the January 10, 2025 Budget Committee meeting:

1. That the total 2025 Operating Budget for the Cooke Municipal Golf Course Functional Area be approved at a surplus of \$102,324, as presented;
2. That a two point five percent (2.5%) increase to the Rates and Fees for Cooke Municipal Course be approved;
3. That the annual Sponsorship Funding for Cooke Municipal Golf Course be allocated to the Golf Course Improvements Reserve; and,
4. That \$60,000 of the annual Revenue generated through Pathway Fees and Cart Rentals be allocated to the Golf Course Improvements Reserve for the purpose of Pathway Reconstruction and Repair.

CARRIED

The meeting recessed at 10:40 a.m.

The meeting reconvened at 11:04 a.m.

5.7 PUBLIC WORKS

5.7.1 Snow Management Functional Area

Motion No. 0072.

Moved by: Councillor Brown

That the total 2025 Operating Budget for the Snow Management Functional Area be approved at a cost of \$1,764,785, as presented.

CARRIED

5.7.2 Streets and Roads Functional Area

Motion No. 0073.

Moved by: Councillor Solomon

That the total 2025 Operating Budget for the Streets and Roads Functional Area be approved at a cost of \$1,005,704, as presented.

CARRIED

5.7.3 Street Sweeping Functional Area

Motion No. 0074.

Moved by: Councillor Kilmer

That the total 2025 Operating Budget for the Street Sweeping Functional Area be approved at a cost of \$367,247, as presented.

CARRIED

5.7.4 Sidewalk Maintenance Functional Area

Motion No. 0075.

Moved by: Councillor Head

That the total 2025 Operating Budget for the Sidewalk Maintenance Functional Area be approved at a cost of \$275,558, as presented.

CARRIED

5.7.5 Back Lanes Maintenance Functional Area

Motion No. 0076.

Moved by: Councillor Solomon

That the total 2025 Operating Budget for the Back Lanes Maintenance Functional Area be approved at a cost of \$90,955, as presented.

CARRIED

5.7.6 City Public Transit Functional Area

5.7.6.1 2025 Transit Operating Budget (RPT 2025-11)

5.7.6.2 Paratransit and Seniors Transportation Service Contract

Motion No. 0077.

Moved by: Councillor Kilmer

That the total 2025 Operating Budget for the City Public Transit Functional Area be approved at a cost of \$2,450,726, which includes an increased revenue of \$100,000.

CARRIED

The meeting recessed at 12:03 p.m.

The meeting reconvened at 12:39 p.m.

5.7.7 Engineering Functional Area

Motion No. 0078.

Moved by: Councillor Ring

That the total 2025 Operating Budget for the Engineering Functional Area be approved at a cost of \$996,795, as presented.

CARRIED

5.7.8 Street Lighting Functional Area

Motion No. 0079.

Moved by: Councillor Head

That the total 2025 Operating Budget for the Street Lighting Functional Area be approved at a cost of \$988,186, as presented.

CARRIED

5.7.9 Traffic Lights Functional Area

Motion No. 0080.

Moved by: Councillor Head

1. That the total 2025 Operating Budget for the Traffic Lights Functional Area be approved at a cost of \$547,735 as presented; and,
2. That Administration provide a report on the accessibility of Traffic Signalization for consideration prior to the 2026 Budget deliberations.

CARRIED

5.7.10 Traffic Counts and Lane Markings Functional Area

Motion No. 0081.

Moved by: Councillor Head

That the total 2025 Operating Budget for the Traffic Counts and Lane Markings Functional Area be approved at a cost of \$242,432, as presented.

CARRIED

5.7.11 Traffic Signs Functional Area

Motion No. 0082.

Moved by: Councillor Parenteau

That the total 2025 Operating Budget for the Traffic Signs Functional Area be approved at a cost of \$469,880, as presented.

CARRIED

5.7.12 Municipal Service Centre Functional Area

Motion No. 0083.

Moved by: Councillor Solomon

That the total 2025 Operating Budget for the Municipal Service Centre Functional Area be approved at a cost of \$179,798, as presented.

CARRIED

5.7.13 City Yards Functional Area

Motion No. 0084.

Moved by: Councillor Brown

That the total 2025 Operating Budget for the City Yards Functional Area be approved at a cost of \$130,316, as presented.

CARRIED

5.7.14 Purchasing and Stores Functional Area

Motion No. 0085.

Moved by: Councillor Ring

That the total 2025 Operating Budget for the Purchasing and Stores Functional Area be approved at a cost of \$375,185, as presented.

CARRIED

5.8 FIRE SERVICES

5.8.1 Fire Building Maintenance Functional Area

Motion No. 0086.

Moved by: Councillor Brown

That the total 2025 Operating Budget for the Fire Building Maintenance Functional Area be approved at a cost of \$115,054, as presented.

CARRIED

5.8.2 Fire Administration Functional Area

Motion No. 0087.

Moved by: Councillor Head

That the total 2025 Operating Budget for the Fire Administration Functional Area be approved at a cost of \$1,394,476, as presented.

CARRIED

5.8.3 Fire Fighting Functional Area

Motion No. 0088.

Moved by: Councillor Parenteau

That the total 2025 Operating Budget for the Fire Fighting Functional Area be approved at a cost of \$7,083,710, as presented.

Absent (1): Councillor Edwards

CARRIED

5.8.4 Fire Fleet and Equipment Functional Area

Motion No. 0089.

Moved by: Councillor Ring

That the total 2025 Operating Budget for the Fire Fleet and Equipment Functional Area be approved at a cost of \$785,338, as presented.

CARRIED

5.8.5 Fire Prevention Functional Area

Motion No. 0090.

Moved by: Councillor Ring

That the total 2025 Operating Budget for the Fire Prevention Functional Area be approved at a cost of \$354,504, as presented.

CARRIED

5.9 CORPORATE SERVICES

5.9.1 Corporate Communications Functional Area

Motion No. 0091.

Moved by: Councillor Parenteau

That the total 2025 Operating Budget for the Corporate Communications Functional Area be approved at a cost of \$299,319, as presented.

CARRIED

5.9.2 Human Resources Functional Area

Motion No. 0092.

Moved by: Councillor Brown

That the total 2025 Operating Budget for the Human Resources Functional Area be approved at a cost of \$1,222,583, as presented.

CARRIED

5.9.3 Information and Technology Functional Area

Motion No. 0093.

Moved by: Councillor Edwards

That the total 2025 Operating Budget for the Information and Technology Functional Area be approved at a cost of \$1,234,849, as presented.

CARRIED

5.9.4 Occupational Health and Safety Functional Area

Motion No. 0094.

Moved by: Councillor Edwards

That the total 2025 Operating Budget for the Occupational Health and Safety Functional Area be approved at a cost of \$160,506, as presented.

Absent (1): Councillor Solomon

CARRIED

5.9.5 Solutions Hub Functional Area

Motion No. 0095.

Moved by: Councillor Laewetz

That the total 2025 Operating Budget for the Solutions Hub Functional Area be approved at a cost of \$480,424, as presented.

Absent (1): Councillor Solomon

CARRIED

5.10 CORPORATE GOVERNANCE

5.10.1 City Manager Functional Area

5.10.1.1 Strategic Plan Request for Proposal (RPT 2025-20)

Motion No. 0096.

Moved by: Councillor Kilmer

1. That the total 2025 Operating Budget for the City Manager Functional Area be approved at a cost of \$615,074, as presented;
2. That Administration proceed with preparing an Request for Proposal for Strategic Planning Services, including the following key deliverables:
 - a. To create a renewed, multi-year Strategic Plan for the City of Prince Albert;
 - b. To engage appropriate, internal audiences during the Strategic Plan's development;
 - c. To craft an implementation framework to guide the work of the renewed Strategic Plan; and,
 - d. To provide two (2) years of Strategic Planning Services to work with Administration and City Council to support the implementation framework.

CARRIED

5.10.2 City Clerk Functional Area

Motion No. 0097.

Moved by: Councillor Solomon

That the total 2025 Operating Budget for the City Clerk Functional Area be approved at a cost of \$719,620, as presented.

Absent (1): Councillor Laewetz

CARRIED

5.10.3 City Council Functional Area

Motion No. 0098.

Moved by: Councillor Ring

That the total 2025 Operating Budget for the City Council Functional Area be approved at a cost of \$440,355, as presented.

Absent (1): Councillor Laewetz

CARRIED

5.10.4 Mayor Functional Area

Motion No. 0099.

Moved by: Councillor Ring

That the total 2025 Operating Budget for the Mayor Functional Area be approved at a cost of \$186,159, as presented.

Absent (1): Councillor Laewetz

CARRIED

5.10.5 City Solicitor Functional Area

Motion No. 0100.

Moved by: Councillor Parenteau

That the total 2025 Operating Budget for the City Solicitor Functional Area be approved at a cost of \$922,030, which includes a cost savings of \$20,000 for Clerical Assistance.

CARRIED

5.11 FINANCIAL SERVICES

5.11.1 Financial Services Functional Area

Motion No. 0101.

Moved by: Councillor Brown

That the total 2025 Operating Budget for the Financial Services Functional Area be approved at a cost of \$1,506,051, as presented.

CARRIED

5.11.2 Assessment and Taxation Functional Area

Motion No. 0102.

Moved by: Councillor Brown

That the total 2025 Operating Budget for the Assessment and Taxation Functional Area be approved at a cost of \$752,336, as presented.

CARRIED

The meeting recessed at 2:25 p.m.

The meeting reconvened at 2:48 p.m.

5.12 COMMUNITY DEVELOPMENT

5.12.1 Planning Services Functional Area

5.12.1.1 Prince Albert District Planning Commission 2025 Budget Submission (CORR 2024-80)

5.12.1.2 Prince Albert Housing Authority 2025 Budget Submission (CORR 2024-81)

Motion No. 0103.

Moved by: Councillor Brown

1. That the total 2025 Operating Budget for the Planning Services Functional Area be approved at a cost of \$965,075, as presented; and,
2. That the City Solicitor review the allocation of the 2025 payment to the Prince Albert Housing Authority and the City's contractual responsibility to pay the Municipal Settlement Share as outlined in the various Agreements, prior to the 2026 Budget deliberations.

CARRIED

5.12.2 Building Inspections Functional Area

Motion No. 0104.

Moved by: Councillor Kilmer

That the total 2025 Operating Budget for the Building Inspections Functional Area be approved at a cost of \$156,052, as presented.

CARRIED

5.12.3 Bylaw Enforcement Functional Area

Motion No. 0105.

Moved by: Councillor Solomon

That the total 2025 Operating Budget for the Bylaw Enforcement Functional Area be approved at a cost of \$1,086,860, as presented.

CARRIED

5.12.4 Economic Development Functional Area

Motion No. 0106.

Moved by: Councillor Laewetz

That the total 2025 Operating Budget for the Economic Development Functional Area be approved at a surplus of \$92,152, as presented.

Absent (1): Councillor Brown

CARRIED

5.12.5 Geographical Information Systems Division Functional Area

Motion No. 0107.

Moved by: Councillor Brown

That the total 2025 Operating Budget for the Geographical Information Systems Functional Area be approved at a cost of \$334,341, as presented.

CARRIED

5.12.6 Impound Lot Functional Area

Motion No. 0108.

Moved by: Councillor Edwards

That the total 2025 Operating Budget for the Impound Lot Functional Area be approved at a surplus of \$193,523, as presented.

Absent (1): Councillor Head

CARRIED

5.12.7 Tourism Division Functional Area

Motion No. 0109.

Moved by: Councillor Parenteau

That the total 2025 Operating Budget for the Tourism Division Functional Area be approved at a cost of \$190,211, as presented.

CARRIED

5.12.8 Parking Services Functional Area

Motion No. 0110.

Moved by: Councillor Ring

That the total 2025 Operating Budget for the Parking Services Functional Area be approved at a surplus of \$743,074, as presented.

CARRIED

5.13 EXTERNAL AGENCIES

5.13.1 Community Service Centre

Motion No. 0111.

Moved by: Councillor Kilmer

That the total 2025 Operating Budget for the Community Service Centre Functional Area be approved at a cost of \$0, as presented.

CARRIED

5.13.2 Prince Albert Arts Board Functional Area

5.13.2.1 Prince Albert Arts Board 2025 Budget Submission (CORR 2024-76)

Motion No. 0112.

Moved by: Councillor Solomon

That the total 2025 Operating Budget for the Prince Albert Arts Board Functional Area be approved at a cost of \$25,000, as presented.

CARRIED

5.13.3 Prince Albert Mobile Crisis Functional Area

5.13.3.1 Prince Albert Mobile Crisis 2025 Budget Submission (CORR 2024-78)

Motion No. 0113.

Moved by: Councillor Parenteau

That the total 2025 Operating Budget for the Prince Albert Mobile Crisis Functional Area be approved at a cost of \$43,600, as presented.

CARRIED

5.13.4 Prince Albert Historical Society - Museums Functional Area

5.13.4.1 Prince Albert Historical Society 2025 Budget Submission (CORR 2024-74)

5.13.4.2 Prince Albert Historical Society Funding and 2009 Memorandum of Agreement (RPT 2024-258)

Motion No. 0114.

Moved by: Councillor Edwards

That the total 2025 Operating Budget for the Prince Albert Historical Society - Museums Functional Area be approved at a cost of \$104,950, inclusive of \$33,870 in grant funding.

CARRIED

5.13.5 Mann Art Gallery Functional Area

5.13.5.1 Mann Art Gallery 2025 Budget Submission (CORR 2024-77)

Councillor Brown declared a conflict on this item. (Sister is Chair of the Board.)

Motion No. 0115.

Moved by: Councillor Laewetz

That the total 2025 Operating Budget for the Mann Art Gallery Functional Area be approved at a cost of \$100,000, as presented.

Conflict (1): Councillor Brown

CARRIED

5.13.6 Prince Albert Golf and Curling Centre

5.13.6.1 Prince Albert Golf and Curling Centre 2025 Budget Submission (CORR 2024-75)

This Item will be considered at the January 10, 2025 Budget Committee meeting.

5.14 PRINCE ALBERT PUBLIC LIBRARY

5.15 PRINCE ALBERT DOWNTOWN BUSINESS IMPROVEMENT DISTRICT

5.15.1 Prince Albert Downtown Business Improvement District Functional Area

5.15.1.1 Prince Albert Downtown Business Improvement District 2025 Budget Submission (CORR 2024-73)

This Item was moved up for consideration after Item No. 5.13.5.

Motion No. 0116.

Moved by: Councillor Kilmer

That the 2025 Prince Albert Downtown Business Improvement District be funded in the amount of \$102,000, inclusive of \$40,000 to be funded from the Prince Albert Downtown Business Improvement District Operating Reserve.

CARRIED

The Budget Committee adjourned at 4:22 p.m. The remaining Agenda Items were considered at the January 10, 2025 Budget Committee meeting.

5.16 POLICE SERVICE

5.17 OPERATING ISSUES NOT FUNDED

5.18 UNFINISHED BUSINESS

5.19 RESERVE ALLOCATIONS

5.20 GENERAL GOVERNMENT

6. **INCAMERA**

7. **SUBMIT TO COUNCIL**

8. **ADJOURNMENT - 4:22 P.M.**

Motion No. 0117.

Moved by: Councillor Brown

That this Committee do now adjourn until Friday, January 10, 2025 at 9:00 a.m. to continue consideration of the 2025 General Fund Operating and Capital Budgets.

CARRIED

CHAIRPERSON

CITY CLERK