

**MINUTES OF THE SPECIAL PLANNING COMMITTEE MEETING OF THE CITY OF
NORTH BATTLEFORD HELD VIA ZOOM AND IN COUNCIL CHAMBERS,
TUESDAY, NOVEMBER 29TH, 2022 COMMENCING AT 5:00 P.M.**

MEMBERS PRESENT:

Mayor David Gillan

Councillors Kelli Hawtin
 Thomas Ironstand
 Greg Lightfoot
 Kent Lindgren
 Ross MacAngus
 Len Taylor

**ADMINISTRATION
PRESENT:**

Randy Patrick, City Manager
Stacey Hadley, City Clerk
Brent Nadon, Director of Finance
Lindsay Holm, Director of Protective Services
Cheryl DeNeire, Director of Parks & Recreation
Stewart Schafer, Director of Operations
Margarita Pena, Finance Manager
Seton Winterholt, Fleet & Maintenance Manager
Paul Perry, Deputy Fire Chief
Siobhan Gormley, Don Ross Centre Manager
Leah Garvin, Galleries Manager
Michelle Horncastle, InnovationPlex General Manager
Kris Wisner, Aquatics Manager
Candace Toma, Public Relations Coordinator

Mayor Gillan called the meeting to order at 5:05 p.m.

AGENDA

26/22 BE IT RESOLVED That the Special Planning Committee Agenda for
November 29th, 2022, be approved.

Moved by Councillor Lightfoot
CARRIED



NEW BUSINESS

DIRECTOR OF FINANCE

Re: Additional Budget Information

The Director of Finance provided additional budget information regarding the year to date General Government Fund expenses for the following:

- salaries, wages and benefits;
- professional contractual services;
- maintenance, materials and supplies;
- subscriptions and memberships; and,
- full time Journeyman Mechanic position.

Discussion was also held regarding the reallocation of \$175,000 from general taxation to UPAR tax to address sidewalk repairs and replacement, and the 2.56% RCMP cost increase impacting the budget excluding retroactive pay.

DIRECTOR OF PROTECTIVE SERVICES

Re: Fire & Protective Services

The Director of Protective Services reviewed the proposed Fire and Protective Services budget, and discussion was held regarding traffic and fire service fees and fines, enforcement trends as it relates to ticket revenue, enforcement activities during and since the pandemic, policing department staffing challenges, the humane society, and apparatus replacement and recertifications.

Planning Committee recessed at 6:45 p.m. and reconvened at 6:59 p.m.

The Director of Protective Services advised that best practice with respect to apparatus replacement is to ensure capital planning as recertification/extensions with the underwriters cannot be guaranteed, and that ticket revenue customarily declines with effective enforcement activities.

DIRECTOR OF PARKS & RECREATION

Re: Recreation and Parks Services Overview

The Director of Parks & Recreation provided information regarding the post pandemic environment and impacts to recreation programming including public hesitancy, and a decline in disposable income due to the economy and inflation.

The Director also provided an update regarding the challenges associated with training and retaining lifeguards for swimming lessons and reviewed the departments operational budget.



Discussion was held regarding the urban forest and the City's community centered approach for recreation services.

The Fleet and Maintenance Manager reviewed the departments capital budget and discussion was held regarding potential grant opportunities for the Allen Sapp Gallery cornice repairs; the Don Ross Centre fire rated doors, washroom updates, floor washer, and ice plant condenser; and the Aquatic Centre roof replacement and pool chair lift.

Planning Committee requested additional information regarding the following:

- *Fire & Protective Services actual year to date revenue;*
- *Extended recertification of fire trucks; and,*
- *Accounting of revenue for sale of equipment at end of life.*

NEXT MEETING DATE – Thursday, December 1st, 2022 @ 5:00 p.m.

ADJOURNMENT

27/22 BE IT RESOLVED That the meeting adjourn at 8:36 p.m.

Moved by Councillor Hawtin
CARRIED



